

LOS RIOS COMMUNITY COLLEGE DISTRICT

BOARD MEETING AGENDA

Wednesday, November 18, 2020

5:30pm

Zoom Meeting Access (Open to the Public):

Webinar Link: <https://cccconfer.zoom.us/j/98101758320>

Telephone Dial: (669) 900-6833

Webinar ID: 981 0175 8320

Notice: This meeting will be held in accordance with Executive Order N-25-20, N-29-20 and N-33-20 issued by California Governor Gavin Newsom on March 12, 17, and 19, 2020, the Ralph M. Brown Act, and the Federal American With Disabilities Act.

In an effort to control the spread of COVID-19, this meeting will not be physically open to the public. All members of the public may participate in the meeting via Zoom Webinar. Upon entry into the meeting; all computers and telephones except for the Board of Trustees, the Chancellor, and the Board Clerk shall be muted.

1. CALL TO ORDER

Board President

2. ORAL COMMUNICATIONS

The public may comment on any items within the Board's jurisdiction, even if the items are not on the agenda only during this portion of the meeting. However, the law prohibits action by the Board on non-agenda items. Speakers are limited to three minutes. If you wish to speak to a particular item on the current board agenda, your comments will be taken up at the time the Board takes up that item.

Members of the public have three options to offer public comment:

- 1) Email your full name and the matter you wish to speak about to board@losrios.edu by 3:00pm on the day of the meeting, and you will be called on by the Board President during this portion of the meeting.*
- 2) Use the Q&A function in Zoom to submit your full name and the matter you wish to speak about to the Clerk of the Board. You will be called on by the Board President during this portion of the meeting.*
- 3) If participating by phone, you may "raise your hand" by dialing *9 during the public comments portion of the meeting. When you raise your hand, you will be recognized by the President of the Board and asked to provide your full name and the matter you wish to speak about.*

3. CONSENT CONSIDERATIONS

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

A. Board Meeting Minutes: October 9-10 and 14, 2020 (page 3)	Brian King
B. Scheduling of Board of Trustees Annual Organizational Meeting (page 19)	Brian King
C. Curriculum Proposals: ARC/CRC/FLC/SCC (page 20)	Jamey Nye
D. American River College Commemorative Naming for the ARC STEM Innovation Center (page 35)	Thomas Greene
E. District Quarterly Financial Status Report (311Q) (page 39)	Mario Rodriguez
F. Los Rios Colleges Foundation – Quarterly Investment Report (page 43)	Mario Rodriguez
G. Disposition of Surplus Equipment (page 46)	Mario Rodriguez
H. Ratify: Grants and Contracts Awarded (page 47)	Brian King
I. Ratify: Bid Transactions (page 49)	Mario Rodriguez
J. Ratify: Affiliation and Other Agreements (page 50)	Mario Rodriguez
K. Purchase Orders, Warrants, Checks and Electronic Transfers (page 52)	Mario Rodriguez
L. 2020-21 Sabbaticals/Professional Development Leaves (page 54)	Jamey Nye
M. Human Resources Transactions (page 59)	Jamey Nye

4. FIRST READING	
A. Draft 2021 Board Meeting Calendar (page 70)	Brian King
B. Board Policy Adoption: Credit for Prior Learning P-7137 (page 73)	Jacob Knapp
C. Board Policy Adoption: Video Safety System P-8912 (page 75)	Jacob Knapp

5. ACTION	
A. Contract Award: SCC Lillard Hall (page 83)	Mario Rodriguez
B. Contract Award: CRC Automotive Technology Modernization and Expansion (page 85)	Mario Rodriguez
C. Public Hearing: College and Career Access Pathways (CCAP) MOU: Natomas Pacific Pathways Preparatory High School (page 87)	Thomas Greene

6. BOARD MEMBER REPORTS

7. FUTURE AGENDA ITEMS

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

9. CLOSED SESSION
<i>Closed session may be held as authorized by law for matters including, but not limited to collective bargaining (Rodda Act), Education Code provisions, pending litigation, etc. Closed Session will be held via Zoom Conference and not be open to the public.</i>
A. Public Employee Discipline/Dismissal/Release (Government Code Section 54957)
B. Conference with Legal Counsel – Existing Litigation (Government Code Section 54956.9(d)(1)). Name of Case - WCAB #: ADJ9860353
C. Conference with Legal Counsel - Anticipated Litigation (Government Code Section 54956.9(d)(2)). Number of Matters: One

10. ANNOUNCEMENT OF REPORTABLE ACTIONS TAKEN IN CLOSED SESSION SHALL BE POSTED ON THE BOARD OF TRUSTEES’ WEBPAGE: <https://losrios.edu/about-los-rios/board-of-trustees/board-agendas-and-minutes>

11. ADJOURNMENT

LOS RIOS BOARD OF TRUSTEES			
Dustin Johnson President ▪ Area 1	Deborah Ortiz Vice President ▪ Area 6	Robert Jones ▪ Area 2 John Knight ▪ Area 3 Vacant ▪ Area 4	Pamela Haynes ▪ Area 5 Tami Nelson ▪ Area 7 Toni Schiffmaier ▪ 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) 568-3039.</i> Next Regular Board Meeting: December 16, 2020 ▪ Zoom Conference			
Public records provided to the Board for the items listed on the open session portion of this agenda will be posted on the District’s website: www.losrios.edu as soon as they are available.			
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 (568-3039) 48 hours in advance will enable the District to make arrangements to ensure meeting accessibility. The District will swiftly resolve those requests consistent with the ADA and resolving any doubt in			

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: November 18, 2020

SUBJECT:	Board Meeting Minutes: October 9-10 and 14, 2020	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 meetings held on October 9-10 and 14, 2020 are attached for Board review and consideration.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the minutes of the meetings held on October 9-10 and 14, 2020.

LOS RIOS COMMUNITY COLLEGE DISTRICT

Board of Trustees Retreat

Friday, October 9, 2020 - 5:30 p.m.

Saturday, October 10, 2020 - 9:00 a.m.

This board meeting was held via Zoom Conference in accordance with Executive Orders N-25-20, N-29-20 and N-33-20 issued by California Governor Gavin Newsom on March 12, 17, and 19, 2020.

FRIDAY, OCTOBER 9, 2020

1. CALL TO ORDER

The board meeting was called to order by Vice President Ortiz at 5:30 p.m.

Present:

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

Toni Schiffmaier, Student Trustee

Dr. Brian King, Chancellor

2. ORAL COMMUNICATIONS

There were no oral communications.

3. FUTURE DIRECTIONS DISCUSSION

- A. State and Los Rios Budget and Enrollment Update
- B. Draft 2021 Board Meeting Calendar
- C. Board Self-Evaluation
- D. Board Requested Information Items and Future Agenda Items

4. CLOSED SESSION

The Board Members went into closed session at 6:27pm to consider the matter listed below:

- 1. Pursuant to Government Code section 54957: Public Employee Performance Evaluation: Chancellor
- 2. Pursuant to Govt. Code section 54957: Public Employee Evaluation and Contract: Contract Officers

No reportable action was taken in closed session.

5. OPEN SESSION

Open Session resumed at 7:56 pm.

6. ACTION

A. Contract Officer Contracts

A motion was made by Trustee Knight, seconded by Trustee Haynes, that the Board of Trustees:

a) Extend the contracts to June 30, 2023 for the District Officers listed:

Paula Allison, Associate Vice Chancellor, Resource Development
Edward Bush, President, Cosumnes River College
Melanie Dixon, Associate Vice Chancellor, Educational Services & Student Success
Michael Gutierrez, President, Sacramento City College
Pablo Manzo, Associate Vice Chancellor of Facilities Management
Jamey Nye, Deputy Chancellor
Gabe Ross, Associate Vice Chancellor, Communications & Media Relations
Whitney Yamamura, President, Folsom Lake College

b) Extend the contracts to June 30, 2022 for the District Officers listed:

Tamara Armstrong, Associate Vice Chancellor, Information Technology
Jacob Knapp, Associate Vice Chancellor, Human Resources
Mario Rodriguez, Vice Chancellor, Finance and Administration

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

Paula Allison, Associate Vice Chancellor, Resource Development (from A/4 to A/5)
Melanie Dixon, Assoc. Vice Chancellor, Ed. Services & Student Success (from A/2 to A/3)
Michael Gutierrez, President, Sacramento City College (from B/3 to B/4)
Jacob Knapp, Associate Vice Chancellor, Human Resources (from A/1 to A/2)
Jamey Nye, Deputy Chancellor (from C/1 to C/2)
Mario Rodriguez, Vice Chancellor, Finance and Administration (from B/1 to B/2)
Gabe Ross, Associate Vice Chancellor, Communications & Media Relations (A/3 to A/5)
Whitney Yamamura, President, Folsom Lake College (B/4 to B/5)

Roll Call Vote:

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

No: None

Absent: None

Student Advisory Vote: Aye

Motion carried; 6:0

B. Los Rios Board of Trustees Supporting Transformational Change Action Plan

A motion was made by Trustee Jones, seconded by Trustee Johnson, that the Board of Trustees approve the Los Rios Board of Trustees Supporting Transformational Change Action Plan.

Roll Call Vote:

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

No: None

Absent: None

Student Advisory Vote: Aye

Motion carried; 6:0

ADJOURNMENT (8:00pm)

A motion was made by Trustee Nelson, seconded by Trustee Haynes, that the meeting be continued to Saturday, October 10, 2020 at 9:00 am.

Motion carried; 6:0

SATURDAY, OCTOBER 10, 2020

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

7. UPDATE AND DISCUSSION OF DISTRICT INITIATIVES

The Board of Trustees received updates and discussed items related to the following District initiatives:

A. Reports from the LRCCD College Presidents

1. American River College
2. Cosumnes River College
3. Folsom Lake College
4. Sacramento City College

B. Ensuring Equitable Outcomes

1. Los Rios Community College District
2. American River College
3. Cosumnes River College
4. Folsom Lake College
5. Sacramento City College

C. Recruitment & Hiring Statistics

D. Philanthropy Update

8. FUTURE AGENDA ITEMS

No future agenda items were discussed.

9. ADJOURNMENT

Vice President Ortiz adjourned the meeting at 11:45am.

Brian King

Chancellor and Secretary to the Board of Trustees

Draft Minutes presented to the Board of Trustees: November 18, 2020

LOS RIOS COMMUNITY COLLEGE DISTRICT
Board Meeting Minutes
Wednesday, October 14, 2020

This board meeting was held via Zoom Conference in accordance with Executive Orders N-25-20, N-29-20 and N-33-20 issued by California Governor Gavin Newsom on March 12, 17, and 19, 2020.

1. CALL TO ORDER

The board meeting was called to order by Vice President Ortiz at 5:30 p.m.

Present:

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

Toni Schiffmaier, Student Trustee

Dr. Brian King, Chancellor

2. ORAL COMMUNICATIONS

The following people addressed the Board of Trustees regarding reopening the Harris Center for the Arts:

1. Mary Carrera
2. Marie Mitchell
3. Anson Wong
4. Tien Hsieh
5. Marc Dubin
6. Claudia Cummings
7. Abraham Perez

The following people addressed the Board of Trustees regarding the District's Family Leave Act policy:

1. Sara Smith
2. Ricardo Catón
3. AnnMarie Beasley
4. Francisco Chima Sanchez
5. Lori Beccarelli
6. Allyson Joye

7. Lisa Beebe
8. Sarah Lehmann
9. Jeff Sacha
10. Lorena Jauregui
11. Sara Lee

3. CONSENT CONSIDERATIONS

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

Roll Call Vote:

Aye: Haynes, Jones, Knight, Nelson, Ortiz

No: None

Absent: Johnson (disconnected from audio)

Student Advisory Vote: Aye

Motion carried; 5:0

A. *Board Meeting Minutes: September 9, 2020*

That the Board of Trustees approve the minutes of the meeting held on September 9, 2020.

B. *Curriculum Proposals: American River, Folsom Lake and Sacramento City College*

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

C. *Resolution No. 2020-11: Liability Coverage for District Volunteers*

That the Board of Trustees approve Resolution No. 2020-11 regarding liability coverage for volunteers.

D. *Resolution No. 2020-12: Remote Operation of Child Development Center During District Closure*

That the Board of Trustees approve Resolution No. 2020-12 authorizing the continued closure of the Child Development Centers, the offering of distance learning services to children and families, and to support the Early Childhood Instruction Program during remote operations.

E. *Y-Rated Employee Salary Schedule*

That the Board of Trustees approve the salary schedule for Y-Rated employees effective July 1, 2020.

F. District Annual Investment Report

That the Board of Trustees accept the District's Annual Investment Report for fiscal year 2019-20.

G. Disposition of Surplus Equipment

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

H. 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
CVC-OEI – Grant Completion Support Reimbursement <ul style="list-style-type: none"> Funding will be use to provide reimbursement for one or more faculty and/or staff to prepare final reports for grants 01/01/2021 – 1/31/2021 Administrator: Jamie Nye, Deputy Chancellor 	CRC	\$15,000	CCCCO
Nursing Education Program Support <ul style="list-style-type: none"> Funding is intended to address student attrition and retention and to increase the growth and capacity of California Community College Associate Degree Nursing (ADN) programs 07/01/2020 through 6/30/2021 Administrator: James Collins, Dean of Science and Allied Health 	SCC	\$118,758	CCCCO
Nursing Education Investment Grant <ul style="list-style-type: none"> Funding will be used on Collaborative Education: ADN to MSN for students with a non-nursing Bachelor's Degree project. 06/30/2020 through 06/30/2022 Administrator: James Collins, Dean of Science and Allied Health 	SCC	\$118,758	Foundation for CCCCCO
TRIO SSS Veterans <ul style="list-style-type: none"> Funding will be used to provide support services to veterans from disadvantaged backgrounds to promote achievement in postsecondary education. 09/01/2020 through 08/31/2025 Administrator: Kolleen Ostgaard, Dean of Student Services 	ARC	\$1,309,440	Dept. of Education
TRIO SSS STEM <ul style="list-style-type: none"> Funding will be used to provide support services to individuals from disadvantaged backgrounds to promote STEM achievement in postsecondary education 09/01/2020 through 08/31/2025 Administrator: Kolleen Ostgaard, Dean of Student Services 	ARC	1,309,440	Dept. of Education
TRIO SSS Journey <ul style="list-style-type: none"> Funding will be used to provide support services to individuals from disadvantaged backgrounds to promote achievement in 	ARC	1,309,440	Dept. of Education

postsecondary education in the Journey program <ul style="list-style-type: none"> • 09/01/2020 through 08/31/2025 • Administrator: Kolleen Ostgaard, Dean of Student Services 			
QRIS Block Grant <ul style="list-style-type: none"> • Funding will be used to increase the number of children in low-income areas with opportunities to attend high-quality state preschool programs, thus preparing them for success in school and life. • 07/01/2020 through 06/30/2022 • Administrator: Jennifer Patrick, Child Care Center Supervisor 	CRC	\$13,495	SCOE
Asian American Native American Pacific Islander Serving Institute Grant <ul style="list-style-type: none"> • Funding will be used to strengthen the science, technology, engineering and math skills of participating students. • 10/01/2020 through 09/30/2021 • Administrator: Jeff Stephenson, Vice President of Student Services 	ARC	\$318,916	Dept. of Education
Title III Strengthening Institutions <ul style="list-style-type: none"> • Funding will be used to help eligible IHE's to become self-sufficient and expand their capacity to service low-income students by providing funds to improve and strengthen the academic quality, institutional management, and fiscal stability of eligible institutions. • 10/01/2020 through 09/30/2021 • Administrator: Jeff Stephenson, Vice President of Student Services 	ARC	\$449,160	Dept. of Education
CALPIA Culinary Arts Management Program <ul style="list-style-type: none"> • Funding will provide a program where women can earn up to 13 college units completing courses such as introduction to Culinary Arts Management, Culinary Sanitation & Safety, Quantity Food Production, Food Theory and Preparation, and Culinary Customer Service to transition back into the workforce. • 07/01/2020 through 06/30/2021 • Administrator: Kim Harrell , AVP Economic Workforce Development 	CRC	\$50,000	CALPIA
The Puente Project <ul style="list-style-type: none"> • Funding will be used to increase the number of educationally disadvantaged students who enroll in four-year colleges and universities, earn degrees, and return to the community as leaders and mentors to future generations. • 07/01/2020 through 06/30/2023 • Administrator: Hong Pham, Director of First Year Experience Program 	CRC	\$5,500	The Regents of the University of California
YESS/ILP Youth Empowerment Strategies for Success/Independent Living Program <ul style="list-style-type: none"> • Funding will be used for a comprehensive and integrated program that unites community partners and academic leaders to empower current and former foster youth to successfully transition into independent living. • 07/01/2020 through 06/30/2021 • Administrator: Raquel Arata, Dean of Career Education and Workforce 	ARC	\$22,500	Foundation for California Community Colleges
Strong Workforce Program	LRCCD	\$252,503	California

<ul style="list-style-type: none"> • Funding will be used to maintain NetLABS, which provides all NFN academic institutions remote access to virtual machines, routers, switches, and firewalls resources for instruction to students • 07/01/2020 through 12/31/2021 • Administrator: Tarence Powell, Interim Associate Vice Chancellor of Instruction, Workforce and Economic Development 			Community Colleges Chancellors Office
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I. Ratify: Bid Transactions

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

CHANGE ORDERS				
Bid №	Change Amount	Change Number	Vendor	New Contract Total
18027	\$568,843.00	8	Flint Builders Inc.	\$33,221,591.00
Add data connections for controls, projection screen, donor wall lighting, intrusion/access controls, and fire sealant. Change partition type, MESA meeting room elevator control room door, ceiling backing for sliding marker boards, swinging door hardware, light poles, concrete at Davies, temperature control cabinets, power and data outlets. Repair hydronics and asphalt at central plant. RAEF Hall valve replacement and irrigation control module expansion.				

J. Ratify: Affiliation and Other Agreements

That the Board of Trustees ratify and/or approve the agreements identified below.

ALLIED HEALTH AGREEMENTS FOR CLINICAL PLACEMENTS/ INTERNSHIP AGREEMENTS

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
Sutter Care at Home	All Programs	ALL	10/01/2020	EXP: 10/01/2025
John Muir Health	PTA/ OTA/HIT ^{1, 2}	SCC/CRC	AMENDMENT	EXP: 05/31/2023

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

² HIT: Health Information Technology

ZERO DOLLAR AGREEMENTS

Listed below are the agreements entered into by Los Rios Community College District that do not require payment to the Agency.

Agency: Coalition for Humane Immigrant Rights **Term:** 11/01/2019 to 01/30/2022

Type of Contract: MOU

Description:

Assembly Bill 1809 (Chapter 33, Statutes of 2018), appropriated funds for the California Department of Social Services (CDSS) to execute Agreements with qualified organizations to provide immigration legal services and support to persons on California community college campuses. The funds provided under executed agreements are for the sole purpose of providing immigration legal services and education and outreach services to California Community College affiliated individuals at California Community College campuses.

Agency: California State University Sacramento **Term:** 09/11/2020 to 09/10/2025

Type of Contract: Standard Agreement

Description:

CSUS has approved courses and such courses require directed observation and/or practical experience for students in various fields of study. LRCCD has facilities for furnishing directed observation and/or practical experience to CSUS students. It is to the benefit of CSUS that its students be permitted to use the facilities of LRCCD for their learning experience. It is to the benefit of LRCCD to contribute to the education of the CSUS students.

Agency: Federal Aviation Administration **Term:** 09/18/2020 to 09/17/2023

Type of Contract: Partnership Agreement

Description:

Create long-term partnerships that focus on preparing candidates for the position of an air traffic control specialist at the FAA. The AT-CTI program’s goal is to collaborate with partner schools to deliver up-to-date air traffic training that matches the requirements of the National Airspace System and helps provide qualified applicants for the FAA.

K. Purchase Orders, Warrants, Checks and Electronic Transfers

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

PURCHASE ORDERS		
General Fund	0001112742-0001113113 B2102392-B210468	\$ 5,721,539.08
Capital Outlay Fund	0003018647-0003018670	
Child Development Fund	0006000918-0006000919 B6300000-B6300001	
Self-Insurance Fund	0009000455-0009000456 B9300006-B9300006	
WARRANTS		
General Fund	804512-805149	\$ 14,667,767.90
General Fund-ARC Instructional Related	010862-010868	
General Fund-CRC Instructional Related	023721-023722	
General Fund-FLC Instructional Related	031719-031724	
General Fund-SCC Instructional Related	048384-048388	
Capital Outlay Fund	834841-834886	
Student Financial Aid Fund	900640-900700	
Child Development Fund	954872-954874	
Self-Insurance Fund	976623-976629	
ODSFD	-	
Payroll Warrants	479039-479382	

Payroll Vendor Warrants	67539-67641	
August Leave Process	479383-481749	
CHECKS		
Financial Aid Disbursements (E-trans)	-	\$ 22,251,031.73
Clearing Checks	-	\$ -
Parking Checks	-	\$ -
Bookstore Fund – ARC	-	\$ -
Bookstore Fund – CRC	-	
Bookstore Fund – FLC	-	
Bookstore Fund – SCC	-	
Student Clubs Agency Fund – ARC	6115-6144	\$ 79,321.24
Student Clubs Agency Fund – CRC	5456-5463	
Student Clubs Agency Fund – FLC	2898-2910	
Student Clubs Agency Fund – SCC	4502-4512	
Foundation – ARC	6779-6779	\$ 20,715.05
Foundation – CRC	2895-2898	
Foundation – FLC	2011-2017	
Foundation – SCC	5539-5543	
Foundation – DO	1191-1194	
Associated Students Trust Fund – ARC	1048-1048	\$ 4,121.95
Associated Students Trust Fund – CRC	-	
Associated Students Trust Fund – FLC	-	
Associated Students Trust Fund – SCC	-	
Regional Performing Arts Center Fund	Manual Checks: 8183-8189	\$ 3,989.95
ELECTRONIC TRANSFERS		
Board of Equalization	-	\$ 1,300
PARS	-	\$ 8,885.13
Vendors	-	\$ -
International Wire- Ethan Way Center	-	\$ -
Backup Withholding	-	\$ -
Retiree Health Trust	-	\$ -
Self-Insurance	-	\$ 45,125.16
Bookstore	-	\$ 2,293.28
Payroll Direct Deposit Advices	1063855-1067884	\$ 11,882,555.98
Other Payroll Transactions	-	\$ 3,448.00
Foundation Scholarships	-	\$ 147,000.00
ACH Transaction	-	\$ -
CARES Act	-	\$ -
Regional Transit (RT) Payment	-	\$ -

L. Human Resources Transactions

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

4. ACTION

A. Public Hearing: Adoption of 2020-21 Proposed Budgets

Public Hearing: Vice President Ortiz declared a public hearing to receive comments on the adoption of the 2020-21 proposed budgets.

A motion was made by Trustee Knight, seconded by Trustee that the Board of Trustees adopt the 2020-21 proposed budgets for the General Fund (Z budget), Instructionally-related, Special Revenue, Capital Projects, Debt Service, Enterprise, Internal Service, Fiduciary, Trust and Auxiliary Funds of the District for filing with the appropriate County/State agencies.

Roll Call Vote:

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

No: None

Absent:

Student Advisory Vote: Aye

Motion carried; 6:0

5. INFORMATION

A. District Sustainability Program Update

Associate Vice Chancellor of Facilities Management Pablo Manzo provided an update regarding districtwide sustainability efforts in construction and operational programs and highlighted the colleges' efforts to support and promote sustainability as a goal throughout the District. This item was presented for the Board of Trustee's information and discussion.

6. BOARD MEMBER REPORTS

Trustee Schiffmaier reported that the Student Advisory Committee recently implemented some districtwide workgroups to allow students to advocate on various issues. She also noted there hasn't been a lot of interaction with the student groups in the accreditation process.

Tami Nelson noted she was excited about the new small winery program at FLC listed in the consent agenda.

7. FUTURE AGENDA ITEMS

No future agenda items were requested.

8. REPORTS AND COMMENTS

The following constituency representatives presented reports to the Board:

Ngan Bao, Student Advisory Committee

Lindsey Campbell, Folsom Lake College Classified Senate

Julie Oliver, President, Districtwide Academic Senate

Dean Murakami, President, LRCFT

Chancellor's Report:

In the interest of time, the Chancellor's report was provided to the Board of Trustees electronically.

ARC: The ARC Paramedic program received great news from its accrediting agency, the Committee on Accreditation for EMS Professionals. Based on the outcomes reported for 2018, the three required thresholds were all met with a result of 70% or greater:

- NREMT/State Written Exam: 100%
- Retention: 79.5%
- Positive (Job) Placement: 93.5%

ARC is proud of this program's continued success and its importance to the region. Special thanks to the faculty, staff and administrators who led the program's re-accreditation.

CRC: CRC is partnering with California LAW to create a pathway for students to complete their education and enter the legal profession. California LAW (Leadership – Access – Workforce) is an organization created to be the foundational structure that connects, communicates, collaborates, and coordinates with programs working to help diverse students enter the legal profession. Community colleges partnering with Cal LAW are chosen because of their high commitment to equity, demonstrated by college leadership and resources that provide transformative educational experiences and support for students on a pathway to a law career.

CRC's Puente program was recently recognized by the Cosumnes Community Services District as an outstanding organization who have served the Hispanic and Latin communities of Elk Grove and Galt. The certificate of appreciation read, in part, "Puente, with its exceptional activities and dedicated team, has contributed to the success of thousands of student and professionals in our community."

FLC: Folsom Lake College has been awarded a Title III Strengthening Institutions Program (SIP) grant from the US Department of Education. The grant, the largest federal grant in the college's history and its first Title III grant, totals approximately \$2.2 million over five years and will expand the college's capacity to serve its low-income students. In line with the college's work to implement AB 705, the project's primary focus will be on bolstering student support services to help disadvantaged students progress through and successfully complete transfer-level English and mathematics in their first year. To assist with these efforts, the college will further develop its Learning Skills program, including tutoring, English/Reading & Writing Centers, and the Math Center, allowing previously designated funds to be redirected to other in-need areas of the institution. Special thanks to the grant application team: Greg McCormac, Emelia Michels-Ratliff, Sam Raskin, Brian Robinson, and Molly Senecal.

SCC: The show must go on! With the opening of their production of "Much Ado About Nothing," SCC's City Theatre is continuing to bring student-driven performances to the community via livestream, as well as pre-recorded streaming sessions, during even with the campus closed to the public. Recently, FOX 40 featured our Theatre department's perseverance and creativity in

the virtual space in an interview with two of our student-actors, giving a sneak peek at what it takes to rehearse and perform in this unusual manner. Watch the interview here: <https://fox40.com/studio-40/much-ado-about-nothing/> . The livestreams have ended, but you can still catch the pre-recorded performances, Oct. 16, 17, and 18 (admission is pay-what-you-can with a \$1 minimum). More information can be found at www.citytheatre.net.

Retirements:

Retirement			Years of Service
Karla Gustafson	Gerontology Professor	ARC	5
Julie Blaney	Nursing Professor	ARC	6
Paterna Goodman	Custodian	FLC	12+
Natalia Collins	Laboratory Technician – Science	CRC	16+
Deborah Kassis	Payroll Supervisor	DO	21
Linda Hibbard	Student Personnel Assistant – Disabled Student Programs & Services	SCC	21+
Bruce Zenner	Chemistry Professor	SCC	23
Pamela Parks	Clerk III	SRPSTC	24

9. CLOSED SESSION

The following board members went into closed session at 8:23 pm: Ms. Haynes, Mr. Johnson, Mr. Jones, Mr. Knight, Ms. Nelson and Ms. Ortiz.

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

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

Open session resumed at 9:04 pm.

In the closed session matter identified as Item 9.A, the Board of Trustees determined that the Chancellor’s pre-agreed performance goals and outcomes were met, deemed that the Chancellor’s performance for 2019-20 was satisfactory, and affirmed the goals set for the 2020-21 academic year.

11. ACTION

- A. Chancellor’s Contract

A motion was made by Trustee Haynes, seconded by Trustee Knight, that the Board of Trustees approve and amend the Chancellor’s contract with the following terms:

1. *Increase the contract term by one year through June 30, 2024.*

2. *All other terms and conditions of the contract shall remain in place for the balance of the contract.*

Roll Call Vote:

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

No: None

Absent:

Student Advisory Vote: Aye

Motion carried; 6:0

12. ADJOURNMENT

Vice President Ortiz adjourned the meeting at 9:05 pm.

BRIAN KING

Chancellor and Secretary to the Board of Trustees

Draft minutes presented to the Board of Trustees: November 18, 2020

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: November 18, 2020

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

STATUS

In compliance with Education Code section 35143, the Board of Trustees is required to schedule an annual organizational meeting “within a 15-day period that commences with the date upon which a governing board member elected at that election takes office. Organizational meetings in years in which no such regular election for governing board members is conducted shall be held during the same 15-day period on the calendar.” The 15-day period for 2020 is December 11-25.

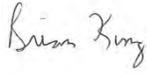
RECOMMENDATION:

It is recommended that the Board of Trustees schedule the annual organizational meeting for Wednesday, December 16, 2020 at 5:30 p.m.

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: November 18, 2020

SUBJECT:	Curriculum Proposals: American River, Cosumnes River, Folsom Lake and Sacramento City College	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 October 30, 2020 meeting.

The District Curriculum Coordinating Committee membership includes the following representatives: American River College – Valerie Rose (chair), Roxanne Morgan, Al Ahmadi; Cosumnes River College – Brian Noel (Chair), Amanda Wolcott-Paskey, Juana Esty; Folsom Lake College – Rose Giordano (Chair), Eric Wada (DAS Chair), Danny Siegfried; Sacramento City College – Renee Medina (Chair), Don Button, Shannon Gilley; District Senate – Alisa Shubb; Articulation Officer – Lynn Fowler; District Office – Jamey Nye/Torence Powell; and Student Representatives: Antonia Corpuz, Allison Schiffmaier, Jenn Galinato.

RECOMMENDATION:

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

Los Rios Community College District

Recommendation for Adoption by the Board of Trustees

November 18, 2020

COURSE PROPOSALS

Course Deletions

American River College

1. **HACT 322 Nutrition and Biochemistry of Human Lactation (1.00 unit)**

Justification: Upon program review, we have determined this course no longer meets the needs of our students.

2. **HACT 331 Foundations of Lactation Consultant Practice (2.00 units)**

Justification: Upon program review, we have determined this course no longer meets the needs of our students.

3. **HACT 342 Managing Complex Problems in Lactation Consultant Practice (2.00 units)**

Justification: Upon program review, we have determined this course no longer meets the needs of our students.

4. **HACT 351 Clinical Preceptorship in Lactation Consulting I (3.50 units)**

Justification: Upon program review, we have determined this course no longer meets the needs of our students.

5. **HACT 352 Clinical Preceptorship in Lactation Consulting II (3.50 units)**

Justification: Upon program review, we have determined this course no longer meets the needs of our students.

Cosumnes River College

1. **BIOL 390 Natural History Field Study (0.50 - 4.00 units)**

Justification: This course is no longer being offered due to faculty retirements, loss of their expertise, and an inability to replace them at this time.

2. **CISA 308 Exploring Word Processing Software (1.00 unit)**

Justification: This course was intended to fulfill a prerequisite for the business program at Sacramento State University. According to their web site, they will no longer require it effective this fall. Consequently, this no longer meets the needs of our students. Effective Fall 2020 MIS 1, MIS 2 and MIS 3 will no longer be required. The new requirement will be MIS 10 - Business Applications (Spreadsheets) which is articulated with CISA 315.

<https://www.csus.edu/college/business-administration/undergraduate/impacted-major.html>

3. **CISA 318 Exploring Spreadsheet Software (1.00 unit)**

Justification: This course was intended to fulfill a prerequisite for the business program at Sacramento State University. According to their web site, they will no longer require it effective this fall. Consequently, this no longer meets the needs of our students. Effective Fall 2020 MIS 1, MIS 2 and MIS 3 will no longer be required. The new requirement will be MIS 10 - Business Applications (Spreadsheets) which is articulated with CISA 315.

<https://www.csus.edu/college/business-administration/undergraduate/impacted-major.html>

4. **CISS 341 Implementing Windows Operating System Security (3.00 units)**

Justification: This content is now taught in other courses including CISS 316 and 327. Industry supports this deletion.

5. **CISS 342 Implementing Linux Operating System Security (3.00 units)**

Justification: This content is now taught in other courses including CISS 316 and 327. Industry supports this deletion.

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

Justification: We are replacing CISS 356 with CISS 315, which is used by our sister colleges. Industry supports our change.

7. **HCIT 299 Experimental Offering in Health Care Information Technology (0.50 - 4.00 units)**

Justification: All other courses in the HCIT designator were moved to the HRIT designator a few years ago, so this course, and ultimately the HCIT designator itself, is no longer needed.

8. **HRIT 102 The Culture of Health Care (2.00 units)**

Justification: Since the fall of 2014, the enrollment for HRIT courses has dropped significantly. HRIT programs and the courses associated with them are no longer viable due to declining market/industry demand as well as declining enrollment/productivity. As such, it would be misleading to continue to guide/place students in these programs when there are very few employment opportunities (towards a living wage). The deletion of the HRIT Certificate Programs has been approved through the CRC Program Discontinuance process.

9. **HRIT 132 Configuring Electronic Health Records (EHRs) (2.00 units)**

Justification: Since the fall of 2014, the enrollment for HRIT courses has dropped significantly. HRIT programs and the courses associated with them are no longer viable due to declining market/industry demand as well as declining enrollment/productivity. As such, it would be misleading to continue to guide/place students in these programs when there are very few employment opportunities (towards a living wage). The deletion of the HRIT Certificate Programs has been approved through the CRC Program Discontinuance process.

10. **HRIT 140 Introduction to Health Records Management Information Systems (2.00 units)**

Justification: Since the fall of 2014, the enrollment for HRIT courses has dropped significantly. HRIT programs and the courses associated with them are no longer viable due to declining market/industry demand as well as declining enrollment/productivity. As such, it would be misleading to continue to guide/place students in these programs when there are very few employment opportunities (towards a living wage). The deletion of the HRIT Certificate Programs has been approved through the CRC Program Discontinuance process.

11. **HRIT 142 Installation and Maintenance of Health Records IT Systems (2.00 units)**

Justification: Since the fall of 2014, the enrollment for HRIT courses has dropped significantly. HRIT programs and the courses associated with them are no longer viable due to declining market/industry demand as well as declining enrollment/productivity. As such, it would be misleading to continue to guide/place students in these programs when there are very few employment opportunities (towards a living wage). The deletion of the HRIT Certificate Programs has been approved through the CRC Program Discontinuance process.

12. **HRIT 144 Working with Health Records IT Systems (2.00 units)**

Justification: Since the fall of 2014, the enrollment for HRIT courses has dropped significantly. HRIT programs and the courses associated with them are no longer viable due to declining market/industry demand as well as declining enrollment/productivity. As such, it would be misleading to continue to guide/place students in these programs when there are very few employment opportunities (towards a living wage). The deletion of the HRIT Certificate Programs has been approved through the CRC Program Discontinuance process.

Folsom Lake College

1. **TMACT 330 Volleyball (1.00 unit)**

Justification: Our department has tried to offer this course without success. The department is exploring the addition of other curriculum. Another concern is that TMACT courses are difficult to articulate with 4-year colleges to the Kinesiology ADT.

2. **TMACT 331 Volleyball II (1.00 unit)**

Justification: The department is in the process of deleting TMACT 330 eliminating the need for 331. Our department is also looking at developing other curriculum to take its place.

Sacramento City College

1. **CISN 343 CISCO Networking Academy (CCNA)™: Wide Area Network and Project-Based (3.50 units)**

Justification: This course is no longer needed for the CISCO Networking Academy program.

2. **CISN 352 CISCO Networking Academy (CCNP)™: Multi-Layer Switching (3.50 units)**

Justification: This course is no longer needed for the CISCO Networking Academy program.

3. **CISN 353 CISCO Networking Academy (CCNP)™: Internetwork Troubleshooting (3.50 units)**

Justification: Delete this course, it is no longer part of the Cisco Networking Academy curriculum.

4. **CISS 320 Implementing Network Security and Counter Measures (3.00 units)**

Justification: This course has been replaced by CISS 316.

5. **CISS 341 Implementing Windows Operating System Security (3.00 units)**

Justification: This course is being deleted due to changes in the Cyber Security certificate and degree.

6. **CISS 342 Implementing Linux Operating System Security (3.00 units)**

Justification: This course is being deleted due to changes in the Cyber Security certificate and degree.

7. **FCS 320 Marriage and the Family (3.00 units)**

Justification: FCS 320 is being deleted, but the cross-listed course, SOC 310, will remain. The FCS program is being dissolved.

New to District Courses

American River College

1. **ACT 299 I-CAR Certification Fundamentals (0.50 - 4.00 units)**

Prerequisite: None.

72.00 hours lecture

This course presents ten integral and fundamental areas of knowledge and skill required for an I-CAR Certified technician in the automotive collision repair industry. It also prepares students to be eligible for the following I-CAR industry certifications: An overview of the collision repair process; An overview of personal safety; Vehicle construction materials; Vehicle parts terminology (parts 1 and 2); Safety systems; Tools, equipment and attachment methods (parts 1 and 2); Industry repair terms; Mechanical systems terminology (parts 1 and 2); Mechanical repair terms and vehicle protection; Refinishing and corrosion protection (parts 1 and 2); Resume building and professionalism in the collision industry. (Taking the I-CAR Certifications tests requires I-CAR membership, which costs \$50.00, and is optional in this course).

Justification: The I-CAR Certification Fundamentals course is an introduction to I-CAR certification. It is structured to provide students with the knowledge and skills to be eligible to take I-CAR certification examinations. When combined with other Automotive Collision Technology courses, students may earn additional certifications. The long-term goal is to include this course (once approved as a regular course) in Automotive Collision Technology programs.

2. CHEM 338 Chemistry In Your World (3.00 units)

Prerequisite: Completion of elementary algebra with a "C" or better.

40.00 hours lecture, 42.00 hours laboratory

This course forms links between chemistry and various academic disciplines. It explores the connection of chemistry to each and every one of us. This course begins with an introduction to the periodic table, basic atomic structure, and compounds. It covers fundamental concepts by analyzing environmental, health, social, historical, economic, cultural, and current scientific problems in chemical contexts. It applies the scientific method, introduces essential chemical laboratory techniques, and enhances research, written and oral communication skills.

Justification: This course highlights the interdisciplinary nature of chemistry, how it applies to all students, their academic pathways, daily activities, and targets students whose majors are outside of science disciplines.

3. CISC 330 z System Familiarization (4.50 units)

Prerequisite: None.

81.00 hours lecture

This course introduces the IBM z System's software and hardware. It covers the following IBM skills: Introduction to the z/OS (z Operating System) environment, fundamental system skills in z/OS, and z/OS Job Control Language (JCL) and utilities.

Justification: This course is a part of the proposed Mainframe Administration Certificate, which in return is a part of the related supplemental instruction (RSI) to the Mainframe Administration Apprenticeship Program. The Mainframe Administration Apprenticeship Program develops individuals into journey-workers in the IBM z mainframe industry. Specifically, this course introduces terms, concepts and skills that are fundamental to the operation of an IBM z system.

4. CISC 331 z/OS Facilities (2.00 units)

Prerequisite: CISC 330 with a grade of "C" or better

36.00 hours lecture

This course introduces the base elements, optional features, and servers that are provided in z/OS. It focuses on the system service facilities that are provided by the z/OS Base Control Program (BCP). Topics include the functions of major software base elements in the management of jobs, tasks, storage, data, and problems. This course also addresses how these functions can be affected by the system programmer. It also covers the services provided by the servers which execute in the z/OS environments, such as the Communications Server and the Security Server. Installation packaging options and steps to install the z/OS environments also are introduced.

Justification: This course is a part of the Mainframe Administrator certificate. The certificate is part of the RSI (related supplemental instruction) of the Mainframe Administrator Apprenticeship program.

5. ENGCW 415 Comedy Writing Workshop (3.00 units)

Prerequisite: Eligibility for ENGWR 300.

54.00 hours lecture

This creative writing course concentrates on comedy writing, including the analysis of work written during the semester. Topics include the examination of stand-up comedy, comedic sketches, and satirical essays as well as idea generation and revising and editing processes. A portfolio/presentation of original work and a conference with the instructor are required.

Justification: This course provides the opportunity for students to explore comedy writing, a genre of creating writing not explored in any creative writing courses across the district, but which is practiced in the community.

6. OE3 151 Horizontal & Vertical Drilling Machine Operator I (3.00 units)

Prerequisite: OE3 150 with a grade of "C" or better

Enrollment Limitation: Registered Operating Engineer Apprentice.

41.00 hours lecture, 39.00 hours laboratory

This course covers the operation, maintenance, and troubleshooting of mobile drilling machines. Topics include safety, horizontal and vertical drilling, lubrication, and maintenance.

Justification: This course is required as part of the Operating Engineer Apprenticeship. This course is being added based on current industry needs for safety, operation, and maintenance procedures for horizontal and vertical drilling machines.

7. **OE3 152 Horizontal & Vertical Drilling Machine Operator II (3.00 units)**

Prerequisite: OE3 151 with a grade of "C" or better

Enrollment Limitation: Registered Operating Engineer Apprentice.

41.00 hours lecture, 39.00 hours laboratory

This operator level II course covers the operation, maintenance, and troubleshooting of mobile drilling machines. Topics include safety, horizontal and vertical drilling, lubrication, and maintenance.

Justification: This course is required as part of the Operating Engineer Apprenticeship. This course is being added based on current industry needs for safety, operation, and maintenance procedures for horizontal and vertical drilling machines.

8. **OE3 153 Horizontal & Vertical Drilling Machine Operator III (3.00 units)**

Prerequisite: OE3 152 with a grade of "C" or better

Enrollment Limitation: Registered Operating Engineer Apprentice.

41.00 hours lecture, 39.00 hours laboratory

This operator level III course covers the operation, maintenance, and troubleshooting of mobile drilling machines. Topics include safety, horizontal and vertical drilling, lubrication, maintenance, regulatory requirements, and difficult terrains.

Justification: This course is required as part of the Operating Engineer Apprenticeship. This course is being added based on current industry needs of operation and maintenance.

Cosumnes River College

1. **FT 211 Firefighter Academy for the Internship Program (Haz Mat, Wildland, Confined Space Modules) (3.75 units)**

Prerequisite: FT 210; Current EMT Certification in the State of California. BLS Provider or BLS for the Healthcare Provider from American Heart Association; or current American Red Cross CPR for Professional Rescuer. CPR certification must remain current for the entire internship. The student must meet other Academy requirements including but not limited to; drug screening, background check, purchasing firefighting personal protective equipment, college GPA of 2.5, physical, physical ability test, respirator fit testing, valid California driver's license, be able to acquire a Candidate Physical Ability Test (CPAT) card prior to the end of the academy.

Corequisite: FT 498

Enrollment Limitation: All students must be enrolled in FT 498 to sign up for FT 211.

57.05 hours lecture, 36.95 hours laboratory

FT 211 is the second of two classes (FT 210 is the first) of the Firefighter Academy to provide the techniques and skills to work effectively and safely within the fire environment as well as in the fire department. This Firefighter Academy is a partnership with CSD Fire Department. It is a State Certified Regional Fire Academy. Students that successfully complete this course along with FT 210 and the CRC/CSD Firefighter work experience program (FT 498) are allowed to apply for the State of California Fire Fighter I and II certification. Topics include indoctrination into the fire service, general maintenance, apparatus and equipment operations, fire control, salvage, fire prevention and public education, fire and arson investigation, rapid intervention crew tactics, physical fitness/wellness, emergency care, and forcible entry. Students may be charged a lab fee for personal protective equipment (PPE) in the use of and maintenance of structural firefighter turnouts and equipment in this course. Students will also be responsible for purchasing other equipment, liability insurance and uniforms. Pass/no pass only.

Justification: The Fire Fighter 1 (2019) and Fire Fighter 2 (2019) curriculum and certification requirements are being phased in for the California Fire Service Training and Education System. New Certification Training Standards (CTS) along with four (4) Course Plans have been developed based on current National Fire Protection Association (NFPA) Professional Qualifications and State Regulations. This update of curriculum meets the intent of the above mentioned new state guidelines and goes into effect January 1, 2021. FT 211 is a continuation of FT 210 which provides students with the Firefighter Academy (CSD Departmental) hands-on practicum training required to participate in the FT 498 (Work Experience) course. This course will teach students basic firefighting skills required to complete the program of FT 498.

2. **HIT 155 Healthcare Reimbursement (2.00 units)**

Prerequisite: HIT 100, 102, and 120 with grades of "C" or better

Enrollment Limitation: Enrollment is limited to those that have met the program prerequisites and have been formally accepted into the program through the application process.

36.00 hours lecture

This course integrates information about all US healthcare payment systems. The topics covered include reimbursement methodologies, clinical coding and compliance, voluntary and government sponsored insurance plans, revenue cycle management and value-based purchasing. Medicare and Medicaid prospective payment systems are also addressed in acute, post-acute, ambulatory, hospice and long term care settings.

Justification: This course integrates information about all US healthcare payment systems. The topics covered include reimbursement methodologies, clinical coding and compliance, voluntary and government sponsored insurance plans, revenue cycle management and value-based purchasing. Medicare and Medicaid prospective payment systems are also addressed in acute, post-acute, ambulatory, hospice and long term care settings. It is also a recommendation of our industry advisory committee along with the need to improve national RHIT exam scores in this area.

3. **HIT 176 Health Information Technology Review (2.00 units)**

Prerequisite: HIT 170 with a grade of "C" or better

Enrollment Limitation: Enrollment is limited to those that have met the program prerequisites and have been formally accepted into the program through the application process.

36.00 hours lecture

This review course is designed to refresh skills on all coursework taken in the HIT program and to prepare the student to sit for the National RHIT exam. Focus is on test-taking and studying techniques which will be achieved through mock test questions, discussion boards and other resources to prepare for the national exam.

Justification: Upon completion of core HIT courses, students will be prepared to take the national RHIT examination. The review course will highlight the major concepts covered in HIT program to better prepare the students for success on the national exam.

4. **PHOTO 279 Advanced Lightroom (1.50 units)**

Prerequisite: PHOTO 272 with a grade of "C" or better

18.00 hours lecture, 27.00 hours laboratory

This course is designed to provide students the opportunity to learn the most advanced current photographic archiving software products. Topics of instruction include: Advanced importing of images and advanced batch image editing. Students will work with Advanced DSLR digital cameras. The class includes lectures, labs, exams, creation of a journal and a final project. The class may include field trips.

Justification: This course is being created to provide flexible educational options for students wishing to develop their photography skills or pursue a degree/profession in photography. This course is needed to meet department goals and improve student employment possibilities upon completion of an online photography certificate or degree.

5. **SWHS 364 Techniques of Group Counseling (4.00 units)**

Prerequisite: SWHS 360 (Techniques of Interviewing and Counseling), or HSER 360 (Techniques of Interviewing and Counseling) with a grade of "C" or better

54.00 hours lecture, 54.00 hours laboratory

This course introduces the basic elements and techniques of group counseling. Through class discussions, in-class practice, and role plays students will learn the knowledge and skills needed for effective group facilitation. The course emphasizes different types of groups, stages of group process, and techniques for counseling specific populations including individuals with substance use disorders and those from diverse backgrounds. This course is not open to students who have completed HSER 364.

Justification: This is a required course for the A.A. degree and certificate Human Services, and for the A.A. degree and certificate in Chemical Dependency Studies. This course was formerly known as HSER 364.

Folsom Lake College

1. LTAT 30 Study Skills for Mathematics (0.50 units)

Prerequisite: None.

Corequisite: Current enrollment in a Math or Statistics course.

27.00 hours laboratory

This course offers individualized instructional modules designed to improve study strategies appropriate for various Math and/or Statistics classes. A partial list of skills may include the following: principles of learning and retention, active reading and listening, note taking, annotating, discipline-based vocabulary, paraphrasing, test preparation, test taking, and problem solving. This course is offered in a flexible TBA format of 27 laboratory hours in order to accommodate the student's schedule. Registration is open through the tenth week of the semester. This course is graded on a pass/no pass basis.

Justification: This is the first permanent course for the FLC Math Center. As part of the response to AB-705, the Study Skills for Mathematics courses will do exactly what the title suggests. We are better preparing students for the rigors of college level learning and helping them put it into practice while taking a Math/Stat course.

Sacramento City College

1. CISN 328 Cloud Solution Architect (3.00 units)

Prerequisite: CISN 327 with a grade of "C" or better

45.00 hours lecture, 27.00 hours laboratory

This course covers the fundamentals of building IT infrastructure on cloud platforms. Focus is on optimizing the use of the Cloud by understanding services and their interface with cloud-based solutions. Emphasis will be on best practices for Cloud Computing, and will recommend various design patterns for creating optimal IT solutions. This course also provides opportunities to build a variety of infrastructures via a guided, hands-on approach.

Justification: This course will update the networking programs to current information technology standards. This course will give students necessary skills in the information technology industry.

2. CISN 329 Cloud SysOps and Operations Administration (3.00 units)

Prerequisite: CISN 328 with a grade of "C" or better

45.00 hours lecture, 27.00 hours laboratory

This course covers troubleshooting, solving problems, and applying best practices in Cloud and design patterns. The focus will be on creating automatable and repeatable deployments of networks and systems, as well as specific features and tools related to configuration and deployment. Emphasis will be on how some businesses design their infrastructures and implement various strategies and services. This course also provides opportunities to build a variety of infrastructures through a guided, hands-on approach.

Justification: This course will update the networking programs to current information technology standards. This course will give students necessary skills in the information technology industry.

PROGRAM PROPOSALS

Program Deletion(s)

American River College

1. Lactation Consultant

Justification: The courses for this certificate no longer exist. Therefore, the certificate is no longer needed.

2. Lactation Educator/Counselor

Justification: The courses for this certificate no longer exist. Therefore, the certificate is no longer needed.

Cosumnes River College

1. CIS - Information Systems Security

Justification: This certificate has been replaced by the Cybersecurity certificate and no longer meets the needs of our students. Industry supports this deletion.

2. CIS - Information Systems Security

Justification: This degree has been replaced by the Cybersecurity and Information Assurance degree and no longer meets the needs of our students. Industry supports this transition.

New Programs

American River College

1. Ironworkers Apprenticeship Level I

This program concentrates on training apprentices to the level I requirements for the ironworkers industry and has been approved by the State of California Department of Apprenticeship Standards. Training emphasis includes safety, blueprint reading, residential and commercial ironworkers processes, building codes, estimation, and various ironworkers topics.

Justification: This certificate includes the training for ironworkers to meet the Division of Apprenticeship Standards (DAS) level I guidelines for the ironworkers apprenticeship program. The ironworkers industry has expressed a need for apprentices and journey workers to have certificates and degrees for potential management positions. These certificates and degrees will align with the levels of the apprenticeship program.

2. Ironworkers Apprenticeship Level II

This program concentrates on training apprentices to the level II requirements for the ironworkers industry and has been approved by the State of California Department of Apprenticeship Standards. Training emphasis includes safety, blueprint reading, residential and commercial ironworkers processes, building codes, estimation, and various ironworkers topics.

Justification: This certificate includes the training for ironworkers to meet the Division of Apprenticeship Standards (DAS) level II guidelines for the ironworkers apprenticeship program. The ironworkers industry has expressed a need for apprentices and journey workers to have certificates and degrees for potential management positions. These certificates and degrees will align with the levels of the apprenticeship program.

3. Ironworkers Apprenticeship Level III

This program concentrates on training apprentices to the level III requirements for the ironworkers industry and has been approved by the State of California Department of Apprenticeship Standards. Training emphasis includes safety, blueprint reading, residential and commercial ironworkers processes, building codes, estimation, and various ironworkers topics.

Justification: This certificate includes the training for ironworkers to meet the Division of Apprenticeship Standards (DAS) level III guidelines for the ironworkers apprenticeship program. The ironworkers industry has expressed a need for apprentices and journey workers to have

certificates and degrees for potential management positions. These certificates and degrees will align with the levels of the apprenticeship program.

4. **Scaffold Erector Apprenticeship**

This program concentrates on training scaffold erector apprentices to the specific levels required for the construction industry and has been approved by the State of California Division of Apprenticeship Standards. It includes safety, blueprint reading, commercial construction processes, building codes, estimation, welding, and proper scaffold erection.

Justification: This certificate includes the training for scaffold erector to meet the Division of Apprenticeship Standards (DAS) journey worker guidelines for the apprenticeship program. The scaffold erector industry has expressed a need for apprentices and journey workers to have certificates and degrees for potential management positions. These certificates and degrees will align with the levels of the apprenticeship program.

5. **Sheet Metal Apprenticeship Level I**

This program concentrates on training apprentices to the level I requirements for the sheet metal industry and has been approved by the State of California Department of Apprenticeship Standards. Training emphasis includes safety, blueprint reading, residential and commercial sheet metal processes, building codes, estimation, and various sheet metal topics.

Justification: This certificate includes the training for sheet metal apprentices to meet the Division of Apprenticeship Standards (DAS) level I guidelines for the sheet metal apprenticeship program. The sheet metal industry has expressed a need for apprentices and journey workers to have certificates and degrees for potential management positions. These certificates and degrees will align with the levels of the apprenticeship program.

6. **Sheet Metal Apprenticeship Level II**

This program concentrates on training apprentices to the level II requirements for the sheet metal industry and has been approved by the State of California Department of Apprenticeship Standards. Training emphasis includes safety, blueprint reading, residential and commercial sheet metal processes, building codes, estimation, and various sheet metal topics.

Justification: This certificate includes the training for sheet metal apprentices to meet the Division of Apprenticeship Standards (DAS) level II guidelines for the sheet metal apprenticeship program. The sheet metal industry has expressed a need for apprentices and journey workers to have certificates and degrees for potential management positions. These certificates and degrees will align with the levels of the apprenticeship program.

7. **Sheet Metal Apprenticeship Level III**

This program concentrates on training apprentices to the level III requirements for the sheet metal industry and has been approved by the State of California Department of Apprenticeship Standards. Training emphasis includes safety, blueprint reading, residential and commercial sheet metal processes, building codes, estimation, and various sheet metal topics.

Justification: This certificate includes the training for sheet metal apprentices to meet the Division of Apprenticeship Standards (DAS) level III guidelines for the sheet metal apprenticeship program. The sheet metal industry has expressed a need for apprentices and journey workers to have certificates and degrees for potential management positions. These certificates and degrees will align with the levels of the apprenticeship program.

8. **Sheet Metal Apprenticeship Level IV**

This program concentrates on training apprentices to the level IV requirements for the sheet metal industry and has been approved by the State of California Department of Apprenticeship Standards. Training emphasis includes safety, blueprint reading, residential and commercial sheet metal processes, building codes, estimation, and various sheet metal topics.

Justification: This certificate includes the training for sheet metal apprentices to meet the Division of Apprenticeship Standards (DAS) level IV guidelines for the sheet metal apprenticeship program. The sheet metal industry has expressed a need for apprentices and journey workers to have certificates and degrees for potential management positions. These certificates and degrees will align with the levels of the apprenticeship program.

Cosumnes River College

1. **Mechanized Agriculture Technician**

The Mechanized Agriculture curriculum at Cosumnes River College is designed to meet the need for trained personnel in a broad range of occupational opportunities involved with or related to the Mechanized Agriculture Field.

Justification: The Mechanized Agriculture curriculum at Cosumnes River College is designed to meet the need for trained personnel in a broad range of occupational opportunities involved with or related to the Mechanized Agriculture Field. Our advisory committee agrees that there is a huge need for trained personnel and supports this proposal. We have also been awarded a USDA Grant to see this program going forward.

Folsom Lake College

1. **Business Analyst**

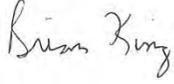
The program content includes: customer service and stakeholder analysis, problem solving and critical thinking, the role of the business analyst, business analyst tasks, written and verbal communications, and the use of data and information in making business decisions.

Justification: The Business Analyst certificate program meets the minimum requirements for state workers to move into an entry level position as a staff services analyst position. This program prepares students for career preparation and college transfer. The program will stack to three degree programs including the AA Business Analysis/Data Analytics, the AS-T Business Administration, and the AA Public Management.

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: November 18, 2020

SUBJECT:	American River College Commemorative Naming for the ARC STEM Innovation Center	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item D	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	 Thomas Greene President, American River College	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	 Brian King, Chancellor	ACTION	
		INFORMATION	

BACKGROUND:

Board Policy 8341 calls for the Board of Trustees to approve the naming of college facilities and areas. Such facilities and areas may be named in honor of persons who have made significant contributions to the college or distinguished themselves in the work of the college. Subunits of a building may be named separately to recognize an outstanding individual or donor wishing to contribute the cost of a portion of a building, a room in a building, a major equipment item, a major art feature or water feature and the like.

STATUS:

In 2017, ARC embarked on a campaign to raise \$2.5M to establish a margin of excellence as part of the creation of its STEM Innovation Center. Comprised of the most modern equipment and technology and reflecting the latest in educational design, the Center will serve as a state-of-the art, interdisciplinary learning space that will contribute significantly to the development of our region’s STEM workforce for decades to come.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the commemorative naming opportunities outlined in the attached document.

Los Rios Community College District Board Agenda
ARC Diane Bryant STEM Innovation Center Request for Naming Approvals
November 18, 2020

Donor Name/ Commemorative Naming	Location	Commemorative Naming Amount	Background
Dr. Metwalli B. Amer & SALAM	First Floor Physics Learning Space	\$25,000	Dr. Metwalli Amer immigrated to the US in the early 1960's to pursue his master's and Ph.D. at the University of Illinois. Once in Sacramento, Dr. Amer saw an urgent need for Muslims to unite and reach out to the larger community. In 1987, he founded the Sacramento Area League of Associated Muslims (SALAM), a religious nonprofit promoting Islamic teaching and understanding. Over the years, ARC has developed a strong working relationship with Dr. Amer and SALAM. With the Center and Mosque directly across the street from ARC it has made it convenient and efficient for ARC Muslim students to participate in prayer and attend their classes.
PASCO Scientific	First Floor Physics/ Engineering Stockroom	\$15,000	PASCO Scientific is a manufacturer of hands-on science tools and lab equipment for physics and engineering classrooms to connect students to STEM concepts. ARC's engineering and physics courses all make extensive use of PASCO equipment, including computer interfaces, software, sensors for measurement, as well as basic lab equipment.
Julie Hayes & Chris Stroop	First Floor MESA Collaboration Space	\$50,000	Ms. Julie Hayes considers herself fortunate to have had the opportunity to develop a close connection with ARC and Los Rios through the Intel/ARC Community College Mentoring initiative. Aside from her role as the Director of Supply Chain Brand Strategy at Intel, she and her husband, Chris, are interested in creating the best opportunity to grow the number of women and

			<p>underrepresented minorities who enter STEM related careers and are especially passionate about keeping and growing women in STEM related careers. Ms. Hayes graduated from UC Davis in 1994 with a degree in Chemistry and currently chairs the Los Rios Colleges Foundation's Board Development efforts.</p> <p>Chris Stroop retired from Intel Corporation in 2016 after 24 years and is enjoying a second career at SMUD. As a father of a strong willed young woman, Chris was a passionate ally and supporter of Women In Intel and remains a highly sought out coach and mentor for women who used to work for him. He is still growing careers inside Intel and matches his wife's passion to change the experience in technology for women and underrepresented minorities in the tech sector.</p>
Thomas Greene	Second Floor Math Multimedia Learning Center (MMLC)	\$15,000 Commemorative	This is to honor Thomas Greene for his tireless work on behalf of students and his STEM Campaign leadership in addition to his generous giving in support of students and faculty.
Kim Fong (Naming will be Leonardo Da Vinci)	Second Floor Astronomy Lab	\$25,000	Kim Fong is an ARC alum and retired San Francisco City College English Professor. Although her major at ARC was English, she has a personal passion for STEM education. Ms. Fong has also supported two named scholarships at ARC.
Art Mark	Third Floor Business and Computer Classroom	\$15,000	This is Art Mark's second named space in the STEM building. Mr. Mark is an ARC alum and retired ARC and SCC adjunct faculty member. He has been a generous supporter to ARC for more than 20 years.
William E. Hixson Foundation	Third Floor Math Learning Space	\$15,000	The William E. Hixson Foundation is a private, family foundation with a focus on furthering STEM and STEAM education with practical, real world experience. Through the founders' daughter, Lauren Hinds, grants are

			made to organizations doing things a little differently. Both FLC and ARC have been supported by their generosity.
Ray Di Guilio	Third Floor STEM Gathering Space	Honorary naming	Ray Di Guilio retired as ARC Vice President of Administration in 2017. Ray passed away in February 2020. He was very passionate about the ARC STEM building and spent considerable time helping to bring this project to fruition.
Louise Lockhart	Second Floor Math Learning Space	\$45,000	Louise Lockhart was a generous supporter of ARC and tireless advocate for women. She provided a bequest to ARC that funds her named scholarship endowment in perpetuity and also provided generous support to establish an endowment for the ARC MESA/STEM Center.
Kaiser Permanente	First Floor Entrance Gathering Space	\$100,000	Through the efforts of ARC alumnus and Vice President of Kaiser Permanente, Cassandra Sharon, ARC was awarded a four year grant (\$25,000 a year) to support STEM education.
California American Water	Outdoor Engineering Yard	\$25,000	California American Water has been a long-time supporter of ARC's Natural Resources program and funds a named scholarship.
Wei-Jen Harrison	STEM Courtyard	\$25,000	Wei-Jen Harrison is a retired ARC math professor. Ms. Harrison offered to fund an outdoor plaza near the ARC library and when the project was not able to move forward due to Covid-19, she generously donated to support the STEM Campaign.
David & Jane Viar	Second Floor STEM Testing Center	\$15,000	David Viar is President Emeritus of American River College. Dr. Viar and his wife, Jane, have been generous donors over the years and have provided ARC with a bequest.

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: November 18, 2020

SUBJECT:	District Quarterly Financial Status Report (311Q)	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item E	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Mario Rodriguez, Vice Chancellor Finance and Administration <i>MR</i>	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King, Chancellor <i>Brian King</i>	ACTION	
		INFORMATION	

BACKGROUND:

Pursuant to the provisions of AB 2910, Chapter 1486, Statutes of 1986, each quarter districts must report their financial condition on forms prescribed by the California Community Colleges Chancellor’s Office. This prescribed report (form CCFS-311Q) must be submitted to the Chancellor’s Office and to the County Superintendent of Schools within forty-five (45) days following the end of each quarter for the first three quarters. The fourth quarter is reported on the CCFS-311 Annual Financial and Budget Report, which must be submitted by October 10th each year. For fiscal year 2019-20, this date has been extended to November 30th. The Chancellor’s Office staff will then review the prescribed quarterly reports and notify districts if further action is necessary.

STATUS:

In accordance with AB 2910, the Governing Board should review the enclosed prescribed report (CCFS-311Q) at a regularly scheduled meeting and enter the report as part of the minutes of the meeting. As required, the District’s Chief Executive Officer (Chancellor) and Chief Business Officer have certified that the information for the quarter ended September 30, 2020 contained in this report is correct.

RECOMMENDATION:

It is recommended that the Board of Trustees receive the September 30, 2020 Quarterly Financial Status Report (CCFS-311Q) and the related financial statements.

LOS RIOS COMMUNITY COLLEGE DISTRICT
GENERAL FUND
STATEMENT OF APPROPRIATIONS, REVENUE & EXPENDITURES
FOR THE QUARTER ENDED SEPTEMBER 30, 2020
UNAUDITED

	Adopted Budget	YTD Activity
BEGINNING FUND BALANCE, JULY 1		
Uncommitted	\$ 22,971,778	\$ 22,971,778
Committed	48,316,900	48,316,900
Restricted	10,497,778	10,497,778
TOTAL BEGINNING FUND BALANCE	81,786,456	81,786,456
REVENUE:		
GENERAL PURPOSE		
Total Computational Revenue	324,343,248	70,933,779
Lottery Funds	6,693,050	-
Apprentice/Other General Purpose/Interfund Transfers	43,570,130	5,893,794
TOTAL GENERAL PURPOSE	374,606,428	76,827,573
SPECIAL PROGRAMS	117,737,430	50,670,034
TOTAL REVENUE AND TRANSFERS IN	492,343,858	127,497,607
TOTAL REVENUE, TRANSFERS AND BEGINNING FUND BALANCE	\$ 574,130,314	\$ 209,284,063
APPROPRIATIONS/EXPENDITURES:		
Academic Salaries	\$ 168,225,577	28,651,964
Classified Salaries	100,698,306	19,515,591
Employee Benefits	113,793,903	16,428,074
Supplies and Materials	37,290,213	1,103,530
Other Operating Expenses and Services	86,117,098	7,502,487
Capital Outlay	4,854,826	385,582
Payments to Students	10,863,404	3,712,477
Other Outgo	22,384,695	560,835
TOTAL APPROPRIATIONS/EXPENDITURES AND TRANSFERS OUT	544,228,022	77,860,540
ENDING FUND BALANCE		
Uncommitted	22,971,778	
Committed	4,336,900	
Restricted	2,593,614	
TOTAL ENDING FUND BALANCE	29,902,292	
TOTAL APPROPRIATIONS/EXPENDITURES AND ENDING FUND BALANCE	\$ 574,130,314	

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

Quarterly Financial Status Report, CCFS-311Q

VIEW QUARTERLY DATA

CHANGE THE PERIOD ▼

Fiscal Year: 2020-2021

District: (230) LOS RIOS

Quarter Ended: (Q1) Sep 30, 2020

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2017-18	Actual 2018-19	Actual 2019-20	Projected 2020-2021
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	344,870,123	367,383,024		365,850,681
A.2	Other Financing Sources (Object 8900)	3,105,267	1,398,248		8,755,747
A.3	Total Unrestricted Revenue (A.1 + A.2)	347,975,390	368,781,272		374,606,428
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	327,092,528	345,453,974		398,890,095
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	26,906,850	14,989,885		19,696,333
B.3	Total Unrestricted Expenditures (B.1 + B.2)	353,999,378	360,443,859		418,586,428
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	-6,023,988	8,337,413		-43,980,000
D.	Fund Balance, Beginning	59,715,294	53,691,306		71,288,678
D.1	Prior Year Adjustments + (-)	0	0		0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	59,715,294	53,691,306		71,288,678
E.	Fund Balance, Ending (C. + D.2)	53,691,306	62,028,719		27,308,678
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	15.2%	17.2%		6.5%

II. Annualized Attendance FTES: This data is being captured in CCFS-320 and is no longer required here.

G.1	Annualized FTES (excluding apprentice and non-resident)				
-----	---	--	--	--	--

III. Total General Fund Cash Balance (Unrestricted and Restricted)

	Description	As of the specified quarter ended for each fiscal year			
		2017-18	2018-19	2019-20	2020-2021
H.1	Cash, excluding borrowed funds		89,122,824	108,222,399	133,072,169
H.2	Cash, borrowed funds only		0	0	0
H.3	Total Cash (H.1+ H.2)	89,830,153	89,122,824	108,222,399	133,072,169

IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
I. Revenues:					
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	365,850,681	365,850,681	76,611,780	20.9%
I.2	Other Financing Sources (Object 8900)	8,755,747	8,755,747	215,793	2.5%
I.3	Total Unrestricted Revenue (I.1 + I.2)	374,606,428	374,606,428	76,827,573	20.5%
J. Expenditures:					
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	398,890,095	398,890,095	61,379,686	15.4%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	19,696,333	19,696,333	172,103	0.9%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	418,586,428	418,586,428	61,551,789	14.7%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	-43,980,000	-43,980,000	15,275,784	
L.	Adjusted Fund Balance, Beginning	71,288,678	71,288,678	71,288,678	
L.1	Fund Balance, Ending (C. + L.2)	27,308,678	27,308,678	86,564,462	
M.	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	6.5%	6.5%		

V. Has the district settled any employee contracts during this quarter?

NO

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of

NO

audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)?

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

VII.Does the district have significant fiscal problems that must be addressed?

This year?
Next year?

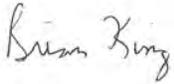
NO
NO

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: November 18, 2020

SUBJECT:	Los Rios Colleges Foundation – Quarterly Investment Report	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item F	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:

In 1998, the District and Los Rios Colleges Foundation (Foundation) adopted a Master Agreement whereby the Foundation became an auxiliary organization of the District. All college foundations’ investment activities were combined under the Foundation. Morgan Stanley is the investment consultant for the Foundation.

As an auxiliary organization, the Foundation is not required to operate under GC 53600 investment restrictions. The Foundation Board has a Statement of Rules, Objectives and Guidelines (Statement) to govern the investment of funds, last revised June 2018. The funds should be invested with care, skill, prudence and diligence with the goal of producing returns equal to or exceeding prevailing standards among foundations of similar asset size, as well as for the protection of funds held in perpetual duration. The Statement defines the investment guidelines for specified asset classes for endowed funds as follows: equities, defined as common stock, convertible preferred stock, convertible bonds, and convertible stock, shall represent 25-60% of the total fund assets; fixed-income securities, defined as investments with maturities greater than one year that pay a fixed rate of return, shall represent 17-50% of the total assets; alternative investments, defined as fund-of-fund investments, shall represent up to 20% of the total fund assets; and cash, defined as maturities shorter than one year, shall represent 2-10% of the total fund assets. In addition, the Statement provides guidelines for investing non-endowed funds based upon the purpose of the donation and the horizon of time for the use of funds. The three non-endowed portfolio funds available are cash management, fixed income and balanced funds.

STATUS:

The Foundation Quarterly Investment Report, including realized and unrealized earnings, represents the investment activity for the quarter ended September 30, 2020. The Los Rios Colleges Foundation Finance Committee directs the investments of the Foundation. The return for the quarter ended September 30, 2020 for the endowed portfolio of \$10.3 million was 4.02% compared to 5.10% or the composite benchmark. The return for the quarter ended September 30, 2020 for the total managed portfolio of \$14.0 million was 3.06% compared to 3.98% for the composite benchmark. In accordance with generally accepted accounting principles, investments are restated to market value as of each fiscal year-end.

RECOMMENDATION:

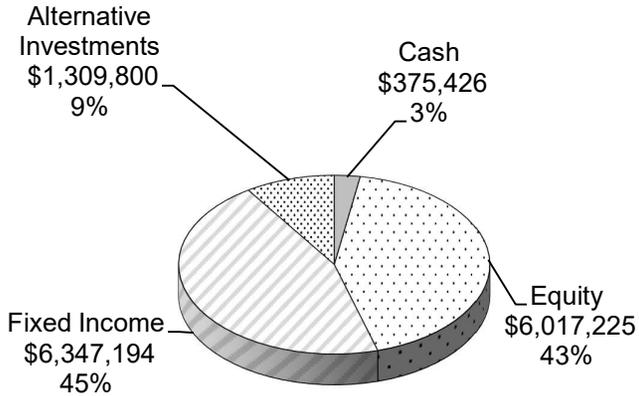
It is recommended that the Board of Trustees receive the Foundation Quarterly Investment Report for the quarter ended September 30, 2020.

Los Rios Colleges Foundation
Account Summary
as of September 30, 2020

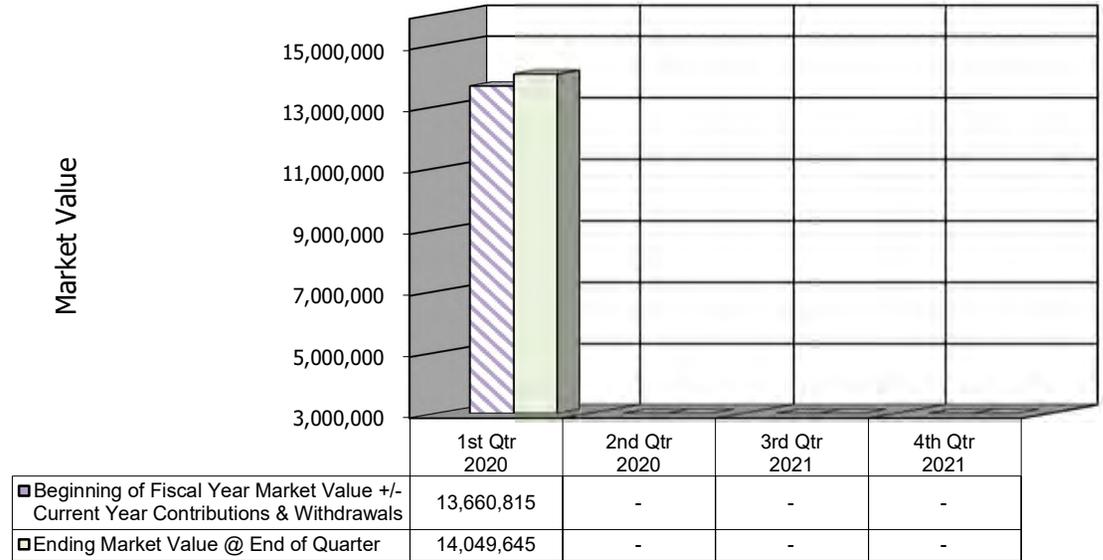
TOTAL PORTFOLIO	Guidelines	Opening Balance Start of Fiscal Year	Net Deposits/ Withdrawals	Unrealized Gains/(Losses)	Realized Gains/(Losses)	Interest / Dividends	Total YTD Earnings	YTD Fees	Market Value (a)	% of Total Current Market Value
Managed (Endowed):										
Cash (Scholarship)	2-10%	360,070	(354,071)	-	-	7	7	-	6,006	0%
Fixed Income										
Breckinridge*		1,623,841	375,000	(8,092)	7,696	12,057	11,661	(2,320)	2,008,182	19%
Lord Abbett Inflation		290,168	40,000	15,231	-	3,046	18,277	(329)	348,116	3%
CRANX		546,511	40,000	(580)	-	2,978	2,398	(618)	588,291	6%
Total Fixed Income	17-50%	2,460,520	455,000	6,559	7,696	18,081	32,336	(3,267)	2,944,589	28%
Equities										
SPDR Portfolio Total Stock Market ETF		1,828,569	(388,566)	90,464	63,163	5,508	159,135	(2,068)	1,597,070	15%
Snow All Cap Value		591	-	-	-	-	-	-	591	0%
Schafer Cullen International High Dividend		682,487	(75,000)	8,914	(1,639)	6,263	13,538	(1,717)	619,308	6%
iShares Core MSCI EAFE ETF		1,282,322	(125,000)	81,206	(9,649)	-	71,557	(1,449)	1,227,430	12%
DTD - ETF		626,573	(125,000)	23,893	5,712	3,743	33,348	(708)	534,213	5%
MLP Closed End Funds		1,064	-	-	-	-	-	-	1,064	0%
International Small Cap		335,494	-	24,549	-	1,414	25,963	(397)	361,060	4%
Brandes EM		479,363	(15,000)	7,318	(12,045)	6,080	1,353	(1,555)	464,161	5%
Salient MLP		127,895	-	(15,806)	-	2,000	(13,806)	(145)	113,944	1%
Mierr Howard and Income Equity SMA		676,881	(225,000)	49,002	(6,633)	5,869	48,238	(1,364)	498,755	5%
China Portfolio		299,516	-	38,350	-	191	38,541	(366)	337,691	3%
Fuller & Thaler		-	275,000	(13,221)	11	427	(12,783)	(279)	261,938	3%
Total Equities	25-60%	6,340,755	(678,566)	294,669	38,920	31,495	365,084	(10,048)	6,017,225	59%
Alternative Investments										
Liquid Alternatives		810,625	2,642	14,641	-	3,810	18,451	(1,921)	829,797	8%
Structured Invnt		288,308	207,358	(15,666)	-	3	(15,663)	-	480,003	5%
Total Alternative Investments	up to 20%	1,098,933	210,000	(1,025)	-	3,813	2,788	(1,921)	1,309,800	13%
Total Managed (Endowed)		10,260,278	(367,637)	300,203	46,616	53,396	400,215	(15,236)	10,277,620	100%
Managed (Non-endowed):										
Madison Short Duration Fixed Income*		3,398,836	-	(9,664)	1,413	18,430	10,179	(6,410)	3,402,605	
Total Managed (Endowed & Non-endowed)		13,659,114	(367,637)	290,539	48,029	71,826	410,394	(21,646)	13,680,225	
Non-Endowed:										
Cash Management - Money Market		704,087	(336,433)	-	-	59	59	-	367,713	
Total Non-Endowed		4,102,923	(336,433)	(9,664)	1,413	18,489	10,238	(6,410)	3,770,318	
Cash Clearing Account										
Gift Receipt		1	1,683	(565)	588	-	23	-	1,707	
TOTAL PORTFOLIO		14,363,202	(702,387)	289,974	48,617	71,885	410,476	(21,646)	14,049,645	

**Los Rios Colleges Foundation
Account Summary
as of September 30, 2020**

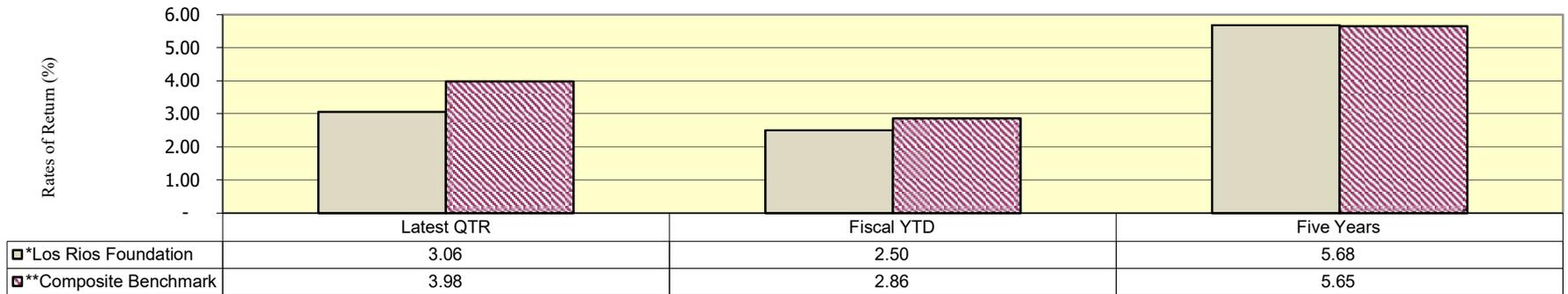
Asset Allocation as of September 30, 2020



Portfolio Change July 2020 through September 2020



Performance Analysis as of September 30, 2020



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

**Provided by Morgan Stanley. Composite benchmark is composed of various market indices selected by Morgan Stanley to approximate the Foundation's asset allocation.

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: November 18, 2020

SUBJECT:	Disposition of Surplus Equipment	ATTACHMENT: None	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item G	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:

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: 8 cash registers; 1 keyboard; 2 monitors; 1 server; 6 switches; 11 telephones and 2 video recorders.

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

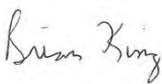
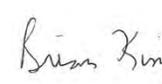
RECOMMENDATION:

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

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: November 18, 2020

SUBJECT:	Ratify: Grants and Contracts Awarded	ATTACHMENT: None	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item H	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	 Brian King, Chancellor	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	 Brian King, Chancellor	ACTION	
		INFORMATION	

BACKGROUND:

Pursuant to Board Policy 8315, executed agreements for the following grant and/or contract awards are hereby presented for approval and/or ratification.

Title, Description, Term, Project Administrator	College/Unit	Amount	Source
Title III, Part A, Strengthening Institutions <ul style="list-style-type: none"> Funding helps eligible IHE's to become self-sufficient and expand their capacity to serve low-income students by providing funds to improve and strengthen the academic quality, institutional management, and fiscal stability of eligible institutions 10/01/2020 – 9/30/2021 Administrator: Monica Pactol, Vice President of Instruction 	FLC	\$445,698	US Dept. of Education
Trio Upward Bound – Florin High School <ul style="list-style-type: none"> Funding provides fundamental support to participants in their preparation for college entrance 09/01/2020 through 8/31/2021 Administrator: Claire Oliveros, Vice President Student Services and Enrollment Management 	CRC	\$297,601	US Dept. of Education
Child Development Training Consortium (CDTC) <ul style="list-style-type: none"> Funding provides financial support for Early Childhood Education students 09/1/2020 through 06/20/2021 Administrator: Dennis Lee, Dean, Behavioral and Social Sciences 	SCC	\$18,400	YCCD/CDTC
DHSI Developing Hispanic Serving Institutions <ul style="list-style-type: none"> Funding will be used to expand educational opportunities for, and improve the attainment among, Hispanic students. This grant also enables expansion and enhancing academic offerings, program quality, and institutional stability 10/01/2020 through 09/30/2025 Administrator: Albert Garcia, VP of Instruction 	SCC	\$2,920,761	US Dept. of Education

<p>California Education Learning Lab</p> <ul style="list-style-type: none"> Funding will be used to increase learning outcomes and close equity and achievement gaps across California’s public higher education segments, particularly in the Science, Technology, Engineering, and Math (STEM) disciplines 06/15/2020 through 06/30/2023 Administrator: Rina Roy, Dean, Dept. of Science and Engineering 	ARC	\$38,150	Governor’s Office of Planning & Research
<p>TRIO Upward Bound – Monterey Trail and Valley High Schools</p> <ul style="list-style-type: none"> Funding will provide fundamental support to participants in their preparation for college entrance. 0/01/2021 through 08/31/2021 Administrator: Claire Oliveros, Vice President Student Services and Enrollment Management 	CRC	\$297,601	US Dept. of Education
<p>Strong Workforce Program North Far North Regional Consortium</p> <ul style="list-style-type: none"> Funding will be used to furnish all the necessary services, qualified personnel, material, equipment, and facilities to support the labor market needs of the consortium for Strong Workforce Planning, Regional Recommendation processes, CCC Workforce Education Initiatives, K-12 Strong Workforce programs, program review, program marketing, and other areas as identified by the consortium. 01/01/2021 through 12/31/2021 Administrator: Theresa Milan, Interim Associate Vice President of Workforce & Online Engagement 	WEDC	\$180,000	Butte 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: November 18, 2020

SUBJECT:	Ratify: Bid Transactions	ATTACHMENT: None	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item I	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	<div style="text-align: right;"><i>MR</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:

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

CHANGE ORDERS				
Bid No	Change Amount	Change Number	Vendor	New Contract Total
18027	\$110,318.00	9	Flint Builders Inc.	\$33,331,909.00
Description: ARC Liberal Arts Modernization. Additional HVAC Platforms; Smoke Containment; Millwork T&M (Time and Material); Grade repairs; Cord Reel Supports; Sod; Sealants at Oko-Skin Siding; Fire Alarm Bell; Framing Access doors; Emergency Phones; Custom Carpet; Window Mullion Prep; Patch Seat Wall; Fire Proofing.				

RECOMMENDATION:

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

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: November 18, 2020

SUBJECT:	Ratify: Affiliation and Other Agreements	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item J	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:

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 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/ INTERNSHIP AGREEMENTS

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
Manteca District Ambulance	Paramedic	ARC	09/16/2020	EXP: 09/16/2023
Full Circle Speech Therapy	SLPA ²	ARC	09/30/2020	Evergreen
Tahoe Forest Hospital District	MLT ¹	FLC	01/1/2021	01/01/2024

¹ MLT: Medical Lab Technician

² SLPA: Speech Language Pathology Assistant

ZERO DOLLAR AGREEMENTS

Listed below are the agreements entered into by Los Rios Community College District that do not require payment to the Agency.

Agency: Sacramento County Sheriff **Term:** 10/22/20 to 10/21/23 **Type of Contract:** MOU

Description:

The High Technology Crime Program is designed to remove high technology, intellectual property, and identity theft criminals from our community. The program is created on the premise that the ability of law enforcement to properly investigate and prosecute high technology-related and identity theft crimes will have far reaching effects on a wide variety of criminal activities, including computer component theft, gray marketing of technology, narcotic trafficking, gambling, Internet-related crimes, telecommunication fraud, intellectual property theft, and identity theft. The mission of the Task Force will be to arrest and successfully prosecute individuals engaged in these criminal pursuits to create a safer community for the overall Sacramento region.

Agency: Sacramento County Sheriff **Term:** 10/22/20 to 10/21/23 **Type of Contract:** MOU

Description:

The purpose of this MOU is to delineate the responsibilities of the Sacramento ICAC Task Force, maximize inter-agency cooperation, and formalize relationships between member-agencies. The Task Force will investigate suspects who utilize the Internet to seek children as sexual partners and/or who traffic in child pornography. Specific ICAC crimes include Internet sexual exploitation of a minor and luring a minor for sexual exploitation as described in, but not limited to, the following statutes: California Penal Code Sections 266j, 269(a), 664/288, 288.2(a), 288.2(b), 288(a), 288(b), 288(c), 664/288, 290, 311.10, 311.11(a), 311.1(a), 311.2(b), 311.2(d), 311.3(a), 311.4(a), 311.4(b), 311.4(c), 647.6(a), 647(k)(2), 653f(c), 1203.2, and 3056; Federal statutes 2252(a)(4), 2252(a)(5), 2252(a)(1), 2252(a)(2), 2252A(a)(3), 2252A(a)(4), 2251(a), 2251(b), 2251(c), 2421, 2422(a), 2422(b), 2423(a), 2423(b), 2425, 2241, and 1201(a)(1) and under Federal law, sexual exploitation of children is described in Title 18, Chapter 110. This MOU does not prohibit the investigation of other Internet crimes against children.

Agency: McClellan Realty, LLC **Term:** N/ A **Type of Contract:** Estoppel

Description:

McClellan Realty, LLC is the owner of property at McClellan Park that LRCCD's leases for SCC's Aeronautics program. McClellan Realty, LLC is re-financing their loan and the banks are requiring these Estoppel Agreements to fund the loan.

Agency: PowerSchool Group LLC **Term:** 11/1/20 to 6/30/21 **Type of Contract:** Order Agreement/ SaaS

Description:

PowerSchool Group, LLC provides student application software and services for LRCCD. As part of our existing SaaS agreements with PowerSchools they are providing LRCCD Advantage Plus Applicant Tracking, PeopleAdmin Suite Custom Services, Solution Overview and ATS Training and Position Management consulting services

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: November 18, 2020

SUBJECT:	Purchase Orders, Warrants, Checks and Electronic Transfers	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item K	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	<div style="text-align: right;"><i>MR</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 September 16, 2020 through October 15, 2020 is on file in the District Business Services Office for review.

RECOMMENDATION:

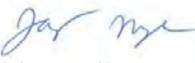
It is recommended that the Board of Trustees approve the numbered purchase orders, warrants, checks and electronic transfers that are reflected on the attached schedule.

PURCHASE ORDERS		
General Fund	0001113114-0001113450 B210469-B210509	\$ 3,904,747.15
Capital Outlay Fund	0003018666-0003018689	
Child Development Fund	0006000920-0006000924	
Self-Insurance Fund	-	
WARRANTS		
General Fund	805150-806290	\$ 18,668,892.87
General Fund-ARC Instructional Related	010869-010880	
General Fund-CRC Instructional Related	023723-023731	
General Fund-FLC Instructional Related	031725-031725	
General Fund-SCC Instructional Related	048389-048400	
Capital Outlay Fund	834887-834960	
Student Financial Aid Fund	900701-900730	
Child Development Fund	954875-954879	
Self-Insurance Fund	976630-976633	
ODSFD	-	
Payroll Warrants	481750-482236	\$ 7,809,358.80
Payroll Vendor Warrants	67642-67750	
September Leave Process	482237-483172	
CHECKS		
Financial Aid Disbursements (E-trans)	-	\$ 5,435,234.29
Clearing Checks	-	\$ -
Parking Checks	-	\$ -
Bookstore Fund – ARC	034409-034416	\$ 419,372.66
Bookstore Fund – CRC	029113-029114	
Bookstore Fund – FLC	-	
Bookstore Fund – SCC	051833-051833	
Student Clubs Agency Fund – ARC	6145-6176	\$ 91,211.92
Student Clubs Agency Fund – CRC	5464-5483	
Student Clubs Agency Fund – FLC	2911-2919	
Student Clubs Agency Fund – SCC	4513-4535	
Foundation – ARC	6780-6834	\$ 732,773.67
Foundation – CRC	2899-2929	
Foundation – FLC	2018-2030	
Foundation – SCC	5544-5573	
Foundation – DO	1195-1205	
Associated Students Trust Fund – ARC	-	\$ 100.00
Associated Students Trust Fund – CRC	0936-0936	
Associated Students Trust Fund – FLC	-	
Associated Students Trust Fund – SCC	-	
Regional Performing Arts Center Fund	Manual Checks: 9244-9248 USI Check System: 8190-8198	\$ 58,164.70
ELECTRONIC TRANSFERS		
Board of Equalization	-	\$ -
PARS	-	\$ 31,506.29
Vendors	-	\$ -
International Wire- Ethan Way Center	-	\$ -
Backup Withholding	-	\$ -
Retiree Health Trust	-	\$ -
Self-Insurance	-	\$ 30,389.08
Bookstore	-	\$ 2,412.51
Payroll Direct Deposit Advices	1067885-1072020	\$ 12,937,396.78
Other Payroll Transactions	-	\$ 3,448.00
Foundation Scholarships	-	\$ -
ACH Transaction	-	\$ -
CARES Act	-	\$ 62,200.00
Regional Transit (RT) Payment	-	\$ -

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: November 18, 2020

SUBJECT:	2020-21 Sabbaticals/Professional Development Leaves	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item L	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	 Jamey Nye, Deputy Chancellor	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	 Brian King, Chancellor	ACTION	
		INFORMATION	

BACKGROUND:

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

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

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

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

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

RECOMMENDATION:

It is recommended that the attached sabbatical/professional development leaves be approved by the Board of Trustees for the 2020-21 year.

**Fall 2020 Board Agenda
Sabbatical Leaves**

Cosumnes River College

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

Type B Leave: .200 FTE Type B Leave requested

Type A Leave Time

Annual FTE

One (1) Type A Leave unused during 2020/21

.500 FTE of Type A Leave to be carried forward to 2021/22 (per LRCFT Section 11.6.8.5)

Type B Leave Time

Annual FTE

Michael Frigm	Culinary Arts Professor	40%	Spring 2021	.200
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“Culinary Arts Management Program and Curriculum (CAM) Review”

Proposal: This proposal includes evaluating the current curriculum and course rotation of the CAM department and making suggestions for changes that both align with industry and student needs. The completion of this project will create a more robust, relevant, and student focused curriculum and course rotation. Students will graduate with more relevant skills, making them more employable and giving them the educational foundation for a successful career. This project will also use available data to inform decision making and address areas of the curriculum and scheduled course rotation that could lead to achievement gaps.

.366 FTE Type B Leave unused during 2020/21

.366 FTE Type B Leave to be carried forward to 2021/22 (per LRCFT Section 11.6.8.5)

Fall 2020 Board Agenda
Sabbatical Leaves

Folsom Lake College

Type A Leave: Zero (0) Type A Leave requested
One (1) Type A Leave converted to .500 Type B Leave

Type B Leave: 0.0 FTE Type B Leave requested

Type A Leave Time

Annual FTE

One (1) Type A Leave unused during 2020/21
.500 FTE of Type A Leave to be carried forward to 2021/22 (per LRCFT Section 11.6.8.5)

Type B Leave Time

Annual FTE

.400 FTE Type B Leave unused during 2020/21
.400 FTE Type B Leave to be carried forward to 2021/22 (per LRCFT Section 11.6.8.5)

**Fall 2020 Board Agenda
Sabbatical Leaves**

Sacramento City College

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

Type B Leave: .247 FTE Type B Leave requested

Type A Leave Time

Annual FTE

One (1) Type A Leave unused during 2020/21

.500 FTE of Type A Leave to be carried forward to 2021/22 (per LRCFT Section 11.6.8.5)

Type B Leave Time

Annual FTE

Kathleen Carbary	Psychology Professor	49.3%	Spring 2021	.247 FTE
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“Pedagogical Approaches for Reducing Stereotype Threat in a New-to-SCC Course, “Statistics for the Behavioral Sciences””

Proposal: The Psychology department has a serious current and future need for a full-time faculty member to develop and teach PSYC 330, Introductory Statistics for the Behavioral Sciences. This is a required lower-division statistics course for Psychology majors at CSU, Sacramento. Currently, every Psychology major who transfers from Sac City to Sac State is required to re-take lower division statistics after transferring, because they must take Stat 300 to meet their math requirement for their AA degree. PSYC 330 is also the recommended statistics course for the Psychology transfer Model Curriculum for the AA degree. However, we currently have 900 Psychology majors and no full time faculty who are currently prepared to teach this math-based statistics class. Our request to hire full time faculty to teach the course was recently cancelled due to COVID, and it is now necessary for full-time faculty like myself to develop the course and begin teaching it as soon as possible. In addition to this, completing a college-level math course successfully is an important part of increasing student degree completion and the CCC funding formula. According to the PRIE dashboard, there are serious disproportionate impacts for Black/African American and Latinx students in math classes. It therefore makes sense to develop a pedagogical plan for teaching PSYC 330 that will mitigate this disproportionate impact for our students.

.036 FTE Type B Leave unused during 2020/21

.036 FTE Type B Leave to be carried forward to 2021/22 (per LRCFT Section 11.6.8.5)

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: November 18, 2020

SUBJECT:	Human Resources Transactions	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	

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>District Office</u>	
Knapp, Jacob H. (J.D., University of San Diego, School of Law)	General Counsel	11/18/20

APPOINTMENT(S) TO CATEGORICALLY FUNDED POSITION(S)		
<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>American River College</u>	
Daily, Nicolas K. (M.Ed., Oregon State University)	Interim Dean of Equity and Inclusion	12/05/20 – 12/05/21
Garcia, Angel M. (M.S.W., California State University, Sacramento)	Interim Project Director for TRIO Educational Talent Search (ETS)	10/29/20 – 08/31/21

APPOINTMENT(S) TO TEMPORARY POSITION(S)		
<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>District Office</u>	
Balsamo, Brenda (M.B.A., California State University, Sacramento)	Interim Associate Vice Chancellor of Human Resources	11/18/20 – 03/31/21
Powell, Torence J. (Ed.D., University of California, Davis)	Interim Associate Vice Chancellor of Instruction Workforce & Economic Development	09/01/20 – 12/31/20 (Revised)

REASSIGNMENT(S) / TRANSFER(S)		
<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>Cosumnes River College</u>	
Pasamonte, Raul S.	Interim Project Director (X) for TRIO Student Support Services (Regular/STEM) From Project Director (X) of TRIO Upward Bound Programs	10/26/20 – 12/31/20

MANAGEMENT

RESIGNATION(S)		
<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>District Office</u>	
Sherry, Jan Patrick	General Counsel	11/03/2020

RETIREMENT(S)		
<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>American River College</u>	
Greene, Thomas G. (After 12+ years of regular service)	President	01/01/2021

FACULTY

LEAVE(S) OF ABSENCE			
<u>Name</u>	<u>Subject/Position</u>	<u>Type</u>	<u>Effective Date(s)</u>
<u>American River College</u>			
Hong, Tamilyn W.J.	Chemistry Professor	Personal (68%)	01/14/21 – 05/19/21
<u>Folsom Lake College</u>			
Moreno, Deborah D.	History Professor	Type C	01/14/21 – 05/19/21

RETIREMENT(S)		
<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>Folsom Lake College</u>		
Samples, Marjorie S. (After 16 years of regular service)	Chemistry Professor	05/20/21
<u>Sacramento City College</u>		
Barfield, Annette C. (After 31+ years of regular service)	Counselor	01/01/21
Buechner, Marybeth (After 29+ years of regular service)	Biology Professor (60%), Science Literary Coordinator (40%)	01/01/21
Janssen, Kristine M. (After 21 years of regular service)	Counselor	07/01/21

**TEMPORARY, PART-TIME EMPLOYEES Summer 2020
American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Andre,Susan	Counselor	15 %
Arellanes,Paul T.	Intercollegiate Athletics	45 %
Buckner,Mallory R.	Counselor	28 %
Fortman,Anita J.	Counselor	15 %
Gelotte,Danielle	Counselor	25 %
Hansen,Paul D.	Intercollegiate Athletics	15 %
Jenkins,Arthur	Counselor	1 %

**TEMPORARY, PART-TIME EMPLOYEES Summer 2020
Cosumnes River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Jay,Susan M.	Fire Technology	20 %

**TEMPORARY, PART-TIME EMPLOYEES Summer 2020
Folsom Lake College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
DiGaetano,Anthony L.	International Business and Trade	40 %
Faulds,Scott A.	International Business and Trade	40 %
Kraemer,Jennifer L.	Child Development/Early Care and Educatio	20 %

**TEMPORARY, PART-TIME EMPLOYEES Fall 2020
American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Bernacchi,Christopher S.	Administration of Justice	0 %
Beuttel,Michelle	Reading	51 %
Blunk,Dawn M.	English	20 %
Buckner,Mallory R.	Counselor	49 %
Casillas,Griselda	Counselor	49 %
Clement Moore,Tamica L.	Gerontology	20 %
Cooper,Paul G.	History	20 %
Dang,Tina G.	Counselor	20 %
Daniels,Lisa M	Reading	33 %
DeLeon,Daniel W.	Administration of Justice	0 %
Dilgard,Sylvia B.	Counselor	57 %
Duff,Jeanne A.	Software Applications	28 %
Echeverria,Nick V.	Administration of Justice	0 %
Eklund,Justin R.	Administration of Justice	0 %
Enborg,Terri D.	English	30 %
Fisher Cozza,Robin L.	Music	3 %
Flynn,Lorraine M.	English	60 %
** (B5) French,Scott D.	Administration of Justice	0 %
Gelotte,Danielle	Counselor	25 %
Ghosh,Rupa	Reading	4 %
** (A1) Hansen,Gina	Gerontology	20 %
Harris,Merridith R.	Administration of Justice	0 %
Hernandez,Israel	Administration of Justice	0 %

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 2020
American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Hoag, Steven E.	Counselor	3 %
Hohlwein, Laura A.	Animation	13 %
Hojjat, Payam J	Computer Infrastructure and Support	24 %
Jackson, LaToya M.	Speech Communication	20 %
Jay, Susan M.	General Work Experience	20 %
Johnson, Kristopher Scott Emory	Computer Networking	24 %
Kaneyuki, Brent Y.	Administration of Justice	0 %
Kientz, Michelle L.	Counselor	58 %
Kim, Elizabeth J	Social Justice: General	10 %
Klar, Janice E.	Counselor	16 %
Knecht, Ralph D	Administration of Justice	0 %
Kozlov, Maksim	Diesel Technology	8 %
Pryde, Marvin E.	Registered Nursing	25 %
Sakakihara, Paul	General Work Experience	20 %
Thomas, Ramona S.	Children with Special Needs	13 %
Walters, Kimberly	Children with Special Needs	7 %
Yanez, Israel	Librarian	6 %

**TEMPORARY, PART-TIME EMPLOYEES Fall 2020
Cosumnes River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Ahmadi, Abbas	Computer Networking	20 %
Binder, Marnie	Philosophy	20 %
Browne, Rachael E.	Sociology	20 %
De Mars, Eva	Physical Education	15 %
Gamble, Balbina P.	Counselor	31 %
Grueneberger, Arthur H	Dramatic Arts	45 %
Hamkar, Behzad	History	14 %
Hernandez, Maria Victoria M.	Health Occupations, General	25 %
Inoue, Faye S.	Health Occupations, General	33 %
** (A5) Possemato, Frank	English	20 %
Risenhoover, Dale T.	Health Occupations, General	25 %
Schrumpf, David J.	History	4 %
Tang, Skyeler A	Counselor	20 %
Wildie, Kevin J.	History	11 %

**TEMPORARY, PART-TIME EMPLOYEES Fall 2020
Folsom Lake College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Allen, Stephanie Dawn	Computer Programming	27 %
Cooper, Paul G.	History	40 %
Domek, Anna L.	General Work Experience	7 %
Garbett, Rick T.	Business Management	20 %
Goli, Shabnam	Music	20 %
Hood, Khulan J	Music	15 %
Hopkins, Don R.	Administration of Justice	40 %
Kinney, Sasha M	Library Science, General	7 %
Marlow, Edward L.	Water and Wastewater Technology	40 %
Mills Ko, Emily J.	Biology, General	8 %
Miranda, Yolanda O.	Counselor	7 %
Rahman Jackson, Lishia	Counselor	40 %

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 2020

Sacramento City College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Abe,Donyale K	Community Health Care Worker	13 %
Acosta,Ruben	Study Skills	7 %
** (A5) Barrett,James M.	Economics	20 %
Barry,Anna Marie	Health Occupations, General	24 %
Bella,Cheryl B.	Sign Language	27 %
Bennett,Mela T.	Sign Language	27 %
Blankenship,Elaina J.K.	Health Professions, Transfer Core Curriculum	7 %
Bryant,Paul R.	Information Technology, General	20 %
Bryant,Paul R.	Software Applications	35 %
Carnero,Mark A.	Sociology	20 %
Cheung,Joseph L.	Computer Networking	17 %
** (B5) Crail,Charr P.	Multimedia	8 %
** (B5) Crail,Charr P.	Computer Graphics and Digital Imagery	8 %
Dicus,Michelle M.	Chemistry, General	32 %
Gates,Jennine E.	Dental Hygienist	12 %
Gerlis,Rachel A.	Sign Language	27 %
Herszage,Julian	Chemistry, General	13 %
Howe,Judith D.	Library Science, General	13 %
Johnson-Arthur,Camille	Sociology	20 %
Jones,Amy Rebecca	Interpersonal Skills	7 %
Langston,James A	Chemistry, General	27 %
Mallory,Charles P.	Chemistry, General	13 %
Mao,Alvin W.	Chemistry, General	40 %
Marie,Heidi M.	Drafting Technology	28 %
Mukherjee,Sharmila	Chemistry, General	27 %
Otsuki,Andrew L.	Chemistry, General	13 %
Spears,Estelita L.	General Work Experience	13 %

REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Fall 2020

American River College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Fortman,Anita J.	Counselor	3 %
Hoffpauir,Carina E.	English	7 %
Knirk,Brian D.	Culinary Arts	10 %
Payne,Michael D.	Chemistry, General	40 %
Scalzi-Pesola,Jennifer S.	Job Seeking/Changing Skills	7 %

REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Fall 2020

Cosumnes River College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Collins,Christopher J.	History	20 %
** (A5) Fortin,Cheri L.	Dramatic Arts	20 %
Hagenburger,Timaree A.	Nutrition, Foods, and Culinary Arts	40 %

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

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

REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Fall 2020
Folsom Lake College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Angove, Philip J.	Music	20 %
Clark, Christopher S.	Guidance	13 %
** (A1) Farrand, Brittny N.	Media and Communications, General	20 %
Keller, Mary F.	Biology, General	8 %
Keller, Mary F.	Zoology, General	20 %
Prelip, Angela N.	Speech Communication	60 %
** (A5) Smith, Carolyn D.	Business Management	20 %

REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Fall 2020
Sacramento City College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Atkins, Tonya M.	Chemistry, General	48 %
Block, Angela M.	Sociology	20 %
Carmazzi, Paul L.	Physical Education	20 %
Carmazzi, Paul L.	Health Education	25 %
Clark, Kevin E.	Sign Language	27 %
Copely, Douglas M.	Physics, General	7 %
Dao, Binh C.	Chemistry, General	37 %
Douglas, Umar	Academic Guidance	13 %
** (B5) Estabrook, Paul H.	Applied Photography	13 %
Fabionar, David E.	Speech Communication	20 %
Hanson, Jon	Academic Guidance	40 %
Harris-Jenkinson, Patricia M.	Speech Communication	20 %
Hernandez-Chaidez, Adan	Academic Guidance	20 %
Hodge, Tracey L.	General Work Experience	13 %
Iredale, Michael J.	Nursing	16 %
Ishchuk, Alexandr A.	Chemistry, General	45 %
Larson, Carillon J.	Mathematics, General	40 %
Maeda, Richard	Health Occupations, General	20 %
Maeda, Richard	Licensed Vocational Nursing	20 %
** (A1) Manuel, Mara L.	Nursing	13 %
Rice, Helen M.	Nursing	28 %
Rice, Helen M.	Academic Guidance	20 %
Richard Robicheau, Loretta J.	Job Seeking/Changing Skills	13 %
Rowe, Stephanie A.	Accounting	53 %
Steever, Joseph M.	Mathematics, General	8 %
Stewart, Devoun R.	Chemistry, General	20 %

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

LEAVE(S) OF ABSENCE

<u>Name</u>	<u>Position</u>	<u>Type of Leave</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Taylor, Jennifer C.	Account Clerk III	Medical, 25%	FLC	07/01/20-01/31/21 (Revised)

REASSIGNMENT(S)/TRANSFER(S)

<u>Name</u>	<u>New Position (Current Position)</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Bain, Rebecca Z.	Donor Relations Specialist (Donor Relations Specialist)	DO SCC)	07/01/20
Chou, Lori A.	Payroll Supervisor (Fiscal Services Supervisor)	DO DO)	12/01/20
Hildred, Debra C.	Donor Relations Specialist (Donor Relations Specialist)	DO ARC)	07/01/20
Smith, Kara L.	Administrative Assistant I (Administrative Assistant I)	DO SCC)	07/01/20
Starbuck, Elizabeth A.	Donor Relations Specialist (Donor Relations Specialist)	DO CRC)	07/01/20
Ward-Palos, Anne L.	Donor Relations Specialist (Donor Relations Specialist)	DO FLC)	07/01/20

RESIGNATION(S)

<u>Name</u>	<u>Position</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Alatorre, Nancy G.	Student Personnel Assistant – Workforce & Economic Development	DO	10/31/20
Hoganson, Shane J.	College Safety Officer	DO	10/21/20
Miyamura, Jessica M.	Police Communication Dispatcher	DO	11/19/20
Raynard, Paul D.	Clerk II	SCC	10/17/20

CLASSIFIED

RETIREMENT(S)			
<u>Name</u>	<u>Position</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Hafer, Nancy J.	Accountant (After 25+ years of regular service)	ARC	12/01/20
Montijo, Diana M.	Student Personnel Assistant – Counseling (After 15 years of regular service)	ARC	04/01/21

SEPARATION(S) OF SERVICE		
<u>Name</u>	<u>Position</u>	<u>Date</u>
Poteet, Rhonda A. (deceased)	Instructional Services Assistant I (22 years of service)	09/26/20

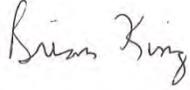
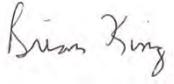
Temporary Classified Employees
 Education Code 88003 (Per AB 500)
The individuals listed below are generally working in short term, intermittent or interim assignments during the time frame designated,

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>End Date</u>
<u>American River College</u>			
Al Azzawi, Ammar Q.	Counseling Clerk II	11/10/2020	06/30/2021
Delpassand, Seyedehdelaram	Clerk I	10/02/2020	06/30/2021
Phoenix, Denzel J.	Counseling Clerk II	11/02/2020	06/30/2021
Soltani, Neysan	Clerk I	10/15/2020	06/30/2021
Torres, Cisco D.	Special Projects	10/16/2020	06/30/2021
Valdez Jimenez, Mariana L	Clerk I	11/05/2020	06/30/2021
Voss, Andrew M.	DSP&S Clerk	10/05/2020	06/30/2021
<u>Cosumnes River College</u>			
Cason, Andrew A.	Special Projects	09/25/2020	06/30/2021
Clark, Brian M.	Athletic Trainer	09/25/2020	06/30/2021
Emmons, Julie A.	Athletic Trainer	09/25/2020	06/30/2021
Liniger, Kristopher A.	Athletic Trainer	09/25/2020	06/30/2021
Olson, Kristin L.	Athletic Trainer	09/25/2020	06/30/2021
Paul, Rachel M	Instructional Assistant	10/06/2020	06/30/2021
Pham, Hien Minh	Reader/Tutor	10/22/2020	06/30/2021
<u>District Office / Business and Economic Development Center / Facilities Management / Police Services</u>			
Campos, Maribel	Campus Patrol	11/01/2020	06/30/2021
Hoganson, Nolan A.	Campus Patrol	10/29/2020	06/30/2021
Moine, Hana M.	Campus Patrol	10/29/2020	06/30/2021
Schuhaet, Jeffrey M.	Campus Patrol	11/01/2020	06/30/2021
<u>Folsom Lake College</u>			
Bradford, Neina A.	Clerk I	11/05/2020	06/30/2021
Hobbs, Steven A.	Reader/Tutor	10/05/2020	06/30/2021
Shuman, Nicole A	Instructional Assistant	09/29/2020	06/30/2021
Suan, Micah	Reader/Tutor	10/22/2020	06/30/2021
<u>Sacramento City College</u>			
Anderson, Joshua D.	Clerk I	09/28/2020	06/30/2021
Crawford, Alicia D	Student Personnel Assistant	10/26/2020	06/30/2021
Li, Jiawei	Instructional Assistant	10/20/2020	06/30/2021
Obodoefuna, Alexander O.	Clerk I	08/24/2020	06/30/2021
Perez, Dalila	Student Support Specialist	10/21/2020	06/30/2021
Sayas, Purity Rose E.	Counseling Clerk I	09/29/2020	06/30/2021
Young, Arieal A.	Student Personnel Assistant	10/14/2020	06/30/2021

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: November 18, 2020

SUBJECT:	Draft 2021 Board Meeting Calendar	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	First Reading Item A	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Brian King, Chancellor 	CONSENT/ROUTINE	
		FIRST READING	X
APPROVED FOR CONSIDERATION:	Brian King, Chancellor 	ACTION	
		INFORMATION	

STATUS:

A draft copy of the proposed 2021 annual board meeting calendar is attached for the Board’s review and discussion. The final draft will be presented for approval at the next regular board meeting on December 16, 2020.

RECOMMENDATION:

The draft 2021 board meeting calendar is presented to the Board of Trustees for first reading.

LOS RIOS

COMMUNITY COLLEGE DISTRICT

DRAFT 2021 Board Meeting Calendar

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

Until further notice, Los Rios Community College District Board Meetings will be held in accordance with Executive Orders N-25-20, N-29-20 and N-33-20 issued by California Governor Gavin Newsom on March 12, 17, and 19, 2020, the Ralph M. Brown Act, and the Federal American With Disabilities Act.

In an effort to control the spread of COVID-19, meetings will not be physically open to the public. All members of the public may participate in Board Meetings via Zoom Conference. Please visit the Board of Trustees Website at: <https://losrios.edu/about-los-rios/board-of-trustees/board-agendas-and-minutes> for details.

The 2021 calendar will be subject to change based on the developing pandemic situation and local health guidelines.

JANUARY				JULY			
	13				14		
FEBRUARY				AUGUST			
	10				11		
MARCH				SEPTEMBER			
5-6*		17			8		
APRIL				OCTOBER			
	14			1-2*		20	
MAY				NOVEMBER			
	12				10		
JUNE				DECEMBER			
	9					15	

*Board Retreat Dates

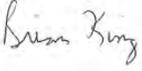
2021 Board Calendar Scheduling Notes:

- ACCT National Legislative Summit is scheduled for February 7-10, 2021. Will likely be virtual (TBD).
- LRCCD Spring Recess the week of April March 29 – April 4, 2021. Does not affect board calendar.
- Fall ACCT Leadership Congress is scheduled for October 13-16, 2021. Does not affect regular board meeting or retreat dates.
- December meeting needs to be held on the third Wednesday to comply with AB 2449, effective January 2019, which changes the date of the annual organizational meeting to ***on or after the second Friday in December.***

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: November 18, 2020

SUBJECT:	Board Policy Adoption: P-7137 Credit for Prior Learning	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	First Reading Item B	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	 Jacob Knapp, General Counsel	CONSENT/ROUTINE	
		FIRST READING	X
APPROVED FOR CONSIDERATION:	 Brian King, Chancellor	ACTION	
		INFORMATION	

BACKGROUND:

Credit for Prior Learning (CPL) allows students to be awarded college credit for validated college-level skills and knowledge gained outside of a college classroom, including military training, industry training, government training, apprenticeships, internships, work-based learning, and validated volunteer and civic activities.

Title 5 was recently amended to require community college districts to adopt policies and procedures to ensure consistent and equitable CPL practices, with the goal of ensuring students an opportunity to obtain credit for validated skills, knowledge, and experience. The purpose of the proposed Credit for Prior Learning Policy and associated administrative regulations is to establish a consistent and equitable CPL program for Los Rios students.

STATUS:

The proposed Policy is intended to establish and govern the CPL program for the District. The corresponding administration regulation is in development and will be provided for your information at a future meeting.

RECOMMENDATION:

This policy is presented to the Board of Trustees for first reading.

1.0 Credit for Prior Learning

1.1 Credit for prior learning is credit awarded for validated college-level skills and knowledge gained outside of a college classroom including, but not limited to, military training, industry training, state/federal government training, apprenticeships, internships, work-based learning or other industry-based experiential learning, and validated volunteer and civic activities.

2.0 Procedures

2.1 Procedures for students to attain credit for prior learning shall include, but not be limited to, evaluation of student-created portfolios, evaluation of industry-recognized credential documentation and standardized exams, credit by examination, college level examination program, college board advanced placement exam, and evaluation of Joint Services Transcripts.

3.0 Review and Reporting

3.1 The Chancellor shall develop administrative regulations to implement this policy.

3.2 This policy and associated administrative regulations shall be reviewed every three years by the Board of Trustees.

3.3 The Board of Trustees shall report disaggregated data by gender and race/ethnicity, the number of students who received credit for prior learning, the number of credits awarded per student, retention and persistence rates of students earning credit for prior learning, completion data (including certificate, degree and transfer data) for students earning credit for prior learning, and qualitative assessments by students of related policies and procedures.

LRCCD

Policy Adopted:

Policy Revised:

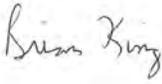
Policy Reviewed:

Adm. Regulation: R-7137

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: November 18, 2020

SUBJECT:	Board Policy Adoption: P-8912 Video Safety System	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	First Reading Item C	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	 Jacob Knapp, General Counsel	CONSENT/ROUTINE	
		FIRST READING	X
APPROVED FOR CONSIDERATION:	 Brian King, Chancellor	ACTION	
		INFORMATION	

BACKGROUND:

The District is committed to providing a safe learning and working environment for our students and employees. The District employs a video safety system at various physical locations to ensure the safety of District owned and controlled property. The purpose of the proposed Video Safety System Policy is to ensure that the District’s video safety system is structured and utilized in a manner that promotes a safe learning and working environment, protects district property, and provides standards for system installation and planning.

STATUS:

The proposed policy is intended to govern the installation and use of video surveillance across the District. The corresponding administration regulation is provided for your information.

RECOMMENDATION:

This policy is presented to the Board of Trustees for first reading.

1.0 Purpose and Application of Policy

- 1.1 The purpose of the Los Rios Community College District's Video Safety Systems Policy is to establish the requirements, standards, procedures and rules regarding the use of all video cameras and systems (Video Safety Systems) on District owned or controlled property.
- 1.2 This policy applies to Video Safety Systems located at all Colleges, departments and to personnel of the District installing and using Video Safety Systems.
- 1.3 This policy applies to webcams that are intended for use on official District websites.
- 1.4 This policy does not apply to personal webcams owned and used by persons in their personal capacity (Personal Webcams). Individuals using Personal Webcams shall follow all statutory privacy and workplace rules and are solely responsible for any liability that arises from the use of Personal Webcams. Employees shall obtain advanced written permission from their supervisor before using personal webcams or other personal video or audio recording equipment in their work areas. Personal Webcams shall not be used in place of the Video Safety Systems.
- 1.5 This policy does not apply to video recording or monitoring used for operational purposes, academic purposes, media purposes or recording of public performances, events, or interviews provided that such activity is disclosed or readily apparent to those in view of the camera.
- 1.6 This Policy does not apply to Body Worn Cameras (BWCs) used by Los Rios Police Department (LRPD) or the video recorded by those BWCs. The requirements, standards, procedures and rules regarding the use of the BWC's is governed by the General Orders of the LRPD.

2.0 Video Safety Systems

- 2.1 Video Safety Systems are used for the prevention, deterrence and investigation of criminal activity.
- 2.2 The Video Safety Systems allow the LRPD to assess trends and foresee problems to decrease response time, to cover a larger portion of the campus, and to better utilize resources.

3.0 Responsibility

- 3.1 The District respects the legally protected freedom and privacy interests of all individuals accessing District owned or operated property.
- 3.2 No Video Safety Systems shall be installed for the sole purpose of covertly monitoring employee behavior unless there is evidence pointing to criminal behavior involving a particular employee(s). Covert Video Systems, however,

may be used as allowed by law. In the event covert Video Safety Systems are used, they shall be used to aid only in criminal investigations and shall not be used without advanced written approval from the LRPD Chief of Police who will consult with the Associate Vice Chancellor of Human Resources for interior camera placements in workspaces, unless the operational needs of the placement require secrecy.

- 3.3 An individual's or a group's behavior may warrant specific monitoring with community safety in mind. No one shall be selected for monitoring, however, based on the grounds of one or more of the following actual or perceived characteristics, or due to the association with a person or group with one or more of the following actual or perceived characteristics: ethnic group identification, race, color, sex, gender, gender identity, gender expression, pregnancy or childbirth-related condition, sexual orientation, sexual identity, religion or religious creed, age (over forty), national origin, ancestry, physical or mental disability, medical condition, political affiliation or belief, military and veteran status, marital status.
- 3.4 The District shall promote effective use of this technology by establishing a unified approach regarding where, when and what types of Video Safety Systems are deployed, along with a proactive approach concerning the use of the Video Safety Systems.
- 3.5 All Video Safety Systems used throughout the District shall be standardized, operate on the same system, store their video on centralized storage devices, and be centrally managed by LRPD.
- 3.6 The Chancellor shall develop administrative regulations to implement this policy.

LRCCD

Policy Adopted:

Policy Revised:

Policy Reviewed:

Adm. Regulation: R-8912

Draft 06/10/20

1.0 Approvals

- 1.1 The Los Rios Police Department (LRPD) has the sole jurisdiction to approve all requests for the installation, maintenance, and continued use of all video cameras and systems (Video Safety Systems) placed on District property for the purpose of security.
- 1.2 Colleges or departments that desire to install or use Video Safety Systems shall obtain prior written approval from the LRPD Chief of Police. For requests for Video Safety Systems to be installed inside of Los Rios Community College District buildings in workspaces, the LRPD Chief of Police will consult with the Associate Vice Chancellor of Human Resources and together they will make the determination. Upon approval, the College or department shall be financially responsible for all costs associated with installation and use of the Video Safety Systems and shall adhere to all applicable Board Policies, Administrative Regulations and operational procedures establish by the LRPD Chief of Police, or designee.
- 1.3 The LRPD Chief of Police, or designee, shall review each request for the installation and use of Video Safety Systems to determine if the request is consistent with Board Policy, Administrative Regulations, and the operational procedures.
- 1.4 Upon completion of review of the request, the LRPD Chief of Police, or designee, shall issue a written decision on the request. This decision will be based on the totality of circumstances surrounding the request as well as the proposed use.
- 1.5 If the request is denied or altered, the requesting party may meet with the LRPD Chief of Police, or designee, to discuss the final decision. For internal installations in workspaces, the Associate Vice Chancellor of Human Resources will also attend the meeting.
- 1.6 The requesting party may appeal the decision made by the LRPD Chief of Police concerning the installation or use of Video Safety Systems to the Vice Chancellor of Finance and Administration. The Vice Chancellor of Finance and Administration shall issue a written decision on the appeal. The Decision of the Vice Chancellor of Finance and Administration shall be final.
- 1.7 Purchasing will not accept, approve, or process any order for Video Safety Systems that do not originate from the LRPD Chief of Police, or designee, or that are not approved by the LRPD Chief of Police, or designee.

2.0 Standardization of video recording device equipment

- 2.1 A common standard as determined by the LRPD Chief of Police, or designee, shall be developed concerning the type and quality of recording equipment for Video Safety Systems.
- 2.2 Upon adoption of this standard, all new requests for installation of Video Safety

Systems shall conform to the campus standard.

- 2.3 The LRPD Chief of Police shall review requests for Video Safety Systems that do not meet the common standard for approval on a case-by-case basis. The LRPD Chief of Police shall grant the request if the inability to meet the common standard detrimentally impacts the health, safety or welfare of the District community.

3.0 Location of and signage for Video Safety Systems

- 3.1 Signage advising that video devices are recording an area shall be placed in all areas where Video Safety Systems are in use unless such signage is determined in a specific instance to be detrimental to a criminal investigation. Signage and notification are not required if a specific video-recorded event requires enhanced security.
- 3.2 The installation of video security cameras shall be based upon a need to mitigate an identified risk or vulnerability. Cameras may be placed to view an identified area of risk and/or the ingress and egress pathways of an identified area of risk.
- 3.3 LRPD shall determines where cameras are placed in accordance with applicable laws relating to privacy and consistent with District rules and policies.
- 3.4 Primary locations for the installation of security cameras include, but are not limited to, the following:
- 3.4.1 District owned or operated property and buildings;
- 3.4.2 Public rooms and laboratories containing high value equipment or information;
- 3.4.3 Buildings required to be monitored by law or regulation;
- 3.4.4 Public access areas;
- 3.4.5 Parking facilities; and
- 3.4.6 Other areas targeted as part of a criminal investigation.
- 3.5 Cameras shall not view locations where persons have a legally protected reasonable expectation of privacy. Examples include, but are not limited to, the interiors of restrooms, dressing rooms, locker rooms, areas used for lactation, and human health care treatment areas; however, cameras may be placed in view of the ingress and egress pathways of these locations. Offices, classrooms, labs, libraries, performance facilities, restaurants, hallways, gymnasiums, athletic facilities and outdoor public spaces of the District/College(s) are not locations where persons have a reasonable expectation of privacy.
- 3.6 The installation of non-operable or “dummy” video security cameras is prohibited.

4.0 Monitoring, Retention, Release, and Use of Video Recordings

- 4.1 Video recordings from the Video Safety Systems are administered and maintained by LRPD.
- 4.2 Monitoring of video recordings from the Video Safety Systems shall be conducted in a professional, ethical and legal manner. Persons monitoring video recordings from the Video Safety Systems shall be periodically trained on the proper use of the technology, as well as the professional, ethical and legal standards of their review.
- 4.3 For property protection and personal safety, access to live video or video recordings from the Video Safety Systems shall be limited to persons authorized by the LRPD Chief of Police, or designee.
- 4.4 All video recordings from the Video Safety Systems retained by the District are maintained for the primary purpose of the prevention, deterrence, and investigation of criminal activity by LRPD. Information will be handled with an appropriate level of security to safeguard against violations of an individual's right to privacy, unauthorized access, alteration, or disclosure. The decision on the release of video recordings from the Video Safety Systems relating to active criminal investigations shall be in the sole discretion of the LRPD Chief of Police and the decision whether or not to release the video recordings shall be made within the parameters of the law.
- 4.5 No part of any video recordings from the Video Safety Systems shall be altered, nor shall any attempt be made to alter that data.
- 4.6 Custody of video recordings from the Video Safety Systems for security and criminal investigative purposes shall be under the sole control of LRPD. Video recordings from the Video Safety Systems shall be retained for no more than 30 days unless needed for evidentiary purposes or determined necessary for retention for a period longer than 30 days by the LRPD Chief of Police, or designee.
- 4.7 The LRPD Chief of Police, or designee, may authorize sworn law enforcement personnel from other agencies to review video recordings from the Video Safety Systems in the course of an official investigation, subject to all laws concerning the sharing of that information.
- 4.8 Requests for access to video recordings from the Video Safety Systems as evidence maintained by LRPD should be made in writing to the LRPD Chief of Police. Release of video recordings from the Video Safety Systems shall be limited to the following:
 - 4.8.1 Any law enforcement entity having a valid request, subpoena, search or seizure warrant signed by a judicial officer.
 - 4.8.2 Any private entity having a valid subpoena or a court order signed by a judicial officer.

- [4.8.3](#) Any campus entity having demonstrated a justifiable security need approved by the LRPD Chief of Police and District administration consisting of the Chancellor and/or his or her designee.
- [4.8.4](#) As otherwise required by law.
- [4.9](#) No video recordings from the Video Safety Systems shall to be downloaded to a portable storage device or sent via email except by a member of LRPD command staff, police sergeants, detective and those sworn officers of higher rank, in the course of an official investigation in order to preserve the recorded video as evidence. In such cases, the procedures for handling evidence shall apply.
- [4.10](#) Requests to use or disseminate video recordings from the Video Safety Systems for non-law enforcement purposes will be granted or denied by the LRPD Chief of Police, or designee who shall seek consultation and advice from the General Counsel related to these requests prior to the release of records.
- [4.11](#) Video recordings from the Video Safety Systems obtained in the course of legitimate law enforcement review may be used to support disciplinary proceedings against faculty, staff, and/or students.
- [4.12](#) Video recordings from the Video Safety Systems may be copied and transferred to a College's Student Discipline Office upon written request when it will be used in any student disciplinary proceeding with the approval of the LRPD Chief of Police, or designee.
- [4.13](#) Video recordings from the Video Safety Systems may be copied and transferred to a College's Equity Officer, Title IX Officer, or Human Resources Director, upon written request when it will be used in any properly initiated investigation with the approval of the LRPD Chief of Police, or designee.
- [4.14](#) Video recordings from the Video Safety Systems which are intended to be used to investigate and/or support an allegation of employee or student misconduct may only be searched and stored by the Office of Human Resources with the approval of the LRPD Chief of Police, or designee.
- [4.15](#) Video recordings from the Video Safety Systems taken on District property for security purposes are monitored and maintained exclusively by the LRPD. All video recordings from the Video Safety Systems by the District on its property for security purposes are the property of the District.
- [4.16](#) Access to video recordings from the Video Safety Systems will be limited to the LRPD Chief of Police, or designee.
- [4.17](#) The Video Safety Systems are not monitored continuously under normal operating conditions. This regulation and Board Policy 8912 do not imply or guarantee that cameras will be monitored in real time 24-hours a day, seven days a week; however, the District reserves the right to do so.
- [4.18](#) The Video Safety Systems do not guarantee that someone on college property is

[safe from crime or injury. Because the Video Safety Systems are not monitored 24-hours, seven days a week, there is no guarantee LRPD will observe or respond to a crime in progress.](#)

[4.19 Video security cameras may be monitored for legitimate safety and security purposes that include, but are not limited to: high-risk areas, restricted access areas/locations, in response to an alarm, special events, and specific investigations authorized by the LRPD Chief of Police, or designee.](#)

[5.0 Prohibited Acts](#)

[5.1 Use or disclosure of video recordings from the Video Safety Systems which is not authorized by this regulation is prohibited.](#)

[5.2 Use or disclosure of video recordings from the Video Safety Systems for personal use is prohibited.](#)

[5.3 Use or disclosure of video recordings from the Video Safety Systems for personal financial benefit is prohibited.](#)

[5.4 Use or disclosure of video recordings from the Video Safety Systems on any social media site or personal webpages is prohibited.](#)

[5.5 Saving or storing video recordings from the Video Safety Systems personal removable devices is prohibited.](#)

[6.0 Relinquishment of Existing Video Recording Equipment](#)

[6.1 Monitoring of all video recording equipment currently in use on property owned or maintained by the District for the purpose of security shall be relinquished to the LRPD.](#)

[6.2 Video Safety Systems that predate the effective date of this policy shall be brought into compliance with this regulation within six \(6\) months of the effective date of this policy. Unapproved or nonconforming video security systems may be removed.](#)

[7.0 LRPD Authority](#)

[7.1 Nothing in this regulation is intended to limit the authority of LRPD in conducting law enforcement investigations and other related activities.](#)

LRCCD

Adm. Regulation Adopted:

Adm. Regulation Revised:

Adm. Regulation Reviewed:

Board Policy:

P-8912

[Draft 6/10/20](#)

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: November 18, 2020

SUBJECT:	Contract Award: SCC Lillard Hall	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Action Item A	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	<div style="text-align: right;"><i>MRP</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:

The Long-Range Capital Needs Plan and local bond measure M includes funds to modernize Sacramento City College Lillard Hall. This project will build a new Lillard Hall and tear down the existing Lillard Hall. This project builds a new 45,280 gross square footage (gsf), 28,230 assignable square footage (asf), 3 story science building. The new building will be used for instruction in general education, biology and chemistry. This includes 6,500 asf of lecture space, 17,430 asf of lab space and 4,300 asf of office/admin support. The project also includes site work, which will create student gathering spaces and outdoor teaching opportunities. The budget will also be supplemented with approximately \$1.5 to \$2 million to address a variety of infrastructure issues. The primary goal of the infrastructure portion of the work is to improve the campus hydronic water system, which feeds the HVAC system throughout the campus. This project will continue piping previously installed and advance it to the project site and leave stubs for future connections. Local design firm HGA was hired to work with Campus and Facility Management constituents in the design process for this building.

STATUS:

The plans and specifications for Bid 19018 were publicly advertised for bids. Bidders were asked to provide a total bid amount. A total of 9 responsive bids were received.

RECOMMENDATION:

It is recommended that the Board of Trustees award the contract for Bid 19018 to Broward Builders for base bid \$32,415,000 and 6 alternates, with a total award of \$34,140,000.

Contractor Name	Base Bid	Alt 1	Alt 2	Alt 3	Alt 4	Alt 5	Alt 6	Total Bid
Broward Builders	\$32,415,000.00	\$140,000.00	\$85,000.00	\$42,000.00	\$67,000.00	\$1,348,000.00	\$43,000.00	\$34,140,000.00
Thompson Builders Corporation	\$32,380,000.00	\$129,000.00	\$70,000.00	\$585,000.00	\$67,000.00	\$1,720,000.00	\$43,000.00	\$34,994,000.00
BHM Construction Inc.	\$33,868,917.00	\$106,000.00	\$70,000.00	\$56,000.00	\$86,000.00	\$1,138,409.00	\$32,000.00	\$35,375,325.00
John F. Otto Inc.	\$33,670,000.00	\$156,000.00	\$70,000.00	\$38,000.00	\$244,000.00	\$1,541,000.00	\$46,000.00	\$35,765,000.00
Zovich & Sons Inc.	\$34,100,000.00	\$325,000.00	\$90,000.00	\$25,000.00	\$135,000.00	\$1,400,000.00	\$150,000.00	\$36,225,000.00
F&H Construction	\$34,257,000.00	\$206,000.00	\$88,000.00	\$562,000.00	\$63,000.00	\$1,326,000.00	\$174,000.00	\$36,676,000.00
Roebbelen	\$34,999,000.00	\$95,000.00	\$57,000.00	\$25,000.00	\$68,000.00	\$1,750,000.00	\$72,000.00	\$37,066,000.00
Arntz Builders Inc.	\$36,907,200.00	\$199,458.00	\$89,763.00	\$10,049.00	\$67,188.00	\$1,081,678.00	\$59,448.00	\$38,414,782.00
Stronghold Engineering	\$37,207,127.00	\$160,000.00	\$50,000.00	\$490,000.00	\$230,000.00	\$1,500,000.00	\$60,000.00	\$39,697,127.00

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: November 18, 2020

SUBJECT:	Contract Award: CRC Automotive Technology Modernization and Expansion	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:

The Long-Range Capital Needs Plan and local bond Measures M include funds to expand Cosumnes River College Auto Technology. This Project modernizes an existing 11,880 gross square foot automotive technology building and expands this building by an additional 5,070 gross assignable square foot for new program space. The facility will be used for instruction in automotive technology, provides ADA access compliance, and provides adequate HVAC/power/technology/lighting systems to support these instructional programs. The expansion will include lecture, lab space and office/admin space. The project budget will also address any associated infrastructure needs to ensure the buildings long-term viability.

STATUS:

The plans and specifications for Bid 20019 were publicly advertised for bids. Bidders were asked to provide a total bid amount. A total of 3 responsive bids were received.

RECOMMENDATION:

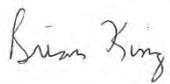
It is recommended that the Board of Trustees award the contract for Bid 20019 to D. G. Granade Inc. for base bid \$4,014,981.00 and 3 alternates, with a total award of \$4,078,164.00.

Contractor Name	Base Bid	Alternate 1	Alternate 2	Alternate 3	Total Bid
D.G Granade, Inc.	\$4,014,981.00	\$24,450.00	\$5,513.00	\$33,220.00	\$4,078,164.00
Bobo Construction Inc.*	\$4,178,601.00	\$26,000.00	\$10,000.00	\$30,000.00	\$4,244,601.00
S W Allen Construction Inc	\$4,191,406.00	\$26,981.00	\$7,124.00	\$33,051.00	\$4,258,562.00
Diede Construction, Inc.*	\$4,232,000.00	\$23,000.00	\$5,200.00	\$10,200.00	\$4,270,400.00
F&H Construction	\$4,440,000.00	\$25,600.00	\$6,800.00	\$9,500.00	\$4,481,900.00
Alston Construction Company*	\$5,776,779.00	\$26,805.00	\$31,720.00	\$123,881.00	\$5,959,185.00
* Non-responsive. Incomplete documents.					

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: November 18, 2020

SUBJECT:	Public Hearing: College and Career Access Pathways (CCAP) Memorandum of Understanding: Natomas Pacific Pathways Preparatory High School	ATTACHMENT: None	
		ENCLOSURE: None	
AGENDA ITEM:	Action Item C	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	 Thomas G. Greene President, American River College	CONSENT/ROUTINE	
		FIRST READING	
APPROVED FOR CONSIDERATION:	 Brian King, Chancellor	ACTION	X
		INFORMATION	

BACKGROUND:

With the passage of Assembly Bill 288, California community college districts are authorized to enter into College and Career Access Pathways Partnerships with high school districts to expand opportunities for high school students to take college courses during the regular school day and for community colleges to claim apportionment. To go forward with this program, the law requires community college districts and high school districts to enter into a Memorandum of Understanding approved by the governing boards of both the community college district and the high school district. The Los Rios Community College District convened a task force under the guidance of former Deputy Chancellor Lorimer to review this law, to create the standard Memorandum of Understanding and to propose a new policy and regulation addressing this issue. American River College has worked to develop stronger and deeper partnerships with local K-12 school districts and charter schools as part of the College’s strategic goals. American River College has worked to develop stronger and deeper partnerships with local K-12 school districts and charter schools as part of the College’s strategic goals.

STATUS:

The proposed College and Career Access Pathways (CCAP) Memorandum of Understanding (MOU) is between the Los Rios Community College District and Natomas Pacific Pathways Preparatory High School. The purpose of the MOU is to offer and expand dual enrollment opportunities for students who may not already be college bound or who are underrepresented in higher education, with the goal of developing seamless pathways from high school to community college. Beginning Spring 2021, classes will be offered to High School students at Natomas Pacific Pathways Preparatory High School. At the completion of these classes, students will earn credit toward multiple degree or certificate programs within the ARC catalog.

RECOMMENDATION:

It is recommended that the Board of Trustees conduct a public hearing; adopt the proposed CCAP MOU between the Los Rios Community College District and Natomas Pacific Pathways Preparatory High School; and authorize the Chancellor or his designee(s) to execute the MOU and any future augmentations, amendments, renewals, extensions, or other modifications to the MOU.

**MEMORANDUM OF UNDERSTANDING
REGARDING DUAL ENROLLMENT
BETWEEN THE LOS RIOS COMMUNITY COLLEGE DISTRICT
AMERICAN RIVER COLLEGE
AND NATOMAS PACIFIC PATHWAYS PREPARATORY CHARTER HIGH SCHOOL**

This Memorandum of Understanding ("MOU") is between the Los Rios Community College District and its respective colleges ("LRCCD"), and Natomas Pacific Pathways Preparatory High School ("SCHOOL"). For identification purposes only this MOU is date August 1, 2020. Collectively LRCCD and SCHOOL shall be referred to as ("the Parties.")

RECITALS

WHEREAS, LRCCD is a multi-college District whose mission includes providing educational programs and services that are responsive to the needs of the students and communities within the SCHOOL

WHEREAS, SCHOOL is a K-12 charter school located in the County of Sacramento;

WHEREAS, the Parties desire to enter into a College and Career Access Pathways ("CCAP") Partnership to collaborate and provide college credit and courses pursuant to Assembly Bill 288;

WHEREAS, the purpose of this MOU is to offer and expand dual enrollment opportunities for students who may not already be college-bound or who are underrepresented in higher education, with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer, improving high school graduation rates, or helping high school pupils achieve college and career readiness;

WHEREAS, instruction will comply with the student selection standards, curriculum guidelines, recommendations and procedures promulgated by the Legislature and LRCCD;

WHEREAS, the Parties desire to enter into a MOU, which sets forth their mutual rights and responsibilities and governs their relationship in regard to the CCAP program;

WHEREAS, this MOU contemplates that the Parties will enter into a related course agreement ("CA") for the individual courses offered under this MOU ("Courses"), that each CA will fully incorporate the terms of this MOU, and that each CA will set out the necessary details specific to the subject Programs/Courses;

WHEREAS, the Parties intend for LRCCD to report full-time equivalent students ("FTES") and obtain state apportionment for the subject Courses given through this MOU in accordance with California Education Code, section 76004 and the appropriate portions of Title V of the California Code of Regulations;

WHEREAS, all Courses will be held within LRCCD's District boundaries;

WHEREAS, this pilot dual enrollment agreement has been approved by the Board of DISTRICT on DATE and the Board of LRCCD on [REDACTED];

NOW, THEREFORE, the Parties mutually agree as follows:

TERMS

1. **Recitals.** The above recitals are incorporated herein and made a part of this MOU.
2. **Effective Date and Duration.** This MOU shall be effective on the date authorized representatives of both Parties sign it and continue in effect until June 30, 2021 with an annual renewal through 2027, unless duly modified or terminated by the Parties.
3. **Early Termination.** This MOU may be terminated by either party with cause if another party fails to comply with the insurance or indemnification requirements or otherwise commits a material breach of this MOU. Termination will be effective no sooner than 15 calendar days after a written demand to comply or cure is provided and the party fails to comply or cure. This remedy is in addition to any other remedy which may be provided for by law.

This MOU may be terminated without cause and for any reason by any party. The party desiring early termination without cause must provide written notice to the other party at least 45 days' prior to the end of a semester of its intent to terminate the Agreement. All classes currently in progress shall continue until the completion of the semester. Any students currently enrolled in LRCCD courses under this MOU shall be allowed to complete those courses prior to the termination of this MOU

The indemnification provisions contained in this MOU shall survive termination.

4. **Course Agreements.** The terms of this MOU are deemed to be part of and fully incorporated into any and all presently existing or future CAs unless expressly modified by a related CA. Related CAs will typically address the scope, nature, time, date, location, number of educational hours, LRCCD credits offered, number of students, and other specifics related to each Course. The terms of this MOU may be modified by individual CA as necessary, including eligibility requirements for students to enroll in a particular course or courses. Any inconsistency between the MOU and an express provision of a CA will be resolved in favor of this MOU.
5. **Required CCAP Terms.**
 - A. The total number of high school students to be served pursuant to this MOU will be 75. (*Ed. Code § 76004(c)(1).*)

- B. The total number of full time equivalent students projected to be claimed by LRCCD for apportionment under this MOU will be 7.29 FTES. *(Ed. Code § 76004(c)(1).)*
- C. The criteria to assess the ability of pupils to benefit from those courses is as follows:
School Principal recommendation, School Counselor recommendation, demonstrated maturity, and American River College Faculty recommendation.
(Ed. Code § 76004(c)(1).)
- D. The point of contact for LRCCD is Deputy Chancellor, Jamey Nye and the American River College President, Thomas Greene. The point of contact for SCHOOL is Melissa Mori, High School Principal *(Ed. Code § 76004(c)(2).)*
- E. SCHOOL shall be the employer of record for purposes of assignment monitoring and reporting to the County Office of Education if required and shall assume reporting responsibilities pursuant to applicable federal teacher quality mandates. *(Ed. Code § 76004(m)(2).)* Copies of documents provided to the county office of education shall be provided to the SCHOOL and LRCCD.
- F. All sharing of information between LRCCD and the SCHOOL shall be in compliance with federal and state laws, including the Federal Educational Rights and Privacy Act ("FERPA") and the California Education Code. Where exceptions to those laws allow LRCCD and the SCHOOL to share information without the consent of the students and/or parents/legal guardian(s), LRCCD and the SCHOOL will follow the requirements of FERPA and State law. No data shall be shared by either party until the other party is satisfied, in its sole discretion, as to the safety and security of that data in the other party's control. Where there is no exception, sharing information will require a signed, dated release from the student explicitly authorizing the sharing of personally identifiable information about the student. *(Ed. Code § 76004(c)(1).)* Parent(s)/legal guardians shall have access to District-related student education records. For purposes of this MOU, LRCCD and SCHOOL shall not utilize Joint Use Facilities. Instruction shall occur on the campuses of either the SCHOOL or LRCCD. *(Ed. Code § 76004(c)(1).)*
- G. Parents or legal guardians shall be required to sign a form consenting to the enrollment of their pupils in community college courses offered by the LRCCD pursuant to this MOU. The consent form shall be submitted to and be maintained by LRCCD. A copy of the consent form shall be retained by the SCHOOL. Pursuant to LRCCD Policy and Regulation, LRCCD data concerning a student shall not be shared with parents without a signed, dated release from the student authorizing the sharing of that data, unless required by federal or state law.

6. Required CCAP Partnership Certifications.

- A. The Board of Trustees of LRCCD and SCHOOL will pass a resolution approving this MOU as required under Education Code section 76004. The resolution shall be in the form provided in Exhibit A to this MOU.
- B. All college course faculty will be employees of LRCCD.
- C. All LRCCD faculty teaching a course on a SCHOOL campus has not been convicted of any sex offenses as defined in Education Code section 86010 or any controlled substance offense as defined by Education Code section 87011. (*Ed. Code § 76004(h).*)
- D. LRCCD faculty teaching a course at a SCHOOL campus will not displace or result in the termination of an existing SCHOOL teacher teaching the same course on that SCHOOL campus. (*Ed. Code § 76004(i).*)
- E. A qualified SCHOOL teacher teaching a course offered for college credit at a SCHOOL high school campus will not displace or result in the termination of an existing LRCCD faculty member teaching the same course on a partnering LRCCD campus. (*Ed. Code § 76004(j).*)
- F. Community college courses offered for college credit at the SCHOOL campus will not reduce access to the same courses offered at the LRCCD campus. (*Ed. Code § 76004(k)(1)*)
- G. Any LRCCD community college course that is oversubscribed or has a waiting list at LRCCD will not be offered pursuant to this MOU. (*Ed. Code § 76004(k)(2).*)
- H. Participation in the CCAP partnership is consistent with the core mission of the community colleges pursuant to Education Code, section 66010.4. (*Ed. Code § 76004(k)(3).*)
- I. High school students participating in the CCAP partnership will not lead to enrollment displacement of otherwise eligible adults at LRCCD colleges. (*Ed. Code § 76004(k)(3).*)
- J. Both LRCCD and SCHOOL will comply with local bargaining requirements and all state and federal reporting requirements regarding the qualifications of the teacher or faculty member teaching an AB 288 CCAP Partnership Agreement courses offered for high school credit. (*Ed. Code § 76004(l).*)
- K. Any remedial course taught by LRCCD faculty (which includes a qualified high school teacher teaching a college course as an "employee" of the community college district pursuant to CCR, Title 5 Section 58058(b)) at a SCHOOL high school campus shall be offered only to high school students who do not meet their

grade level standard in math, English, or both based on an interim assessment in grade 10 or 11, as determined by the SCHOOL, and that the delivery of these remedial courses shall involve a collaborative effort between the SCHOOL high school and LRCCD faculty to deliver an innovative remediation course as an intervention in the student's junior or senior year to ensure the student is prepared for college-level work upon high school graduation. (Ed. Code § 76004(n).)

7. **Regulatory Requirements for State Apportionment Purposes Applicable to All Courses Conducted Under the Terms of This MOU.** These provisions may not be voided, modified nor waived by a related CA unless otherwise expressly provided herein:

Responsibilities of the Parties

- A. LRCCD and SCHOOL policies and procedures apply. LRCCD in collaboration with the SCHOOL is responsible for the Courses. The Courses will comply with all applicable regulations, procedures, prerequisites and standards applicable to LRCCD, as well as any corresponding local policies, practices, and requirements of the SCHOOL.
- B. Enrollment Period. The enrollment period shall be determined by LRCCD in accordance with its guidelines, policies, pertinent statutes, and regulations. The District's calendar shall also be considered for purposes of the enrollment period.
- C. Number of Course Hours Sufficient to Meet the Stated Performance Objectives. LRCCD will determine the student learning outcomes for each of the Courses and the number of course hours necessary to meet the performance objectives. The performance objectives and corresponding course hours shall be specified in the related CA.
- D. Supervision and Evaluation of Students. Supervision and evaluation of students shall be in accordance with LRCCD guidelines, Board Policies, Administrative Regulations, pertinent statutes, and regulations or as mutually agreed upon by the Parties. All students will be under the immediate supervision of an employee of LRCCD. For purposes of this paragraph all SCHOOL employees who are teaching the courses shall be deemed to be employees of LRCCD. For courses conducted on SCHOOL campuses, the SCHOOL shall be responsible for all ADA and Individual Education Plan issues for its students; LRCCD shall be responsible for any academic accommodations deemed necessary through the LRCCD DSPS program.
- E. Withdrawal Prior to Completion of the Course. A student's withdrawal prior to completion of the Course shall be in accordance with LRCCD and the District guidelines, policies, pertinent statutes and regulations.
- F. Right to Control and Direct Instructional Activities. LRCCD is responsible for the Courses and has the sole right to control and direct the instructional activities

of all faculty teaching those Courses, including those who are also SCHOOL personnel.

- G. Minimum Qualifications for Faculty Teaching Courses. All faculty that teach Courses shall meet the minimum qualifications to provide instruction in a California community college.
- H. Facilities. The Parties will provide adequate classroom space at their facilities, or other mutually agreed upon location, to conduct the contemplated instruction and do so without charge to either party or students. The Parties agrees to clean, maintain, and safeguard their premises. The Parties warrants that its facilities are safe and compliant with all applicable building, fire, and safety codes.
- I. Equipment. SCHOOL and/or the Parties will furnish, at its own expense, all course materials, specialized equipment, and other necessary equipment for all SCHOOL students. It is understood that whichever Party supplies any equipment and materials such equipment and materials shall be the sole property of the Party. The faculty shall determine the type, make, and model of all equipment and materials to be used during each Course. The Parties understands that no equipment or materials fee may be charged to District students enrolled in classes pursuant to this MOU.
- J. CCAP Enrollment. Enrollment shall be open to any SCHOOL pupil who has been admitted to LRCCD and meets all applicable prerequisites. Applicable prerequisite courses, training, or experience will be determined by LRCCD. Applicants must meet the standards and prerequisites of the LRCCD.

In coordination with the SCHOOL, LRCCD will be responsible for processing student applications. LRCCD will provide the necessary admission forms and procedures and both LRCCD and SCHOOL will jointly ensure that each applicant accepted has met all the enrollment requirements, including liability and medical care coverage requirements, if any.

In coordination with the SCHOOL, LRCCD will ensure that each student completes the admissions procedure, the course enrollment process, and otherwise process student applications and enroll students in the Courses, as appropriate. SCHOOL will assist LRCCD, as necessary. A successful enrollment requires that each student has completed an enrollment application provided by LRCCD, completed the parental permission form, the application and parental permission form has been delivered to and accepted by LRCCD's Admissions and Registration Office, all enrollment and other applicable fees have been paid, and the applicant has met all requirements, to include the standard LRCCD student liability and medical care coverage, if applicable.

- K. Enrollment Fees. Pursuant to LRCCD Board Policy, Education Code sections 76300(f), and 76004, students enrolled in courses under this MOU shall be

exempt from fees described in Education Code sections 76060.5 (student body fee), 76140 (nonresident tuition), 76223 (copies of records), 76300 (student fee), 76350 (apprenticeship fees), and 79121 (child development center fees). Students enrolled in these courses will pay all other applicable fees (i.e Universal Transit Fee, Student Representation Fee, Health Center Fee, etc.), as long as permissible under state and federal law.

- L. Records of Student Attendance and Achievement. All records of student attendance and achievement shall be submitted to LRCCD periodically, or upon demand, and shall be maintained by LRCCD, copies of said documents shall also be maintained by the SCHOOL.
 - M. Ancillary Support Services for Students. Both LRCCD and SCHOOL shall ensure that students enrolled in the Courses are provided ancillary and support services as may be needed, including but not limited to counseling and guidance and placement assistance.
8. **Liaison.** At no cost to the SCHOOL, LRCCD will provide the services of faculty members who will facilitate coordination and cooperation between LRCCD and SCHOOL. LRCCD will provide SCHOOL personnel with reasonable assistance, direction and instruction in how to fulfill their responsibilities under this MOU, including conducting appropriate student assessments, outreach/recruitment activities and the LRCCD's application procedures.
9. **Support Staff.** These provisions may not be voided, modified nor waived by a related CA unless otherwise expressly provided herein:
- A. SCHOOL to Provide Support Services. Unless otherwise provided for in a related CA, SCHOOL will provide personnel to perform the following services on its campus: clerical services and services associated with outreach activities, recruiting students, assessing students, processing student applications, enrolling qualified students, and other related services as may be necessary.
 - B. SCHOOL is Responsible for its Own Personnel. SCHOOL'S personnel will perform these services on duty time. SCHOOL personnel performing these services will be employees solely of SCHOOL, subject to the authority of SCHOOL, but will also be subject to the direction of LRCCD, specifically with regard to their duties pertaining to the Courses described in the related CAs. LRCCD has the primary right to control and direct Course activities.
10. **Faculty.** These provisions may not be voided, modified nor waived by a related CA unless otherwise expressly provided herein:
- A. Selection and Employment of Faculty. With the input of the SCHOOL, LRCCD will select faculty pursuant to its own policies, regulations and the law. SCHOOL personnel selected to be faculty shall be employees solely of LRCCD during the

time they teach LRCCD courses, but will also be subject to the authority of SCHOOL, specifically with regard to their duties as SCHOOL employees. The LRCCD faculty shall be subject to the LRCCD Collective Bargaining Agreement with the Los Rios College Federation of Teachers in effect at the time the course is offered. SCHOOL certificated staff shall be subject to the Collective Bargaining Agreement between the SCHOOL and the Natomas Unified Educators in effect at the time the course is offered.

- B. Faculty. LRCCD shall ensure that all faculty are experienced, competent, dedicated personnel who have the personal attributes necessary for providing instruction in the Courses. LRCCD shall ensure that all faculty possess all minimum qualifications, any certificates or other training requirements that may be required including, but not limited to the qualification requirements of Title 5 CCR 53410 and 58060.
- C. LRCCD Shall Determine Faculty Requirements. LRCCD shall determine the number of faculty, the ratio of faculty to students, and the subject areas of instruction.
- D. Orientation Meeting. Faculty shall attend an orientation meeting if scheduled and LRCCD shall provide manuals, course outlines, curriculum materials, and testing and grading procedures as necessary.

- 11. **Instruction.** All lectures will conform to LRCCD approved curriculum and course outlines and recommendations of experienced LRCCD faculty. All courses must follow LRCCD's required hours of instruction and meet LRCCD's minimum enrollment requirements. Instructional presentations will incorporate planned practical demonstrations, as may be necessary, and use audiovisual techniques or equipment and vocational equipment. Course instruction must also comply with SCHOOL policies and regulations.
- 12. **Facilities.** The Parties contemplate that primarily, the facilities of the SCHOOL will be utilized to carry out the goals of this MOU and any related CA, although from time to time LRCCD facilities may be utilized subject to the mutual MOU by the Parties as expressed in a related CA. The Parties agrees to defend, hold harmless, and indemnify each other and their respective governing board, officers, employees, administrators, independent contractors, subcontractors, and other representatives from all damages, losses, or expenses, including litigation costs such as attorney's fees, should a student, faculty, or third party be injured as a result of or connected with the condition of the Parties' premises, in whole or in part. The indemnity shall survive termination of this MOU and is in addition to any other rights or remedies LRCCD may have under law or otherwise.
- 13. **Workers' Compensation.** SCHOOL shall be the "primary employer" for all its personnel who perform services as support staff. SCHOOL shall be solely responsible for processing, investigating, defending, and paying all workers'

compensation claims by their respective SCHOOL personnel made in connection with performing services and receiving instruction under this MOU or any related CA. SCHOOL agrees to hold harmless, indemnify, and defend LRCCD from any liability resulting from its failure to process, investigate, defend, or pay any workers' compensation claims by SCHOOL personnel connected with providing services under this MOU or any related CA. SCHOOL is not responsible for non-District personnel who may serve as faculty or students who are not affiliated with the SCHOOL. These provisions may not be voided, modified nor waived by a related CA.

LRCCD shall be the "primary employer" for all its personnel who perform services as support staff. LRCCD shall be solely responsible for processing, investigating, defending, and paying all workers' compensation claims by their respective LRCCD personnel made in connection with performing services and receiving instruction under this MOU or any related CA. LRCCD agrees to hold harmless, indemnify, and defend SCHOOL from any liability resulting from its failure to process, investigate, defend, or pay any workers' compensation claims by LRCCD personnel connected with providing services under this MOU or any related CA. LRCCD is not responsible for non-LRCCD personnel who may serve as faculty or students who are not affiliated with LRCCD . These provisions may not be voided, modified nor waived by a related CA.

14. **Reporting Requirements.** Annually, LRCCD and SCHOOL shall report all of the following information to the office of the Chancellor of the California Community Colleges:
- A. The total number of high school pupils by school-site enrolled in each partnership, aggregated by gender and ethnicity, and reported in compliance with all applicable state and federal privacy laws.
 - B. The total number of community college courses by course category and type and by school-site enrolled in by partnership participants.
 - C. The total number and percentage of successful course completions, by course category and type and by school-site, of partnership participants.
 - D. The total number of full-time equivalent students generated by CCAP partnership community college district participants.
 - E. The courses to be offered on the SCHOOL campus for the upcoming semester

16. **Indemnification.**

- A. SCHOOL shall defend, hold harmless, and indemnify LRCCD, its governing board, officers, administrators, agents, employees, independent contractors, subcontractors, consultants, and other representatives from and against any and all

liabilities, claims, demands, costs, losses, damages, or expenses, including reasonable attorney fees and costs, including but not limited to consequential damages, death, sickness, or injury to any person(s) or damage to any property, from any cause whatsoever arising from or connected with the provision of instruction pursuant to this MOU or any related CA that may arise out of or result from, in whole or in part, the negligent, wrongful, or willful acts or omissions of SCHOOL, its employees, agents, subcontractors, independent contractors, consultants, or other representatives.

- B. LRCCD shall defend, hold harmless, and indemnify SCHOOL, their governing board, officers, administrators, agents, employees, independent contractors, subcontractors, consultants, and other representatives from and against any and all liabilities, claims, demands, costs, losses, damages, or expenses, including reasonable attorney fees and costs, including but not limited to consequential damages, death, sickness, or injury to any person(s) or damage to any property, from any cause whatsoever arising from or connected with its responsibilities hereunder that may arise out of or result from, in whole or in part, the negligent, wrongful, or willful acts or omissions of LRCCD, its employees, agents, subcontractors, independent contractors, consultants, or other representatives.
- C. SCHOOL shall have no obligation to defend, hold harmless, or indemnify LRCCD, its governing board, officers, administrators, agents, employees, independent contractors, subcontractors, consultants, and/or other representatives for their sole negligence or willful misconduct; and LRCCD shall have no obligation to defend, hold harmless, or indemnify SCHOOL, its governing board, officers, administrators, agents, employees, independent contractors, subcontractors, consultants, and/or other representatives for their sole negligence or willful misconduct.
- D. This indemnity shall survive termination of this MOU or any related CA, and is in addition to any other rights or remedies that SCHOOL or LRCCD may have under law and/or otherwise.
- E. These provisions may not be voided, modified nor waived by any related CA.

17. Insurance Requirements.

- A. During the entire term of this Agreement, each party shall, at its own expense, maintain, and shall require all subcontractors to maintain insurance as set forth below and shall provide the additional insured endorsements that name the other party as an additional insured on the each party's General Liability policy and Automobile Liability policy. Minimum Scope of Insurance: Coverage shall be:
 - 1. Commercial General Liability. \$1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage; and

a \$3,000,000 aggregate. Any combination of General Liability, and Excess Coverage amounting to a minimum of \$3,000,000 in coverage will be acceptable. The Commercial General Liability additional insured endorsement shall be as broad as the Insurance Services Inc.'s (ISO) additional insured, Form B CG 20101001.

2. Automobile Liability. "Any Auto" with \$1,000,000 combined single limit per accident for bodily injury and property damage.
 3. Workers' Compensation. As required by the Labor Code of the State of California, and Employers' Liability Insurance; with limits as required by the Labor Code of the State of California and Employers' Liability limits of \$1,000,000 per accident.
- B. If the above liability coverage is written on a claims-made form, it shall have a retroactive date of placement prior to or coinciding with the effective date of this Agreement and continue for at least three full years following the completion of any services/work under this Agreement. Any deductibles, self-insured retentions, or changes in these items must be declared to and approved by the other party. Each insurance policy required by this Agreement shall be endorsed to state that coverages shall not be canceled except after thirty (30) days prior written notice has been given to the other party. Each party shall provide the other with certificates of insurance and required executed endorsements, evidencing compliance with this section, prior to the commencement of any Courses. On request, each party shall furnish copies of any and/or all of the required insurance policies.
- C. Nothing in this section concerning minimum insurance requirements shall reduce a party's liability or obligations under the indemnification provisions of this MOU.
- D. The Parties acknowledge that both parties are permissibly self-insured under California law.
- E. These provisions may not be voided, modified nor waived by a related CA.
18. **Discrimination and Harassment.** Each party agrees it will not unlawfully discriminate, harass, or allow harassment against any employee or other person because of ethnic group identification, race, color, gender, sexual orientation, sexual identity, religion, age (over forty), national origin, ancestry, disability, political affiliation or belief, military and veteran status, or marital status, and shall comply with all applicable laws pertaining to employment.
19. **Entire Agreement.** This MOU and any related CAs constitute the entire agreement between the parties with regard to the Courses and supersedes any prior or contemporaneous understanding or agreement. No party has been induced to enter

into this MOU by, nor is any party relying on, any representation or promise outside those expressly set forth in this MOU and any related CA.

20. **Amendment.** The provisions of this MOU may be modified only by mutual MOU of the parties. No modification shall be binding unless it is in writing and signed by the party against whom enforcement of the modification is sought.
21. **Waiver.** Unless otherwise precluded by the terms of this MOU, terms or conditions may be waived by the party entitled to the benefit of the term or condition, but no such waiver shall affect or impair the right of the waiving party to require observance, performance, or satisfaction of that term or condition as it applies on a subsequent occasion.
22. **Assignment.** Neither party may assign any rights or benefits or delegate any duty under this MOU without written consent of the other party. Any purported assignment without written consent shall be void.
23. **Parties in Interest.** Nothing in this MOU, whether express or implied, is intended to confer any rights or remedies under or by reason of this MOU on any person other than the parties to it and their respective successors and assigns, nor is anything in this MOU intended to relieve or discharge the obligation or liability of any third person to any party to this MOU, nor shall any provision give any third person any right to subrogation or action against any party to this MOU.
24. **Severability.** If any provision of this MOU is held by an arbitrator or court of competent jurisdiction to be invalid or unenforceable, the remainder of the MOU shall continue in full force and effect and shall in no way be impaired or invalidated.
25. **Notices.** Any notice under this MOU shall be in writing, and any written notice or other document shall be deemed to have been duly given on the date of personal service on the parties or on the second business day after mailing if the document is mailed by registered or certified mail, addressed to the parties at the addresses set forth below, or at the most recent address specified by the addressee through written notice under this provision. Failure to conform to the requirement that mailings be done by registered or certified mail shall not defeat the effectiveness of notice actually received by the addressee.
26. **Authority to Enter Into MOU.** Each party to this MOU represents and warrants that it has the full power and authority to enter into this MOU and to carry out the transactions contemplated by it and that it has taken all action necessary to authorize the execution, delivery, and performance of this MOU.
27. **Status of the Parties.** Neither party is a partner, joint venture, co-principal, employer, or co-employer of the other or of an employee of the other party. SCHOOL shall be solely responsible for paying all salaries, wages, benefits, and other compensation which its employees or subcontractors may be entitled to receive

in connection with performing services under this MOU and any related CA. SCHOOL shall be solely responsible for withholding and paying all applicable payroll taxes and contributions, including federal, state, and local income taxes, FICA, FUTA, and state unemployment, workers' compensation, and disability insurance in connection with performing services under this MOU and any related CA.

- 28. LRCCD shall be solely responsible for paying all salaries, wages, benefits, and other compensation which its employees or subcontractors may be entitled to receive in connection with performing services under this MOU and any related CA. LRCCD shall be solely responsible for withholding and paying all applicable payroll taxes and contributions, including federal, state, and local income taxes, FICA, FUTA, and state unemployment, workers' compensation, and disability insurance in connection with performing services under this MOU and any related CA.
- 29. **Retention and Audit of Records.** Each party shall maintain records pertaining to this MOU and related CAs as may be required by federal and state law. Each party may review and obtain a copy of the other party's pertinent records subject to federal and state privacy statutes.
- 30. **Governing Law and Venue.** This MOU will be governed by and construed in accordance with California law and venue of any action or proceeding in connection with this MOU shall be Sacramento County, California.

IN WITNESS WHEREOF, the Parties hereto have caused this MOU to be executed the day and year first above written.

AGREED TO AND ACCEPTED:
**LOS RIOS COMMUNITY COLLEGE
DISTRICT**

AGREED TO AND ACCEPTED:
**NATOMAS PACIFIC PATHWAYS
PREPARATORY CHARTER HIGH SCHOOL**

By: _____

By: _____

Date: _____

Date: _____

Jamey Nye, Ph.D.
Deputy Chancellor
1919 Spanos Court
Sacramento, CA 95825
(916) 568-3031

Melissa Mori
High School Principal
3700 Del Paso Road
Sacramento, CA 95834
(916) 567-5740

COURSE AGREEMENT

This course agreement is entered into between the Los Rios Community College District College Name College (“LRCCD”) and the Natomas Pacific Pathways Preparatory Charter High School (“SCHOOL”) regarding dual enrollment courses to be taught at SCHOOL.

1. The memorandum of understanding (“MOU”) entered into by LRCCD and SCHOOL is incorporated by reference as if fully set forth herein. In the event of a conflict between the terms of this course agreement and the MOU the terms of the MOU shall govern.
2. The name(s) of the course(s) to be taught are:

Spring 2021
 - ENGWR 300
 - SOC 300
3. The name(s) of the Faculty for the course are: TBD
4. Classroom instruction for the course shall commence on or about date of Jan 2, 2021 and shall continue until the conclusion of the courses on or about June 11, 2021.
5. The approved curriculum and course outlines applicable to this course are incorporated herein as Attachment A to this agreement.
6. Natomas Pacific Pathways Preparatory Charter High School students may be added to a section from any course listed above in combination with other dual enrolled high school students provided those likewise recognized CCAP districts or charter schools possess an MOU and agreement through LRCCD AND pending availability of an open seat.

LOS RIOS COMMUNITY COLLEGE
DISTRICT

NATOMAS PACIFIC PATHWAYS
PREPARATORY CHARTER HIGH SCHOOL

By: Jamey Nye
Deputy Chancellor

By: Melissa Mori
High School Principal

Course Outline
American River College
Los Rios Community College District

Section 1: Curriculum Cycle Information

Course: ENGWR 300: College Composition

Outline Status: Catalog

Last Full Review: Feb 22, 2017

Last Curriculum Action: Mar 15, 2018

Catalog Date: Jun 01, 2019

Official: Yes

Explanation: AUTOMATED UPDATE PROCESS: In response to a header change in one of prerequisites, corequisites, or advisories to this course, the Socrates Curriculum Management System automatically archived the previous version of this course and catalogued this outline as the current official version.

Section 2: Basic Course Information

Identifier: ENGWR 300

Title: College Composition

Units: 3.00

Prerequisite: ENGWR 101 (*College Writing*) with a grade of "C" or better, or placement through the assessment process.

Advisory: Concurrent enrollment in ENGRD 310 or 312.

Hours: 54 hours lecture, 108 hours out-of-class work, for a total of 162 student learning hours.

Description: This course emphasizes writing and includes reading, research, and critical thinking skills essential for successful completion of a college degree. It covers writing assignments, including expository and argumentative essays (6,000 words minimum for course) using MLA documentation and format. It also includes reading assignments selected from a variety of transfer-level texts of substantial length. This course is not open to students who have successfully completed ENGWR 480.

Section 3: Learning Outcomes and Objectives

Upon completion of this course, the student will be able to:

- assess complex texts for audience, purpose, tone, and development.
 - evaluate arguments for logical consistencies and fallacies.
 - synthesize concepts and evidence from complex texts and sources.
 - compose effective transfer-level essays.
 - incorporate a variety of rhetorical strategies.
 - integrate credible sources using appropriate citation and formatting standards.
 - construct grammatically correct sentences employing a variety of structures and transfer-level diction.
-

Section 4: Course Topics

The topics for this course are typically allocated as follows:

Lec Topic

- 3 Summary of a variety of transfer-level texts
 - 6 Analysis of a variety of transfer-level texts, to include evaluation of rhetorical strategies
 - 5 Analysis of a variety of transfer-level texts, to include identification of logic and fallacies
 - 4 The writing process, which may include peer review and multiple drafts
 - 3 Analyzing purpose, audience, and tone in reading and writing assignments
 - 3 Formulating arguments with critical analysis and effective support
 - 5 Formulating rhetorical strategies (such as definition, classification, cause-and-effect, comparison/contrast)
 - 4 Supporting and developing ideas with appropriate and sufficient evidence
 - 3 Thesis statements: purpose, placement, models
 - 2 Essential essay elements: introduction, body paragraphs, transitions, conclusions
 - 3 Conventions of grammar, punctuation, and usage
 - 3 Sentence structure, variety, and diction
 - 3 MLA format: using MLA resources to find and apply documentation standards correctly
 - 3 Research and use of library resources: selection, credibility evaluation and incorporation of sources
 - 3 Synthesis of sources: locating and combining multiple sources to support a thesis
 - 1 Avoiding plagiarism: paraphrasing, summarizing and direct quoting strategies
-

54 Total Hours

Section 5: Methods of Instruction

Lectures, discussions, guided individual and group activities, assigned reading and writing, and media presentations.

Section 6: Typical Student Assignments

Example #1:

Write a 1000-word critical analysis of a selected essay from the course reader. Your analysis should summarize and critique the essay's overall thesis, identify and evaluate its key supporting points, and assess that support for effectiveness. Furthermore, your analysis should closely examine the essay's tone for bias, as well as any other relevant elements of the article that contribute to or detract from the essay's effectiveness.

Example #2:

The following essay topic is based on Ray Villard's essay, "Did NASA Fake the Moon Landing?"

Like the moon landing, many events we may think we know have occurred have been called into question. Usually—but not always—these doubts are considered farfetched, the thinking of extremists. In an essay, explore one such questioned event, analyzing the credibility of the doubters and considering the reasons why the doubts appeal to some people. Possible questions: Did the Holocaust really happen? Is anthropogenically-induced global warming fact or fiction? Do vaccinations cause autism? Was September 11 a government plot?

In your essay, you should provide at least four sources, two of which should be credible (you may be analyzing non-credible sources as well).

Section 7: Evaluation and Assessment Methods

Essays, exams, quizzes, writing samples and exercises, and participation in discussions.

Section 8: Distance Education

Percentage: Up to 100% of this course may be offered via distance education.

The distance education portion of this course shall include regular substantive and effective faculty-initiated contact with students.

Section 9: Representative List of Textbooks

- Barnet, S., Bellanca, P., and Stubbs, M. (2014). *A Short Guide to College Writing* (5th ed.). Pearson. [ISBN: 978-0134053233]
 - Behrens, L. and Rosen, L. (2015). *Writing and Reading Across the Curriculum, Brief* (13th ed.). Pearson/Longman. [ISBN: 978-0133999013]
 - Coates, T. (2015). *Between the World and Me*. Spiegel & Grau. [ISBN: 978-0812993547]
 - Hacker, D. (2014). *A Writer's Reference* (8th ed.). Bedford St. Martins. [ISBN: 978-1457666766]
 - Kennedy, X. J., Kennedy, D. M., Muth, M. F., and Holladay, S. A. (2014). *The Bedford Guide for College Writers with Reader, Research Manual, and Handbook* (10th ed.). Bedford St. Martins. [ISBN: 978-1457694882]
 - Turkle, S. (2012). *Alone Together: Why We Expect More from Technology and Less from Each Other*. Basic Books. [ISBN: 978-0465031467]
 - Alexander, M. (2012). *The New Jim Crow*. New Press. [ISBN: 978-1595586438]
-

Section 10: Additional Course Information

Faculty Discipline(s):	English
Short Title for Transcripts:	College Composition
Type of Grading:	Letter Grade
Times Taken for Credit:	This course may be taken 1 time for credit.
Enrollment Family:	Not Part of a Family
Cross-listed Courses:	None.
Taxonomy of Programs (TOP) Code:	1501.00 (<i>English</i>)
Student Accountability Model (SAM) Code:	E (<i>Non-occupational</i>)

Section 11: Prerequisite Justification

Prerequisite: *ENGWR 101 with a grade of "C" or better, or placement through the assessment process.*

Justification:

ENGWR 101: College Writing

The following ENGWR 101 prerequisite skills are needed in order to be successful in the course:

- analyze issues and ideas raised in a variety of texts
- evaluate source credibility
- integrate credible sources using appropriate formatting standards
- revise essay drafts to improve focus and strengthen ideas
- construct sentences that demonstrate control of grammar, sentence variety, word choice, and conventions of standard written English
- distinguish among fact, inference and opinion
- respond to issues raised in texts
- compose essays with clear controlling ideas
- compose essays with a logical progression and organization of ideas
- develop and expand ideas that are supported by a variety of relevant details
- format documents properly
- parenthetically reference sources used in paper
- cite sources in a properly formatted works-cited page

ENGWR 102: Proficient Writing

The following ENGWR 102 prerequisite skills are needed in order to be successful in the course:

- analyze issues and ideas raised in a variety of texts
- compose essays with clear controlling ideas that address topics using appropriate strategies
- compose essays with a logical progression and organization of ideas
- develop and expand ideas that are supported by a variety of relevant details
- construct sentences that demonstrate control of grammar, sentence variety, word choice, and conventions of standard written English

Section 12: Advisory Justification

Advisory: *Concurrent enrollment in ENGRD 310 or 312.*

Justification: "Concurrent enrollment in ENGRD 310 or 312."

Other Justification:

ENGRD 310: Prose Analysis and Interpretation

The following ENGRD 310 advisory skills are recommended in order to be successful in the course:

- identify thesis statements, stated or implied
- analyze content to determine major details and pattern of development
- demonstrate critical comprehension skills: inference, fact and opinion, judgment, tone, bias, style, purpose
- recognize analytical reasoning skills as applied to reading: propaganda, assumptions, faulty analogies, non-sequiturs, deductive and inductive patterns, argument, etc.
- analyze pro/con sides of an issue
- apply study reading strategies for college-level material
- adjust reading rates to purpose and complexity of material

ENGRD 312: Academic Textbook Reading

The following ENGRD 312 advisory skills are recommended in order to be successful in the course:

- choose appropriate study skills for various content area courses including previewing, annotating, paraphrasing, and reviewing.
- evaluate purpose and structure in college-level textbooks with specific applications related to careers and disciplines.
- compose written responses to textbook readings.
- employ college-level, discipline-based vocabulary.
- analyze and apply appropriate reading rates to college-level material.

Section 13: Relationship to College Programs

Need/Purpose for the Course: This course prepares students for transfer and is required for several degrees and certificates.

Associate Degree Competency: Competency Writing (*Approved: Aug 01, 1983*)

Associate Degree GE Pattern:	II(a). English Composition (<i>Approved: Jun 01, 1967</i>)
Degrees and Certificates:	Biotechnology (A.S. Degree); Biotechnology (Certificate); CIS: Computer Networking Management (A.S. Degree); CIS: Database Management (A.S. Degree); Elementary Teacher Education (A.A. for Transfer (AA-T) Degree); Funeral Service Education (A.S. Degree); Instructional Assistant I (Certificate); Language Studies (A.A. Degree); LVN to RN Career Mobility (A.S. Degree); Registered Nursing (A.S. Degree); Respiratory Care (A.S. Degree)
Prerequisite To:	BUS 310, ENGCW 450, ENGED 305, ENGED 499, ENGLT 310, ENGLT 311, ENGLT 320, ENGLT 321, ENGLT 340, ENGLT 341, ENGLT 494, ENGLT 499, ENGWR 299, ENGWR 301, ENGWR 302, ENGWR 303, ENGWR 481, ENGWR 482, ESL 350, LA 300, TECCOM 310, and TECCOM 330
Corequisite To:	ENGWR 94
Advisory To:	ACCT 153, ADMJ 498, ENGCW 410, ENGCW 441, ENGCW 442, ENGCW 450, ENGCW 455, ENGLT 300, ENGLT 304, ENGLT 308, ENGLT 327, ENGLT 338, ENGLT 345, ENGLT 360, ENGLT 365, ENGLT 378, ENGLT 380, ENGLT 382, ENGLT 392, ENGLT 403, ENGRD 310, ENGRD 312, FSE 300, GEOL 345, JOUR 340, PHYS 350, PHYS 360, POLS 480, PSYC 335, PSYC 390, SOC 302, and SPEECH 311

Embedded In Descriptions:

Section 14: Course Identification (C-ID) Number

C-ID: ENGL 100 (*Approved: Jul 17, 2012*)

Section 15: Relationship to Transfer Institutions

Transfer: CSU *Approved*

Transfer: UC *Approved: Aug 01, 1983*

CSU General Education: Area A2: Written Communication (*Approved: Aug 01, 1982*)

IGETC: Area 1A: English Composition (*Approved: Aug 01, 1991*)

Section 16: Last Curriculum Action

AUTOMATED UPDATE PROCESS: In response to a header change in one of prerequisites, corequisites, or advisories to this course, the Socrates Curriculum Management System automatically archived the previous version of this course and catalogued this outline as the current official version.

Course Outline
American River College
Los Rios Community College District

Section 1: Curriculum Cycle Information

Course: SOC 300: Introductory Sociology

Outline Status: Catalog

Last Full Review: Oct 04, 2018

Last Curriculum Action: Sep 05, 2019

Catalog Addendum Date: Jan 01, 2020

Official: Yes

Explanation: AUTOMATED UPDATE PROCESS: In response to a course deletion, or header change in one of prerequisites, corequisites, or advisories to this course, the Socrates Curriculum Management System automatically archived the previous version of this course and catalogued this outline as the current official version.

Section 2: Basic Course Information

Identifier: SOC 300

Title: Introductory Sociology

Units: 3.00

Prerequisite: None.

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

Hours: 54 hours lecture, 108 hours out-of-class work, for a total of 162 student learning hours.

Description: This course examines principles and basic concepts in sociology. It includes the study of institutions, culture, social organization, group interaction, social stratification, economy, politics, social movements, and urbanization. This course is not open to students who have completed SOC 480.

Section 3: Learning Outcomes and Objectives

Upon completion of this course, the student will be able to:

- compare various sociological perspectives and their relevance to the understanding of social life.
- synthesize various sociological theories to enhance one's understanding of everyday life events and social experiences.
- identify and discuss major issues facing the world today from a sociological standpoint.
- relate sociological theories to the workings of various institutions and analyze social issues and events from a sociological standpoint.
- define the role of human agency in shaping institutions and structures in society.
- research and evaluate various economic, political, and social institutions in society.
- apply the micro-sociological and interpersonal level analysis to social behavior.
- apply macro-sociological and institutional and systemic analysis to social behavior.

Section 4: Course Topics

The topics for this course are typically allocated as follows:

Lec Topic

- 6 The nature of sociology: what is sociology, sociology and the social sciences, origins of sociology, sociological theories.
- 3 Sociological knowledge: the scientific method, research design and data collection, research ethics.
- 3 Culture: what is culture, components of culture, values, norms and laws, cultural diversity, views of other cultures.
- 3 Socialization: nature vs. nurture, isolation, theories of socialization, resocialization, agents of socialization.
- 4 Deviance and social control: formal and informal controls, explanations of deviance and types of crime, social policy and criminal justice.
- 6 Social stratification: systems of stratification, theories of social stratification, determinants of social status, social mobility, poverty and inequality.
- 3 Race and ethnic stratification: social construction of race and ethnicity, theories of prejudice and racism, patterns of race and ethnic relations.
- 4 Gender stratification: social construction of gender, theories of gender inequality, origins of patriarchy, gender inequality in the US.
- 3 Institution of religion: Durkheim and the sociology of religion, organization of religion, functions of religion, dimensions of religious behavior.
- 3 Institution of the family: the functions of the family, marriage and family in the United States, universal and alternative family patterns.
- 3 Collective behavior: theories of collective behavior, crowds, fads and fashions, panics and rumors, publics and public opinion.
- 3 Institution of education: the functions of education, schools as a social organization, trends in American education.
- 3 Social change: what is social change, causes of social change. Theories of modernization and development.
- 4 The institution of economy: forms of economic systems, division of labor, the rise of global corporation and globalization, job loss and technology.

- 3 Political system: legitimation of authority, types of government, US political system, voting patterns, perspectives on the nature of democracy in the US.
-

54 Total Hours

Section 5: Methods of Instruction

Lectures, discussion, group projects, student reports, guest speakers, and media presentations.

Section 6: Typical Student Assignments

Sample assignment #1:

Find a current newspaper article dealing with a current social problem. Using the sociological imagination, discuss the problem from a personal and a social lens.

(Addresses SLO:

-identify and discuss major issues facing the world today from a sociological standpoint.)

Sample assignment #2:

Find a journal article about a social institution, approved by the instructor, and write a two page summary of the main point of the article and apply a sociological perspective in explaining the main points.

(Addresses SLO:

-research and evaluate various economic, political, and social institutions in society.)

Section 7: Evaluation and Assessment Methods

Application/written exercises, exams and quizzes, research reports, oral and written presentations, and team projects.

Section 8: Distance Education

Percentage: Up to 100% of this course may be offered via distance education.

The distance education portion of this course shall include regular substantive and effective faculty-initiated contact with students.

Section 9: Representative List of Textbooks

- Henslin, J. (2017). *Essentials of Sociology A Down-to-Earth Approach* (13th ed.). Pearson/Allyn and Bacon. [ISBN: 9780134205571]
 - Macionis, J. (2016). *Society the Basics* (14th ed.). Pearson/Prentice Hall. [ISBN: 978-0134226996]
-

Section 10: Additional Course Information

Faculty Discipline(s): Sociology

Short Title for Transcripts:	Introductory Sociology
Type of Grading:	Letter Grade
Times Taken for Credit:	This course may be taken 1 time for credit.
Enrollment Family:	Not Part of a Family
Cross-listed Courses:	None.
Taxonomy of Programs (TOP) Code:	2208.00 (<i>Sociology</i>)
Student Accountability Model (SAM) Code:	E (<i>Non-occupational</i>)

Section 11: Advisory Justification

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

Justification:

"Eligible for ENGRD 310 or ENGRD 312 AND ENGWR 300; OR ESLR 340 AND ESLW 340"

Other Justification:

ENGRD 116: Preparation for Academic Study

ENGWR 101: College Writing

The following ENGWR 101 advisory skills are recommended in order to be successful in the course:

- analyze issues and ideas raised in a variety of texts
- evaluate source credibility
- revise essay drafts to improve focus and strengthen ideas
- construct sentences that demonstrate control of grammar, sentence variety, word choice, and conventions of standard written English
- distinguish among fact, inference and opinion
- respond to issues raised in texts
- compose essays with clear controlling ideas
- compose essays with a logical progression and organization of ideas
- develop and expand ideas that are supported by a variety of relevant details
- format documents properly
- parenthetically reference sources used in paper
- cite sources in a properly formatted works-cited page

ESLR 320: Advanced-Low Reading

The following ESLR 320 advisory skills are recommended in order to be successful in the course:

- examine long, complex reading passages.
- appraise and critique reading passages for bias.
- make inferences.
- recognize a wide variety of academic and idiomatic vocabulary.
- outline, paraphrase, and summarize passages from a range of texts.
- adapt reading speed and style to material.
- apply basic research steps.
- synthesize research materials.

ESLW 320: Advanced-Low Writing

The following ESLW 320 advisory skills are recommended in order to be successful in the course:

- compose clear, well-developed, and soundly structured essays on academic topics.
- evaluate a variety of reading selections by critically analyzing, critiquing, and responding to readings both in-class and out of class.
- synthesize information by summarizing, paraphrasing, and quoting readings to integrate outside sources into writing.
- demonstrate near-mastery of English writing style, grammar, vocabulary, and mechanics by revising, editing, and proofreading writing effectively.

Section 12: Relationship to College Programs

Need/Purpose for the Course:	SOC 300 is an introductory course in sociology. The goal of the course is to acquaint students with sociological perspectives to understand and analyze social life. It examines how sociologists look at the world, what kind of questions they ask, and how they come up with their explanations. Specifically, this course explores the relationship between issues we face in our daily lives-- particularly the interaction with others-- and the social, cultural, and economic institutions and ideologies which shape our experience.
Associate Degree GE Pattern:	V(b). Social and Behavioral Sciences - Other (<i>Approved: Aug 01, 1973</i>)
Degrees and Certificates:	Administration of Justice (A.S. for Transfer (AS-T) Degree); Communication Studies (A.A. for Transfer (AA-T) Degree); Human Services (A.A. Degree); Human Services (Certificate); International Studies (A.A. Degree); LVN to RN Career Mobility (A.S. Degree); Nutrition and Dietetics (A.S. for Transfer (AS-T) Degree); Registered Nursing (A.S. Degree); Social Justice Studies: Race and Ethnicity (A.A. for Transfer (AA-T) Degree); Social Justice Studies: Women, Gender, and LGBTQ Studies (A.A. for Transfer (AA-T) Degree); Sociology (A.A. for Transfer (AA-T) Degree); The Individual and Society (A.A. Degree)
Prerequisite To:	NURSE 420 and SOC 302
Corequisite To:	NURSE 410
Advisory To:	SOCS 495

**Embedded In
Descriptions:**

Section 13: Course Identification (C-ID) Number

C-ID: SOCI 110 (*Approved: Jun 01, 2012*)

Section 14: Relationship to Transfer Institutions

Transfer: CSU *Approved*

Transfer: UC *Approved: Aug 01, 1983*

CSU General Education: Area D0: Sociology and Criminology (*Approved: Aug 01, 1980*)

IGETC: Area 4J: Sociology and Criminology (*Approved: Aug 01, 1991*)

Section 15: Last Curriculum Action

AUTOMATED UPDATE PROCESS: In response to a course deletion, or header change in one of prerequisites, corequisites, or advisories to this course, the Socrates Curriculum Management System automatically archived the previous version of this course and catalogued this outline as the current official version.