

**LOS RIOS COMMUNITY COLLEGE DISTRICT**  
**Board Meeting Minutes**  
**Wednesday, December 16, 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 President Johnson 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
- Ms. Kelly Wilkerson

Toni Schiffmaier, Student Trustee

Dr. Brian King, Chancellor

**2. ORAL COMMUNICATIONS**

The Board presented the Crystal Apple to American River College President Thomas Greene for his outstanding contributions to education.

**3. SPECIAL ORDER OF BUSINESS: ANNUAL ORGANIZATIONAL MEETING**

*A. Election Results and Seating of Elected Officials*

The Registrar of Voters for the Counties of Sacramento, El Dorado, Yolo and Solano, and the State of California have certified the election results as follows:

TRUSTEE AREA	CANDIDATE SELECTED	VOTES CAST BY COUNTY				
		Sacramento	El Dorado	Yolo	Solano	TOTAL
3	John Knight	11,741	30,687	n/a	n/a	42,428
4	Kelly Wilkerson	23,535	n/a	23,669	11	47,215
5	Pamela Haynes	64,511	n/a	n/a	n/a	64,511
7	Tami Nelson	63,172	n/a	n/a	n/a	63,172

Oaths of Office were administered to Ms. Haynes, Mr. Knight, Ms. Nelson and Ms. Wilkerson by Chancellor King.

*A motion was made by Trustee Ortiz, seconded by Trustee Knight, that the Board of Trustees declare the results of the November 3, 2020 election as certified by the Sacramento County Registrar of Voters.*

*Roll Call Vote:*

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

*No: None*

*Absent: None*

*Student Trustee: Aye*

*Motion carried; 7:0*

*B. Election of Officers*

*A motion was made by Trustee Johnson, seconded by Trustee Knight, that the Board of Trustees elect Deborah Ortiz as Board President.*

*Roll Call Vote:*

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

*No: None*

*Absent: None*

*Student Trustee: Aye*

*Motion carried; 7:0*

*A motion was made by Trustee Haynes, seconded by Trustee Jones, that the Board of Trustees elect Tami Nelson as Board Vice President.*

*Roll Call Vote:*

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

*No: None*

*Absent: None*

*Student Trustee: Aye*

*Motion carried; 7:0*

*A motion was made by Trustee Knight, seconded by Trustee Haynes, that the Board of Trustees elect Chancellor King as Board Secretary.*

*Roll Call Vote:*

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

*No: None*

*Absent: None*

*Student Trustee: Aye*

*Motion carried; 7:0*

C. 2021 Dates of Regular Board Meetings

A motion was made by Trustee Haynes, seconded by Trustee Knight, that the Board of Trustees schedule the regular meetings for the second Wednesday of the month (unless otherwise noted) at 5:30 p.m., and the spring and fall retreats as noted, and approve the 2021 board meeting calendar.

Roll Call Vote:

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

No: None

Absent: None

Student Trustee: Aye

Motion carried; 7:0

D. Authorization to Attend Meetings

A motion was made by Trustee Haynes, seconded by Trustee Nelson, that the Board of Trustees reaffirm Board Policy P-3211 authorizing board members to conduct District business and attend meetings and conferences as representatives of the District when performing services on behalf of the Board.

Roll Call Vote:

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

No: None

Absent: None

Student Trustee: Aye

Motion carried; 7:0

E. Reaffirm District Policies

A motion was made by Trustee Knight, seconded by Trustee Nelson, that the Board of Trustees reaffirm all current District policies (1000-9000) as adopted by the Board of Trustees.

Roll Call Vote:

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

No: None

Absent: None

Student Trustee: Aye

Motion carried; 7:0

F. Representation to Education Associations

President Ortiz made the following appointments:

ACTIVITY/ASSOCIATION	REPRESENTATIVES
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American Association of Community Colleges (AACC)	Tami Nelson
Association of Community College Trustees (ACCT)	John Knight
California Community College Trustees (CCCT)	Pamela Haynes
Los Rios Foundation	Pamela Haynes Robert Jones
Yolo County School Boards Association (YCSBA)	Kelly Wilkerson

*A motion was made by Trustee Haynes, seconded by Trustee Wilkerson, that the Board of Trustees approve the association and committee appointments as listed.*

*Roll Call Vote:*

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

*No: None*

*Absent: None*

*Student Trustee: Aye*

*Motion carried; 7:0*

#### **4. CONSENT CONSIDERATIONS**

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

*Roll Call Vote:*

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

*No: None*

*Absent: None*

*Student Trustee: Aye*

*Motion carried; 7:0*

A. Board Meeting Minutes: November 18, 2020

*That the Board of Trustees approve the minutes of the meetings held on November 18, 2020.*

B. 2022-2023 Academic Calendar/Summer Session 2022

*That the Board of Trustees approve the academic calendar for 2022-2023 as proposed in the December board agenda packet.*

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

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

D. Board Policy Adoption: Credit for Prior Learning P-7137

That the Board of Trustees approve the proposed policy P-7137 Credit for Prior Learning.

E. Appointment Citizens' Bond Oversight Committee

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

F. Disposition of Surplus Equipment

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

G. 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
<p>DOD OEA Cascade Go-Biz Award</p> <ul style="list-style-type: none"> <li>Funding will be used for participation as subcontractors under the CASCADE grant to deliver a student internship/Faculty externship project to place student interns and faculty externs at DoD Small Business Innovation and Research.</li> <li>11/21/19 - 12/31/2020</li> <li>Administrator: Deborah Saks, Dean of Business and CIS Division Office</li> </ul>	SCC	\$17,500	CA Governor's Office of Planning and Research
<p>Center of Excellence: Center of Excellence 2020-2021</p> <ul style="list-style-type: none"> <li>The purpose of the grant is to fund the Center of Excellence Director in the Economic and Workforce Development program and implement required activities and objectives.</li> <li>7/1/2020 – 9/30/2021</li> <li>Administrator: Theresa Milan, Dean of Special Projects</li> </ul>	WED	\$275,000	CCCCO
<p>Mental Health Services Program</p> <ul style="list-style-type: none"> <li>Funding will be used to support the CA Community Colleges Mental Health Service Program objectives: 1. Build partnerships with county behavioral health department or community-based organizations; 2. Provide direct mental health services to students; and 3. Prevention, early intervention, suicide prevention, and stigma reduction training activities for faculty, staff and students.</li> <li>5/1/2020 – 12/31/2020</li> <li>Administrator: Melanie Dixon, Associate Vice Chancellor</li> </ul>	DO	\$500,000	CCCCO
<p>Umoja Diop Scholars Promise Program</p> <ul style="list-style-type: none"> <li>Funding will be used to continue to build capacity of the program by creating a strong and sustaining student leadership component, increasing course completion in key CSU admission</li> </ul>	CRC	\$16,000	Umoja Community

<p>courses and helping students to transfer. The student leadership component will provide professional development and leadership skills for the students while at the same time providing a rich cultural experience for all students in the program that will help engage their learning and exposure to the African diaspora.</p> <ul style="list-style-type: none"> <li>• 10/06/2020 through 1/31/2021</li> <li>• Administrator: Dr. Claire Oliveros, Vice President, Student Services</li> </ul>			
<p>The Puente Project</p> <ul style="list-style-type: none"> <li>• Funding will be used to offer two semester long transfer English courses to Puente students and to provide appropriate support services to include teaching, counseling and mentoring.</li> <li>• 7/1/2020 – 6/30/2023</li> <li>• Administrator: Dr. Jeffrey Stephenson, Vice President, Student Services</li> </ul>	ARC	\$7000	UC Berkeley –Puente Project
<p>CVC – OEI – Grant Completion Support</p> <ul style="list-style-type: none"> <li>• Funding will be used to provide submissions of meaningful and responsive Final Reports that address the Improving Online CTE Pathways track, Cybersecurity, Accelerated Pathways and Wrap-Around Student Services.</li> <li>• 1/1/2021 – 1/31/2021</li> <li>• Administrator: Colleges -Vice President Administration</li> </ul>	ARC CRC FLC SCC	\$60,000 (\$15,000 per grant)	CVC-OEI-CCCCO
<p>Center of Excellence: Labor Market Research (TAP) 2020-2021</p> <ul style="list-style-type: none"> <li>• Funding will be used for the Statewide Center of Excellence Director - Technical Assistance Provider in the Economic and Workforce Development program and to implement required activities objectives.</li> <li>• 07/01/2020 – 9/30/2021</li> <li>• Administrator: Theresa Milan, Dean of Special Projects</li> </ul>	WEDC	\$600,000	CCCCO

H. Ratify: Bid Transactions

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

CHANGE ORDERS				
Bid No	Change Amount	Change Number	Vendor	New Contract Total
18025	\$330,282.77	5	F&H Construction Inc.	\$18,559,192.96
Description: SCC Mohr Hall Replacement. Revise/repair/add: power, data projectors and screens; roof exhaust fan extension; lighting; ceiling; sheet metal flashing; headwall; window framing; flooring; graffiti coating; controller power connections; NEMA 3R VFD (Variable Frequency Drives); irrigation mainline; paint cooling tower; security panels; testing and construction remediation; mulch; paving; fire damper piping and support for cooling tower; hydronic piping; and plant isolation valve.				

I. 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.

<b>PURCHASE ORDERS</b>		
General Fund	0001113452-0001113728 B210510-B210532	\$ 4,363,595.32
Capital Outlay Fund	0003018688-0003018713	
Child Development Fund	-	
Self-Insurance Fund	-	
<b>WARRANTS</b>		
General Fund	806291-807005	\$ 5,929,515.63
General Fund-ARC Instructional Related	010881-010893	
General Fund-CRC Instructional Related	023732-023903	
General Fund-FLC Instructional Related	031726-031726	
General Fund-SCC Instructional Related	048401-048405	
Capital Outlay Fund	834961-835006	
Student Financial Aid Fund	900731-900743	
Child Development Fund	-	
Self-Insurance Fund	976634-976636	
ODSFD	-	
Payroll Warrants	483173-483705	
Payroll Vendor Warrants	67751-67859	
October Leave Process	483706-484674	
<b>CHECKS</b>		
Financial Aid Disbursements (E-trans)	-	\$ 19,160,155.98
Clearing Checks	-	\$ -
Parking Checks	-	\$ -
Bookstore Fund – ARC	034417-034421	\$ 399,389.38
Bookstore Fund – CRC	029134-029137	
Bookstore Fund – FLC	010899-010902	
Bookstore Fund – SCC	051860-051863	
Student Clubs Agency Fund – ARC	6177-6201	\$ 53,653.40
Student Clubs Agency Fund – CRC	5484-5496	
Student Clubs Agency Fund – FLC	2920-2920	
Student Clubs Agency Fund – SCC	4536-4546	
Foundation – ARC	6835-6850	\$ 130,127.66
Foundation – CRC	2930-2930	
Foundation – FLC	2031-2037	
Foundation – SCC	5574-5634	
Foundation – DO	1206-1207	
Associated Students Trust Fund – ARC	-	\$ 200.00
Associated Students Trust Fund – CRC	0937-0937	
Associated Students Trust Fund – FLC	-	
Associated Students Trust Fund – SCC	-	
Regional Performing Arts Center Fund	USI Check System: 8199-8202	\$ 2,739.05
<b>ELECTRONIC TRANSFERS</b>		
Board of Equalization	-	\$ -

PARS	-	\$ 17,172.01
Vendors	-	\$ -
International Wire- PO#B919006	-	\$ 4,500.00
Backup Withholding	-	\$ -
Retiree Health Trust	-	\$ -
Self-Insurance	-	\$ 25,743.18
Bookstore	-	\$ 4,340.93
Payroll Direct Deposit Advices	1072021-1076262	\$ 13,197,394.46
Other Payroll Transactions	-	\$ 3,448.00
Foundation Scholarships	-	\$ 500.00
ACH Transaction	-	\$ -
CARES Act	-	\$ -
Regional Transit (RT) Payment	-	\$ -
Wire- AJ Gallagher &Co. -PO#B919006	-	\$ 23,000.00

J. Student, Special Rate, Temporary Interpreter & Temporary Classified Salary Schedules

That the Board of Trustees approve the salary schedules for student help/college work-study employees, temporary classified employee's maintenance/service, temporary classified employee's clerical/secretarial/paraprofessional, special rate temporary classified employees, and temporary interpreter salary schedules effective January 1, 2021.

K. Short-Term Temporary Employees

That the Board of Trustees approve the list of district-wide anticipated short-term temporary employee classifications, authorizing employment of short-term employees for the period January 1, 2021 through June 30, 2021. The Human Resources Department will place the names of the short-term temporary employee hires on the subsequent board agendas.

L. Human Resources Transactions

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

**5. Collective Bargaining**

A. LRCFT Collective Bargaining Agreement 2020-2023 Public Disclosure and Approval

A motion was made by Trustee Haynes, seconded by Trustee Nelson, that the Board of Trustees accept the disclosure information and approve the contract agreement with the Los Rios College Federation of Teachers for the period of January 1, 2021-June 30, 2023.

Roll Call Vote:

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

No: None



Absent: None  
Student Trustee: Aye  
Motion carried; 7:0

## 6. ACTION

### A. American River College President Employment Agreement

A motion was made by Trustee Knight, seconded by Trustee Haynes that the Board of Trustees approve the hiring of Melanie R. Dixon as President of American River College, including the material terms outlined below:

- A term of January 1, 2021 to June 30, 2022
- An initial salary of \$216,875, including 10-year longevity (Step 1 of Level B- 2020-21 Interim Salary Schedule)
- Health and welfare benefits
- Allowance of \$550/month for auto

Roll Call Vote:  
Aye: Haynes, Johnson, Jones, Knight, Ortiz, Nelson, Wilkerson  
No: None  
Absent: None  
Student Trustee: Aye  
Motion carried; 7:0

### B. Ratification of Emergency Repair- El Dorado Center Administration Building

A motion was made by Trustee Knight, seconded by Trustee Haynes that the Board of Trustees approve the identified emergency repair transaction related to water damage at the El Dorado Center.

Roll Call Vote:  
Aye: Haynes, Johnson, Jones, Knight, Ortiz, Nelson, Wilkerson  
No: None  
Absent: None  
Student Trustee: Aye  
Motion carried; 7:0

### C. 2020-21 Program Development Funds

A motion was made by Trustee Haynes, seconded by Trustee Wilkerson, that the Board of Trustees approve the proposed changes to the LRCEA salary schedule to implement the proposals contained in the Program Development Funds effective December 1, 2020.

Roll Call Vote:  
Aye: Haynes, Johnson, Jones, Knight, Ortiz, Nelson, Wilkerson

No: None

Absent: None

Student Trustee: Aye

Motion carried; 7:0

## 7. BOARD MEMBER REPORTS

Trustee Haynes welcomed Trustee Wilkerson, congratulated ARC President Dixon, and wished outgoing ARC President Greene well in his future endeavors. She also thanked faculty, classified staff and students who have endured so much change over the last 10 months.

Trustee Nelson participated in the Real College Basic Needs Summit and noted that Trustee Schiffmaier did a good job serving as a panel moderator.

Trustee Knight congratulated President Dixon, gave President Greene well wishes, and welcomed Trustee Wilkerson to the Board.

Trustee Wilkerson has recently attended several workshops and conferences on Ethnic Studies, including the California Community Colleges Ethnic Studies Summit. She is pleased in the leadership the Academic Senate is taking in establishing an Ethnic Studies Faculty Council. She also shared that she's honored to join the Board of Trustees and is looking forward to working with everyone.

## 8. FUTURE AGENDA ITEMS

Trustee Haynes requested two future agenda items:

1. Calendared updates throughout the entire year, in addition to the Board Retreats, that will keep the Board apprised in a transparent way of the status of its various goals and initiatives such as AB 705, Pathways, the focus on African American and Latino students, and police reform.
2. A review of the stipend of the Student Trustee.

Trustee Wilkerson requested an update on enrollment and how we plan to respond to the decline to make sure we're meeting the community's needs in transfer and career education.

## 9. REPORTS AND COMMENTS

The following constituency representatives presented reports to the Board:

Spencer Slevazza, President, Sacramento City College Student Senate  
Julie Olson, President, Cosumnes River College Classified Senate  
Julie Oliver, President, Districtwide Academic Senate  
Jason Newman, President, LRCFT

Chancellor's Report:

ARC: ARC students Natalie Loo (track and field) and Duquan Broadnax (football) were recently honored by the California Community College Counselors/Advisors Academic Association for Athletics as recipients of the Student Athlete Achievement Award. This is the Association’s most prestigious award, recognizing student athletes who have overcome significant personal and/or family challenges and have succeeded in spite of all obstacles. Here are inspiring comments from both students: Natalie: "I walked through a valley that was filled with challenges, but I am no longer fearful. I am climbing a mountain, I am going to stumble, but I now have nothing to fear." Duquan: "For me, life is more about what you put into it rather than what you take out of it. My life will fully consist of trying to make this world a better place."

CRC: A big shout out to the five Health Information Tech students who passed their RHIT exam for this reporting period! Program Director Kristen Borth said they have been working very hard to make sure HIT students are getting the very best information to be able to pass their national exam, and move onto a successful career. The faculty have revamped the program recently, updating and improving course content.

FLC: Folsom Lake College student Shreya Gowda has been selected to participate in the NASA Community College Aerospace Scholars program. This national program for community college students who have an interest and aptitude for mathematics, science, engineering, or computer science seeks to develop students’ talents, interests, and passions to become future STEM professionals. Shreya, a computer science major, will complete a five-week interactive online course, including virtually attending a NASA speaker series, and completing a final project. Top performers will then be invited to a NASA on-site experience, a four-day engineering design workshop at a NASA center. Shreya is the second FLC student selected for this prestigious program, following Abraham Iniguez in 2019.

SCC: President Gutierrez presented Sacramento City College’s Caring Campus work to more than 450 participants at an IEBC webinar on Dec. 10. SCC’s VPA and more than 50 classified professionals worked together on the Caring Campus initiative during the summer of 2020 to develop action-based behavioral commitments to improve student experience and engagement. This work will reinforce and support the college’s City Ways efforts.

*Retirements:*

Retirement			Years of Service
Jeffrey Jurach	Real Estate Professor	ARC	4+
Douglas White	Custodial Supervisor	SCC	15
Wesley Green	Computer Information Science (CIS) Professor	ARC	20+
Karen Pesis	Chemistry Professor	ARC	21
Mary-Susan Alred	Counselor	SCC	26+

**10. CLOSED SESSION**

The following board members went into closed session with General Jacob Counsel Knapp and outside counsel Kellie Murphy at 7:23 pm: Ms. Haynes, Mr. Johnson, Mr. Jones, Mr. Knight, Ms. Nelson, Ms. Ortiz and Ms. Wilkerson.

A. Conference with Legal Counsel - Anticipated Litigation (Government Code Section 54956.9(d)(2)). Number of Matters: One

**11. ANNOUNCEMENT OF REPORTABLE ACTIONS TAKEN IN CLOSED SESSION ITEMS SHALL BE POSTED ON THE BOARD OF TRUSTEES' WEBPAGE.**

No reportable action was taken in Closed Session.

**12. ADJOURNMENT**

President Ortiz adjourned the meeting at 7:46 pm.



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**BRIAN KING**

Chancellor and Secretary to the Board of Trustees

*Draft minutes presented to the Board of Trustees: January 13, 2020*