

# LOS RIOS COMMUNITY COLLEGE DISTRICT

## BOARD MEETING AGENDA

Wednesday, May 12, 2021

5:30pm

### ***Zoom Meeting Access (Open to the Public):***

Webinar Link: <https://cccccconfer.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:*

*Email your full name and the matter you wish to speak about to [board@losrios.edu](mailto: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.*

*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.*

*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: April 14, 2021 (page 3)	Brian King
B. Curriculum Proposals: ARC/CRC/FLC/SCC (page 14)	Jamey Nye
C. District Quarterly Financial Status Report (311Q) (page 40)	Mario Rodriguez
D. Los Rios Colleges Foundation – Quarterly Investment Report (page 44)	Mario Rodriguez
E. Ratify: Grants and Contracts Awarded (page 47)	Brian King
F. Ratify: Affiliation and Other Agreements (page 49)	Mario Rodriguez
G. Ratify: Bid Transactions (page 51)	Mario Rodriguez
H. Purchase Orders, Warrants, Checks and Electronic Transfers (page 52)	Mario Rodriguez
I. Equal Employment Opportunity Fund Multiple Method Allocation Model Certification Form, Fiscal Year 2020-2021 (page 54)	Jamey Nye
J. Human Resources Transactions (page 66)	Jamey Nye

### **4. ACTION**

A. Public Hearing: College and Career Access Pathways (CCAP) Memorandum of Understanding: Visions in Education (page 86)	Melanie Dixon
B. Resolution No. 2021-12: Recognizing Classified Employees (page 128)	Brian King

**5. INFORMATION**

A. Overview of Planning for Los Rios in a Post-Pandemic World ( <i>page 130</i> )	Brian King
B. Update on Degree Planner to Support Guided Pathways ( <i>page 131</i> )	Jamey Nye
C. Summary of Los Rios Promise to Career Initiative ( <i>page 132</i> )	Paula Allison

**6. ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN PRIOR CLOSED SESSION**

- A. Report out from June 10, 2020 closed session

**7. BOARD MEMBER REPORTS**

**8. FUTURE AGENDA ITEMS**

**9. REPORTS and COMMENTS**

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

**10. ADJOURNMENT**

<b>Deborah Ortiz</b> President • Area 6	<b>Tami Nelson</b> Vice President • Area 7	<b>Dustin Johnson</b> • Area 1 <b>Robert Jones</b> • Area 2 <b>John Knight</b> • Area 3	<b>Kelly Wilkerson</b> • Area 4 <b>Pamela Haynes</b> • Area 5 <b>Toni Schiffmaier</b> • Student Trustee
Regular Board Meetings are generally held every second Wednesday of the month at 5:30 pm • <i>Note:</i> Meeting times and locations are subject to change. For current information, call the District Office at (916) 568-3039. Next Regular Board Meeting: June 9, 2021 • 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: <a href="http://www.lorios.edu">www.lorios.edu</a> as soon as they are available.			
<b>Help Us Help You</b> Los Rios Community College District strives to make reasonable accommodations in all of its programs, services and activities for all qualified individuals with disabilities. Notification (568-3039) 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 favor of accessibility.			

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: May 12, 2021

<b>SUBJECT:</b>	Board Meeting Minutes: April 14, 2021	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item A	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Brian King, Chancellor	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King, Chancellor	ACTION	
		INFORMATION	

**STATUS:**

The minutes of the Board of Trustees meeting held on April 14, 2021 are attached for the Board's review and consideration.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the minutes of the meeting held on April 14, 2021.

**LOS RIOS COMMUNITY COLLEGE DISTRICT**  
**Board Meeting Minutes**  
**Wednesday, April 14, 2021**

*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 Ortiz at 5:30 p.m.

***Present:***

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

Toni Schiffmaier, Student Trustee

Dr. Brian King, Chancellor

*A motion was made by Trustee Nelson, seconded by Trustee Knight, that the Board of Trustees move the Oral Communications portion of the meeting to Item 3 at 5:30pm to coincide with the start time of the regular board meeting.*

***Roll Call Vote:***

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

*No: None*

*Absent: Haynes, Jones (joined late)*

*Student Advisory Vote: Aye*

*Motion carried; 5:0*

## **2. SPECIAL STUDY SESSION**

The Board of Trustees engaged in a special study session to review the work that some members of the Board have participated in as part of the California Community Colleges Trustee Fellowship. As a part of the project, the Los Rios Board of Trustees has identified a review of Career Exploration Tools at the four Los Rios Colleges as a project to improve outcomes for students. The purpose of the Special Study Session was to: (1) Discuss the goal to align and improve access for all students, and particularly students of color, to an effective career exploration tool; (2) Discuss the strategy to achieve the goal; and (3) Outline the action steps to

support the project and achieve the goal. The Board is committed to implementation of the project in the interest of our students.

### **3. ORAL COMMUNICATIONS (moved to 5:30pm)**

The following individuals addressed the Board of Trustees regarding American River College's STEM Center and MESA Program:

Matthew Register

Natalie Hemond

William Smith

Omair Qazi

Randy Schuster

Nathan Ng

Jennah Brown

Yolanda Reyes

Brianna Huynh

Adam Telleen

Dania Thanoon

Jesbaam Sanchez

Jude Farhat

Slava Bekker

Kiara Movido

Sasha Zabegalin

Natasha Skidmore

LaQuisha Beckum

Kalinda Jones

Naomi Dasari

Stacey Burrows

### **4. CONSENT CONSIDERATIONS**

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

*Roll Call Vote:*

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

*No: None*

*Absent: None*

*Student Advisory Vote: Aye*

*Motion carried; 7:0*

#### **A. Board Meeting Minutes: March 5-6 and 17, 2021**

*That the Board of Trustees approve the minutes of the meetings held on March 5-6 and 17, 2021.*

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

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

C. American River College Commemorative Naming for the ARC STEM Innovation Center

*That the Board of Trustees approve the commemorative naming opportunities outlined in the April board agenda packet.*

D. Resolution No. 2021-06 through 2021-08: Cooperative Purchasing Agreement

*That the Board of Trustees adopt the resolutions authorizing the use of the following purchasing cooperatives:*

- PEPPM Cooperative Purchasing
- National Cooperative Purchasing Alliance
- TIPS Purchasing Cooperative

E. 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
Strong Workforce Program North Far North: Regional Consortium <ul style="list-style-type: none"><li>• Funding will be used to focus on data-driven outcomes rather than activities, along with an emphasis on innovation and risk-taking. In this way, colleges can be more responsive to labor market conditions and student outcomes. CTE Data Unlocked, a component of the program, helps colleges use CTE data to strengthen regional workforce plans by furthering local processes like program review, accreditation, and integrated planning.</li><li>• 7/1/2020- 6/30/2022</li><li>• Administrator: Theresa Milan, Interim Associate Vice President, Workforce Development and Online Engagement</li></ul>	LRCCD – Ethan Way Center	\$4,720,278	CCCO

F. Ratify: Affiliation and Other Agreements

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

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**ALLIED HEALTH AGREEMENTS FOR CLINICAL PLACEMENTS / INTERNSHIP AGREEMENTS**

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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
Natomas Unified School District	SLPA <sup>1</sup>	ARC	10/13/2020	Evergreen
Rideout Memorial Hospital	Imaging	FLC	02/23/2021	EXP: 2/23/2024
Sutter Bay Medical Foundation	Medical Assistant	CRC	04/01/2021	EXP: 04/01/2024

<sup>1</sup>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:** Westlake Charter School **Term:** 01/14/2021 to 06/30/2025 **Type of Contract:** MOU

**Description:**

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.

**G. 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
20019	\$34,374.00	1	D.G. Granade Inc.	\$4,112,538.00
Remove trees & underground storage tanks.				
C20017R	\$1,368.42	1	Triamid Construction	\$89,549.42
Add auto flush valves.				
C20017R	\$4,996.24	2	Triamid Construction	\$94,545.66
Add tile upgrade.				
C20017R	\$936.79	3	Triamid Construction	\$95.482.45
Upgrade light fixtures and add ceiling mounted motion detector.				
18025	\$100,647.04	6	F&H Construction Inc.	\$18,659.480.00
Relocate hydronic piping, precast Terrazzo flat base, shaft wall at duct, variable frequency drives in mechanical room, perforated panels, ADA push pad, Kilowatt meter, receptacles in M130, M204 & M208, parapet cap consultation and card access & security revisions. Audio visual and closed circuit TV revisions.				

**H. 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	0001114456-0001114730 B210563-B210558	\$ 3,002,323.06
Capital Outlay Fund	0003018757-0003018790	
Child Development Fund	-	
Self-Insurance Fund	-	
<b>WARRANTS</b>		
General Fund	809646-810433	\$ 9,601,550.21
General Fund-ARC Instructional Related	010938-010945	
General Fund-CRC Instructional Related	023948-023954	
General Fund-FLC Instructional Related	-	
General Fund-SCC Instructional Related	048431-048436	
Capital Outlay Fund	835126-835155	
Student Financial Aid Fund	900828-900848	
Child Development Fund	954887-954888	
Self-Insurance Fund	976654-976656	
ODSFD	-	
Payroll Warrants	490027-490589	\$ 7,880,216.75
Payroll Vendor Warrants	68172-68271	
January Leave Process	490590-491481	
<b>CHECKS</b>		
Financial Aid Disbursements (E-trans)	-	\$ 3,586,549.02
Clearing Checks	-	\$
Parking Checks	-	\$ -
Bookstore Fund – ARC	034431-034434	\$ 238,274.78
Bookstore Fund – CRC	029144-029148	
Bookstore Fund – FLC	-	
Bookstore Fund – SCC	238,274.78	
Student Clubs Agency Fund – ARC	6253-6261	\$ 31,861.85
Student Clubs Agency Fund – CRC	5524-5532	
Student Clubs Agency Fund – FLC	2930-2931	
Student Clubs Agency Fund – SCC	4566-4573	
Foundation – ARC	6908-6911	\$ 76,614.91
Foundation – CRC	-	
Foundation – FLC	2064-2075	
Foundation – SCC	5664-5681	
Foundation – DO	1268-1270	
Associated Students Trust Fund – ARC	1049-1050	\$ 6,010.00
Associated Students Trust Fund – CRC	0940-0940	
Associated Students Trust Fund – FLC	-	
Associated Students Trust Fund – SCC	-	
Regional Performing Arts Center Fund	USI Check System: 8222-8226	\$ 10,817.35
<b>ELECTRONIC TRANSFERS</b>		
Board of Equalization	-	\$ 4,300.00
PARS	-	\$ 22,160.07
Vendors	-	\$ -
International Wire	-	\$ -
Backup Withholding	-	\$ -
Retiree Health Trust	-	\$ -

Self-Insurance	-	\$ 51,511.95
Bookstore	-	\$ -
Payroll Direct Deposit Advices	1088699-1092845	\$ 12,901,170.34
Other Payroll Transactions	-	\$ 2,860.00
Foundation Scholarships	-	\$ 7.50
ACH Transaction	-	\$ -
CARES Act	-	\$ 28,200.00
Regional Transit (RT) Payment	-	\$ -
Accounts Payable Wire- PO#1113118/INV 12020-41	-	\$ 21,000.00

I. 2021-22 Sabbaticals/Professional Development Leaves

*That the Board of Trustees approve the sabbatical/professional development leaves listed in the April board agenda packet.*

J. Human Resources Transactions

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

#### 4. ACTION

A. 2021 CCCT Board Election

*A motion was made by Trustee Nelson, seconded by Trustee Johnson, that the Board of Trustees approve the slate of candidates listed below from the official ballot and authorize staff to submit the votes via eBallot to the Community College League of California.*

1. Bernardo Perez
2. Gregory Pensa
3. Mark Edney
4. Barbara Calhoun
5. Nan Gomez-Heitzeberg
6. Margaret Fishman
7. Deborah Ikeda

*Roll Call Vote:*

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

*No: None*

*Absent: None*

*Student Advisory Vote: Aye*

*Motion carried; 7:0*

B. Resolution No. 2021-09: Condemning All Forms of Anti-Asian American Sentiment

*A motion was made by Trustee Haynes, seconded by Trustee Wilkerson, that the Board of Trustees*

adopt Resolution No. 2021-09 condemning all forms of Anti-Asian sentiment.

*Roll Call Vote:*

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

*No: None*

*Absent: None*

*Student Advisory Vote: Aye*

*Motion carried; 7:0*

C. Resolution No. 2021-10: Authorizing the Sale of General Obligation Bonds: Measure M, Series E

*A motion was made by Trustee Jones, seconded by Trustee Nelson, that the Board of Trustees approve Resolution No. 2021-10 authorizing the issuance and sale of General Obligation Bonds, 2008 election, Series E, in the aggregate principal amount of not to exceed \$130,000,000 and approving related documents and official actions, including the Preliminary Official Statement relating to the bonds.*

*Roll Call Vote:*

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

*No: None*

*Absent: None*

*Student Advisory Vote: Aye*

*Motion carried; 7:0*

D. Resolution No. 2021-11: 2021 Refunding General Obligation Bonds (Refinancing of Measure A, 2011 Refunding Bond)

*A motion was made by Trustee Wilkerson, seconded by Trustee Haynes, that the Board of Trustees approved Resolution No. 2021-11 authorizing the issuance and sale of the 2021 Refunding General Obligation Bonds in the maximum principal amount of \$20,000,000 to refund outstanding 2011 General Obligation Refunding Bonds and approving related documents and official actions, including the Preliminary Official Statement relating to the refunding bonds.*

*Roll Call Vote:*

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

*No: None*

*Absent: None*

*Student Advisory Vote: Aye*

*Motion carried; 7:0*

E. Contract Award: American River College Tennis Court Rehabilitation Rebid

*A motion was made by Trustee Knight, seconded by Trustee Nelson, that the Board of Trustees award the contract for Bid 19027R to Division 515, Inc. for total award of \$849,500.*

*Roll Call Vote:*

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

*No: None*

*Absent: None*

*Student Advisory Vote: Aye*

*Motion carried; 7:0*

## 5. INFORMATION

### A. Legislative Update

The District's outside lobbying firm, Strategic Education Services, provided an update for the Board of Trustees on the District's government affairs activities, the budget, and the key bills of the past legislative year. Furthermore, Strategic Education Services provided insight as to what to expect from the Legislature for the coming year.

## 6. BOARD MEMBER REPORTS

Trustee Schiffmaier shared that the student leadership is preparing for the transition of elected officers coming in, and they are working on their own resolution condemning Asian hate.

Trustee Wilkerson attended the CRC 50<sup>th</sup> Anniversary Celebration. As a representative on the Yolo County of Education Board she has been collaborating with her counterparts in the region on career education and dual enrollment. She also shared that she is participating in her own school's reopening planning.

## 7. FUTURE AGENDA ITEMS

Trustee Haynes requested an update on the status of the Los Rios Police Department's police reform as a follow up to last July's study session with the Board of Trustees.

President Ortiz requested a report on whether our undocumented students who do not meet the narrow criteria of Dream Act eligibility still have access to financial aid (state and/or federal), and if not, what we at Los Rios are doing to help those students.

Trustee Wilkerson requested an update on the progress of the committees who are reviewing our Ethnic Students requirements, and what is expected to be increased in those programs.

## 8. REPORTS AND COMMENTS

The following constituency representatives presented reports to the Board:

Vraj Thakkar, Student Senate

Olga Prizhbilov, American River College Classified Senate

Julie Oliver, President, Districtwide Academic Senate

Jason Newman, President, LRCFT

Chancellor's Report:

**ARC:** ARC's Model United Nations Team has been invited to speak at the opening plenary session of the Model United Nations of the Far West conference this month. ARC's team, representing Ethiopia at the event, was chosen for this honor because of the exemplary pre-conference documents submitted. ARC's speaker will discuss the topic of this year's session, "The Sustainable Development Goals: Leave No One Behind." As a representative of the African regional group, the ARC team will share their country's perspective and highlight its national priorities as they relate to this year's conference and agenda. This is the latest honor for an ARC program that has been consistently recognized for its excellence at Model United Nations events.

**CRC:** Congratulations to the Pharmacy Technician program whose accreditation was recently extended by the American Society of Health-System Pharmacists and Accreditation Council for Pharmacy Education. The extension is for the remainder of its current six-year cycle (2023) or until the Pharmacy Technician Accreditation Commission recommends further action. The Commission arrived at its decision based on a thorough review of the progress report submitted by CRC. Continued accreditation is granted subject to the provisions set forth in the ASHP/ACPE Regulations on Accreditation of Pharmacy Technician Training Programs. This is no small feat considering the pandemic and remote learning. Professor Veneece Awad is to be commended for all her work and efforts.

**FLC:** Folsom Lake College's Virtual Spotlight Night, a career education-focused online open house, was held on Wednesday, April 7 with approximately 100 high school seniors and their families participating, along with instructional faculty and student services staff from across the college. Prospective students attended breakout sessions based on their intended meta-major, learned about available student support services, engaged in faculty presentations, and connected with their respective meta-major's success coach and faculty liaison. Feedback from parents and students was incredibly positive and they expressed their thanks for hosting the virtual event.

**SCC:** SCC is hosting a week of green events during Earth Week April 19 – 23, including Green Table Talks with the California Wilderness Coalition, Sustainable Coastlines Hawaii and the Urban Garden Initiative. The week also includes sustainable and fun events like coffee painting, yoga and trivia.

*Chancellor King announced the following retirements:*

Retirement		Years of Service	
Dorothy Fuller	Assistant Financial Aid Officer	FLC	10+
Diana Montijo	Student Personnel Assistant – Counseling	ARC	15
Gerald Nuckols	Instructional Computer Laboratory Supervisor	ARC	17+
Lynn Fowler	Counselor (Articulation Officer)	ARC	20+
Marcia Bonawitz	Cosmetology Professor	SCC	21
Linda McKinney	Child Development Center Teacher	ARC	23
Cindy Erickson	Mathematics Professor	CRC	31

## **9. ADJOURNMENT**

President Ortiz adjourned the meeting at 8:00 pm.

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**BRIAN KING**

Chancellor and Secretary to the Board of Trustees

*Draft minutes presented to the Board of Trustees: May 12, 2021*

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: May 12, 2021

SUBJECT:	Curriculum Proposals: American River, Cosumnes River, Folsom Lake and Sacramento City College	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item B	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	 Jamey Nye, Deputy Chancellor	CONSENT/ROUTINE	X
APPROVED FOR CONSIDERATION:	 Brian King, Chancellor	FIRST READING	
		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 April 23, 2021 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**

**Apr 23, 2021**

### **COURSE PROPOSALS**

#### **Course Deletions**

##### *Cosumnes River College*

- 1. RE 498 Work Experience in Real Estate (1.00 - 4.00 units)**

**Justification:** Upon review of enrollment data, there has only been one student enrolled in RE 498 in the 42 semester/terms in which it has been offered. Students would still be able to earn academic credit for their work in real estate, just under Business 498 and not Real Estate 498.

##### *Folsom Lake College*

- 1. COMM 373 Forensics Laboratory (2.00 units)**

**Justification:** We have not offered this course for many years and have no intention to offer it in the future. This course is not required for our certificate or degree.

##### *Sacramento City College*

- 1. BUSTEC 299 Experimental Offering in Business Technology (0.50 - 4.00 units)**

**Justification:** The department no longer offers courses using this designator.

- 2. BUSTEC 499 Experimental Offering in Business Technology (0.50 - 4.00 units)**

**Justification:** The department no longer offers courses using this designator.

- 3. GENSCI 299 Experimental Offering in General Science (0.50 - 4.00 units)**

**Justification:** The department no longer offers courses using this designator.

- 4. GENSCI 499 Experimental Offering in General Science (0.50 - 4.00 units)**

**Justification:** The department no longer offers courses using this designator.

## New to District Courses

### *American River College*

#### **1. CALJA 150 Firefighter EMT 150 (2.50 units)**

*Prerequisite:* None.

*Enrollment Limitation:* Student must be a Registered Firefighter EMT Apprentice.

*31.50 hours lecture, 40.50 hours laboratory*

This course is the first in a series for an apprentice Firefighter EMT. It provides information on jobs and duties of an apprentice Firefighter EMT. Topics covered in the course are based on the needs of the apprentice and the fire agency, with focus on the related and supplemental instruction specified by the Rules and Regulations of the California Fire Fighter Joint Apprenticeship Committee (CAL-JAC).

**Justification:** This course is part of a new apprenticeship program we are creating at American River College. It is a required course in the State of California Firefighter EMT Apprenticeship program.

#### **2. CALJA 151 Firefighter EMT 151 (2.50 units)**

*Prerequisite:* None.

*Enrollment Limitation:* Student must be a Registered Firefighter EMT Apprentice.

*31.50 hours lecture, 40.50 hours laboratory*

This course is the second in a series for an apprentice Firefighter EMT. It provides information on jobs and duties of an apprentice Firefighter EMT. Topics covered in the course are based on the needs of the apprentice and the fire agency, with focus on the related and supplemental instruction specified by the Rules and Regulations of the California Fire Fighter Joint Apprenticeship Committee (CAL-JAC).

**Justification:** This course is part of a new apprenticeship program we are creating at American River College. It is a required course in the State of California Firefighter EMT Apprenticeship program.

#### **3. CALJA 152 Firefighter EMT 152 (2.50 units)**

*Prerequisite:* None.

*Enrollment Limitation:* Student must be a Registered Firefighter EMT Apprentice.

*31.50 hours lecture, 40.50 hours laboratory*

This course is the third in a series for an apprentice Firefighter EMT. It provides information on jobs and duties of an apprentice Firefighter EMT. Topics covered in the course are based on the needs of the apprentice and the fire agency, with focus on the related and supplemental instruction specified by the Rules and Regulations of the California Fire Fighter Joint Apprenticeship Committee (CAL-JAC).

**Justification:** This course is part of a new apprenticeship program we are creating at American River College. It is a required course in the State of California Firefighter EMT Apprenticeship program.

#### 4. CALJA 153 Firefighter EMT 153 (2.50 units)

*Prerequisite:* None.

*Enrollment Limitation:* Student must be a Registered Firefighter EMT Apprentice.

*31.50 hours lecture, 40.50 hours laboratory*

This course is the fourth in a series for an apprentice Firefighter EMT. It provides information on jobs and duties of an apprentice Firefighter EMT. Topics covered in the course are based on the needs of the apprentice and the fire agency, with focus on the related and supplemental instruction specified by the Rules and Regulations of the California Fire Fighter Joint Apprenticeship Committee (CAL-JAC).

**Justification:** This course is part of a new apprenticeship program we are creating at American River College. It is a required course in the State of California Firefighter EMT Apprenticeship program.

#### 5. CALJA 154 Firefighter EMT 154 (2.50 units)

*Prerequisite:* None.

*Enrollment Limitation:* Student must be a Registered Firefighter EMT Apprentice.

*31.50 hours lecture, 40.50 hours laboratory*

This course is the fifth in a series for an apprentice Firefighter EMT. It provides information on jobs and duties of an apprentice Firefighter EMT. Topics covered in the course are based on the needs of the apprentice and the fire agency, with focus on the related and supplemental instruction specified by the Rules and Regulations of the California Fire Fighter Joint Apprenticeship Committee (CAL-JAC).

**Justification:** This course is part of a new apprenticeship program we are creating at American River College. It is a required course in the State of California Firefighter EMT Apprenticeship program.

## **6. CALJA 155 Firefighter EMT 155 (2.50 units)**

*Prerequisite:* None.

*Enrollment Limitation:* Student must be a Registered Firefighter EMT Apprentice.

*31.50 hours lecture, 40.50 hours laboratory*

This course is the sixth in a series for an apprentice Firefighter EMT. It provides information on jobs and duties of an apprentice Firefighter EMT. Topics covered in the course are based on the needs of the apprentice and the fire agency, with focus on the related and supplemental instruction specified by the Rules and Regulations of the California Fire Fighter Joint Apprenticeship Committee (CAL-JAC).

**Justification:** This course is part of a new apprenticeship program we are creating at American River College. It is a required course in the State of California Firefighter EMT Apprenticeship program.

## **7. CALJA 156 Firefighter EMT 156 (2.50 units)**

*Prerequisite:* None.

*Enrollment Limitation:* Student must be a Registered Firefighter EMT Apprentice.

*31.50 hours lecture, 40.50 hours laboratory*

This course is the seventh in a series for an apprentice Firefighter EMT. It provides information on jobs and duties of an apprentice Firefighter EMT. Topics covered in the course are based on the needs of the apprentice and the fire agency, with focus on the related and supplemental instruction specified by the Rules and Regulations of the California Fire Fighter Joint Apprenticeship Committee (CAL-JAC).

**Justification:** This course is part of a new apprenticeship program we are creating at American River College. It is a required course in the State of California Firefighter EMT Apprenticeship program.

## **8. CALJA 160 Emergency Medical Technician (EMT Basic) 160 (2.50 units)**

*Prerequisite:* None.

*Enrollment Limitation:* Student must be a Registered Emergency Medical Technician Apprentice.

*31.50 hours lecture, 40.50 hours laboratory*

This course is the first in a series for an apprentice Emergency Medical Technician. It provides information on jobs and duties of an apprentice Emergency Medical Technician. Topics covered in the course are based on the needs of the apprentice and the fire agency, with focus on the

related and supplemental instruction specified by the Rules and Regulations of the California Fire Fighter Joint Apprenticeship Committee (CAL-JAC).

**Justification:** This course is part of a new apprenticeship program we are creating at American River College. It is a required course in the State of California Emergency Medical Technician (EMT Basic) Apprenticeship program.

## 9. CALJA 161 Emergency Medical Technician (EMT Basic) 161 (2.50 units)

*Prerequisite:* None.

*Enrollment Limitation:* Student must be a Registered Emergency Medical Technician Apprentice.

*31.50 hours lecture, 40.50 hours laboratory*

This course is the second in a series for an apprentice Emergency Medical Technician. It provides information on jobs and duties of an apprentice Emergency Medical Technician. Topics covered in the course are based on the needs of the apprentice and the fire agency, with focus on the related and supplemental instruction specified by the Rules and Regulations of the California Fire Fighter Joint Apprenticeship Committee (CAL-JAC).

**Justification:** This course is part of a new apprenticeship program we are creating at American River College. It is a required course in the State of California Emergency Medical Technician (EMT Basic) Apprenticeship program.

## 10. CALJA 162 Paramedic 162 (2.50 units)

*Prerequisite:* Possess a current EMT-Basic certificate or have possessed a valid EMT-Basic certificate within the past 12 months -or- meet all requirements imposed by the local EMS Agency and the California Emergency Medical Services Authority.

*Enrollment Limitation:* Student must be a Registered Paramedic Apprentice.

*31.50 hours lecture, 40.50 hours laboratory*

This course is the first in a series for an apprentice Paramedic. It provides information on jobs and duties of an apprentice Paramedic. Topics covered in the course are based on the needs of the apprentice and the fire agency, with focus on the related and supplemental instruction specified by the Rules and Regulations of the California Fire Fighter Joint Apprenticeship Committee (CAL-JAC).

**Justification:** This course is part of a new apprenticeship program we are creating at American River College. It is a required course in the State of California Paramedic Apprenticeship program.

## **11. CALJA 163 Paramedic 163 (2.50 units)**

*Prerequisite:* Possess a current EMT-Basic certificate or have possessed a valid EMT-Basic certificate within the past 12 months -or- meet all requirements imposed by the local EMS Agency and the California Emergency Medical Services Authority.

*Enrollment Limitation:* Student must be a Registered Paramedic Apprentice.

*31.50 hours lecture, 40.50 hours laboratory*

This course is the second in a series for an apprentice Paramedic. It provides information on jobs and duties of an apprentice Paramedic. Topics covered in the course are based on the needs of the apprentice and the fire agency, with focus on the related and supplemental instruction specified by the Rules and Regulations of the California Fire Fighter Joint Apprenticeship Committee (CAL-JAC).

**Justification:** This course is part of a new apprenticeship program we are creating at American River College. It is a required course in the State of California Paramedic Apprenticeship program.

## **12. CALJA 164 Paramedic 164 (2.50 units)**

*Prerequisite:* Possess a current EMT-Basic certificate or have possessed a valid EMT-Basic certificate within the past 12 months -or- meet all requirements imposed by the local EMS Agency and the California Emergency Medical Services Authority.

*Enrollment Limitation:* Student must be a Registered Paramedic Apprentice.

*31.50 hours lecture, 40.50 hours laboratory*

This course is the third in a series for an apprentice Paramedic. It provides information on jobs and duties of an apprentice Paramedic. Topics covered in the course are based on the needs of the apprentice and the fire agency, with focus on the related and supplemental instruction specified by the Rules and Regulations of the California Fire Fighter Joint Apprenticeship Committee (CAL-JAC).

**Justification:** This course is part of a new apprenticeship program we are creating at American River College. It is a required course in the State of California Paramedic Apprenticeship program.

## **13. CALJA 165 Paramedic 165 (2.50 units)**

*Prerequisite:* Possess a current EMT-Basic certificate or have possessed a valid EMT-Basic certificate within the past 12 months -or- meet all requirements imposed by the local EMS Agency and the California Emergency Medical Services Authority.

*Enrollment Limitation:* Student must be a Registered Paramedic Apprentice.

*31.50 hours lecture, 40.50 hours laboratory*

This course is the fourth in a series for an apprentice Paramedic. It provides information on jobs and duties of an apprentice Paramedic. Topics covered in the course are based on the needs of the apprentice and the fire agency, with focus on the related and supplemental instruction specified by the Rules and Regulations of the California Fire Fighter Joint Apprenticeship Committee (CAL-JAC).

**Justification:** This course is part of a new apprenticeship program we are creating at American River College. It is a required course in the State of California Paramedic Apprenticeship program.

#### **14. CALJA 298 Work Experience in CAL-JACs Fire Fighter Apprenticeship (0.50 - 4.00 units)**

*Prerequisite:* None.

*Enrollment Limitation:* Student must be indentured in the California Fire Fighter Joint Apprenticeship Committee (CAL-JAC) apprenticeship program.

*37.50 - 300.00 hours laboratory*

This course provides CAL-JACs Fire Fighter apprentices the opportunity to participate in an apprenticeship program for the purpose of developing specific skills to meet the goals and objectives of the California Fire Fighter Joint Apprenticeship Committee (CAL-JAC).

Apprentices complete work experience hours at an approved training site. Apprentices may take up to 16 units total across all Work Experience course offerings. This course may be repeated when there are new or expanded occupational competencies and performance criteria. Only one Work Experience course may be taken per semester.

**Justification:** The Work Experience Education and Internship program is a unique academic program that provides apprentices the opportunity to gain on-the-job training (O.J.T.) that takes place under the supervision of an experienced supervisor or journeymen with the goal of mastering specific training to prepare for career advancement.

#### **15. CISN 325 Windows Server Infrastructure: High Availability and Virtualization (3.00 units)**

*Prerequisite:* CISN 302 with a grade of "C" or better

*45.00 hours lecture, 27.00 hours laboratory*

This course covers the design, implementation, and maintenance of a Windows Server infrastructure in an enterprise scaled, highly virtualized environment. Topics include monitoring, failover, high availability, virtualization using Hyper-V, and certificate infrastructure. This is one of two courses preparing students for the Microsoft Certified Solutions Expert (MCSE): Windows Server 2019 certification exams.

**Justification:** This will be one of the core courses in the ARC Networking Management Degree and Certificate and will be fundamental to networking concepts, principles, and practices. This will be one of two capstone courses preparing students for Microsoft's MCSE exam, and highly sought after IT certification.

## **16. CISS 302 Essential Personal Computer and Device Security (1.00 unit)**

*Prerequisite:* None.

*Advisory:* CISC 320 and 350

*18.00 hours lecture, 18.00 hours laboratory*

This course covers the knowledge and hands-on techniques needed to implement basic levels of computer security. Topics include configuring users, passwords, anti-malware, firewalls, updates, web browsers, email, backups, and networking for privacy and security.

**Justification:** This course introduces computer security concepts and principles using a practical hands-on approach for end users in both security and non-security majors, and prepares students for higher-level courses in security and networking. It will be an elective in the Microcomputer Applications degree.

## **17. FASHN 369 Intimate Apparel (3.00 units)**

*Prerequisite:* FASHN 357, 358, and 374 with grades of "C" or better

*36.00 hours lecture, 54.00 hours laboratory*

This course introduces a specialty area of fashion, the intimate apparel industry. It covers a brief history of lingerie. Topics include categories of intimate apparel, fabric, trim, and hardware. Hands-on work includes draping, patterning, and construction of garments. Samples are sewn to learn appropriate construction techniques and handling of specialty materials. It also covers the process of designing an original line of intimate apparel. Field trips may be required.

**Justification:** The fashion advisory committee has recommended this course as it meets the program goals to provide courses that are focused on specific skills in the fashion industry. This course is critical to introduce the necessary skills to students who plan to enter the intimate apparel industry.

## **18. RUSS 415 Russian for Heritage Speakers II (4.00 units)**

*Prerequisite:* RUSS 413 with a grade of "C" or better, or placement through the assessment process.

*72.00 hours lecture*

This course is designed as a continuation of Russian 413. It offers the fundamentals of spoken and written contemporary Russian for the native speakers of Russian. It covers more advanced structures of the language, oral communication, and composition. This course focuses primarily on major literary movements and developments in the 20th century Russian literature and cinema. In addition, the course reviews problem areas of Russian grammar and introduces some advanced topics in grammar and syntax. This course is conducted in Russian.

**Justification:** Students who began studying Russian as a heritage language in RUSS 413 need a course that would allow them to continue where they left off. This course is designed as continuation of RUSS 413, allowing heritage students to continue their learning process. Also, this course would allow students in this pathway to fulfill the requirements for the Language Studies Degree.

### ***Cosumnes River College***

#### **1. AMT 133 Ford ASSET Practicum One (0.50 - 4.00 units)**

*Prerequisite:* None.

*Corequisite:* AMT 371 and 372

*Enrollment Limitation:* Students taking this course must be enrolled in the Ford Automotive Student Service Education Training (ASSET) program due to prerequisite Ford Motor Company training requirements.

*27.00 - 216.00 hours laboratory*

This course consists of supervised experience in an automotive repair service setting performing the tasks and responsibilities of an automotive service technician. Those duties include, but are not limited to, diagnosis and repair of electrical/electronic systems, and diagnosis and repair of automotive brake systems. This course is for students who are currently enrolled in the Ford ASSET program and have completed or are currently enrolled in AMT 371: Ford ASSET Automotive Electrical/Electronic Systems and AMT 372: Ford ASSET Automotive Brake Systems

**Justification:** Dealership experience is an integral component of the Ford ASSET program. This course is required for the Automotive Mechanics Technology (Ford ASSET) degree and certificate.

### ***Folsom Lake College***

#### **1. MITECH 300 Introduction to Manufacturing and Industrial Technology (3.00 units)**

*Prerequisite:* None.

*36.00 hours lecture, 54.00 hours laboratory*

This introductory course covers a survey of major industrial processes and how the processes are applied in modern advanced manufacturing through a variety of technologies such as CAD/CAM/CNC and Rapid Prototyping. This course is an introduction to the process that takes a product from design to product realization by applying the five categories of manufacturing processes; Additive, Subtractive, Forming, Joining, and Surface Finishing. The course also covers manufacturing support processes required to complete a finished manufactured product. Lab activities include safely applying the advanced manufacturing processes to fabricate and

assemble a finished unit to design specifications. This course is intended for individuals interested in learning about career pathways related to manufacturing and product development. Protective Equipment (PPE), e.g., safety goggles, hearing protection, and close-toed shoes are required for the laboratory. Other materials may be required by the instructor.

**Justification:** This Course is an introductory course to the field of Manufacturing and Industrial Technology as related to the product development lifecycle and introduces the educational and career pathways available in the industry. The course was designed with input from an advisory board consisting of faculty, students, community members, and business partners. This course is an important part of the objective of Folsom Lake College, increasing its footprint in Career Education (CE) and directing students to existing and emerging CE pathways within the Los Rios Community College District.

## 2. MITECH 320 Introduction to CAD/CAM Programming (3.00 units)

*Prerequisite:* None.

*36.00 hours lecture, 54.00 hours laboratory*

This course is an introductory course to Computer Aided Design and Computer Aided Manufacturing (CAD/CAM) advanced manufacturing software. The course covers the fundamentals of developing CAD models of parts, fixture assemblies, and applying CAM strategies and techniques to program code for 2-3 Axis Computer Numerical Controlled (CNC) manufacturing equipment. This course introduces the process that takes a product from CAD concept to generating CAM toolpath and compiling the toolpath into CNC code that can be applied to drive simple CNC controlled processes. Processes supported by this class include laser cutting, plasma cutting, water jet cutting, routing, milling, and turning. This course is intended for individuals pursuing career pathways related to advanced manufacturing and product development.

**Justification:** This course is an introductory course to Computer Aided Design and Computer Aided Manufacturing (CAD/CAM) advanced manufacturing software. The course covers the fundamentals of developing CAD models of parts, fixture assemblies, and applying CAM strategies and techniques to program code for 2-3 Axis Computer Numerical Controlled (CNC) manufacturing equipment. This course introduces the process that takes a product from CAD concept to generating CAM toolpath and compiling the toolpath into CNC code that can be applied to drive simple CNC controlled processes. Processes supported by this class include laser cutting, plasma cutting, water jet cutting, routing, milling, and turning. This course is intended for individuals pursuing career pathways related to advanced manufacturing and product development.

## *Sacramento City College*

### 1. AMTP 200 Certificated Aircraft Mechanic Preparation (1.00 - 4.00 units)

*Prerequisite:* AERO 309 or AMTP 309 with a grade of "C" or better

*9.00 - 36.00 hours lecture, 27.00 - 108.00 hours laboratory*

This course supports the Aircraft Maintenance Technician Program 300 series classes to provide additional instruction for the preparation of the Federal Aviation Administration (FAA) written, oral, and practical exams. This course meets, in part, the certification requirements of Part 147 of the Federal Aviation Regulations covering Airframe and Powerplant Mechanics. The amount of credit awarded is based on the total number of hours completed (9 hours lecture and 27 hours of lab = 1 unit). Credit is earned in one-unit increments over the four semesters. The content of this course was formerly taught in AERO 200.

**Justification:** The Federal Aviation Administration (FAA) requires that all mechanics be eligible to take a knowledge test appropriate to the certificate being sought. This course is part of the FAA requirements that will enable the student to pass the Airframe, Powerplant, and General tests. This required information is covered over the four semesters of the Aircraft Maintenance Technician Program.

## **2. AMTP 300 Basic Electricity Fundamentals (2.50 units)**

*Prerequisite:* AERO 309 or AMTP 309 with a grade of "C" or better

*Corequisite:* AERO 200 or AMTP 200

*45.00 hours lecture*

This course provides electrical theory for airframe and powerplant electrical systems (circuits and schematics, batteries, and DC circuit system components). Minimum attendance is mandated by the Federal Aviation Administration. The content of this course was formerly taught in AERO 302.

**Justification:** The Federal Aviation Administration (FAA) requires that all mechanics be eligible to take a knowledge test appropriate to the certificate being sought. This course is part of the FAA requirements that will enable the student to pass the Airframe, Powerplant, and General tests. This required information is covered over the four semesters of the Aircraft Maintenance Technician Program.

## **3. AMTP 301 Basic Electricity Applications (1.50 units)**

*Prerequisite:* AERO 309 or AMTP 309 with a grade of "C" or better; Concurrent enrollment in AMTP 300 or completion of AMTP 300 or AERO 302 with a grade of "C" or better.

*Corequisite:* AERO 200 or AMTP 200

*81.00 hours laboratory*

This course provides development projects related to AMTP 300 lectures as required by the Federal Aviation Administration to develop skills necessary for an Airframe and Powerplant Technician. Units of instruction include mathematics, DC circuits, and batteries. Minimum attendance is mandated by the Federal Aviation Administration. The content of this course was formerly taught in AERO 303.

**Justification:** The Federal Aviation Administration (FAA) requires that all mechanics be eligible to take a knowledge test appropriate to the certificate being sought. This course is part of the FAA requirements that will enable the student to pass the Airframe, Powerplant, and General tests. This required information is covered over the four semesters of the Aircraft Maintenance Technician Program.

#### 4. AMTP 302 Basic Electrical Systems Fundamentals (2.50 units)

*Prerequisite:* AMTP 300 with a grade of "C" or better; AERO 309 or AMTP 309 with a grade of "C" or better.

*Corequisite:* AERO 200 or AMTP 200

*45.00 hours lecture*

This course provides electrical theory for airframe and powerplant electrical systems (circuits and schematics, ignition and electrical generating systems, instruments, batteries, and AC and DC circuit system components). Minimum attendance is mandated by the Federal Aviation Administration. The content of this course was formerly taught in AERO 302.

**Justification:** The Federal Aviation Administration (FAA) requires that all mechanics be eligible to take a knowledge test appropriate to the certificate being sought. This course is part of the FAA requirements that will enable the student to pass the Airframe, Powerplant, and General tests. This required information is covered over the four semesters of the Aircraft Maintenance Technician Program.

#### 5. AMTP 303 Basic Electrical Systems Applications (1.50 units)

*Prerequisite:* AMTP 301 with a grade of "C" or better; AMTP 309 or AERO 309 with a grade of "C" or better; Concurrent enrollment in AMTP 302 or completion of AMTP 302 or AERO 302 with a grade of "C" or better.

*Corequisite:* AERO 200 or AMTP 200

*81.00 hours laboratory*

This course provides development projects related to AMTP 302 lectures as required by the Federal Aviation Administration to develop skills necessary for an Airframe and Powerplant Technician. Units of instruction include repair and maintenance techniques of airframe and powerplant electrical systems and cover ignition as well as electrical generating systems, instruments, and AC circuits. Minimum attendance is mandated by the Federal Aviation Administration. The content of this course was formerly taught in AERO 303.

**Justification:** The Federal Aviation Administration (FAA) requires that all mechanics be eligible to take a knowledge test appropriate to the certificate being sought. This course is part of the FAA requirements that will enable the student to pass the Airframe, Powerplant, and General tests. This required information is covered over the four semesters of the Aircraft Maintenance Technician Program.

## **6. AMTP 304 Aircraft Sheetmetal Fabrication Fundamentals (2.50 units)**

*Prerequisite:* AERO 309 or AMTP 309 with a grade of "C" or better

*Corequisite:* AMTP 200

*45.00 hours lecture*

This course provides an introduction to aircraft sheet metal fabrication, structures, aircraft drawings, repair forms, and basic theory of flight. Minimum attendance is mandated by the Federal Aviation Administration. The content of this course was formerly taught in AERO 300.

**Justification:** The Federal Aviation Administration (FAA) requires that all mechanics be eligible to take a knowledge test appropriate to the certificate being sought. This course is part of the FAA requirements that will enable the student to pass the Airframe, Powerplant, and General tests. This required information is covered over the four semesters of the Aircraft Maintenance Technician Program.

## **7. AMTP 305 Aircraft Sheetmetal Fabrication Applications (1.50 units)**

*Prerequisite:* AERO 309 or AMTP 309 with a grade of "C" or better

*Corequisite:* AMTP 200 and 304

*81.00 hours laboratory*

This course covers projects related to the AMTP 304 lecture as required by the Federal Aviation Administration. These include the fabrication of aircraft sheetmetal repairs while utilizing approved aircraft drawings and other approved data. Minimum attendance is mandated by the Federal Aviation Administration. The content of this course was formerly taught in AERO 301.

**Justification:** The Federal Aviation Administration (FAA) requires that all mechanics be eligible to take a knowledge test appropriate to the certificate being sought. This course is part of the FAA requirements that will enable the student to pass the Airframe, Powerplant, and General tests. This required information is covered over the four semesters of the Aircraft Maintenance Technician Program.

## **8. AMTP 306 Nondestructive Testing and Materials Fundamentals (2.50 units)**

*Prerequisite:* AERO 309 or AMTP 309 with a grade of "C" or better

*Corequisite:* AERO 200 or AMTP 200

*45.00 hours lecture*

This course provides an introduction to include magnetic particle, dye penetrant, eddy current, radiographic, and ultrasonic inspection. Aircraft hardware to include, Army Navy (AN), Military Standard (MS), National Aerospace Standard (NAS), Safety Wire, and Tap and Dye fasteners are included. The content of this course was formerly taught in AERO 300.

**Justification:** The Federal Aviation Administration (FAA) requires that all mechanics be eligible to take a knowledge test appropriate to the certificate being sought. This course is part of the FAA requirements that will enable the student to pass the Airframe, Powerplant, and General tests. This required information is covered over the four semesters of the Aircraft Maintenance Technician Program.

## 9. AMTP 307 Nondestructive Testing and Materials Processes Applications (1.50 units)

*Prerequisite:* AERO 309 or AMTP 309 with a grade of "C" or better

*Corequisite:* AMTP 200 and 306

*81.00 hours laboratory*

This course covers projects related to AMTP 306 lecture as required by the Federal Aviation Administration. These include operation of nondestructive testing equipment for magnetic particle, dye penetrant, eddy current, radiographic, and ultrasonic inspection. Application of aircraft hardware, Safety wire, and tap and dye are included. The content of this course was formerly taught in AERO 301.

**Justification:** The Federal Aviation Administration (FAA) requires that all mechanics be eligible to take a knowledge test appropriate to the certificate being sought. This course is part of the FAA requirements that will enable the student to pass the Airframe, Powerplant, and General tests. This required information is covered over the four semesters of the Aircraft Maintenance Technician Program.

## 10. AMTP 309 Introduction to Aircraft Mechanics (2.00 units)

*Prerequisite:* None.

*18.00 hours lecture, 54.00 hours laboratory*

This introductory course covers the fundamental theories and practices required of a Federal Aviation Administration certificated Airframe and Powerplant Mechanic. The content of this course was formerly taught in AERO 309.

**Justification:** Many entry level Aeronautics students struggle with the basic concepts and theories of aircraft mechanics, as well as the use of basic hand tools. This course will reduce the attrition rate for students coming from a non-mechanical or non-technical background.

## 11. AMTP 310 Powerplant Theory and Maintenance Fundamentals - Reciprocating Engines (2.50 units)

*Prerequisite:* AERO 309 or AMTP 309 with a grade of "C" or better

*Corequisite:* AMTP 200

*45.00 hours lecture*

This course provides instruction in reciprocating engine theory, overhaul, inspection, testing, and operation. Minimum attendance is mandated by the Federal Aviation Administration. The content of this course was formerly taught in AERO 310.

**Justification:** The Federal Aviation Administration (FAA) requires that all mechanics be eligible to take a knowledge test appropriate to the certificate being sought. This course is part of the FAA requirements that will enable the student to pass the Airframe, Powerplant, and General tests. This required information is covered over the four semesters of the Aircraft Maintenance Technician Program.

## 12. AMTP 311 Powerplant Overhaul Applications - Reciprocating Engines (1.50 units)

*Prerequisite:* AERO 309 or AMTP 309 with a grade of "C" or better

*Corequisite:* AMTP 200

*81.00 hours laboratory*

This course covers projects related to the AMTP 310 lecture as required by the Federal Aviation Administration. These include familiarization and operation of equipment required when overhauling and testing reciprocating powerplants, operation and familiarization and operation of reciprocating powerplants in the test cell environment. Minimum attendance is mandated by the Federal Aviation Administration. The content of this course was formerly taught in AERO 311.

**Justification:** The Federal Aviation Administration (FAA) requires that all mechanics be eligible to take a knowledge test appropriate to the certificate being sought. This course is part of the FAA requirements that will enable the student to pass the Airframe, Powerplant, and General tests. This required information is covered over the four semesters of the Aircraft Maintenance Technician Program.

## 13. AMTP 312 Powerplant Theory - Turbine Engine Fundamentals (2.50 units)

*Prerequisite:* AERO 309 or AMTP 309 with a grade of "C" or better

*Corequisite:* AMTP 200

*45.00 hours lecture*

This course provides instruction in turbine engine theory, overhaul, inspection, testing, and operation. Minimum attendance is mandated by the Federal Aviation Administration. The content of this course was formerly taught in AERO 310.

**Justification:** The Federal Aviation Administration (FAA) requires that all mechanics be eligible to take a knowledge test appropriate to the certificate being sought. This course is part of the FAA requirements that will enable the student to pass the Airframe, Powerplant, and General tests. This required information is covered over the four semesters of the Aircraft Maintenance Technician Program.

#### **14. AMTP 313 Powerplant Overhaul- Turbine Engines Applications (1.50 units)**

*Prerequisite:* AERO 309 or AMTP 309 with a grade of "C" or better

*Corequisite:* AMTP 200 and 312

*81.00 hours laboratory*

This course covers projects related to the AMTP 312 lecture as required by the Federal Aviation Administration. These include familiarization and operation of equipment required when overhauling and testing turbine powerplants, operation and familiarization of turbine powerplants in the test cell environment. Minimum attendance is mandated by the Federal Aviation Administration. The content of this course was formerly taught in AERO 311.

**Justification:** The Federal Aviation Administration (FAA) requires that all mechanics be eligible to take a knowledge test appropriate to the certificate being sought. This course is part of the FAA requirements that will enable the student to pass the Airframe, Powerplant, and General tests. This required information is covered over the four semesters of the Aircraft Maintenance Technician Program.

#### **15. AMTP 314 Reciprocating Powerplant Systems and Components Fundamentals (2.50 units)**

*Prerequisite:* AERO 309 or AMTP 309 with a grade of "C" or better

*45.00 hours lecture*

This course provides instruction in the theory of reciprocating engine fuel metering systems, turbo chargers, and superchargers. Minimum attendance is mandated by the Federal Aviation Administration. The content of this course was formerly taught in AERO 312.

**Justification:** The Federal Aviation Administration (FAA) requires that all mechanics be eligible to take a knowledge test appropriate to the certificate being sought. This course is part of the FAA requirements that will enable the student to pass the Airframe, Powerplant, and General tests. This required information is covered over the four semesters of the Aircraft Maintenance Technician Program.

#### **16. AMTP 315 Reciprocating Powerplant Systems and Components Applications (1.50 units)**

*Prerequisite:* AERO 309 or AMTP 309 with a grade of "C" or better; Concurrent enrollment in AMTP 314 or completion of AMTP 314 or AERO 312 with a grade of "C" or better.

*Corequisite:* AMTP 200

*81.00 hours laboratory*

This course provides skills development projects related to AMTP 314 as required by the Federal Aviation Administration. Units of instruction include familiarization with and operation of test equipment required in overhauling reciprocating powerplant components and engine test cell

operations. Minimum attendance is mandated by the Federal Aviation Administration. The content of this course was formerly taught in AERO 313.

**Justification:** The Federal Aviation Administration (FAA) requires that all mechanics be eligible to take a knowledge test appropriate to the certificate being sought. This course is part of the FAA requirements that will enable the student to pass the Airframe, Powerplant, and General tests. This required information is covered over the four semesters of the Aircraft Maintenance Technician Program.

## 17. AMTP 316 Aircraft Propellers and Propeller Systems Fundamentals (2.50 units)

*Prerequisite:* AERO 309 or AMTP 309 with a grade of "C" or better

*Corequisite:* AMTP 200

*45.00 hours lecture*

This course provides instruction in the theory of aircraft propellers, propeller governors, and propeller systems. Minimum attendance is mandated by the Federal Aviation Administration. The content of this course was formerly taught in AERO 312.

**Justification:** The Federal Aviation Administration (FAA) requires that all mechanics be eligible to take a knowledge test appropriate to the certificate being sought. This course is part of the FAA requirements that will enable the student to pass the Airframe, Powerplant, and General tests. This required information is covered over the four semesters of the Aircraft Maintenance Technician Program.

## 18. AMTP 317 Aircraft Propellers and Propeller Systems Applications (1.50 units)

*Prerequisite:* AERO 309 or AMTP 309 with a grade of "C" or better; Concurrent enrollment in AMTP 316 or completion of AMTP 316 or AERO 312 with a grade of "C" or better.

*Corequisite:* AMTP 200

*81.00 hours laboratory*

This course provides skills development projects related to AMTP 316 as required by the Federal Aviation Administration. Units of instruction include propeller maintenance, inspection, repair, and installation. Minimum attendance is mandated by the Federal Aviation Administration. The content of this course was formerly taught in AERO 313.

**Justification:** The Federal Aviation Administration (FAA) requires that all mechanics be eligible to take a knowledge test appropriate to the certificate being sought. This course is part of the FAA requirements that will enable the student to pass the Airframe, Powerplant, and General tests. This required information is covered over the four semesters of the Aircraft Maintenance Technician Program.

## **19. AMTP 320 Large Aircraft Systems Power Source Fundamentals (2.50 units)**

*Prerequisite:* AERO 309 or AMTP 309 with a grade of "C" or better

*Corequisite:* AMTP 200

*45.00 hours lecture*

This course provides an introduction to large aircraft power systems, to include AC/DC electrical, pneumatic, bleed air, and auxiliary power unit systems. Minimum attendance is mandated by the Federal Aviation Administration. The content of this course was formerly taught in AERO 320.

**Justification:** The Federal Aviation Administration (FAA) requires that all mechanics be eligible to take a knowledge test appropriate to the certificate being sought. This course is part of the FAA requirements that will enable the student to pass the Airframe, Powerplant, and General tests. This required information is covered over the four semesters of the Aircraft Maintenance Technician Program.

## **20. AMTP 321 Large Aircraft Systems Power Applications (1.50 units)**

*Prerequisite:* AERO 309 or AMTP 309 with a grade of "C" or better

*Corequisite:* AMTP 200 and 320

*81.00 hours laboratory*

This course covers projects related to AMTP 320 lecture as required by the Federal Aviation Administration. These include electrical, fire protection and detection, bleed air, and auxiliary power unit systems. Minimum attendance is mandated by the Federal Aviation Administration. The content of this course was formerly taught in AERO 322.

**Justification:** The Federal Aviation Administration (FAA) requires that all mechanics be eligible to take a knowledge test appropriate to the certificate being sought. This course is part of the FAA requirements that will enable the student to pass the Airframe, Powerplant, and General tests. This required information is covered over the four semesters of the Aircraft Maintenance Technician Program.

## **21. AMTP 322 Large Aircraft System Component Fundamentals (2.50 units)**

*Prerequisite:* AERO 309 or AMTP 309 with a grade of "C" or better

*Corequisite:* AMTP 200

*45.00 hours lecture*

This course provides an introduction to large aircraft system components, to include hydraulics, ice and rain, pneumatics, pressurization, air conditioning, oxygen, combustion heaters, and

position and warning. Minimum attendance is mandated by the Federal Aviation Administration. The content of this course was formerly taught in AERO 320.

**Justification:** The Federal Aviation Administration (FAA) requires that all mechanics be eligible to take a knowledge test appropriate to the certificate being sought. This course is part of the FAA requirements that will enable the student to pass the Airframe, Powerplant, and General tests. This required information is covered over the four semesters of the Aircraft Maintenance Technician Program.

## 22. AMTP 323 Large Aircraft System Component Applications (1.50 units)

*Prerequisite:* AERO 309 or AMTP 309 with a grade of "C" or better

*Corequisite:* AMTP 200 and 323

*81.00 hours laboratory*

This course covers projects related to AMTP 322 lecture as required by the Federal Aviation Administration. These include hydraulics, ice and rain, pneumatics, pressurization, air conditioning, oxygen, combustion heaters, and position and warning. Minimum attendance is mandated by the Federal Aviation Administration. The content of this course was formerly taught in AERO 322.

**Justification:** The Federal Aviation Administration (FAA) requires that all mechanics be eligible to take a knowledge test appropriate to the certificate being sought. This course is part of the FAA requirements that will enable the student to pass the Airframe, Powerplant, and General tests. This required information is covered over the four semesters of the Aircraft Maintenance Technician Program.

## 23. AMTP 324 Landing Gear, Assembly and Rigging Fundamentals (2.50 units)

*Prerequisite:* AERO 309 or AMTP 309 with a grade of "C" or better

*Corequisite:* AERO 200 or AMTP 200

*45.00 hours lecture*

This course provides instruction in aircraft assembly and rigging and landing gear systems. Minimum attendance is mandated by the Federal Aviation Administration. The content of this course was formerly taught in AERO 321.

**Justification:** The Federal Aviation Administration (FAA) requires that all mechanics be eligible to take a knowledge test appropriate to the certificate being sought. This course is part of the FAA requirements that will enable the student to pass the Airframe, Powerplant, and General tests. This required information is covered over the four semesters of the Aircraft Maintenance Technician Program.

## **24. AMTP 325 Assembly and Rigging Applications (1.50 units)**

*Prerequisite:* AERO 309 or AMTP 309 with a grade of "C" or better; Concurrent enrollment in AMTP 324 or completion of AMTP 324 or AERO 321 with a grade of "C" or better.

*Corequisite:* AERO 200 or AMTP 200

*81.00 hours laboratory*

This course covers projects related to AMTP 324 lecture as required by the Federal Aviation Administration. This course provides instruction in aircraft assembly and rigging and landing gear systems. Minimum attendance is mandated by the Federal Aviation Administration. The content of this course was formerly taught in AERO 323.

**Justification:** The Federal Aviation Administration (FAA) requires that all mechanics be eligible to take a knowledge test appropriate to the certificate being sought. This course is part of the FAA requirements that will enable the student to pass the Airframe, Powerplant, and General tests. This required information is covered over the four semesters of the Aircraft Maintenance Technician Program.

## **25. AMTP 326 Airframe Structures Fundamentals (2.50 units)**

*Prerequisite:* AERO 309 or AMTP 309 with a grade of "C" or better

*Corequisite:* AERO 200 or AMTP 200

*45.00 hours lecture*

This course provides instruction in aircraft structures to include aircraft wood, advanced sheet metal, welding, non-metallic structures, and aircraft finishes. Minimum attendance is mandated by the Federal Aviation Administration. The content of this course was formerly taught in AERO 330.

**Justification:** The Federal Aviation Administration (FAA) requires that all mechanics be eligible to take a knowledge test appropriate to the certificate being sought. This course is part of the FAA requirements that will enable the student to pass the Airframe, Powerplant, and General tests. This required information is covered over the four semesters of the Aircraft Maintenance Technician Program.

## **26. AMTP 327 Airframe Structures Applications (1.50 units)**

*Prerequisite:* AERO 309 or AMTP 309 with a grade of "C" or better; Concurrent enrollment in AMTP 326 or completion of AMTP 326 or AERO 321 with a grade of "C" or better.

*Corequisite:* AERO 200 or AMTP 200

*81.00 hours laboratory*

This course covers projects related to AMTP 326 lecture as required by the Federal Aviation Administration. This course provides instruction in aircraft structures to include aircraft wood, advanced sheet metal, welding, non-metallic structures, and aircraft finishes. Minimum attendance is mandated by the Federal Aviation Administration. The content of this course was formerly taught in AERO 323.

**Justification:** The Federal Aviation Administration (FAA) requires that all mechanics be eligible to take a knowledge test appropriate to the certificate being sought. This course is part of the FAA requirements that will enable the student to pass the Airframe, Powerplant, and General tests. This required information is covered over the four semesters of the Aircraft Maintenance Technician Program.

## 27. AMTP 330 Aircraft Inspection Fundamentals (2.50 units)

*Prerequisite:* AERO 309 or AMTP 309 with a grade of "C" or better

*Corequisite:* AERO 200 or AMTP 200

*45.00 hours lecture*

This course provides the theory of the following: Airframe system inspection, Powerplant system inspection. Minimum attendance is mandated by the Federal Aviation Administration. The content of this course was formerly taught in AERO 331.

**Justification:** The Federal Aviation Administration (FAA) requires that all mechanics be eligible to take a knowledge test appropriate to the certificate being sought. This course is part of the FAA requirements that will enable the student to pass the Airframe, Powerplant, and General tests. This required information is covered over the four semesters of the Aircraft Maintenance Technician Program.

## 28. AMTP 331 Aircraft Inspection Applications (1.50 units)

*Prerequisite:* AERO 309 or AMTP 309 with a grade of "C" or better; Concurrent enrollment in AMTP 330 or completion of AMTP 330 or AERO 331 with a grade of "C" or better.

*Corequisite:* AERO 200 or AMTP 200

*81.00 hours laboratory*

This course covers projects related to AMTP 330 lecture as required by the Federal Aviation Administration. This course provides the theory of the following: assembly and rigging processes, ground operation and servicing, cleaning and corrosion control. Minimum attendance is mandated by the Federal Aviation Administration. The content of this course was formerly taught in AERO 333.

**Justification:** The Federal Aviation Administration (FAA) requires that all mechanics be eligible to take a knowledge test appropriate to the certificate being sought. This course is part of the FAA requirements that will enable the student to pass the Airframe, Powerplant, and General

tests. This required information is covered over the four semesters of the Aircraft Maintenance Technician Program.

## **29. AMTP 332 Ground Operations and Aircraft Structures Fundamentals (2.50 units)**

*Prerequisite:* AERO 309 or AMTP 309 with a grade of "C" or better

*Corequisite:* AERO 200 or AMTP 200

*45.00 hours lecture*

This course provides the theory of the following: assembly and rigging processes, ground operation and servicing, cleaning and corrosion control, and aircraft exhaust systems. Minimum attendance is mandated by the Federal Aviation Administration. The content of this course was formerly taught in AERO 331.

**Justification:** The Federal Aviation Administration (FAA) requires that all mechanics be eligible to take a knowledge test appropriate to the certificate being sought. This course is part of the FAA requirements that will enable the student to pass the Airframe, Powerplant, and General tests. This required information is covered over the four semesters of the Aircraft Maintenance Technician Program.

## **30. AMTP 333 Ground Operations and Aircraft Structures Applications (1.50 units)**

*Prerequisite:* AERO 309 or AMTP 309 with a grade of "C" or better; Concurrent enrollment in AMTP 332 or completion of AMTP 332 or AERO 331 with a grade of "C" or better.

*Corequisite:* AERO 200 or AMTP 200

*81.00 hours laboratory*

This course covers projects related to AMTP 332 lecture as required by the Federal Aviation Administration. This course provides the application of the following: assembly and rigging processes, ground operation and servicing, cleaning and corrosion control, and aircraft exhaust systems. Minimum attendance is mandated by the Federal Aviation Administration. The content of this course was formerly taught in AERO 333.

**Justification:** The Federal Aviation Administration (FAA) requires that all mechanics be eligible to take a knowledge test appropriate to the certificate being sought. This course is part of the FAA requirements that will enable the student to pass the Airframe, Powerplant, and General tests. This required information is covered over the four semesters of the Aircraft Maintenance Technician Program.

## **31. AMTP 334 Aircraft Communication and Navigation Fundamentals (2.50 units)**

*Prerequisite:* AERO 309 or AMTP 309 with a grade of "C" or better

*Corequisite:* AMTP 200

*45.00 hours lecture*

This course provides instruction in aircraft communication and navigation systems to include, Very High Frequency (VHF), Ultra High Frequency (UHF), Global Positioning Systems (GPS), Emergency Locator Transmitters (ELT). Both Glass Cockpit and analog flight instrumentation with integrated autopilot system operation are included. The content of this course was formerly taught in AERO 330.

**Justification:** The Federal Aviation Administration (FAA) requires that all mechanics be eligible to take a knowledge test appropriate to the certificate being sought. This course is part of the FAA requirements that will enable the student to pass the Airframe, Powerplant, and General tests. This required information is covered over the four semesters of the Aircraft Maintenance Technician Program.

### **32. AMTP 335 Aircraft Communication and Navigation Applications (1.50 units)**

*Prerequisite:* AERO 309 or AMTP 309 with a grade of "C" or better

*Corequisite:* AMTP 200 and 334

*81.00 hours laboratory*

This course covers projects related to AMTP 334 lecture as required by the Federal Aviation Administration. These include operation of both Glass Cockpit and analog flight instruments with integrated autopilot. Installation of the pitot-static system with flight instrument will be accomplished along with a wiring system to support a VHF NAV/COM system. The content of this course was formerly taught in AERO 332.

**Justification:** The Federal Aviation Administration (FAA) requires that all mechanics be eligible to take a knowledge test appropriate to the certificate being sought. This course is part of the FAA requirements that will enable the student to pass the Airframe, Powerplant, and General tests. This required information is covered over the four semesters of the Aircraft Maintenance Technician Program.

### **33. AMTP 336 Federal Aviation Administration Regulations and Form Fundamentals (2.50 units)**

*Prerequisite:* AERO 309 or AMTP 309 with a grade of "C" or better

*Corequisite:* AMTP 200 and 336

*45.00 hours lecture*

This course provides instruction in the Federal Aviation Administration (FAA) regulations, forms, and required record keeping created by the aircraft mechanic. These are specifically covered by 14 Code of Federal Regulations, Part 1, 21, 23, 43, 65, 91, 121, 125, 135, 145, and 147. Other organizations regulations are the National Transportation Safety Board (NTSB) 830 and the Airline Transport Association 100 (ATA). The content of this course was formerly taught in AERO 330.

**Justification:** The Federal Aviation Administration (FAA) requires that all mechanics be eligible to take a knowledge test appropriate to the certificate being sought. This course is part of the FAA requirements that will enable the student to pass the Airframe, Powerplant, and General tests. This required information is covered over the four semesters of the Aircraft Maintenance Technician Program.

**34. AMTP 337 Federal Aviation Administration Regulations and Form Applications (1.50 units)**

*Prerequisite:* AERO 309 or AMTP 309 with a grade of "C" or better

*Corequisite:* AMTP 200 and 336

*81.00 hours laboratory*

This course covers projects related to AMTP 336 lecture as required by the Federal Aviation Administration. These include Federal Aviation Regulations, the National Transportation Safety Board, and the Airline Transport Association. The content of this course was formerly taught in AERO 332.

**Justification:** The Federal Aviation Administration (FAA) requires that all mechanics be eligible to take a knowledge test appropriate to the certificate being sought. This course is part of the FAA requirements that will enable the student to pass the Airframe, Powerplant, and General tests. This required information is covered over the four semesters of the Aircraft Maintenance Technician Program.

# PROGRAM PROPOSALS

## New Programs

### *American River College*

#### 1. Cultural Competency Studies

The cultural competency studies certificate is designed to develop and enhance awareness, knowledge, and skills that promote equitable and effective justice system practices and reduce conflict across races, cultures, and ethnicities.

**Justification:** This interdisciplinary certificate was developed upon recommendations from the ARC ADMJ Advisory Board. The Board identified that individuals applying for law enforcement jobs in the Sacramento region need to possess interpersonal and intercultural communication skills, critical thinking and decision making skills, and cultural awareness and sensitivity to better serve our diverse community. The ADMJ AS/AD-T core curriculum, alone, does not support the acquisition of these skills at the practitioner level. The ADMJ Advisory Board, ADMJ faculty, other ARC departments, and ADMJ department chairs at CRC and FLC provided valuable feedback and recommendations for the courses in this certificate. Background Information: California law does not require peace officers to possess a degree in higher education, only to have graduated from high school or possess a GED. California law does, however, require completion of a basic POST-certified law enforcement academy which consists of a range of approximately 850-1000 training hours (approximately 25 college units). The current and common law enforcement agency practice is to recruit and hire individuals who have completed at least 60 (unspecified) college units. Academy units qualify. Since 2018, California's Racial and Identify Racial Profiling Advisory Board (RIPA) has recommended police training include historical perspectives, experiences, and traumas of minority populations. However, POST regulations have yet to fully integrate either these, interpersonal, or intercultural cultural communication skills into the core components of the academy training program. Assemblyman Reginald Jones-Sawyer recently introduced AB89 which proposes law enforcement academy candidates have at least a bachelor's degree or wait until they are 25 years old to enter a police academy. AB89 is based on research that suggests that persons who obtain a college degree are less likely to use (excessive) force to resolve conflict.

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: May 12, 2021

<b>SUBJECT:</b>	District Quarterly Financial Status Report (311Q)	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item C	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Mario Rodriguez, Vice Chancellor Finance and Administration	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King	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 10<sup>th</sup> each year. 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 March 31, 2021 contained in this report is correct.

## RECOMMENDATION:

It is recommended that the Board of Trustees receive the March 31, 2021 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 MARCH 31, 2021**  
**UNAUDITED**

	<b>Revised Budget</b>	<b>YTD Activity</b>
<b>BEGINNING FUND BALANCE, JULY 1</b>		
Uncommitted	\$ 22,971,778	\$ 22,971,778
Committed	48,316,900	48,316,900
Restricted	<u>10,497,778</u>	<u>10,497,778</u>
<b>TOTAL BEGINNING FUND BALANCE</b>	<b><u>81,786,456</u></b>	<b><u>81,786,456</u></b>
<b>REVENUE:</b>		
<b>GENERAL PURPOSE</b>		
Total Computational Revenue	324,343,248	207,000,946
Lottery Funds	6,736,790	3,589,505
Apprentice/Other General Purpose/Interfund Transfers	<u>53,865,481</u>	<u>17,240,905</u>
<b>TOTAL GENERAL PURPOSE</b>	<b><u>384,945,519</u></b>	<b><u>227,831,356</u></b>
<b>SPECIAL PROGRAMS</b>	<u>138,759,777</u>	<u>86,057,816</u>
<b>TOTAL REVENUE AND TRANSFERS IN</b>	<b><u>523,705,296</u></b>	<b><u>313,889,172</u></b>
<b>TOTAL REVENUE, TRANSFERS AND BEGINNING FUND BALANCE</b>	<b><u>\$ 605,491,752</u></b>	<b><u>\$ 395,675,628</u></b>
<b>APPROPRIATIONS/EXPENDITURES:</b>		
Academic Salaries	\$ 171,703,416	107,935,411
Classified Salaries	104,981,834	61,549,583
Employee Benefits	115,446,826	68,780,208
Supplies and Materials	43,220,415	5,384,577
Other Operating Expenses and Services	101,309,114	21,158,719
Capital Outlay	6,608,633	1,681,466
Payments to Students	11,559,433	8,380,229
Other Outgo	<u>25,208,488</u>	<u>11,774,296</u>
<b>TOTAL APPROPRIATIONS/EXPENDITURES AND TRANSFERS OUT</b>	<b><u>580,038,159</u></b>	<b><u>286,644,489</u></b>
<b>ENDING FUND BALANCE</b>		
Uncommitted	18,638,801	
Committed	4,336,900	
Restricted	<u>2,477,892</u>	
<b>TOTAL ENDING FUND BALANCE</b>	<b><u>25,453,593</u></b>	
<b>TOTAL APPROPRIATIONS/EXPENDITURES AND ENDING FUND BALANCE</b>	<b><u>\$ 605,491,752</u></b>	

**CALIFORNIA COMMUNITY COLLEGES  
CHANCELLOR'S OFFICE**

**Quarterly Financial Status Report, CCFS-311Q**

**VIEW QUARTERLY DATA**

**CHANGE THE PERIOD**

**Fiscal Year: 2020-2021**

**Quarter Ended: (Q3) Mar 31, 2021**

**District: (230) LOS RIOS**

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.	<b>Revenues:</b>				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	344,870,123	367,383,024	362,930,462	367,111,972
A.2	Other Financing Sources (Object 8900)	3,105,267	1,398,248	919,202	17,833,547
A.3	<b>Total Unrestricted Revenue (A.1 + A.2)</b>	347,975,390	368,781,272	363,849,664	384,945,519
B.	<b>Expenditures:</b>				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	327,092,528	345,453,974	343,499,008	412,350,981
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	26,906,850	14,989,885	11,090,697	20,885,145
B.3	<b>Total Unrestricted Expenditures (B.1 + B.2)</b>	353,999,378	360,443,859	354,589,705	433,236,126
C.	<b>Revenues Over(Under) Expenditures (A.3 - B.3)</b>	-6,023,988	8,337,413	9,259,959	-48,290,607
D.	<b>Fund Balance, Beginning</b>	59,715,294	53,691,306	62,028,719	71,288,678
D.1	Prior Year Adjustments + (-)	0	0	0	0
D.2	<b>Adjusted Fund Balance, Beginning (D + D.1)</b>	59,715,294	53,691,306	62,028,719	71,288,678
E.	<b>Fund Balance, Ending (C. + D.2)</b>	53,691,306	62,028,719	71,288,678	22,998,071
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	15.2%	17.2%	20.1%	5.3%

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

G.1	<b>Annualized FTES (excluding apprentice and non-resident)</b>				
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**III. Total General Fund Cash Balance (Unrestricted and Restricted)**

H.	Cash, excluding borrowed funds	As of the specified quarter ended for each fiscal year			
		2017-18	2018-19	2019-20	2020-2021
H.1	Cash, excluding borrowed funds		67,044,724	103,325,295	132,548,100
H.2	Cash, borrowed funds only			0	0
H.3	<b>Total Cash (H.1+ H.2)</b>	73,834,778	67,044,724	103,325,295	132,548,100

**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.	<b>Revenues:</b>				
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	365,850,681	367,111,972	227,284,363	61.9%
I.2	Other Financing Sources (Object 8900)	8,755,747	17,833,547	546,993	3.1%
I.3	<b>Total Unrestricted Revenue (I.1 + I.2)</b>	374,606,428	384,945,519	227,831,356	59.2%
J.	<b>Expenditures:</b>				
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	398,890,095	412,350,981	217,329,834	52.7%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	19,696,333	20,885,145	9,443,277	45.2%
J.3	<b>Total Unrestricted Expenditures (J.1 + J.2)</b>	418,586,428	433,236,126	226,773,111	52.3%

K.	<b>Revenues Over(Under) Expenditures (I.3 - J.3)</b>	-43,980,000	-48,290,607	1,058,245	
L.	Adjusted Fund Balance, Beginning	71,288,678	71,288,678	71,288,678	
L.1	<b>Fund Balance, Ending (C. + L.2)</b>	27,308,678	22,998,071	72,346,923	
M	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	6.5%	5.3%		

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 audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)? **NO**

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?** **NO** **Next year?** **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: May 12, 2021

<b>SUBJECT:</b>	Los Rios Colleges Foundation – Quarterly Investment Report	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item D	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Mario Rodriguez, Vice Chancellor Finance and Administration	CONSENT/ROUTINE	X
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King	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 fiscal year through March 31, 2021. The Los Rios Colleges Foundation Finance Committee directs the investments of the Foundation. The fiscal year-to-date return for the endowed portfolio of \$12.2 million was 20.75% compared to 20.57% for the composite benchmark. The fiscal year-to-date return for the total managed portfolio of \$16 million was 15.35% compared to 15.27% for the composite benchmark. In accordance with generally accepted accounting principles, investments are restated to market value as of each fiscal year-end.

## RECOMMENDATION:

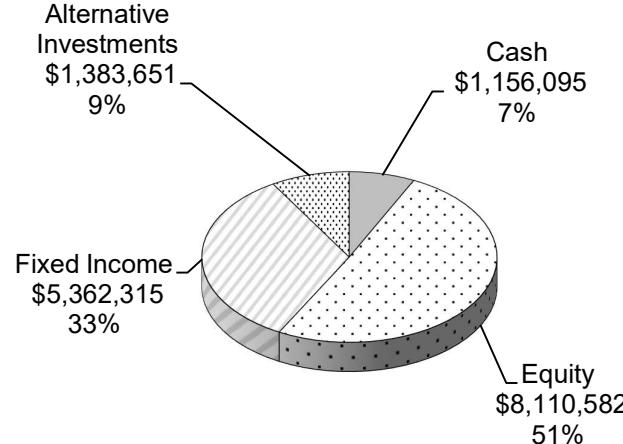
It is recommended that the Board of Trustees receive the Foundation Quarterly Investment Report for the quarter ended March 31, 2021.

**Los Rios Colleges Foundation  
Account Summary  
as of December 31, 2020**

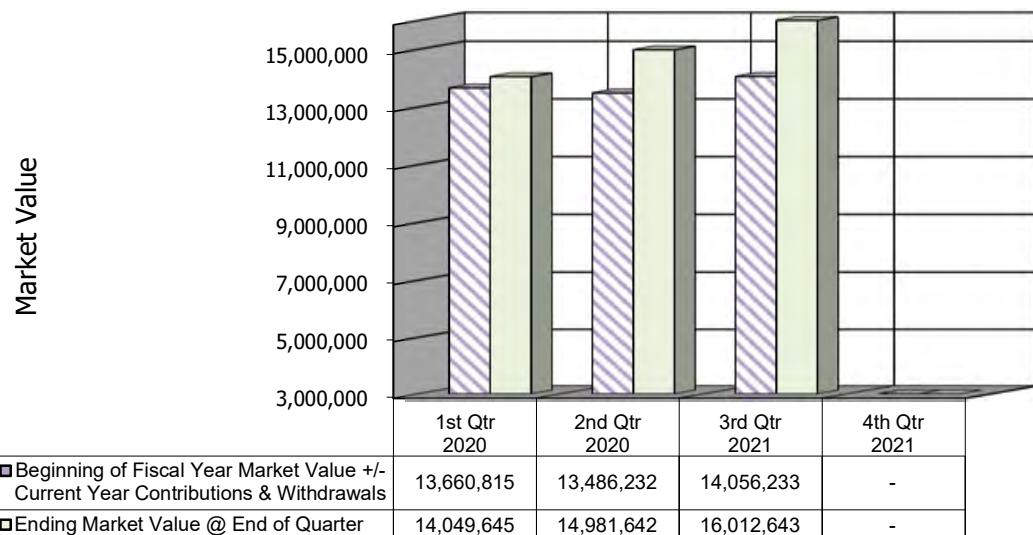
<b>TOTAL PORTFOLIO</b>	Guidelines	Opening Balance Start of Fiscal Year	Net Deposits/ Withdrawals	Unrealized Gains/(Losses)	Realized Gains/(Losses)	Interest / Dividends	Total YTD Earnings	YTD Fees	Market Value	% of Total Current Market Value
<b>Managed (Endowed):</b>										
Cash (Scholarship)	2-10%	360,070	825	-	-	23	23	-	360,918	3%
<b>Fixed Income</b>										
Breckinridge*		1,623,841	(181,892)	(81,418)	31,401	36,622	(13,395)	(8,078)	1,420,476	12%
Lord Abbett Inflation		290,168	40,000	45,507	-	9,756	55,263	(1,131)	384,300	3%
CRANX		546,511	40,000	(12,559)	-	8,644	(3,915)	(1,937)	580,659	5%
<b>Total Fixed Income</b>	17-50%	<b>2,460,520</b>	<b>(101,892)</b>	<b>(48,470)</b>	<b>31,401</b>	<b>55,022</b>	<b>37,953</b>	<b>(11,146)</b>	<b>2,385,435</b>	<b>20%</b>
<b>Equities</b>										
SPDR Portfolio Total Stock Market ETF		1,828,569	(393,566)	413,251	63,163	19,635	496,049	(5,873)	1,925,179	16%
Snow All Cap Value		591	(591)	-	-	-	-	-	-	0%
Schafer Cullen International High Dividend		682,487	(75,000)	132,024	1,092	18,307	151,423	(4,831)	754,079	6%
iShares Core MSCI EAFE ETF		1,282,322	(140,000)	317,489	(9,649)	12,293	320,133	(4,393)	1,458,062	12%
DTD - ETF		626,573	(125,000)	132,770	5,712	11,388	149,870	(1,979)	649,464	5%
MLP Closed End Funds		1,064	(1,064)	-	-	-	-	-	-	0%
International Small Cap		335,494	-	119,929	-	4,077	124,006	(1,297)	458,203	4%
Branded EM		479,363	(15,000)	134,869	(10,743)	10,983	135,109	(4,342)	595,130	5%
Salient MLP		127,895	1,655	25,981	1	6,092	32,074	(431)	161,193	1%
Miller Howard and Income Equity SMA		676,881	(225,000)	194,600	7,184	17,162	218,946	(3,608)	667,219	5%
China Portfolio		299,516	-	47,230	35,200	1,609	84,039	(1,204)	382,351	3%
Fuller & Thaler		-	275,000	159,543	23,245	4,345	187,133	(1,709)	460,424	4%
HIBIX		-	600,000	(545)	-	1	(544)	(178)	599,278	5%
<b>Total Equities</b>	25-60%	<b>6,340,755</b>	<b>(98,566)</b>	<b>1,677,141</b>	<b>115,205</b>	<b>105,892</b>	<b>1,898,238</b>	<b>(29,845)</b>	<b>8,110,582</b>	<b>66%</b>
<b>Alternative Investments</b>										
Liquid Alternatives		810,625	(25,671)	34,203	1,466	19,803	55,472	(5,778)	834,648	7%
Structured Inv't		288,308	207,358	53,334	-	3	53,337	-	549,003	4%
<b>Total Alternative Investments</b>	up to 20%	<b>1,098,933</b>	<b>181,687</b>	<b>87,537</b>	<b>1,466</b>	<b>19,806</b>	<b>108,809</b>	<b>(5,778)</b>	<b>1,383,651</b>	<b>11%</b>
<b>Total Managed (Endowed)</b>		<b>10,260,278</b>	<b>(17,946)</b>	<b>1,716,208</b>	<b>148,072</b>	<b>180,743</b>	<b>2,045,023</b>	<b>(46,769)</b>	<b>12,240,586</b>	<b>100%</b>
<b>Managed (Non-endowed):</b>										
Madison Short Duration Fixed Income*		3,398,836	(380,000)	(106,812)	27,813	55,716	(23,283)	(18,673)	2,976,880	
<b>Total Managed (Endowed &amp; Non-endowed)</b>		<b>13,659,114</b>	<b>(397,946)</b>	<b>1,609,396</b>	<b>175,885</b>	<b>236,459</b>	<b>2,021,740</b>	<b>(65,442)</b>	<b>15,217,466</b>	
<b>Non-Endowed:</b>										
Cash Management - Money Market		704,087	89,445	-	-	61	61	-	793,593	
<b>Total Non-Endowed</b>		<b>4,102,923</b>	<b>(290,555)</b>	<b>(106,812)</b>	<b>27,813</b>	<b>55,777</b>	<b>(23,222)</b>	<b>(18,673)</b>	<b>3,770,473</b>	
<b>Cash Clearing Account</b>										
Gift Receipt		1	1,532	(708)	759	-	51	-	1,584	
<b>TOTAL PORTFOLIO</b>		<b>14,363,202</b>	<b>(306,969)</b>	<b>1,608,688</b>	<b>176,644</b>	<b>236,520</b>	<b>2,021,852</b>	<b>(65,442)</b>	<b>16,012,643</b>	

**Los Rios Colleges Foundation**  
**Account Summary**  
**as of December 31, 2020**

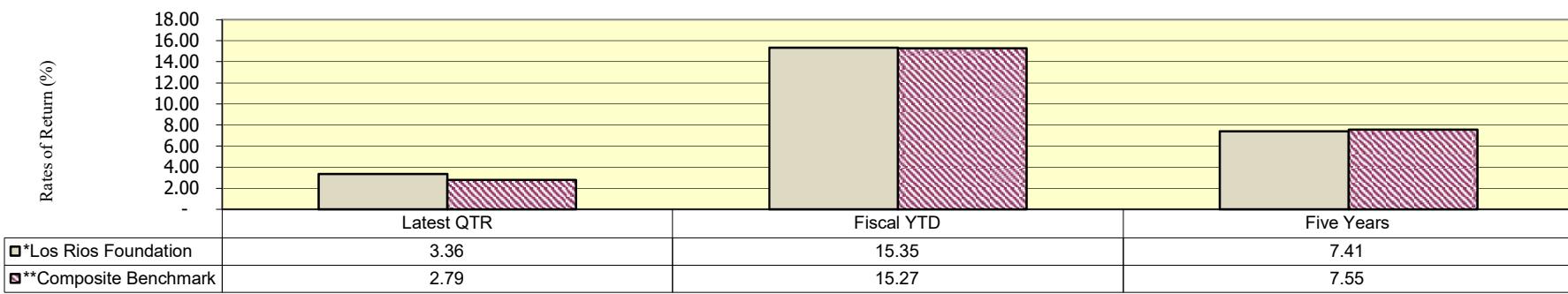
**Asset Allocation as of  
March 31, 2021**



**Portfolio Change July 2020 through March 2021**



**Performance Analysis as of March 31, 2021**



\* 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: May 12, 2021

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

## 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
Strong Workforce Program Projects in Common CTE Marketing <ul style="list-style-type: none"> <li>Funding will be focused on customization of local career education outreach and advertising/marketing to potential college students to attend a local career education college program.</li> <li>04/01/2021 – 6/30/2022</li> <li>Administrator: Torence Powell, Interim Associate Vice Chancellor of Instruction, Workforce and Economic Development</li> </ul>	LRCCD- Ethan Way	\$160,000	CCCCO
Strong Workforce Program Projects in Common Accelerated Workforce Training <ul style="list-style-type: none"> <li>Funding will be used to accelerate program completion and scale workforce development training course offerings to meet industry standard demand.</li> <li>04/01/2021 – 6/30/2022</li> <li>Administrator: Torence Powell, Interim Associate Vice Chancellor of Instruction, Workforce and Economic Development</li> </ul>	LRCCD- Ethan Way	\$112,000	CCCCO
Department of Labor - Strengthening Community Colleges Training Grant <ul style="list-style-type: none"> <li>The “Crosswalking Business Pathways to Public Sector Careers” project will create new pathways to training for entry- and middle-skill jobs in the public sector.</li> <li>02/1/2021 through 01/31/2025</li> <li>Administrator: Dr. Derrick Booth, Interim Associate Vice President. Department: Workforce Development</li> </ul>	ARC	\$5,000,000	U.S. Dept. of Labor

MESA Scholarships Program <ul style="list-style-type: none"> <li>• Funding will be used to support college and career preparation that propels student diversity and achievement in science, technology, engineering and mathematics.</li> <li>• 1/1/2021- 06/30/2021</li> <li>• Administrator: Adam Windham, Dean, Mathematics</li> </ul>	ARC	\$3,000	Teichert Foundation
Dorothy Rupe CNA Grant <ul style="list-style-type: none"> <li>• Funding will used to support students in the Certified Nursing Assistant program.</li> <li>• 08/1/2021-05/31/2022</li> <li>• Administrator: Victoria Maryatt, Dean, Career Education</li> </ul>	FLC	\$15,300	Arthur N. Rupe Foundation
Umoja Community Grant Program <ul style="list-style-type: none"> <li>• Funding will be used to enhance the cultural and educational experiences of African American and other students.</li> <li>• 07/01/2020-12/01/2021</li> <li>• Administrator: Kim Harrell, Associate Vice President, Instruction and Workforce Development</li> </ul>	ARC	\$17,000	Umoja Community Foundation

**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: May 12, 2021

<b>SUBJECT:</b>	Ratify: Affiliation and Other Agreements	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item F	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Mario Rodriguez, Vice Chancellor Finance and Administration	CONSENT/ROUTINE	X
<b>APPROVED FOR CONSIDERATION:</b>	Brian King	FIRST READING	
		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**

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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
Napa State Hospital	Pharm Tech	CRC	04/01/2021	Evergreen
Elite Physical Therapy, Inc.	PTA/OTA	SCC	04/09/2021	Evergreen

<sup>1</sup> PTA/OTA: Physical Therapy Assistant/Occupational Therapy Assistant

## **ZERO DOLLAR AGREEMENTS**

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

**Agency:** Department of Veteran Affairs **Term:** 04/16/2021 to 04/15/2025 **Type of Contract:** MOU

**Description:** The Department of Veterans Affairs (VA) and Los Rios Community College District – American River College (LRCCD-ARC) agree that the successful readjustment of Veterans into the civilian workforce is a mutual responsibility and concern. In order to advance, improve, and expand the employment opportunities for disabled and non-disabled Veterans, both parties of this memorandum of understanding (MOU or agreement) commit themselves to active cooperation in meeting the goals set forth in this agreement. VA and LRCCD-ARC will work together to provide services that will help Veterans succeed in their educational programs and transitions to suitable employment in the civilian workforce. All parties agree to ensure the coordinated delivery of benefits and services to enable Veterans to achieve educational and employment goals.

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: May 12, 2021

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

## BACKGROUND:

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

## BID AWARDS

Bid №	Description	No of Responses	Award Date	Successful Vendor	Total Contract
20013R	Districtwide Elevator Maintenance Rebid	2	3/5/21	Elevator Industries Inc.	\$95,069.00

Contractor Name	Base Bid	Total Bid
Elevator Industries Inc.	\$95,069.00	\$95,069.00
Elevator Technology Inc.	\$113,940.00	\$113,940.00

Bid №	Description	No of Responses	Award Date	Successful Vendor	Total Contract
21002	Districtwide Fire Alarm Testing	2	4/19/21	Industrial Electronic Systems, Inc.	\$115,554.00

Contractor Name	Base Bid	Total Bid
Sierra Building Systems, Inc A Low Voltage Integrator *	\$89,855.00	\$89,855.00
Industrial Electronic Systems, Inc.	\$115,554.00	\$115,554.00

\* Nonresponsive. Signature not acceptable.

## 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: May 12, 2021

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

## BACKGROUND:

A listing of purchase orders, warrants, checks and wires issued during the period of March 16, 2021 through April 15, 2021 is on file in the District Business Services Office for review.

## RECOMMENDATION:

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

<b>PURCHASE ORDERS</b>		
General Fund	0001114731-0001115241 B210589-B210598	\$5,627,483.51
Capital Outlay Fund	0003018744-0003018812	
Child Development Fund	0006000927-0006000927	
Self-Insurance Fund	-	
<b>WARRANTS</b>		
General Fund	810434-813875	\$18,316,128.66
General Fund-ARC Instructional Related	010946-010975	
General Fund-CRC Instructional Related	023955-023967	
General Fund-FLC Instructional Related	031737-031737	
General Fund-SCC Instructional Related	048437-048447	
Capital Outlay Fund	835156-835216	
Student Financial Aid Fund	900849-900865	
Child Development Fund	954889-954889	
Self-Insurance Fund	976657-976662	
ODSFD	-	
Payroll Warrants	491482-492073	\$ 8,004,993.38
Payroll Vendor Warrants	68272-68385	
March Leave Process	492074-493160	
<b>CHECKS</b>		
Financial Aid Disbursements (E-trans)	-	\$ 18,734,161.95
Clearing Checks	-	\$
Parking Checks	-	\$ -
Bookstore Fund – ARC	034435-034437	\$ 4,431.67
Bookstore Fund – CRC	029149-029150	
Bookstore Fund – FLC	010915-010921	
Bookstore Fund – SCC	051855-051855	
Student Clubs Agency Fund – ARC	6262-6272	\$ 54,374.88
Student Clubs Agency Fund – CRC	5533-5535	
Student Clubs Agency Fund – FLC	2932-2939	
Student Clubs Agency Fund – SCC	4574-4581	
Foundation – ARC	6912-6925	\$ 65,565.10
Foundation – CRC	2947-2954	
Foundation – FLC	2076-2082	
Foundation – SCC	5682-5697	
Foundation – DO	1271-1271	
Associated Students Trust Fund – ARC	-	\$ -
Associated Students Trust Fund – CRC	-	
Associated Students Trust Fund – FLC	-	
Associated Students Trust Fund – SCC	-	
Regional Performing Arts Center Fund	USI Check System: 8227-8230	\$ 767.10
<b>ELECTRONIC TRANSFERS</b>		
Board of Equalization	-	\$
PARS	-	\$ 20,933.84
Vendors	-	\$ -
International Wire	-	\$ -
Backup Withholding	-	\$ -
Retiree Health Trust	-	\$ -
Self-Insurance	-	\$ 58,650.49
Bookstore	-	\$ -
Payroll Direct Deposit Advices	1092846-1097101	\$ 12,907,351.77
Other Payroll Transactions	-	\$ 2,860.00
Foundation Scholarships	-	\$ 3,918.50
ACH Transaction	-	\$ -
CARES Act	-	\$ 3,698,200.00
Regional Transit (RT) Payment	-	\$ -
Accounts Payable Wire	-	\$ 21,000.00

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: May 12, 2021

SUBJECT:	Equal Employment Opportunity Fund Multiple Method Allocation Model Certification Form, Fiscal Year 2020-2021	ATTACHMENT: Yes
	ENCLOSURE:	
AGENDA ITEM:	Consent Item I	TYPE OF BOARD CONSIDERATION:
RECOMMENDED BY:	Jamey Nye Jamey Nye, Deputy Chancellor	CONSENT/ROUTINE <input checked="" type="checkbox"/>
APPROVED FOR CONSIDERATION:	Brian King Brian King, Chancellor	FIRST READING <input type="checkbox"/> ACTION <input type="checkbox"/> INFORMATION <input type="checkbox"/>

## BACKGROUND:

Each year, districts receive money from the California Community College Chancellor's Office (CCCO) Equal Employment Opportunity (EEO) Fund. The allocation of monies is determined by compliance with the CCCCO EEO Fund model. This model was established to increase compliance with legal EEO requirement and provide our students with the educational benefits of a diverse workforce. The CCCCO has identified nine best-practice areas for success in promoting EEO. These nine areas will serve as the "multiple methods" for allocating the EEO Fund to districts.

The District's EEO Advisory Committee, chief human resources officer, chief executive officer and governing board must certify on the EEO Fund Multiple Method Allocation Model Certification Form (EEO Fund Certification Form) that the District met a minimum of the multiple method requirements in order to receive EEO funds.

## STATUS:

The Human Resources office prepared and presented the 2020-2021 EEO Fund Multiple Method Allocation Model Certification Form to the District's EEO Advisory Committee. The District's EEO Advisory Committee certified the 2020-2021 EEO Certification Form during their April 12, 2021 meeting, indicating that the District met each of the nine multiple method requirements. The chief human resources officer and chancellor have certified the EEO Fund Certification Form. The EEO Fund Certification Fund Multiple Method Allocation Model Certification Form is attached, with the associated District and college documents available for review in the Human Resources office.

## RECOMMENDATION:

It is recommended that the Board of Trustees approve and certify the 2020-2021 EEO Fund Certification Form.



California  
Community  
Colleges

Equal Employment Opportunity  
Fund Multiple Method Allocation  
**Certification Form**

**Fiscal Year 2020-2021**

District Name: \_\_\_\_\_

**Does the District meet Method #1 (District has EEO Advisory Committee, EEO Plan, and submitted Expenditure/Performance reports for prior year) (All mandatory for funding).**

- Yes  
 No

**The district met at least 6 of the remaining 8 Multiple Methods? (Please mark your answers.)**

- Yes

- Method 2 (Board policies and adopted resolutions)
- Method 3 (Incentives for hard-to-hire areas/disciplines)
- Method 4 (Focused outreach and publications)
- Method 5 (Procedures for addressing diversity throughout hiring steps and levels)
- Method 6 (Consistent and ongoing training for hiring committees)
- Method 7 (Professional development focused on diversity)
- Method 8 (Diversity incorporated into criteria for employee evaluation and tenure review)
- Method 9 (Grow-Your-Own programs)

- No

---

**I CERTIFY THAT THIS REPORT FORM IS COMPLETE AND ACCURATE.** Please attach meeting agenda showing district EEO Advisory Committee's certification of this report form.

**Chair, Equal Employment Opportunity Advisory Committee**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Chief Human Resources Officer**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Chief Executive Officer (Chancellor or President/Superintendent)**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**President/Chair, District Board of Trustees**

Date of governing board's approval/certification: \_\_\_\_\_

Name: \_\_\_\_\_ Title: **President/Chair, Board of Trustees** \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



This form requires districts to report the various activities that they are implementing to promote Equal Employment Opportunity for each of the 9 Multiple Methods.

When providing explanation(s) and evidence of your district's success in implementing the Multiple Methods, please keep narrative to no more than one page per Multiple Method. If you reference an attachment, please ensure it is attached to your submittal.

## **Nine (9) Multiple Methods**

### **Mandatory for Funding**

1. District's EEO Advisory Committee, EEO Plan, and submittal of Expenditure/Performance reports for prior year.

### **Pre-Hiring**

2. Board policies & adopted resolutions
3. Incentives for hard-to-hire areas/disciplines
4. Focused outreach and publications

### **Hiring**

5. Procedures for addressing diversity throughout hiring steps and levels
6. Consistent and ongoing training for hiring committees

### **Post-Hiring**

7. Professional development focused on diversity
8. Diversity incorporated into criteria for employee evaluation and tenure review
9. Grow-Your-Own programs

### **Does District meet Multiple Method #1 (District has EEO Advisory Committee, EEO Plan, and submitted Expenditure/Performance reports for prior year)?**

- Yes**  
 **No**

Under the Multiple Method allocation model, districts must minimally have an operational district EEO Advisory Committee, and an updated EEO Plan. Additionally, districts are required to annually report on the use of EEO funds.

- In order to qualify for receipt of the EEO Fund, districts are required to submit a board-adopted EEO plan every three years to the Chancellor's Office. (Title 5, section 53003).
- EEO Plans are considered active for three years from the date of when the district's Board of Trustees approved the plan.
- The districts are required to establish an EEO Advisory Committee to assist in the development and implementation of the EEO Plan. (Title 5, section 53005).
- The districts are required to annually submit a report on the use of Equal Employment Opportunity funds. (Title 5, section 53034).



California  
Community  
Colleges

Equal Employment Opportunity  
Fund Multiple Method Allocation  
**Certification Form**

***Fiscal Year 2020-2021***

Please provide an explanation and evidence of meeting this Multiple Method, #1.

Multiple Method #1



California  
Community  
Colleges

Equal Employment Opportunity  
Fund Multiple Method Allocation  
**Certification Form**

***Fiscal Year 2020-2021***

To receive funding for this year's allocation amount, districts are also required to meet 6 of the remaining 8 Multiple Methods.

**Does the District meet Method #2 (Board policies and adopted resolutions)?**

- Yes
- No

Please provide an explanation and evidence of meeting this Multiple Method, #2.

Multiple Method #2



California  
Community  
Colleges

Equal Employment Opportunity  
Fund Multiple Method Allocation  
**Certification Form**

*Fiscal Year 2020-2021*

**Does the District meet Method #3 (Incentives for hard-to-hire areas/disciplines)?**

- Yes
- No

Please provide an explanation and evidence of meeting this Multiple Method, #3.

Multiple Method #3



California  
Community  
Colleges

Equal Employment Opportunity  
Fund Multiple Method Allocation  
**Certification Form**

*Fiscal Year 2020-2021*

**Does the District meet Method #4 (Focused outreach and publications)?**

- Yes
- No

Please provide an explanation and evidence of meeting this Multiple Method, #4.

Multiple Method #4



California  
Community  
Colleges

Equal Employment Opportunity  
Fund Multiple Method Allocation  
**Certification Form**

*Fiscal Year 2020-2021*

**Does the District meet Method #5 (Procedures for addressing diversity throughout hiring steps and levels)?**

- Yes**
- No**

Please provide an explanation and evidence of meeting this Multiple Method, #5.

Multiple Method #5



California  
Community  
Colleges

Equal Employment Opportunity  
Fund Multiple Method Allocation  
**Certification Form**

*Fiscal Year 2020-2021*

**Does the District meet Method #6 (Consistent and ongoing training for hiring committees)?**

- Yes
- No

Please provide an explanation and evidence of meeting this Multiple Method, #6.

Multiple Method #6



California  
Community  
Colleges

Equal Employment Opportunity  
Fund Multiple Method Allocation  
**Certification Form**

*Fiscal Year 2020-2021*

**Does the District meet Method #7 (Professional development focused on diversity)?**

- Yes
- No

Please provide an explanation and evidence of meeting this Multiple Method, #7.

Multiple Method #7



California  
Community  
Colleges

Equal Employment Opportunity  
Fund Multiple Method Allocation  
**Certification Form**

*Fiscal Year 2020-2021*

**Does the District meet Method #8 (Diversity incorporated into criteria for employee evaluation and tenure review)?**

- Yes**
- No**

Please provide an explanation and evidence of meeting this Multiple Method, #8.

Multiple Method #8



California  
Community  
Colleges

Equal Employment Opportunity  
Fund Multiple Method Allocation  
**Certification Form**

*Fiscal Year 2020-2021*

**Does the District meet Method #9 (Grow-Your-Own programs)?**

- Yes
- No

Please provide an explanation and evidence of meeting this Multiple Method, #9.

Multiple Method #9

If more space is needed for your explanations, you may attach an additional file. ATTACH FILE

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: May 12, 2021

<b>SUBJECT:</b>	Human Resources Transactions	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Consent Item J	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Jamey Nye Jamey Nye, Deputy Chancellor	CONSENT/ROUTINE	X
<b>APPROVED FOR CONSIDERATION:</b>	Brian King Brian King, Chancellor	FIRST READING	
		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>		
Bola, Manveer S.	Director (I), Enterprise Services (M.B.A., California State University, Sacramento)	05/13/2021

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

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>American River College</u>		
Anderson, Tanya T.	Interim Dean of Engagement & Completion (M.A., California State University, Sacramento)	09/03/20 – 06/30/21 <i>(Revised)</i>
Anderson, Tanya T.	Project Director (X) for TRIO, Student Support Services, STEM, and Veterans Programs (M.A., California State University, Sacramento)	07/01/21 – 08/31/21
Garcia, Angel M.	Interim Project Director (X) for TRIO Educational Talent Search (ETS) (M.S.W., California State University, Sacramento)	10/29/21 – 06/30/21 <i>(Revised)</i>
Garcia, Diana M.	Interim Project Director (X) for TRIO, Student Support Services, STEM, and Veterans Programs (M.A., California State University, Sacramento)	09/14/20 – 06/30/21 <i>(Revised)</i>
Garcia, Diana M.	Project Director (X) for TRIO Educational Talent Search (ETS) (M.A., California State University, Sacramento)	07/01/21 – 08/31/21 <i>(Revised)</i>

**APPOINTMENT(S) TO TEMPORARY POSITION(S)**

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>American River College</u>		
Madramootoo, Narinedat	Interim Dean, Science & Engineering (M.S., University of Nebraska, Kearney)	08/01/21 – 12/31/21
<u>District Office</u>		
Hyde, Maria A.	Interim College Store Manager (IV) (B.S., California State University, Sacramento)	04/01/20 – 10/31/21 <i>(Revised)</i>

## MANAGEMENT

**APPOINTMENT(S) TO TEMPORARY POSITION(S) CONT.**

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>District Office</u>		
Snowden, Robert L.	Interim Vice President of Educational Services and Student Success (Ed.D., University of San Francisco)	01/11/21 – 10/31/21 <i>(Revised)</i>
<u>Sacramento City College</u>		
Mishra, Ashmeeta K.	Interim Dean of the West Sacramento Center (M.Ed., California State University, Sacramento)	04/12/21 – 10/31/21

**RESIGNATION(S)**

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>American River College</u>		
Daily, Nicolas K.	Interim Dean of Equity and Inclusion	05/22/21

## FACULTY

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

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>Sacramento City College</u>		
Sah, Tasneem K.	College to Career Coordinator (50%) / Disabled Students Programs and Services (DSPS) Counselor (50%) (M.S., California State University, Chico)	07/01/21 – 06/30/22
Stewart, Rachel R.	Workability III Coordinator (50%) / Counselor (50%) (M.S., San Diego State University)	07/01/21 – 06/30/22
Times, Kenneth J.	Counselor (M.S., California State University, Sacramento)	07/01/21 – 06/30/22

**APPOINTMENT(S) TO TEMPORARY POSITION(S)**

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>American River College</u>		
Sanborn, Stacie A.	Pediatric Nursing (Registered Nursing - RN) Assistant Professor, L.T.T. (M.S., University of California, San Francisco)	08/19/21 – 12/16/21
Sheffield, Diane E.	Medical-Surgical Nursing (Registered Nursing - RN) Assistant Professor, L.T.T. (D.N.A.P., Virginia Commonwealth University)	08/19/21 – 12/16/21

**LEAVE(S) OF ABSENCE**

<u>Name</u>	<u>Subject/Position</u>	<u>Type</u>	<u>Effective Date(s)</u>
<u>Sacramento City College</u>			
Tuifua, Amelia S.	RISE Counselor	Maternity	12/14/20 – 02/05/21
Yaroshevich, Nataliya	DSPS Counselor	Maternity	03/22/21 – 05/22/21

**PRE-RETIREMENT WORKLOAD REDUCTION(S)**

<u>Name</u>	<u>Subject/Position</u>	<u>FTE</u>	<u>Effective Date(s)</u>
<u>Folsom Lake College</u>			
Peralta, Marsha E.	Early Childhood Education Professor	From 0.8 to 0.6 <i>(Revised)</i>	08/20/20 – 05/17/23

## FACULTY

**RESIGNATION(S)**

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>Folsom Lake College</u>	
Tran, Kieuchinh T.	Accounting Assistant Professor	12/18/20

**RETIREMENT(S)**

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>Sacramento City College</u>	
Triphon, Joann E. (After 23+ years of regular service)	Nursing Professor	05/20/21
Zitelli, Miela C. (After 4+ years of regular service)	Career Technical Education (CTE) Transitions Coordinator	07/01/21

**2020 – 2021 SABBATICAL AND PROFESSIONAL  
DEVELOPMENT LEAVE(S) – REVISIONS**

The following are revisions from the 2020 - 21 Sabbatical and Professional Development Leaves approved by the Board of Trustees on April 14, 2021.

American River College

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

Type B Leave: .567 FTE Type B Leave requested

Type A Leave Time Annual FTE

Two (2) Five (5) Type A Leave unused during 2020/21

One (1) Two and a half (2.5) FTE Type A Leave Remains Available for 2020/21 (per LRCFT Section 11.6.8.5)

**TEMPORARY, PART-TIME EMPLOYEES Spring 2021**  
**American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Albrecht,Christian	Administration of Justice	1 %
Beckerman,Nathan S.	Emergency Medical Services	10 %
**(B4) Bradshaw,Don A.	Administration of Justice	1 %
Brown,Orie A.	Administration of Justice	1 %
DeCecco,Chalmer A.	Administration of Justice	1 %
Delnero,Christina M.	Counselor	8 %
Delnero,Christina M.	Counselor	44 %
Esque,Melanie E.	Administration of Justice	1 %
Flynn,Lorraine M.	English	43 %
Gaynor,Carolyn R.	Administration of Justice	1 %
Gorchoff,Sara M.	Psychology, General	25 %
Huerta,Teresa A.	Administration of Justice	1 %
Jay,Susan M.	General Work Experience	20 %
Johnson Jr,Jody S	Administration of Justice	33 %
Johnson,Seth R	Emergency Medical Services	20 %
Martin,Dominik N.	Emergency Medical Services	10 %
Muhammad,Sabir T	Computer Information Systems	4 %
Plezia-Missler,Dorothy E.	Counselor	21 %
Plezia-Missler,Dorothy E.	Counselor	26 %
Preciado,Monica Isabel	Counselor	47 %
Shapiro,Lynn	English	23 %
Tabrizi,Setareh H.	English	20 %

**TEMPORARY, PART-TIME EMPLOYEES Spring 2021**  
**Cosumnes River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Alexander,Helen M.	Librarian	3 %
Benskin,Karena T.	Small Business and Entrepreneurship	20 %
Benskin,Karena T.	Office Technology/Office Computer Applicati	13 %
Craig,Torina L.	Counselor	2 %
Domek,Anna L.	Counselor	2 %
Gacilan,Gilbert S	Counselor	5 %
Green,Charlene K.	Counselor	8 %
Jones,Jenny L.	Counselor	9 %
King,Kimberly M.	Counselor	12 %
Lindsey,William N.	Counselor	2 %
Madden,William P.	Counselor	5 %
Nelson,Jacquelynn D.	Counselor	16 %
Onuoha,Gwendolyn P.	Counselor	2 %
Peacock,Kristin R.	Counselor	3 %
Tang,Skyeler A	Counselor	9 %
Tang,Skyeler A	Counselor	2 %
Torres,Jessica	Counselor	7 %
Wellington,Erica M.	Counselor	17 %
Yeung Whamond,Esther E.	Counselor	8 %

**TEMPORARY, PART-TIME EMPLOYEES Spring 2021**  
**Folsom Lake College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Beese,Michelle A.	Counselor	32 %
Blackmon,Tavarus	Painting & Drawing	13 %

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

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**TEMPORARY, PART-TIME EMPLOYEES Spring 2021**  
**Folsom Lake College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Dib,Amal	Mathematics Skills	60 %
**(A4) Germany,Talver J.	Painting & Drawing	15 %
Hoffman,Dale H.	Anthropology	16 %
Huddleston,Robert G.	Computer Programming	20 %
Kolleda,Lance John	Business and Commerce, General	20 %
Leou,Frances M.	Certified Nurse Assistant	55 %
Sutton,Amber M.	Preschool Age Children	30 %
Tang,Vivian	History	7 %

**TEMPORARY, PART-TIME EMPLOYEES Spring 2021**  
**Sacramento City College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Albumalalah,Aoss H.	Physiology (Includes Anatomy)	32 %
**(A2) Austin,April J.	Librarian	16 %
Bennett,Gary N.	Computer Networking	15 %
Braun,Regina J	Counselor	3 %
Chave,Joshua J.	Counselor	1 %
Garboushian,Maida Y.	Counselor	1 %
Hung,Gary W.	Counselor	4 %
Jeppeson,Marsha S.	Speech Communication	40 %
**(A5) Kiehn,Kenneth	English	20 %
McClellan-Morehouse,Martha Harriet	Counselor	10 %
Reach,Lorna J.	Counselor	3 %
Richmond,Pamela R.	English	8 %
Spears,Estelita L.	General Work Experience	13 %
Suy,Shaun	Counselor	2 %
**(A5) Swafford,Derek L.	Counselor	4 %
Tener,Sean G.	Aviation and Airport Management and Service	20 %
**(A1) Wright,Tatyana N.	Counselor	4 %

**REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Spring 2021**  
**American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Auyeung,Tak	Computer Information Systems	7 %
Crowder,Michael H.	English	20 %
Diaz,Melissa	English	3 %
Gorre,Charissa E.	Administration of Justice	15 %
Heiser,Ceydy Berdon	Spanish	53 %
Ilaga,Lisa Hunsaker	Respiratory Care/Therapy	6 %
Kem-Rivera,Toladette	Counselor	23 %
Roberts-Law,Lisa E.	Counselor	18 %
Scalzi-Pesola,Jennifer S.	Counselor	6 %
Yatsenko,Tatyana	Counselor	13 %

**REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Spring 2021**  
**Cosumnes River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Aldredge,Teresa W.	Counselor	4 %
Avalos,Amy M.	Guidance	7 %

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**REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Spring 2021**  
**Cosumnes River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Davtian,Anna	Counselor	2 %
Doan,Anna N.	Counselor	7 %
Doan,Anna N.	Counselor	6 %
Esty,Juana T.	Counselor	2 %
Kagan,Alexander	Counselor	1 %
Soriano,Paolo J.	Counselor	3 %

**REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Spring 2021**  
**Folsom Lake College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Clark,Christopher S.	Counselor	16 %
Estep Gompert,Gena D.	History	20 %

**REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Spring 2021**  
**Sacramento City College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Burg,Thomas J.	Aviation and Airport Management and Service	20 %
Fabionar,David E.	Speech Communication	37 %
Karlsen,Jeffrey A.	Librarian	5 %
Maeda,Richard	Licensed Vocational Nursing	26 %
Marshall,Doris F.	Licensed Vocational Nursing	20 %
Parker,Leslie A.	Counselor	10 %
Rice,Helen M.	Licensed Vocational Nursing	20 %

**TEMPORARY, PART-TIME EMPLOYEES Summer 2021**  
**American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Laird,Brian B.	Administration of Justice	1 %
LaMarr,Todd	Child Development/Early Care and Education	20 %
LaMarr,Todd	Infants and Toddlers	20 %
Lambdin,Jennae M.	Adapted Physical Education	15 %
Lapierre,Arthur	Music	40 %
Larabee,Linda G.	Reading	13 %
Laughton,Barbara A.	English	20 %
Lee,Sara E.	History	20 %
Lenz,Dakota J.	English	23 %
Lester,Katherine M	Administration of Justice	1 %
Leveille,Rebecca A.	Office Technology/Office Computer Applications	9 %
Levin,Maureece J.	Anthropology	20 %
Lewis,Deana L.	ESL Writing	20 %
Lievens,Sarah C.	Chemistry, General	52 %
Limmaneeprasert,Oranit	ESL Writing	20 %
Lindgren,Erica	Physiology (Includes Anatomy)	52 %
Lingsweiler,Ryan W.	Speech Communication	40 %
Logan,Thomas E.	English	40 %
Lommori,Michael L.	Administration of Justice	1 %
Long,Jackie R.	Administration of Justice	1 %
Long,Jason S.	Film History and Criticism	20 %
Long,Jason S.	Creative Writing	20 %
Lowden,Carson C.	Intercollegiate Athletics	15 %

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**TEMPORARY, PART-TIME EMPLOYEES Summer 2021**  
**American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
**(A2) Lui,Diane C.	Fine Arts, General	20 %
Mahmood,Khalid	Mathematics, General	33 %
Manukyan,Knarik	Mathematics, General	33 %
Marion,Derrick T.	Administration of Justice	1 %
Marmer,Richard F.	Psychology, General	40 %
Marquis,Trinette L	Speech Communication	20 %
Massetti,Thomas P.	Administration of Justice	1 %
Matsunami,Joline R.	Physical Education	15 %
Maurino,Molly A.	Physical Education	15 %
McCarroll,Sharleen M.	Mathematics, General	53 %
McCord,Karen M.	Psychology, General	20 %
McKaig,Sandra L.	Mathematics, General	20 %
McKaig,Sandra L.	Mathematics Skills	13 %
Medcalf,John C.	Mathematics, General	60 %
Melkonyan,Gegham	Mathematics, General	33 %
Mendez,Shannon M.	English	20 %
Messer,Carter-Ryan	Mathematics, General	53 %
Messier,Christopher D.	Welding Technology	50 %
Meux,Brian L.	Administration of Justice	1 %
Mirzaagha,Mohammad E.	Mathematics, General	53 %
Mitchell,Matt J.	Mathematics, General	53 %
Montoya,Sally	Administration of Justice	1 %
Moody,Heather	Intercollegiate Athletics	8 %
Moore,Christopher E.	Automotive Technology	53 %
Moore,Reyna C.	Academic Guidance	20 %
Morgan,Roxanne	English	40 %
Moser,Richard M.	English	20 %
Mueller,Robert G.	Administration of Justice	1 %
Muhammad,Sabir T	Cross Term	2 %
Mulvihill,Shauna Marie	History	20 %
Nedorezov,Svetlana	Mathematics, General	40 %
Nehrebecki,Helene R.	Mathematics, General	33 %
Ngo,Tu C.	Mathematics, General	33 %
Nguyen,Dung	Mathematics, General	33 %
Osterhout,Jonathan C.	Intercollegiate Athletics	23 %
Paez,Alexander	Speech Communication	40 %
Palmer,Gary D.	Administration of Justice	1 %
Parker,Laura L.	Painting & Drawing	28 %
Parks,Judith	Culinary Arts	22 %
Parrish,Stephanie S.	Reading	17 %
Payne,Michael D.	Chemistry, General	52 %
Pellerin,Kristie J.	Biology, General	52 %
**(A2) Petraru,Marius	Geography	36 %
Pezone,John P.	Administration of Justice	1 %
Pico,Glenn A.	Mathematics, General	60 %
Ponce,Carlos F.	Administration of Justice	1 %
Powers,Matthew T.	Administration of Justice	1 %
Quirarte,Karen G.	English	33 %
Ramirez,Erwin F.	Administration of Justice	1 %
Ramos,Gabriel F.	Administration of Justice	1 %
Rawlins,Jenna L.	Sociology	20 %
Reed,Arthur L.	Geology	52 %
Reese,Mark A.	Welding Technology	50 %

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**TEMPORARY, PART-TIME EMPLOYEES Summer 2021**  
**American River College**

Name	Subject	FTE
Regan,Debra Sue	Physiology (Includes Anatomy)	36 %
Register,James M.	Mathematics, General	53 %
Reilly,Robin L.	Accounting	53 %
Rennie,Sharilyn M.	Physiology (Includes Anatomy)	52 %
Ridgway,Theodore	Mathematics, General	20 %
Riese,Kelly L.	Speech Communication	20 %
Roberts,Jeffrey C.	Biology, General	20 %
Robinson,Donna L.	Administration of Justice	1 %
Robinson,Matthew P.	Music	40 %
Rodriguez-Rutten,Paula	Mathematics, General	20 %
Rosario,Brian P.	Economics	40 %
**(B4) Rose,David A.	Administration of Justice	1 %
**(B5) Rossman,Leslie A.	Welding Technology	28 %
Rowe,Harold E.	Administration of Justice	1 %
Rust,Joseph D.	Academic Guidance	20 %
Rutaganira,Thomas	Mathematics, General	60 %
Sabzevary,Iraj	Information Technology, General	20 %
Sabzevary,Iraj	Database Design and Administration	11 %
Sacha,Jeffrey O.	Sociology	40 %
**(A2) Safvi,Syed A.	Mathematics, General	40 %
**(A2) Salluzzo,Michelle Anne	Child Development/Early Care and Education	20 %
**(A2) Salluzzo,Michelle Anne	Infants and Toddlers	20 %
Samin,Ahmad F	Chemistry, General	59 %
Sanchez,Brett A.	Mathematics, General	53 %
Schroeder-Evans,Kimbra S.	Spanish	27 %
Schuster,Randall O.	Drafting Technology	30 %
Scott,Margaret L.	Psychology, General	40 %
Scott,Steven	Microbiology	41 %
Shah,Rabail R.	Classics-Humanities	20 %
Shapiro,Lynn	English	20 %
Shaukat,Kahkashan	Software Applications	35 %
**(A3) Shearer,Tracy F.	Dramatic Arts	40 %
Shepherd,Elden B.	Administration of Justice	1 %
**(A5) Shih,Ernest	Computer Infrastructure and Support	24 %
**(A2) Shimizu,Yujiro	Psychology, General	40 %
Shrope-Austin,David S.	Speech Communication	20 %
Silva,Douglas J.	Culinary Arts	43 %
Silva,Nancy E.	Film Studies	40 %
Simmons,Floyd Raymond	Administration of Justice	1 %
Skelton,Nathan E.	Mortuary Science	13 %
**(A1) Slutsky,Daniel A.	Physiology (Includes Anatomy)	52 %
Smith,Craig N.	Fine Arts, General	20 %
Smith,Craig N.	Art	28 %
Smith,Sunny	Dance	22 %
Solomon,Enrico B.	Administration of Justice	1 %
Sowards,Timothy L.	Administration of Justice	1 %
Sowinski,Lisa M	Mathematics, General	33 %
Speck,Christian A.	Business Administration	60 %
**(A1) Spencer,Katherine E.	Other Humanities	20 %
Stapleton,Michael E.	Administration of Justice	1 %
Starkey,Danielle F.	English	20 %
Stemmann,Karsten	Mathematics, General	27 %
Stemmann,Karsten	Mathematics Skills	13 %
Stevens,Briagh E.	English	20 %

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**TEMPORARY, PART-TIME EMPLOYEES Summer 2021**  
**American River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
**(A1) Stokes,Clarence C.	Software Applications	53 %
Sukkary,Tamir	Political Science	40 %
Sundin,Daniel R.	Microbiology	41 %
Supin,Vitaliy	Mathematics, General	33 %
Swanson,Maureen A.	Administration of Justice	1 %
Sweeney,Thomas D.	Administration of Justice	1 %
Swift,Charles A.	Administration of Justice	1 %
Tabrizi,Setareh H.	English	7 %
Thai,Dai Thuy Trang	Chemistry, General	36 %
Thompson,Steven Dean	Music	40 %
Tintiangco,Zachary T.	Mathematics, General	20 %
Tintiangco,Zachary T.	Mathematics Skills	13 %
Tittle,Matt G	English	20 %
Torres,Santos	Sociology	20 %
Torres,Veronica C.	Drafting Technology	30 %
Truong,Binh X.	Mathematics, General	60 %
Tsushima,Cheryl L.	Automotive Technology	53 %
Uptegrove,Jim L.	Administration of Justice	1 %
**(B5) Urkofsky,Teresa E.	Restaurant and Food Services Management	28 %
Valcu,Sanda I.	ESL Integrated	30 %
**(A2) Valdez,Judith	Guidance	7 %
Valenzona,Deborah A.	Reading	20 %
Valle,Gloria C.	English	27 %
Valle,Jesus D.	English	40 %
**(A5) VanRegenmorter,Heidi L.	Music	20 %
VanRegenmorter,Merlyn J.	Music	40 %
Vasquez,Karen M.	Speech Communication	20 %
Vervilos,Vasseliki	Accounting	40 %
Vitaich,Jason M.	Political Science	40 %
Volz,Christopher J.	Physics, General	56 %
Wake,Audra G.	Paralegal	20 %
Warman,James L.	Health Occupations, General	20 %
Watters,Stephen W.	Anthropology	20 %
Welkley,Debra L.	Sociology	20 %
Wheeler,Susan R.	Business Management	20 %
Williams,Samuel W.	Dramatic Arts	40 %
Wilson,Keri K.	Administration of Justice	1 %
Winford,Geoffrey M.	Administration of Justice	1 %
Winter,Michael H.	Geography	20 %
Wolfe,David E.	Biology, General	52 %
Wood,Patricia E.	Painting & Drawing	28 %
Wooden,Tami D.	Physical Education	15 %
Word,Richard L.	Administration of Justice	1 %
Yatsenko,Tatyana	Guidance	13 %
Youngs,Cynthia	Reading	10 %
**(A4) Zhang,Lingling	Accounting	40 %

**TEMPORARY, PART-TIME EMPLOYEES Summer 2021**  
**Cosumnes River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
LaDue,Cheri L.	Health Education	40 %
Lam,Nam H.	Mathematics, General	28 %

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**TEMPORARY, PART-TIME EMPLOYEES Summer 2021**  
**Cosumnes River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Larsen,Lawrence C.	Mathematics, General	35 %
Lemoine,Florence A.	History	20 %
Leslie,Asya Monique	Psychology, General	30 %
Lewis Jr.,Howard	Animal Science	20 %
Li,Xiaozhu	Mathematics, General	13 %
Limon,Kimberly T.	English	20 %
Logan,Jason K.	Sociology	20 %
Lugo,Donnisha C.	Sociology	40 %
Mahmood,Ghazanfar B.	Health Occupations, General	60 %
Mapeso,Ray	Human Services	20 %
Marchak,Taras R.	English	40 %
Markalanda,Piyali D.	Mathematics, General	28 %
Mathis,Jacqueline S.	Academic Guidance	20 %
McDowell,Stephen C.	Chemistry, General	52 %
McNee,Shay D.	History	20 %
Mederos,Lisa-Marie	Business and Commerce, General	20 %
Mederos,Lisa-Marie	Management Development & Supervision	20 %
Meyers,Dennis J.	Economics	20 %
Miller,Casey R.	English	40 %
Miller,Nathan D.	Speech Communication	40 %
Moreno,Camille	Mathematics, General	28 %
Mulhern,Jeannette L.	Family Studies	40 %
Mullerworth,Trudi Fields	English	20 %
Nahlen,Kari P.	Physical Education	19 %
Navarro,Murray F.	Mathematics, General	33 %
Neach,Ryan T	Political Science	40 %
Neil,Richard R.	Geography	20 %
Nelsenador,Matthew B.	Mathematics, General	27 %
Nelsenador,Matthew B.	Mathematics Skills	13 %
Newman,Jason C.	History	40 %
Nguyen,Hoang D.	Economics	20 %
Nguyen,Yen Thi	Vietnamese	27 %
Ninh,Thien-Huong T.	Sociology	58 %
Osman,Mohammed	Information Technology, General	13 %
Osman,Mohammed	Software Applications	7 %
Otono,Erica N.	Child Development Administration and Mana	20 %
Pandey,Rajeev R.	Chemistry, General	59 %
Parks,Lance M.	Computer Networking	48 %
Paskey,Amanda M.	Anthropology	30 %
Perales,Chantel R.	English	40 %
Perkins,Deirdre S.	Computer Networking	13 %
Phan,Man	Business and Commerce, General	40 %
Phan,Man	Marketing & Distribution	20 %
Plasencia,Cesar	Physical Education	20 %
Plasencia,Cesar	Intercollegiate Athletics	8 %
Poeppelman,Timi L.	Mass Communications	20 %
Preble,Ronald E.	Intercollegiate Athletics	8 %
Reed,Diana M.	History	40 %
Reed,Kathaleen E.	English	20 %
Riese,Kelly L.	Speech Communication	20 %
Risenhoover,Dale T.	Health Occupations, General	45 %
Roberts,Jason M.	Welding Technology	15 %
Saake,Miranda S.	English	40 %
Sage,Leslie C.	Intercollegiate Athletics	19 %

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 Summer 2021**  
**Cosumnes River College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Sands-Pertel,Judith A.	Music	20 %
Schroeder,Kristy Howard	Health Education	20 %
Seamons,John E.	English	20 %
Seamons,John E.	Reading	20 %
Short,Christina B.	Family Studies	20 %
Sigauke,Emmanuel	English	40 %
Smith,Leon T.	Other Humanities	40 %
Spisak,John H.	Computer Infrastructure and Support	24 %
Spisak,John H.	Computer Networking	28 %
Steensland,Mark H.	Film History and Criticism	20 %
Strong,Michael W.	Physics, General	40 %
Strong,Michael W.	Astronomy	20 %
Sy,Joanne	Mathematics, General	33 %
Tapia,Andres A.	History	20 %
Thao,Caroline	Asian (Chinese and Japanese excluded)	35 %
Torres,Gabriel S.	Spanish	35 %
**(A2) Trent,Anna K.	Fine Arts, General	40 %
Velasquez,Jacob L.	Philosophy	20 %
Villalpando,Janel C	ESL Writing	20 %
Washington,Christina A.	English	40 %
Wergeland,Kari A.	Librarian	21 %
Wheeler Abeyta,Sandra P.	Speech Communication	40 %
Wiggins,Marcelle F.	Painting & Drawing	28 %
Wildie,Kevin J.	History	20 %
**(A2) Williams-Brito,Kimberly	Mathematics, General	35 %
Wilson,James B.	ESL Writing	20 %
Yarbrough,Michael	Mathematics, General	20 %
Young,Cicely N.	English	40 %
Zambello,Giancarlo	Psychology, General	20 %

**TEMPORARY, PART-TIME EMPLOYEES Summer 2021**  
**Sacramento City College**

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Lagunas-Carvacho,Magaly A.	Spanish	27 %
Lam,George K.H.	Economics	60 %
Lane,Tammie R.	Dental Assistant	56 %
Larson,Carillon J.	Mathematics, General	53 %
Leek,Laura C.	ESL Speaking/Listening	20 %
Leininger,Tim J.	Geography	20 %
Leong,Hazel Ann C	History	20 %
Lewis,Ann	English	40 %
Lewis,Robert C	Real Estate	20 %
Limon Guzman,Jesus A.	English	20 %
Little,Myra M.	Information Technology, General	20 %
Little,Myra M.	Computer Programming	35 %
Liu,Steve S.	Chinese	7 %
Livas,Melinda M.	Librarian	11 %
Logan,Jason K.	Sociology	20 %
Logan,Shane P.	Corrections	40 %
Logan,Shane P.	Sociology	20 %
Lothrop,Joshua L	Nursing	60 %
Lucas,Andrea K.	Coordinator	5 %
Lynch,Blair N.	Psychology, General	20 %

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## TEMPORARY, PART-TIME EMPLOYEES Summer 2021

## Sacramento City College

Name	Subject	FTE
Maeda,Richard	Health Occupations, General	20 %
Manriquez,Paul M.	Mathematics, General	60 %
Mao,Alvin W.	Chemistry, General	41 %
Marshall,Jessica A.	Anthropology	20 %
Martinez,Jesus E.	Mathematics, General	60 %
Martinez,Jesus R.	History	40 %
**(B5) Masterson,Patricia J.	Sign Language	53 %
Mayol,Glenn	Physical Education	15 %
McClain,Jimmie Jo	Dental Hygienist	17 %
McCoin,Thomas J.	Physical Therapy Assistant	12 %
Mendez-Nunez,Luis R.	Mathematics, General	53 %
Miller,Nicholas B.	Sociology	60 %
Minawi,Rima	Business and Commerce, General	20 %
Mohrmann,Peter R.	Dramatic Arts	20 %
Mom,Brian W.	Business and Commerce, General	40 %
Mom,Brian W.	Business Administration	20 %
Moore,Thomas G.	Information Technology, General	28 %
Moore,Thomas G.	Software Applications	18 %
Mukherjee,Sharmila	Chemistry, General	52 %
**(A2) Myers,Linda B.	English	20 %
Naify,James F.	Philosophy	20 %
Nash,Laurie J.	Intercollegiate Athletics	15 %
Nasiri,Melekeh	Chemistry, General	52 %
Neil,Richard R.	Geography	36 %
Neilson,Wendy N.	Occupational Therapy Technology	8 %
Ngassam,Valery N.	Physics, General	52 %
Nicholson,Joy Christine	Dramatic Arts	20 %
Niyati,Fatemeh	Chemistry, General	59 %
**(A1) Oh,Jang-Ha	Physical Education	15 %
**(A1) Oh,Jang-Ha	Intercollegiate Athletics	8 %
Okada,Mikiya	Electronic Game Design	21 %
Otto,Anna M.	Family Studies	40 %
Parks,Karen D.	Software Applications	18 %
Passal,Steven R.	English	20 %
Patra Bhowmik,Manomita	Microbiology	20 %
Paulson,Daniel I.	Music	20 %
Pea,Sarah O.	Dental Hygienist	19 %
Perea,Wil Joseph	Mathematics, General	27 %
Perkins,Justin	Speech Communication	20 %
Petite,Lori M.	Speech Communication	40 %
Piedra,Erica A.	French	27 %
**(A2) Poe,Kathleen A.	Music	40 %
Pogue,Brian A.	Coordinator	7 %
Polagrufo,John A.	Nutrition, Foods, and Culinary Arts	20 %
**(A2) Poliseno,Michelle C.	Mathematics, General	40 %
Poon,Alexia V.	Physical Education	15 %
Poon,Alexia V.	Intercollegiate Athletics	15 %
Prilepina,Tamara F.	Mathematics, General	27 %
Quandt,Timothy	Philosophy	20 %
Quiggle,Dexter H.	Dental Hygienist	24 %
Ramsey,Robert A.	Mathematics, General	60 %
**(B3) Randolph,Melodi L.	Dental Assistant	55 %
Regalado,Maria Carmen	Psychology, General	40 %
Rendon Hall,Velma	Cosmetology and Barbering	13 %
Ridley,Christina Y.	Health Occupations, General	13 %

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**TEMPORARY, PART-TIME EMPLOYEES Summer 2021**  
**Sacramento City College**

Name	Subject	FTE
Roberts,Joshua M.	English	53 %
Robinson,Curtis J.	Geography	20 %
Rodriguez,Hector	Mathematics, General	60 %
**(B5) Rodriguez,Julie M.	Dental Assistant	26 %
Rohret,Valerie A.	Fine Arts, General	20 %
Rohret,Valerie A.	Classics-Humanities	40 %
Romero Jr,Jesus	Mathematics, General	60 %
Rosenberger,Randy	Mathematics, General	60 %
Rowe,Stephanie A.	Accounting	53 %
Rowland,Martha E.	Library Technician (Aide)	20 %
Royal,Joy R.	Software Applications	18 %
Saffold,Stephen P.	Dental Hygienist	33 %
**(A2) Salluzzo,Michelle Anne	Child Development/Early Care and Education	20 %
Sanchez,Rafael	English	20 %
Sarte,Jaime M.	Physiology (Includes Anatomy)	20 %
Schemel,Nathan C.	Film Studies	20 %
Schumacher,Robert J.	Painting & Drawing	57 %
**(A2) Schutte,Matthew L.	Mathematics, General	60 %
Screechfield,Rosalie M.	Mathematics, General	20 %
Selva,Marcia L.	English	40 %
Shatwell,Jamie E.	Sign Language	53 %
Shearer,Kirt B.	Music	20 %
Sheldon,Shara A.	Nutrition, Foods, and Culinary Arts	40 %
Shewa,Wondimagegn T.	Chemistry, General	59 %
Shiflet,Kurt J.	Music	40 %
Shull,Leslie C.	Marketing & Distribution	20 %
Singh,Ashpreet K.	Health Occupations, General	20 %
Singh,Jatinder P.	Computer Programming	35 %
**(B3) Steele,Marlene M.	Health Occupations, General	33 %
Steever,Joseph M.	Mathematics, General	53 %
Storms,Natascha	Anthropology	56 %
Strimling,Amy K.	Child Development/Early Care and Education	30 %
**(A5) Taheri,Mansour	Mathematics, General	27 %
Tedla,Dagne	Political Science	40 %
Tercho,Karen L.	Librarian	3 %
Testeza,Tess	Russian	27 %
Tharalson,Julie A.	Nutrition, Foods, and Culinary Arts	40 %
Tinti,Sharee	ESL Writing	20 %
Tittle,Matt G	English	20 %
Tromborg,Chris T.	Psychology, General	40 %
Upton Benton,Tyffani A.	Speech Communication	40 %
Van Dusen,Jody	English	20 %
Veras,Clarisa C.	Spanish	27 %
Waggoner,Camille A.	English	20 %
Wagner,Glennda G.	Nursing	40 %
Wagner,Glennda G.	Registered Nursing	20 %
**(A5) Walker,Dannie E.	Physical Education	15 %
**(A5) Walker,Dannie E.	Intercollegiate Athletics	17 %
Walker,Sarah E.	Community Health Care Worker	23 %
Waltonen,Karma J.	English	20 %
Ward-Richardson,Joycelyn M.	Family Studies	20 %
Weinsheink,Shawn E.	Technical Theater	20 %
Wergeland,Kari A.	Librarian	5 %
Wheeldon,Sandra M.	Dental Assistant	56 %

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**TEMPORARY, PART-TIME EMPLOYEES Summer 2021**  
**Sacramento City College**

Name	Subject	FTE
Williams,Angelo A.	Sociology	20 %
Williams,Gayle Kristine	Accounting	47 %
Williams,Jasmine S.	Speech Communication	20 %
Wiseman,Maury I.	History	40 %
Wong,Malcolm E.	Mathematics, General	27 %
**(A1) Woolley,Nicole B.	Coordinator	5 %
**(A1) Wrenn,Robert Alan	Music	20 %
Yapundich,Diane M.	Political Science	20 %
Youngblood,Brandon S.	Psychology, General	20 %
Zamora,Frank	Painting & Drawing	28 %
Zanartu,Luis A.	Sociology	20 %
Zaragoza,Diana A.	Child Development/Early Care and Education	20 %
Zimmerman,Lance C.	Physiology (Includes Anatomy)	52 %
Zuercher,Connie A.	Health Education	40 %

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## C L A S S I F I E D

<b>APPOINTMENT(S)</b>		<u>Name</u>	<u>Position</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Serrano, Ariel M.			Police Communication Supervisor	DO	05/17/21
Tam, Simon C.			Information Technology Technical Services Supervisor	DO	04/12/21
<b>PROMOTION(S)</b>			<u>New Position (Current Position)</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Naiem, Laili			Student Support Specialist, 10 months (Financial Aid Clerk II, 12 months)	CRC CRC)	05/17/21
Rodriguez, Mario A.			Student Support Specialist, 10 months (Student Personnel Assistant-Student Services, 12 months)	CRC ARC)	05/03/21
<b>REASSIGNMENT(S)/TRANSFER(S)</b>		<u>Name</u>	<u>New Position (Current Position)</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Burrage, Lisa K.			Student Support Supervisor (Student Support Specialist)	DO ARC)	04/21/21
<b>RESIGNATION(S)</b>		<u>Name</u>	<u>Position</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Greenhill, Regan G.			Facilities Planning/Engineering Specialist	FM	05/14/21
Matthews, Emily J.			Police Communication Dispatcher	DO	04/29/21
<b>RETIREMENT(S)</b>		<u>Name</u>	<u>Position</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Anderson, Suzanne C.			Account Clerk III (After 24 years of regular service)	ARC	08/14/21

## C L A S S I F I E D

**RETIREMENT(S), CONTINUED**

<u>Name</u>	<u>Position</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
Pressley, Linda K.	Child Development Center Lead Teacher (After 24 years of regular service)	CRC	09/08/21
Winner, Bruce L.	Contract Education Program Developer (After 22+ years of regular service)	DO	07/01/21

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>			
Ables, Sonya R.	Clerk III	03/22/2021	06/30/2021
Afilleje, Kaela Jae G.	Student Personnel Assistant	04/01/2021	06/30/2021
Al Sammarraie, Noor Alaa Rashid	Instructional Assistant	03/16/2021	06/30/2021
Alshoubaki, Ahed M	Laboratory Technician	03/15/2021	06/30/2021
Awadees, Sarkies S.	Custodian	03/11/2021	06/30/2021
Bessonov, Vasiliy M.	Laboratory Technician	03/15/2021	06/30/2021
Bowers, Tyler D	Specialty Coach	03/10/2021	06/30/2021
Click, Julie S.	Special Projects	03/11/2021	06/30/2021
Cooley, Katie J	Recruit Training Officer	02/15/2021	06/30/2021
De Luze, Alivia A	Library Technician	04/01/2021	06/30/2021
Diaz, Ruth M.	Outreach Specialist	04/15/2021	06/30/2021
Digregorio, Evans	Special Projects	03/24/2021	06/30/2021
Goodall, Kyle P.	Maintenance Technician I	04/06/2021	06/30/2021
Hughes, Julia	Special Projects	03/29/2021	06/30/2021
Huls, Jeremy D.	Special Projects	03/01/2021	06/30/2021
Kintaudi, Vanessa	Student Personnel Assistant	03/22/2021	06/30/2021
Kirkman, Madelynnae A	Special Projects	04/01/2021	06/30/2021
Manzi, Megan L.	Special Projects	03/11/2021	06/30/2021
Matsiulka, Dzmitry	Financial Aid Clerk I	03/25/2021	06/30/2021
Meyer, Gregory B.	Specialty Coach	03/15/2021	06/30/2021
Moghaddam, Babak	Custodian	03/15/2021	06/30/2021
Ngov, Leang H.	Special Projects	03/22/2021	06/30/2021
Pfister, Anthony Michael	Utility Worker	04/06/2021	06/30/2021
Plamadeala, Liliana	Student Personnel Assistant	03/25/2021	06/30/2021
Razavi Shandiz, Seyedhossein	Custodian	03/11/2021	06/30/2021
Santillan, Lexie N	Library Technician	04/01/2021	06/30/2021
Scott, Lauren	Special Projects	04/08/2021	06/30/2021
Takahashi, Reiko Y.	Outreach Specialist	03/08/2021	06/30/2021
Wells, Melissa M.	Special Projects	02/15/2021	06/30/2021
Williams, Jessica A.	Special Projects	03/08/2021	06/30/2021
<u>Cosumnes River College</u>			
Barcenas, Santiago	Financial Aid Clerk I	04/05/2021	06/30/2021
Bermudez, Gabriela	Student Personnel Assistant	03/25/2021	06/30/2021
Garcia, Marin R.	Student Personnel Assistant	04/15/2021	06/30/2021
Gonzalez, Karen P	Student Personnel Assistant	03/25/2021	06/30/2021
Holtz, Christopher A.	Intrcollegiate Game Technician	03/22/2021	06/30/2021
Khang, Moua M	Admissions/Records Clerk I	04/01/2021	06/30/2021
Kyles, Lakeia C	Financial Aid Clerk I	04/01/2021	06/30/2021

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>End Date</u>
<u>Cosumnes River College (Continued)</u>			
Le, Danh D.	PE/Athletic Attendant	03/16/2021	06/30/2021
Reyes Cruz, Carrie A.	Student Personnel Assistant	04/15/2021	06/30/2021
Tariq, Aiza	Student Personnel Assistant	02/25/2021	06/30/2021
Teegarden, Chloe J	Financial Aid Clerk I	04/01/2021	06/30/2021
Vue, Houa	Student Personnel Assistant	04/19/2021	06/30/2021
<u>District Office / Business and Economic Development Center / Facilities Management / Police Services</u>			
Barahona, Tabatha	Clerk II	04/09/2021	06/30/2021
Chanhthavichith, Soumas A.	Clerk III	03/30/2021	06/30/2021
Daoud, John A.	Campus Patrol	03/22/2021	06/30/2021
Hovhannisyan, Lilit	Clerk II	04/23/2021	06/30/2021
Li, San M	Research Analyst	01/23/2021	06/30/2021
Simmons-Bartholome, Alyse E	Clerk II	04/29/2021	06/30/2021
Taylor, Ternel T	Campus Patrol	04/01/2021	06/30/2021
<u>Folsom Lake College</u>			
Christian, Shawn W	Financial Aid Clerk I	03/25/2021	06/30/2021
Diaz-Vigil, Jessica J	Reader/Tutor I	03/25/2021	06/30/2021
Hupp, Jemma L.	Admissions/Records Clerk II	02/25/2021	06/30/2021
Jackson, Iesha R.	Assistant Coach	04/25/2021	06/30/2021
Lee, Diane D	Clerk I	03/25/2021	06/30/2021
Meline, Lisa M.	Reader/Tutor I	03/29/2021	06/30/2021
Miller, Jazmine O.	Assistant Coach	03/25/2021	06/30/2021
Moya, Randy	Assistant Coach	04/25/2021	06/30/2021
Nolan, Cerissa M	Financial Aid Clerk I	03/25/2021	06/30/2021
Osorio Flores, Brenda B	Student Personnel Assistant	03/11/2021	06/30/2021
Stapleton, Analyse M.	Assistant Coach	04/09/2021	06/30/2021
Starr, Chris A.	Assistant Coach	04/01/2021	06/30/2021
Thorson, Rosette J	Reader/Tutor I	04/15/2021	06/30/2021
<u>Sacramento City College</u>			
Barraza Garcia, Jesus	Student Personnel Assistant	04/28/2021	06/30/2021
Cruz, Susana	Outreach Specialist	04/26/2021	06/30/2021
Davis, Angela M.	Instructional Assistant	03/04/2021	06/30/2021
Flash, Sarah M	Admissions/Records Clerk II	03/01/2021	06/30/2021
Harris, Kathleen M.	Laboratory Technician	03/10/2021	06/30/2021
Hornsby, Emily G.	Student Personnel Assistant	02/22/2021	06/30/2021
Johnson, Taylor C	Special Projects	04/19/2021	06/30/2021
Jordan, Nizjah O	Clerk I	03/05/2021	06/30/2021
Louie, Ryan J	Special Projects	03/25/2021	06/30/2021
Matista, Maria C.	Account Clerk I	03/03/2021	06/30/2021
Moore, Zenzi M	Counseling Clerk I	04/19/2021	06/30/2021
Ochs, Courtney N.	Athletic Trainer	04/20/2021	06/30/2021

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: May 12, 2021

SUBJECT:	Public Hearing: College and Career Access Pathways (CCAP) Memorandum of Understanding: Visions In Education	ATTACHMENT: None	
	ENCLOSURE: None		
AGENDA ITEM:	Action Item A	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Melanie Dixon American River College	CONSENT/ROUTINE	
APPROVED FOR CONSIDERATION:	Brian King	FIRST READING	
		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.

## STATUS:

The proposed College and Career Access Pathways (CCAP) Memorandum of Understanding (MOU) is between the Los Rios Community College District and Visions In Education. 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. In Fall 2021 and Spring 2022 classes will be offered to High School students at Visions In Education. 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 Visions In Education; 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, FOLSOM LAKE COLLEGE  
AND VISIONS IN EDUCATION SCHOOL**

This Memorandum of Understanding ("MOU") is between the Los Rios Community College District and its respective colleges ("LRCCD"), and Visions In Education ("SCHOOL"). For identification purposes only this MOU is dated April 28, 2021. 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 dual enrollment agreement has been approved by the Board of DISTRICT on May 27, 2021 and the Board of LRCCD on May 12, 2021;

**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, 2022 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 25 duplicated (*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 5.67 FTES at American River College and 3.64 FTES at Folsom Lake College. (*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 points of contact for LRCCD is Deputy Chancellor Jamey Nye, American River College President Melanie Dixon, and Folsom Lake College President Whitney Yamamura. The point of contact for SCHOOL is the Chief Academic Officer, John Garrard. *(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 District 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 SCHOOL 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 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:

**VISIONS IN EDUCATION**

By: \_\_\_\_\_

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

By: \_\_\_\_\_

John Garrard  
Chief Academic Officer  
5030 El Camino Avenue  
Carmichael, CA 95608  
(916) 883-1636

## **COURSE AGREEMENT**

This course agreement is entered into between the Los Rios Community College District / American River College / Folsom Lake College (“LRCCD”) and Visions In Education Charter 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:

American River College:

Fall 2021

- HEED 300, Health Science

Spring 2022

- BIOL 102, Essentials of Human Anatomy and Physiology, or
- BIOT 307, Biotechnology and Society (TBD)

Folsom Lake College:

Fall 2021

- AH 109, Direct Caregiver Training: Adult and Elderly
- AH 311, Medical Language for Healthcare Providers

Spring 2022

- AH 109, Direct Caregiver Training: Adult and Elderly
- AH 311, Medical Language for Healthcare Providers

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 August 31, 2021 and shall continue until the conclusion of the courses on or about June 9, 2022.
5. The approved curriculum and course outlines applicable to this course are incorporated herein as Attachment A to this agreement.
6. Visions In Education 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

\_\_\_\_\_  
By: Jamey Nye, Ph.D.  
Deputy Chancellor

VISIONS IN EDUCATION CHARTER  
SCHOOL

\_\_\_\_\_  
By: Dr. John Garrard  
Chief Academic Officer

# Course Outline

## American River College

### Los Rios Community College District

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## Section 1: Curriculum Cycle Information

**Course:** HEED 300: Health Science

**Outline Status:** Catalog

**Last Full Review:** May 02, 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.

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## Section 2: Basic Course Information

**Identifier:** HEED 300

**Title:** Health Science

**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 focuses on factors which influence the health status of both the individual and the community. Topics include personal fitness, nutrition, sexuality, sexually transmitted disease, drug dependence including alcohol and tobacco, as well as diseases related to lifestyle.

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## Section 3: Learning Outcomes and Objectives

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

- explain the principles of healthy living.
  - analyze the relationship between lifestyle and a variety of diseases.
  - describe the process of making healthy lifestyle changes.
  - distinguish between myths and facts related to health and wellness.
  - evaluate personal health behaviors.
- 

## Section 4: Course Topics

*The topics for this course are typically allocated as follows:*

### Lec Topic

- 6 Nutrition: essential nutrients, diet and various diseases, nutritional requirements, food labels, dietary planning, current issues in nutrition.
  - 6 Exercise and fitness: components of physical fitness, physiological and psychological benefits of exercise, target heart rate training, development of a physical fitness plan.
  - 6 Disease transmission: infectious disease and immunity, the chain of infection, breaking the chain of infection, disease pathogens, the immune system, healthy immunity, reducing risk of infectious disease.
  - 4 Lifestyle related disease and behavioral risk factors.
  - 2 Psychological health.
  - 6 The disease of addiction: addictive behaviors, patterns of disease development, symptoms of addiction, physiology of addiction.
  - 4 Commonly abused drugs.
  - 2 Recovery from addiction.
  - 3 Bacterial sexually transmitted diseases.
  - 3 Viral sexually transmitted diseases.
  - 3 Risk reduction and practicing safe sex.
  - 5 Relationships between lifestyle behaviors and diseases such as cancer, diabetes, and digestive disorders.
  - 4 Weight management.
- 

### 54 Total Hours

## Section 5: Methods of Instruction

Lectures, group discussions, essays, self-assessments, and interactive learning activities

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## Section 6: Typical Student Assignments

Example #1:

Visit the "Choose My Plate" website, at [www.choosemyplate.gov](http://www.choosemyplate.gov). Go to Daily Food Plan and enter the information asked for to determine your daily nutritional requirements. Report your results by completing the

103

questions on the worksheet provided.

**Example #2:**

The worksheet provided contains six topic choices pertaining to current issues on drug use and abuse. Choose one of the six topic choices and read the assigned articles for your chosen topic. Answer the essay questions pertaining to your chosen topic. Be prepared to discuss your findings and views.

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## **Section 7: Evaluation and Assessment Methods**

Exams, written assignments, worksheets, group discussions

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## **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.

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## **Section 9: Representative List of Textbooks**

- Insel, P., and Roth, W. (2018). *Core Concepts in Health* (15th ed.). McGraw Hill. [ISBN: 9781259702747]
  - Donatelle, R. J. (2016). *Access to Health* (14th ed.). Pearson. [ISBN: 9780321995483]
- 

## **Section 10: Additional Course Information**

**Faculty Discipline(s):**

Health

**Short Title for Transcripts:**

Health Science

**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:**

0837.00 (*Health Education*)

**Student Accountability Model (SAM) Code:** E (*Non-occupational*)

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## **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
- construct sentences that demonstrate control of grammar, sentence variety, word choice, and conventions of standard written English
- distinguish among fact, inference and opinion

*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.
- recognize a wide variety of academic and idiomatic vocabulary.
- adapt reading speed and style to material.

*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.
- demonstrate near-mastery of English writing style, grammar, vocabulary, and mechanics by revising, editing, and proofreading writing effectively.

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## Section 12: Relationship to College Programs

**Need/Purpose for the Course:** This course offers students an opportunity to explore the concepts of health and wellness. It covers the basic principles of healthful living and encourages students to incorporate positive health habits into their everyday living. This course meets GE requirements for ARC and CSU

**Associate Degree GE Pattern:** III(b). Life Development Skills (*Approved: Jun 01, 1967*)

**Degrees and Certificates:** Emergency and Episodic Care (Certificate); Physical Education (A.S. Degree)

**Prerequisite** None.

**To:**

**Corequisite** None.

**To:**

**Advisory To:** None.

**Embedded In**

**Descriptions:**

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## Section 13: Relationship to Transfer Institutions

**Transfer:** CSU *Approved*

**Transfer:** UC *Approved: Aug 01, 1983*

**CSU General Education:** Area E1: Lifelong Understanding and Self-Development (*Approved: Aug 01, 1982*)

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## Section 14: 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.

**Course Outline  
American River College  
Los Rios Community College District**

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**Section 1: Curriculum Cycle Information**

**Course:** BIOL 102: Essentials of Human Anatomy and Physiology  
**Outline Status:** Catalog  
**Last Full Review:** Mar 18, 2021  
**Last Curriculum Action:** Apr 08, 2021  
**Catalog Date:** Jun 01, 2021  
**Official:** Yes

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**Section 2: Basic Course Information**

**Identifier:** BIOL 102  
**Title:** Essentials of Human Anatomy and Physiology  
**Units:** 4.00  
**Prerequisite:** None.  
**Hours:** 54 hours lecture, 54 hours laboratory, 108 hours out-of-class work, for a total of 216 student learning hours.  
**Description:** This course examines body systems from an anatomical and physiological point of view. The basic anatomy and physiology of all the body systems are covered with an emphasis on developing vocabulary in each area. This course meets the minimum science requirements for Paramedic, Healthcare Interpreting, Gerontology, Health Care, and Funeral Service programs.

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**Section 3: Learning Outcomes and Objectives**

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

- identify major organs, cavities, bones and bone markings, muscles, and blood vessels on models or drawings.
  - explain how different organ systems contribute to the maintenance of the living cells of our bodies.
  - explain how different organ systems work together to maintain homeostasis.
  - correlate course knowledge of organ systems to disease, aging, and healing processes.
  - integrate the body's structural design with its functioning to explain how life is maintained.
  - differentiate between credible sources of scientific information and anecdotes or stories.
-

## Section 4: Course Topics

The topics for this course are typically allocated as follows:

Lec	Lab	Topic
3	0	Course expectations and lab safety procedures. Basic anatomical terminology and physiology concepts.
0	3	Identify organs and cavities, and use regional and directional terms.
3	0	Overview biomolecules that make up and help with body processes and metabolism.
0	3	Experiment with movement of substances across membranes.
3	0	Structure and function of cells, organelles, membranes, and tissues. Structure and function of the four basic tissue types.
0	3	Identify organelles using models and pictures. Recognize basic tissue types using microscope slides and pictures.
3	0	Integumentary system and body membranes.
0	4	Identify microscopic structure of bone and learn names of bones and bone markings and processes by pictures and models.
4	0	Skeletal system structure and function including bone growth, healing, and types of fractures.
0	3	Identify muscle types, placement of skeletal muscles, and actions of those muscles.
3	0	Gross muscle identification, placement, and actions.
0	4	Identify nervous system structure and function, both gross and microscopic.
3	0	Structure and function of special senses including hearing, sight, taste, and touch.
3	0	Nervous system anatomy and function, including autonomic and peripheral nervous system.
0	3	Identify anatomical features of the nervous system, including brain areas and spinal cord arrangement. Identify structures of the eye and ear.
3	0	Endocrine system anatomy and function, including hormonal actions on target organs.
0	3	Identify major endocrine glands, and understand the role of insulin and the effect of diabetes.
3	0	Anatomy and physiology of blood cells including immune function of white cells.
0	3	Identify different types of blood cells and major organs of the circulatory system.
7	0	Circulatory system anatomy and physiology, including the various ways we maintain our blood pressure.
0	9	Identify major structures of the heart, and major veins and arteries of the systemic and pulmonary circuits. Take blood pressure and Electrocardiogram readings.
4	0	Lymphatic and immune system, including the function of various immune system cell types, lymph nodes, and lymphatic vessels.

- 3 0 Respiratory system structure and function including the microscopic transfer of gases, gross anatomy, mechanics of breathing, and disease states.
  - 0 6 Identify respiratory system structures, and explain how they relate to respiratory function.
  - 3 0 Structure and function of the digestive system, including major organs involved, functions of hormones, enzymes, and bile.
  - 0 3 Identify the various organs of the digestive system.
  - 3 0 Structure and function of kidneys and urinary system. Basic mechanisms behind homeostasis of fluid/electrolyte and acid/base balance.
  - 0 4 Identify internal gross structures of the kidney. Identify other organs associated with the urinary tract system. Collect and analyze data from the urine strip experiment.
  - 3 0 Structure and functions of all organs involved in male and female reproductive systems. Growth and development of a fertilized egg through delivery.
  - 0 3 Identify major organs and associated structures of the male and female reproductive system.
- 

## **54    54 Total Hours**

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### **Section 5: Methods of Instruction**

Faculty will use lectures, reading assignments, labs, discussions, media presentations, case studies, demonstrations, group activities to develop an understanding of the anatomy and physiology of each body system, enhance the abilities of students to work collaboratively to solve problems, and encourage the development of critical thinking skills.

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### **Section 6: Typical Student Assignments**

#### **Sample Assignment #1:**

Working in groups, measure vital signs, blood pressure, heart rate, and respiratory rate.  
(Addresses SLO: explain how different organ systems work together to maintain homeostasis.)

#### **Sample Assignment #2:**

Apply what you have learned regarding the roles of insulin and glucagon to determine whether this patient is suffering from insulin shock or diabetic ketoacidosis.  
(Addresses SLO: correlate course knowledge of organ systems to disease, aging, and healing processes.)

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### **Section 7: Evaluation and Assessment Methods**

Students will demonstrate subject matter proficiency through a variety of written assignments including lab reports; by successfully completing quizzes, tests, a final examination, and group discussions.

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### **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.

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## Section 9: Emergency Closure Distance Education

During a college/facility emergency closure, this course may be offered via distance education. When taught online during a college/facility emergency closure, the course shall include regular and effective contact as required by Title 5 and adhere to the Americans with Disabilities Act (ADA) and section 508 of the Rehabilitation Act. Course outcomes will be met by providing synchronous or asynchronous instruction using the learning management system. Assessments, assignments, and projects may be collected and evaluated via the learning management system.

In order to offer this course via distance education outside of a college/facilities emergency closure, regular distance education curriculum approval must be granted separately from this college/facility emergency closure addendum.

Approved: Jan 01, 2021

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## Section 10: Representative List of Textbooks

- Longenbaker, S. N. (2020). *Mader's Understanding Human Anatomy and Physiology with Connect Plus* (10th ed.). McGraw Hill. [ISBN: 9781264235834]

**Supplementary Requirements:** When offered fully online, the instructor will clarify minimum system requirements necessary for virtual lab programs.

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## Section 11: Additional Course Information

<b>Faculty Discipline(s):</b>	Biological Sciences
<b>Short Title for Transcripts:</b>	Essentials Human Anat/Physio
<b>Type of Grading:</b>	Letter Grade
<b>Times Taken for Credit:</b>	This course may be taken 1 time for credit.
<b>Enrollment Family:</b>	Not Part of a Family
<b>Cross-listed Courses:</b>	None.
<b>Taxonomy of Programs (TOP) Code:</b>	0410.00 ( <i>Anatomy and Physiology</i> )
<b>Student Accountability Model (SAM) Code:</b>	E ( <i>Non-occupational</i> )

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## Section 12: Relationship to College Programs

<b>Need/Purpose for the Course:</b>	This course introduces students to the basic principles by which the human body works, and the main organ systems that sustain us. It meets the minimum science requirements for Paramedic, Healthcare Interpreting, Gerontology Health Care, and Funeral Service programs.
<b>Associate Degree GE Pattern:</b>	IV. Natural Sciences ( <i>Approved: Jun 01, 2003</i> )
<b>Degrees and Certificates:</b>	Emergency and Episodic Care (Certificate); Funeral Service Education (A.S. Degree); Gerontology: Health Care (A.A. Degree); Gerontology: Health Care (Certificate); Healthcare Interpreting (Certificate); Paramedic (A.S. Degree); Paramedic (Certificate)
<b>Prerequisite To:</b>	PMED 110 and 125
<b>Corequisite To:</b>	HCI 310
<b>Advisory To:</b>	ANTH 303, EMT 150, EMT 151, and PMED 106
<b>Embedded In Descriptions:</b>	

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## Section 13: Digital Signatures

**Faculty Initiator:** Saideh Farahmandnia

**Department/Subject:** BIOL

**Department Vote:** Yes: 20

No: 0

Abstain: 0

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Total: 20

**Department Chair/ Designated Contact:** Justin Moore (**Signed:** Feb 07, 2021)

**Librarian:**

**Division Dean:** Rina Roy (**Signed:** Feb 01, 2021)

**CRC Contact:** Sarah Pollock (**Signed:** Feb 06, 2021)

**FLC Contact:** Sherry Rogers (**Signed:** Feb 01, 2021)

**SCC Contact:** Andrea Greenwell (**Signed:** Feb 02, 2021)

**Course Outline  
American River College  
Los Rios Community College District**

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**Section 1: Curriculum Cycle Information**

**Course:** BIOT 307: Biotechnology and Society  
**Outline Status:** Catalog  
**Last Full Review:** Feb 21, 2012  
**Last Curriculum Action:** Mar 20, 2012  
**Catalog Date:** Jun 01, 2013  
**Official:** Yes

---

**Section 2: Basic Course Information**

**Identifier:** BIOT 307  
**Title:** Biotechnology and Society  
**Units:** 2.00  
**Prerequisite:** None.  
**Hours:** 36 hours lecture, 72 hours out-of-class work, for a total of 108 student learning hours.  
**Description:** This course examines the scientific and social impact of biotechnology by introducing basic technical concepts to examine recent advances. Topics include biotechnology applications in medicine, agriculture, industry, and the environment, and their ethical implications and public perception.

---

**Section 3: Learning Outcomes and Objectives**

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

- explain biotechnology applications in medicine, agriculture, and industry.
  - correlate recent advances in biotechnology research with new products and processes.
  - evaluate social and ethical issues involving biotechnology.
- 

**Section 4: Course Topics**

*The topics for this course are typically allocated as follows:*

**Lec Topic**

- 4 Molecular biology concepts in biotechnology: definition of biotechnology, nucleic acid and protein structure, flow of gene coding information (replication, transcription, translation), gene structure and function, protein structure and function
  - 3 Principles of genetics: gene function and inheritance, dominant and recessive traits, genotype and phenotype, human genetic diseases
  - 4 Biotechnology techniques: recombinant DNA technology and genetic engineering, restriction enzymes, polymerase chain reaction (PCR), DNA profiling
  - 3 Genomics: definition of genomics, chromosome and genome structure, Human Genome Project (HGP) and other complete genome projects, overview of metagenomics
  - 4 Medical biotechnology applications: biopharmaceuticals, monoclonal antibody therapy, genetic testing, gene therapy, molecular diagnostic tools and therapies for cancer, and stem cell therapy
  - 4 Agricultural biotechnology applications: genetically modified organisms (GMOs), gene transfer technologies in plants and animals, biopesticides, and recombinant growth hormones
  - 4 Biotechnology in the environment: bioremediation, microbial biotechnology for biofuel production, and metagenomics for biotechnology product discovery
  - 4 Biotechnology and the legal system: DNA forensics, regulation of biotechnology products, and intellectual property issues in biotechnology
  - 4 Ethical issues in biotechnology: models in ethical decision making with case studies in eugenics, recombinant product patents, stem cells, and gene therapy
  - 2 Final exam
- 

**36 Total Hours**

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**Section 5: Instructional Delivery Modalities**

*This course may be taught using the following instructional delivery modalities:*

- In-Person
  - Internet/Online
- 

**Section 6: Instruction Methods and In-class Activities*****In-Person Delivery Modality***

Lecture, group discussions, demonstration, media presentations, and student presentations

***Internet/Online Delivery Modality***

Lesson guides, interactive animations, media presentations, discussion topic postings, and social media

---

## Section 7: Typical Student Assignments

### ***In-Person Delivery Modality***

Example #1:

Before answering the following questions, read the phenylketonuria (PKU) article from the National Center for Biotechnology Information (NCBI) Genes and Disease.

- A. What are some symptoms associated with phenylketonuria (PKU)?
- B. Which gene is mutated in PKU patients? Explain how a mutation in this gene is related to the symptoms associated with PKU.
- C. Phenylketonuria is described as a recessive genetic disease. Explain what this means.
- D. Describe the current treatment for patients with PKU and explain how this treatment helps to prevent the disease symptoms.

Example #2:

Read the handout containing product information about Sonata, a commercial product from the biotechnology company Agraquest, and answer the following questions:

- A. Agraquest differentiates Sonata, a biotechnology product, from GMOs (genetically modified organisms). Why is Sonata not considered a GMO?
- B. What type of pathogen is Sonata used to treat? At a molecular and cellular level, how does Sonata prevent the pathogen from causing disease?
- C. Explain why Sonata would be a relatively safe method for pathogen control.

### ***Internet/Online Delivery Modality***

Example #1:

Before answering the following questions, read the phenylketonuria (PKU) article from the National Center for Biotechnology Information (NCBI) Genes and Disease at <http://www.ncbi.nlm.nih.gov/books/NBK22253/>.

- A. What are some symptoms associated with phenylketonuria (PKU)?
- B. Which gene is mutated in PKU patients? Explain how a mutation in this gene is related to the symptoms associated with PKU.
- C. Phenylketonuria is described as a recessive genetic disease. Explain what this means.
- D. Describe the current treatment for patients with PKU and explain how this treatment helps to prevent the disease symptoms.

Example #2:

Go to the the Agraquest web site to find information about one of their products, Sonata, at

<http://www.agraquest.com/agrochemical/products/fungicides-sonata.php>

Be sure to read all the information associated with the links at the top of the Sonata webpage before answering the following questions:

- A. Agraquest differentiates Sonata, a biotechnology product, from GMOs (genetically modified organisms). Why is Sonata not considered a GMO?
  - B. What type of pathogen is Sonata used to treat? At a molecular and cellular level, how does Sonata prevent the pathogen from causing disease?
  - C. Explain why Sonata would be a relatively safe method for pathogen control.
- 

## Section 8: Evaluation and Assessment Methods

### ***In-Person Delivery Modality***

Problem-solving exercises, reports, student presentations, quizzes, and exams

### ***Internet/Online Delivery Modality***

Problem-solving exercises, reports, discussion topic postings, quizzes, and exams

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## Section 9: Allocation of Instructional Time (Distance Education)

### ***Internet/Online Delivery Modality***

*For this modality, the course's 36 instructional hours are typically allocated as follows:*

<b>Hours</b>	<b>Type</b>
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18	Course Web Pages
7	Asynchronous Online Communication
6	Online Assessment Activities
4	Software Simulations
1	Onsite Presentations

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<b>36</b>	<b>Total Hours</b>
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## Section 10: Regular Instructional Contact (Distance Education)

### ***Internet/Online Delivery Modality***

*For this modality, the minimum number of instructional contacts a single student may typically expect to have with the professor are:*

<b>Number of Contacts</b>	<b>Type of Contact</b>
---------------------------	------------------------

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1	Onsite Orientation Sessions
20	<i>Other:</i> The instructor will use a variety of types of contacts, such as email, discussion boards, telephone, and distribution lists, for a total of 20 contacts , to be divided among the modalities as chosen by the instructor.

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**21 Total Contacts**

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**Section 11: Emergency Closure Distance Education**

During a college/facility emergency closure, this course may be offered via distance education. When taught online during a college/facility emergency closure, the course shall include regular and effective contact as required by Title 5 and adhere to the Americans with Disabilities Act (ADA) and section 508 of the Rehabilitation Act. Course outcomes will be met by providing synchronous or asynchronous instruction using the learning management system. Assessments, assignments, and projects may be collected and evaluated via the learning management system.

In order to offer this course via distance education outside of a college/facilities emergency closure, regular distance education curriculum approval must be granted separately from this college/facility emergency closure addendum.

Approved: Jan 01, 2021

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**Section 12: Representative List of Textbooks**

- Kratz, R. F. (2009). *Molecular and Cellular Biology for Dummies*. Wiley Publishing. [ISBN: 9780470430668]
- Hunter, L. E. (2011). *The Processes of Life: An Introduction to Molecular Biology*. MIT Press. [ISBN: 9780262517379]

**Supplementary Requirements:** None

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**Section 13: Additional Course Information**

<b>Faculty Discipline(s):</b>	Biological Sciences
<b>Short Title for Transcripts:</b>	Biotechnology and Society
<b>Type of Grading:</b>	Letter Grade
<b>Times Taken for Credit:</b>	This course may be taken 1 time for credit.
<b>Enrollment Family:</b>	Not Part of a Family
<b>Cross-listed Courses:</b>	None.
<b>Taxonomy of Programs (TOP) Code:</b>	0430.00* ( <i>Biotechnology and Biomedical Technology</i> )

**Student Accountability Model (SAM) Code:** D (*Possibly Occupational*)**Section 14: Relationship to College Programs**

<b>Need/Purpose for the Course:</b>	This course is required for the Biotechnology A.S. Degree and Certificate, and it provides an introduction to basic concepts, recent applications, and social implications in biotechnology.
<b>Degrees and Certificates:</b>	Biotechnology (A.S. Degree); Biotechnology (Certificate); General Science (A.S. Degree)
<b>Prerequisite To:</b>	BIOT 301, 305, 311, and 312
<b>Corequisite To:</b>	None.
<b>Advisory To:</b>	None.
<b>Embedded In Descriptions:</b>	

**Section 15: Relationship to Transfer Institutions****Transfer:** CSU Approved**Transfer:** UC Approved: Aug 01, 2000**Section 16: Digital Signatures****Faculty Initiator:** Kenneth Kubo**Department/Subject:** BIOT**Department Vote:** Yes: 20

No: 0

Abstain: 1

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Total: 21**Department Chair/Designated Contact:** Gregory McCormac (**Signed:** Jan 23, 2012)**Librarian:****Division Dean:** Rina Roy (**Signed:** Jan 19, 2012)**CRC Contact:** Tamyra Carmona (**Signed:** Jan 18, 2012)**FLC Contact:** Eric Wada (**Signed:** Feb 19, 2012)**SCC Contact:** David Wyatt (**Signed:** Feb 26, 2012)

**Course Outline  
Folsom Lake College  
Los Rios Community College District**

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**Section 1: Curriculum Cycle Information**

**Course:** AH 109: Direct Caregiver Training: Adult and Elderly  
**Outline Status:** Catalog  
**Last Full Review:** Apr 24, 2020  
**Last Curriculum Action:** Nov 10, 2020  
**Catalog Addendum Date:** Jan 01, 2021  
**Official:** Yes

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**Section 2: Basic Course Information**

**Identifier:** AH 109  
**Title:** Direct Caregiver Training: Adult and Elderly  
**Units:** 1.50  
**Prerequisite:** None.  
**Hours:** 27 hours lecture, 6 hours laboratory, 54 hours out-of-class work, for a total of 87 student learning hours.  
**Description:** This course provides direct caregivers the initial 20-hour component (of 40 hours total) required prior to working independently with residents in residential care communities for elderly (RCFE) settings. Topics include those required by state law: personal care services; physical limitations and psychosocial needs of the elderly; residents' rights; medication management; emergency management; dementia care; postural supports, and cultural competency. California law, specifically Health and Safety Code section 1569.625, dictates the initial 40 hours of direct caregivers training. \*RCFE employees must meet specific requirements prior to hire. Students should consider these requirements prior to registering for the course. All employees must pass a criminal background check, and possess the physical and mental ability to perform direct caregiver work. Please reference California Assisted Living Association: <http://caassistedliving.org/provider-resources/laws-regulations/staff-training/>

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**Section 3: Learning Outcomes and Objectives**

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

- describe protocols relevant to care of residents with postural supports, restricted conditions, or in

hospice care.

- give examples of psychosocial needs of the elderly.
  - demonstrate understanding of Alzheimer's disease and other dementias including communication challenges and behaviors.
  - demonstrate understanding of cultural influences and how lack of awareness may lead to poor resident outcomes.
- 

## Section 4: Course Topics

*The topics for this course are typically allocated as follows:*

### Lec Lab Topic

- |   |   |  |
|---|---|--|
| 1 | 0 | The instructor will introduce the course and provide an overview of the direct caregiver role in Residential Care Facilities for the Elderly (RCFEs).  |
| 2 | 0 | The instructor will explain applicable regulations and policies of residents' rights; mandated reporting; and abuse, neglect and exploitation.   |
| 2 | 0 | The instructor will discuss cultural competency and sensitivity in issues relating to the underserved, aging, lesbian, gay, bisexual, and transgender community.   |
| 2 | 0 | The instructor will facilitate learning of "Hi-Touch" communication skills specific to the healthcare environment.   |
| 2 | 1 | The instructor will discuss varying physical limitations of the elderly including return demonstration of infection control such as hand washing, gloving (universal precautions).   |
| 0 | 3 | The instructor will demonstrate personal care services including Activities of Daily Living (ADLs), independent ADLs, ambulation, hygiene, and grooming, use of lifting equipment (e.g. Hoyer lifts) and bedsore prevention. |
| 4 | 0 | The instructor will review use of postural supports, restricted health conditions, and hospice care specific to RCFEs.   |
| 2 | 0 | The instructor will explain the common psychosocial needs of the elderly.  |
| 6 | 0 | The instructor will discuss the client with dementia and discuss appropriate patient care strategies.  |
| 1 | 0 | The instructor will provide an overview of antipsychotic and psychotropic medications.   |
| 2 | 2 | The instructor will discuss relevant policies and procedures regarding medication use in long term settings, including demonstration and return demonstration.   |
| 1 | 0 | The instructor will facilitate class visits of local RCFEs/employers hiring direct caregivers.   |
| 2 | 0 | The instructor will administer a comprehensive final examination.  |
-

27     **6 Total Hours**

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## **Section 5: Methods of Instruction**

Lectures, discussions, use of media, visits from or to assisted living/dementia care communities.

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## **Section 6: Typical Student Assignments**

Sample Assignment #1:

Think-Pair-Share Activity: List the knowledge, skills, and attitudes needed in a direct caregiver. Discuss that list with a partner, share the partner work with the class. Compare and contrast to the requirements outlined in required state training.

Sample Assignment #2:

Read assignments related to psychosocial needs of the elderly. Working in groups, identify appropriate strategies for specific types of challenges: Alzheimer's, dementia, and psychotropic/antipsychotic medications.

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## **Section 7: Evaluation and Assessment Methods**

Evaluation methods may include: quizzes, participation (individual and group), and a final examination.

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## **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.

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## **Section 9: Emergency Closure Distance Education**

During a college/facility emergency closure, this course may be offered via distance education. When taught online during a college/facility emergency closure, the course shall include regular and effective contact as required by Title 5 and adhere to the Americans with Disabilities Act (ADA) and section 508 of the Rehabilitation Act. Course outcomes will be met by providing synchronous or asynchronous instruction using the learning management system. Assessments, assignments, and projects may be collected and evaluated via the learning management system.

In order to offer this course via distance education outside of a college/facilities emergency closure, regular distance education curriculum approval must be granted separately from this college/facility emergency closure addendum.

Approved: Jan 01, 2021

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## Section 10: Representative List of Textbooks

- California Partnership Standards-Based Personal Care Training and Certification Projects. (2011). *Providing Personal Care Services to Elders and People with Disabilities: A Model Curriculum for Personal Care Aides.* [https://www.mtsac.edu/continuinged/accreditation/2012/ihss\\_curriculum.pdf](https://www.mtsac.edu/continuinged/accreditation/2012/ihss_curriculum.pdf).
  - Health Workforce Initiative, Chancellor's Office California Community Colleges (2016). *Hi-Touch Health Care: The Critical Six Softskills.*
- 

## Section 11: Additional Course Information

<b>Faculty Discipline(s):</b>	Gerontology, Health Care Ancillaries, or Nursing
<b>Short Title for Transcripts:</b>	Direct Caregiver Training
<b>Type of Grading:</b>	Letter Grade
<b>Times Taken for Credit:</b>	This course may be taken 1 time for credit.
<b>Enrollment Family:</b>	Not Part of a Family
<b>Cross-listed Courses:</b>	None.
<b>Taxonomy of Programs (TOP) Code:</b>	1299.00* ( <i>Other Health Occupations</i> )
<b>Student Accountability Model (SAM) Code:</b>	C ( <i>Clearly Occupational</i> )

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## Section 12: Relationship to College Programs

<b>Need/Purpose for the Course:</b>	Research indicates a significant shortage of direct caregivers. Two recent briefs by the Centers of Excellence noted that caregivers represented the largest portion of open positions in the North Far North Region. The projected 2017-2022 job demand is expected to increase 32.6%. This project started as an outreach from elder-care providers in EDC who are experiencing a significant shortage of direct caregivers.
<b>Degrees and Certificates:</b>	None.
<b>Prerequisite To:</b>	None.
<b>Corequisite To:</b>	None.
<b>Advisory To:</b>	None.
<b>Embedded In Descriptions:</b>	

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## Section 13: Digital Signatures

**Faculty Initiator:** Jason Pedro

**Department/Subject:** AH

**Department Vote:** Yes: 1

No: 0

Abstain: 0

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Total: 1

**Department Chair/** Jason Pedro (**Signed:** Aug 08, 2020)

**Designated Contact:**

**Librarian:**

**Division Dean:** "Course allows for 100% online"

--Victoria Maryatt (**Signed:** Aug 09, 2020)

**ARC Contact:** Diana Johnston (**Signed:** Aug 15, 2020)

**CRC Contact:** Cori Burns (**Unsigned**) *Requested: Aug 08, 2020*

**SCC Contact:** Susan Hussey (**Signed:** Aug 26, 2020)

**Course Outline  
Folsom Lake College  
Los Rios Community College District**

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**Section 1: Curriculum Cycle Information**

<b>Course:</b>	AH 311: Medical Language for Health-Care Providers
<b>Formerly:</b>	<i>AH 110: Medical Language for Health-Care Providers</i>
<b>Outline Status:</b>	Catalog
<b>Last Full Review:</b>	Mar 03, 2021
<b>Last Curriculum Action:</b>	Mar 04, 2021
<b>Catalog Date:</b>	Jun 01, 2021
<b>Official:</b>	Yes

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**Section 2: Basic Course Information**

<b>Identifier:</b>	AH 311
<b>Title:</b>	Medical Language for Health-Care Providers
<b>Units:</b>	3.00
<b>Prerequisite:</b>	None.
<b>Hours:</b>	54 hours lecture, 108 hours out-of-class work, for a total of 162 student learning hours.
<b>Description:</b>	This course provides an orientation to medical language including basic structure of medical term prefixes, suffixes, and roots, and combining forms with emphasis on analysis, spelling, and pronunciation. The course builds a medical vocabulary applicable to the specialties of medicine, the systems of the body, names of major diseases, and terms used in physical examination, diagnosis, and treatment. The purchase of a standard medical dictionary is required. This course was formerly known as AH 110.

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**Section 3: Learning Outcomes and Objectives**

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

- analyze the structural design of medical terms and understand the meaning of combinations of word elements.
- spell and pronounce medical terms.
- utilize medical terms correctly as they apply to the systems of the body - anatomy, physiology, disease, diagnosis, and treatment.
- interpret medical abbreviations and descriptive terms.

- translate healthcare reports and records into plain English words.
- 

## Section 4: Course Topics

*The topics for this course are typically allocated as follows:*

### Lec Topic

- 3 The instructor will introduce the course and provide an overview of study techniques, use of word parts, combining vowels, combining forms, variations in word plurals, pronunciation, spelling, and medical abbreviations. These concepts are reinforced in all of the course topics.
  - 4 The instructor will facilitate learning of directional terms and anatomical planes and the medical language used in these areas.
  - 3 The instructor will facilitate learning of body structure, color, and oncology; and the medical language used in these areas.
  - 3 The instructor will facilitate learning of the integumentary system and the medical language used in this area.
  - 3 The instructor will facilitate learning the respiratory system and the medical language used in this area.
  - 3 The instructor will facilitate learning of the urinary system and the medical language used in this area.
  - 3 The instructor will facilitate learning of the male reproductive system and the medical language used in this area.
  - 3 The instructor will facilitate learning of the female reproductive system, obstetrics, and neonatology, and the medical language used in these areas.
  - 3 The instructor will facilitate learning of the cardiovascular and lymphatic systems and the medical language used in these areas.
  - 3 The instructor will facilitate learning of the digestive system and the medical language used in this area.
  - 3 The instructor will facilitate learning of the eye and the medical language used in this area.
  - 3 The instructor will facilitate learning of the ear and the medical language used in this area.
  - 3 The instructor will facilitate learning of the musculoskeletal system and the medical language used in this area.
  - 3 The instructor will facilitate learning of the nervous system and common behavioral health terms and the medical language used in these areas.
  - 4 The instructor will facilitate learning of the endocrine system and the medical language used in this area.
  - 5 The instructor will administer assessments.
  - 2 The instructor will administer a cumulative final examination.
-

## 54 Total Hours

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### Section 5: Methods of Instruction

The instructor will utilize lectures, discussions, group readings of health care reports, case studies, and dictionary practice to facilitate learning.

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### Section 6: Typical Student Assignments

Example #1:

Read the provided case study and translate it into lay terminology.

Example #2:

Listen to a medical word list on the textbook CD and write a paragraph utilizing these terms with correct meaning and spelling.

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### Section 7: Evaluation and Assessment Methods

The instructor will evaluate and assess the level of mastery of student learning outcomes via discussions, written reports, quizzes, midterms, and a cumulative final examination.

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### 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.

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### Section 9: Emergency Closure Distance Education

During a college/facility emergency closure, this course may be offered via distance education. When taught online during a college/facility emergency closure, the course shall include regular and effective contact as required by Title 5 and adhere to the Americans with Disabilities Act (ADA) and section 508 of the Rehabilitation Act. Course outcomes will be met by providing synchronous or asynchronous instruction using the learning management system. Assessments, assignments, and projects may be collected and evaluated via the learning management system.

In order to offer this course via distance education outside of a college/facilities emergency closure, regular distance education curriculum approval must be granted separately from this college/facility emergency closure addendum.

Approved: Jan 01, 2021

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### Section 10: Representative List of Textbooks

- Chabner, D. (2020). *The Language of Medicine* (12th ed.). Philadelphia, PA: Saunders, Elsevier. [ISBN: 978-0323551472]
- LaFleur Brooks, M. (2017). *Exploring Medical Language* (10th ed.). Philadelphia, PA: Mosby, Elsevier. [ISBN: 978-0323396455]

**Supplementary Requirements:** Any standard medical dictionary is appropriate.

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## Section 11: Additional Course Information

<b>Faculty Discipline(s):</b>	Biological Sciences, or Nursing
<b>Short Title for Transcripts:</b>	Med Lang for Hlth Care Provid
<b>Type of Grading:</b>	Letter Grade
<b>Times Taken for Credit:</b>	This course may be taken 1 time for credit.
<b>Enrollment Family:</b>	Not Part of a Family
<b>Cross-listed Courses:</b>	None.
<b>Taxonomy of Programs (TOP) Code:</b>	1201.00* ( <i>Health Occupations, General</i> )
<b>Student Accountability Model (SAM) Code:</b>	D ( <i>Possibly Occupational</i> )

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## Section 12: Relationship to College Programs

<b>Need/Purpose for the Course:</b>	AH311 is a prerequisite for many allied health programs statewide. This course provides students with the background needed to be successful in any allied health program.
<b>Degrees and Certificates:</b>	Emergency Medical Studies (Certificate); Pre-Health Occupations (A.S. Degree)
<b>Prerequisite To:</b>	None.
<b>Corequisite To:</b>	None.
<b>Advisory To:</b>	EMT 101, EMT 109, MEDTEC 310, and NURSE 100
<b>Embedded In Descriptions:</b>	

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## Section 13: Relationship to Transfer Institutions

**Transfer:** CSU Approved: Jun 01, 2021

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## Section 14: Digital Signatures

**Faculty Initiator:** Jason Pedro

**Department/Subject:** AH

**Department Vote:** Yes: 1

No: 0

Abstain: 0

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Total: 1

**Department Chair/** Jason Pedro (**Signed:** Feb 19, 2021)

**Designated Contact:**

**Librarian:**

**Division Dean:** Victoria Maryatt (**Signed:** Feb 19, 2021)

**ARC Contact:** Diana Johnston (**Signed:** Feb 21, 2021)

**CRC Contact:** Cori Burns (**Signed:** Feb 19, 2021)

**SCC Contact:** Susan Hussey (**Signed:** Feb 23, 2021)

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: May 12, 2021

<b>SUBJECT:</b>	Resolution No. 2021-12: Recognizing Classified Employees	ATTACHMENT: Yes	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Action Item B	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Brian King, Chancellor <i>Brian King</i>	CONSENT/ROUTINE	
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King, Chancellor <i>Brian King</i>	ACTION	X
		INFORMATION	

**STATUS:**

Pursuant to Education Code § 88270, a resolution has been prepared to recognize the contributions that classified employees make to the Los Rios Community College District educational community.

**RECOMMENDATION:**

It is recommended that the Board of Trustees adopt Resolution No. 2021-12 recognizing classified staff contributions to the District.

# LOS RIOS COMMUNITY COLLEGE DISTRICT

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

## RESOLUTION

No 2021-12

### RECOGNIZING CLASSIFIED EMPLOYEES

**WHEREAS**, the Los Rios Community College District employs over 2,000 classified employees in diverse areas of professional support from fiscal services, clerical and administrative support, to specialized areas in human resources, information technology and telecommunications, campus security and emergency services, health care, food services, grounds keeping, custodial services, energy and utility resources, engineers and electrical maintenance, construction and facilities management, and food service workers; and

**WHEREAS**, the third week of May has been recognized as Classified School Employee Week; and

**WHEREAS**, classified staff endeavors and support are critical to the District's ongoing strategic plan framework of vision, mission, and values for developing, maintaining and promoting organizational effectiveness, community, economic and workforce development and student success: Now, therefore,

**BE IT RESOLVED** that the Board of Trustees of the Los Rios Community College District extends sincere appreciation to all classified staff districtwide for their unparalleled service, notable enthusiasm, distinguished professionalism, and ongoing remarkable contributions to our entire District and college service communities.

**PASSED AND ADOPTED** as Los Rios Community College District Resolution No 2021-12 this twelfth day of May, 2021, by the following called vote:

AYES	NOES	ABSENT
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Deborah Ortiz, Board President

*Attest:*

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Brian King  
Chancellor and Secretary to the Board

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: May 12, 2021

<b>SUBJECT:</b>	Overview of Planning for Los Rios in a Post-Pandemic World	ATTACHMENT: None	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Information Item A	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Brian King, Chancellor <i>Brian King</i>	CONSENT/ROUTINE	
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King, Chancellor <i>Brian King</i>	ACTION	
		INFORMATION	X

## BACKGROUND:

Beginning with a rapid pivot to predominantly remote services and instruction on March 13, 2020, in response to the global pandemic, the Los Rios Colleges have responded to a series of crises in the last year. On a monthly and often weekly basis, together we have had to make impactful decisions in an environment of imperfect and rapidly evolving information. As we prepare for the next year with vaccinations widely available and the gradual resumption of more face-to-face activities, planning is underway to prepare our colleges and our students for the opportunities and changes that will be a part of a new normal in a post-pandemic world.

## STATUS:

Our senior leadership team, our Board of Trustees, and all stakeholder groups are focusing on several important planning issues, including:

- Fall Semester 2021 with additional face-to-face instruction and services
- Spring Semester 2022 transition to a new normal
- Exploration of necessary changes to the world of work recognizing remote alternatives where appropriate and necessary
- Development of planning to reimagine a broad range of services with an initial focus on Financial Aid and Admissions and Records

## RECOMMENDATION:

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

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: May 12, 2021

<b>SUBJECT:</b>	Update on Degree Planner to Support Guided Pathways	ATTACHMENT: None	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Information Item B	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Jamey Nye Jamey Nye, Deputy Chancellor	CONSENT/ROUTINE	
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King Brian King, Chancellor	ACTION	
		INFORMATION	X

## BACKGROUND:

Members of the Board of Trustees have requested an update on Degree Planner implementation in support of Guided Pathways within the Los Rios Community College District.

## STATUS:

This information item will highlight the need for this Guided Pathways tool and provide a brief overview of Degree Planner implementation efforts across the Los Rios Community College District over the past two years, including a description of the Associate Degree for Transfer pathways currently available in Degree Planner at each college.

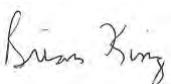
## RECOMMENDATION:

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

# LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: May 12, 2021

<b>SUBJECT:</b>	Summary of Los Rios Promise to Career Initiative	ATTACHMENT: None	
		ENCLOSURE: None	
<b>AGENDA ITEM:</b>	Information Item C	TYPE OF BOARD CONSIDERATION:	
<b>RECOMMENDED BY:</b>	Paula Allison, Associate Vice Chancellor, Resource Development 	CONSENT/ROUTINE	
		FIRST READING	
<b>APPROVED FOR CONSIDERATION:</b>	Brian King, Chancellor 	ACTION	
		INFORMATION	X

## BACKGROUND:

In response to the public health pandemic, LRCCD kept 15 programs on ground in the 2020-21 academic year. These programs were those that train first responders or are in areas that have an urgent and significant health and safety impact on our communities and their ability to respond to the COVID-19 crisis.

Students in these programs have additional costs upon graduation before they can begin their careers such as state testing and licensing fees, averaging over \$500 per student.

## STATUS:

Associate Vice Chancellor Paula Allison will provide an update on the Los Rios Colleges Foundation's Promise to Career Campaign. This is an initiative to provide finish line scholarships to graduating health and safety students at all four colleges in programs such as nursing, medical assisting, physical therapy assistant, EMT, and paramedic to help remove their last financial barriers so they can go to work in fields that will make a tremendous difference to our region.

## RECOMMENDATION:

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