

LOS RIOS COMMUNITY COLLEGE DISTRICT

BOARD MEETING AGENDA

Wednesday, December 13, 2023

5:30pm

Meeting Location:

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

Masks are strongly recommended for all students, employees, and visitors in any indoor space at Los Rios Community College District.

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 up 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 two options to offer public comment:

1. Email your full name and the matter you wish to speak about to board@losrios.edu by 3:00pm on the day of the meeting, and you will be called on by the Board President during this portion of the meeting.
2. Submit a yellow "Speaker's Card" to the Clerk of the Board before the meeting is called to order.

3. SPECIAL ORDER OF BUSINESS: ANNUAL ORGANIZATIONAL MEETING

A. Election of Officers (page 3)	Brian King
B. 2024 Dates of Regular Meetings (page 4)	Brian King
C. Authorization to Attend Meetings (page 7)	Brian King
D. Reaffirm District Policies (page 8)	Brian King
E. Representation to Education Associations (page 9)	Brian King
F. Board Compensation (page 10)	Brian King

4. CONSENT CONSIDERATIONS

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

A. Board Meeting Minutes: November 8, 2023 (page 11)	Brian King
B. Curriculum Proposals: ARC/CRC/FLC/SCC (page 22)	Jamey Nye
C. Special Event Authorization (page 31)	Jake Knapp
D. Disposition of Surplus Equipment (page 33)	Mario Rodriguez
E. Ratify: Affiliation and Other Agreements (page 34)	Mario Rodriguez
F. Ratify: Bid Transactions (page 35)	Mario Rodriguez
G. Ratify: Grants and Contracts Awarded (page 36)	Brian King
H. Purchase Orders, Warrants, Checks and Electronic Transfers (page 39)	Mario Rodriguez
I. Student, Special Rate, Temporary Interpreter & Temporary Classified Salary Schedules (page 41)	Mario Rodriguez
J. Short-Term Temporary Employees (page 50)	Mario Rodriguez
K. Human Resources Transactions (page 52)	Mario Rodriguez

5. COLLECTIVE BARGAINING

A. SEIU/LRCCD 2024-2027 Initial Collective Bargaining Proposal (page 67)	Mario Rodriguez
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6. ACTION	
A. 2022-23 Annual Audit Report (<i>page 70</i>)	Mario Rodriguez
B. 2023-24 Program Development Funds (<i>page 71</i>)	Mario Rodriguez
C. Contract Award: CRC 12KV Switchgear Replacement (<i>page 78</i>)	Mario Rodriguez
D. Public Hearing: College and Career Access Pathways (CCAP) Memorandum of Understanding: Stockton Unified School District (<i>page 79</i>)	Albert Garcia
E. Public Hearing: College and Career Access Pathways (CCAP) Memorandum of Understanding: Placer Union High School District (<i>page 97</i>)	Art Pimentel

7. BOARD MEMBER REPORTS

8. FUTURE AGENDA ITEMS

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

10. CLOSED SESSION
<i>Closed session may be held as authorized by law for matters including, but not limited to collective bargaining (Rodda Act), Education Code provisions, pending litigation, etc. Closed Session is not open to the public.</i>
A. Pursuant to Government Code section 54957: Public Employment: Chancellor

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

12. ADJOURNMENT

LOS RIOS BOARD OF TRUSTEES			
John Knight President • Area 3	Pamela Haynes Vice President • Area 5	Dustin Johnson • Area 1 Robert Jones • Area 2 Kelly Wilkerson • Area 4	Deborah Ortiz • Area 6 Tami Nelson • Area 7 John Doherty • Student Trustee
Regular Board Meetings are generally held every second Wednesday of the month at 5:30 pm • Note: Meeting times and locations are subject to change. For current information, call the District Office at (916) 568-3039. Next Regular Board Meeting: January 10, 2023			
Public records provided to the Board for the items listed on the open session portion of this agenda will be posted on the District's website: www.lorios.edu as soon as they are available.			
Help Us Help You Los Rios Community College District strives to make reasonable accommodations in all of its programs, services and activities for all qualified individuals with disabilities. Notification (568-3039) 48 hours in advance will enable the District to make arrangements to ensure meeting accessibility. The District will swiftly resolve those requests consistent with the ADA and resolving any doubt in favor of accessibility.			
Los Rios Community College District Indigenous Land Acknowledgment Statement In the spirit of community and social justice, we acknowledge the land on which our four colleges reside as the traditional homelands of the Nisenan, Maidu, and Miwok tribal nations. These sovereign people have been the caretakers of the health of the rivers, the wildlife, the plant life, and the overall eco-social balance in the greater Sacramento region since time immemorial.			
Despite centuries of genocide and occupation, the Nisenan, Maidu, and Miwok continue as vibrant and resilient tribes and bands, both Federally recognized and unrecognized. Tribal citizens of these nations continue to be an active and important part of our Los Rios college community. We take this opportunity to acknowledge the land and our responsibility to the original peoples, the present-day Nisenan, Maidu, and Miwok tribal nations.			

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 13, 2023

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

STATUS:

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

RECOMMENDATION:

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

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

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 13, 2023

SUBJECT:	2024 Dates of Regular Board Meetings	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Special Order of Business Item B	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Brian King, Chancellor <i>Brian King</i>	CONSENT/ROUTINE	
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King, Chancellor <i>Brian King</i>	ACTION	X
		INFORMATION	

BACKGROUND:

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

STATUS:

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

RECOMMENDATION:

It is recommended that the Board of Trustees schedule the regular meetings for the second Wednesday of the month (unless otherwise noted) at 5:30 pm, and the spring and fall retreats as noted, and approve the attached 2024 board meeting calendar.



LOS RIOS
COMMUNITY
COLLEGE DISTRICT



DRAFT

2024 Board Meeting Calendar

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

JANUARY				JULY			
	10				10		
FEBRUARY				AUGUST			
	14 CRC				14		
MARCH				SEPTEMBER			
1-2*		20 SCC			11		
APRIL				OCTOBER			
	10			4-5*		16 FLC	
MAY				NOVEMBER			
	8 ARC				13		
JUNE				DECEMBER			
	12					18	

*Board Retreat

Convocation Dates: January 12 and August 16

Commencement: May 16/17

Meeting Location(s):

District Office Board Room – 1919 Spanos Court, Sacramento, CA 95825

American River College (ARC) – 4700 College Oak Dr, Sacramento, CA 95841

Cosumnes River College (CRC) – 8401 Center Pkwy, Sacramento, CA 95823

Folsom Lake College (FLC) – 10 College Pkwy, Folsom, CA 9563

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

DRAFT – December 2023

2024 Board Calendar Scheduling Notes:

- ACCT National Legislative Summit is scheduled for February 4-7, 2024. Does not affect board meeting date.
- A²MEND Summit is scheduled for March 6-8, 2024. Does not affect Spring/March board retreat or regular meeting date.
- CCLC CEO Symposium date is scheduled for March 15-17, 2024. Does not affect board meeting date.
- LRCCD Spring Recess the week of March 11-17, 2024. Affects regular board meeting date of 3/13 (proposed change to third week: 3/20).
- CCLC Trustee Conference is scheduled for May 3-5, 2024. Does not affect regular board meeting date.
- Fall ACCT Leadership Congress is scheduled for October 23-26, 2024. Does not affect regular board meeting or retreat dates.
- December meeting must be held on the third Wednesday in compliance with CA Education Code Section 1009, which requires the date of the annual organizational meeting to be ***on or after the second Friday in December***.

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 13, 2023

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

BACKGROUND:

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

RECOMMENDATION:

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

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 13, 2023

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

BACKGROUND:

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

RECOMMENDATION

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

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 13, 2023

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

BACKGROUND:

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

STATUS:

Current Board representatives to education associations are listed.

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

RECOMMENDATION:

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

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 13, 2023

SUBJECT:	Board Compensation	ATTACHMENT: None	
		ENCLOSURE: None	
AGENDA ITEM:	Special Order of Business Item G	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Brian King, Chancellor	CONSENT/ROUTINE	
APPROVED FOR CONSIDERATION:	Brian King, Chancellor	FIRST READING	
		ACTION	X
		INFORMATION	

BACKGROUND:

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

STATUS:

The Board of Trustees commits a significant amount of time setting District policy, providing oversight for District resources, and supporting the District's students and employees. Los Rios is a statewide leader with a well-deserved reputation for economic prudence and stability.

Education Code Section 72024 provides parameters for the compensation of members of boards of trustees in the State of California, and Board Policy P-3221 governs board compensation and reimbursement at Los Rios. Education Code Section 72024(e) authorizes a board of trustees to increase the compensation of its members annually in an amount not to exceed 5 percent based on the present monthly rate of compensation.

RECOMMENDATION:

Consistent with California state law and Los Rios Policy 3221, it is recommended that Board compensation be increased by 5% for Fiscal Year 2023-24, beginning July 1, 2023.

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 13, 2023

SUBJECT:	Board Meeting Minutes: November 8, 2023	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item A	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Brian King, Chancellor	Brian King	CONSENT/ROUTINE <input checked="" type="checkbox"/>
APPROVED FOR CONSIDERATION:	Brian King, Chancellor	Brian King	FIRST READING <input type="checkbox"/>
			ACTION <input type="checkbox"/>
			INFORMATION <input type="checkbox"/>

STATUS:

The minutes of the Board of Trustees meeting held on November 8, 2023 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 November 8, 2023.

LOS RIOS COMMUNITY COLLEGE DISTRICT
Board Meeting Minutes
Wednesday, November 8, 2023

1. CALL TO ORDER

The board meeting was called to order by President Knight at 5:30 p.m., in the Board Room at 1919 Spanos Court, Sacramento, CA 95825.

Present:

John Knight, President
Pam Haynes, Vice President
Dustin Johnson
Deborah Ortiz
Kelly Wilkerson
Tami Nelson

John Doherty, Student Trustee

Brian King, Chancellor

Absent:

Robert Jones

2. ORAL COMMUNICATIONS

A.D. and S.M. each addressed the Board of Trustees regarding safety concerns at Cosumnes River College and in the Los Rios District.

John Hershey addressed the Board of Trustees regarding agenda item 5.B - Contract Award: SCC South Loop Chiller Replacement.

Alisa Shubb addressed the Board of Trustees regarding agenda item 5.C - Los Rios Community College District Equal Employment Opportunity Plan.

3. CONSENT CONSIDERATIONS

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

Roll Call Vote:

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

No: None

Absent: Jones

Student Advisory Vote: Aye

Motion carried; 6:0

A. Board Meeting Minutes: October 18 and 27-28, 2023

That the Board of Trustees approve the minutes of the board meetings held on October 18 and 27-28, 2023.

B. Scheduling of Board of Trustees Annual Organizational Meeting

That the Board of Trustees schedule the annual organizational meeting for Wednesday, December 13, 2023 at 5:30 p.m.

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

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

D. Board Policy Amendments: P-2211 Admission and Entrance Requirements; P-2242 Resident Status; P-2523 Student Health Services

That the Board of Trustees approve the proposed revisions to the policies.

E. District Quarterly Financial Status Report (311Q)

That the Board of Trustees receive the September 30, 2023, Quarterly Financial Status Report (CCFS-311Q) and the related financial statements.

F. Los Rios Colleges Foundation – Quarterly Investment Report

That the Board of Trustees receive the Foundation Quarterly Investment Report for the quarter ended September 30, 2023.

G. Disposition of Surplus Equipment

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

H. Ratify: Affiliation and Other Agreements

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

Agency	Clinical Program	Campus	Contract Date	Term
California Correctional Health Care Services	Nursing	SCC	09/29/2023	Evergreen
Saint Agnes Medical Center	MLT ¹	FLC	10/01/2023	EXP: 09/30/2028

Auburn Oaks Care Center	PTA/OTA ²	SCC	10/03/2023	Evergreen
EmpowerMe Wellness	PTA/OTA ²	SCC	10/06/2023	Evergreen
W. F. Gromley & Sons	Funeral Services	ARC	10/26/2023	Evergreen

¹MLT: Medical Lab Technician²PTA/OTA: Physical Therapy/Occupational Therapy Assistant

I. Ratify: Bid Transactions

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

CHANGE ORDERS				
Bid №	Change Amount	Change Number	Vendor	New Contract Total
19018	\$40,410.00	9	Broward Builders, Inc.	\$34,577,880.00

BID AWARDS					
Bid №	Description	No of Responses	Award Date	Successful Vendor	Total Contract
24005	SCC North Gym Foam & Coat Over PVC	3	October 10, 2023	Pacific Polymers, Inc.	\$93,818.00

Contractor Name	Base Bid	Total Bid
Pacific Polymers, Inc.	\$93,818.00	\$93,818.00
Brazos Urethane, Inc.	\$152,732.00	\$152,732.00
Best Contracting Services, Inc. ¹	\$174,630.00	\$174,630.00

¹ Nonresponsive: no e-bond submitted with bid or original bid bond received before bid opening.

J. Ratify: Grants and Contracts Awarded

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

Title, Description, Term, Project Administrator	College/ Unit	Amount	Source
TRIO Upward Bound – Florin High School (Year 2) <ul style="list-style-type: none"> • Funding provides fundamental support to participants in their preparation for college entrance. The program provides opportunities for college participants to succeed in their pre-college performance and ultimately in their higher education pursuits. • 09/01/2023-08/31/2024 • Administrator: Tadael Emiru, Associate Vice President, Student Services 	CRC	\$309,505	United States Department of Education
Child Development Training Consortium (CDTC) Instructional Agreement <ul style="list-style-type: none"> • The CDTC program provides career and education guidance to child development students. Funding will be used for a CDTC Campus 	CRC	\$24,150	United States Department of Education

<p>Administrator to implement the CDTC program at CRC, which includes enrolling students in courses required by the California Commission On Teacher Credentialing to obtain a Child Development permit.</p> <ul style="list-style-type: none"> • 09/01/2023-06/20/2024 • Administrator: Emilie Mitchell, Dean, Social and Behavioral Sciences 			
<p>Strong Workforce – Regional Collaboration and Coordination Grant</p> <ul style="list-style-type: none"> • Funding will be used to hire, train, and oversee coordinators which will include generalists dedicated to specific geographic catchment areas, as well as industry experts. They will be responsible for convening colleges and employers to identify training needs and address workforce gaps, partnering with the Centers of Excellence and local associations. • 07/01/2023 – 12/31/2024 • Administrator: Tammy Montgomery, Associate Vice Chancellor, Instruction 	WEDC	\$800,400	California Community Colleges Chancellors Office
<p>Hispanic-Serving Institutions – Early college Program (Year 4)</p> <ul style="list-style-type: none"> • Funding will be focused on early college initiatives and introduces our Latino/a/x and low-income high school students to college via participation in Dual Enrollment • 10/01/2023 – 09/30/2024 • Administrator: Dr. Robin Ikegami, Interim Vice President, Instructional Services 	SCC	\$594,545	United States Department of Education
<p>Hispanic-Serving Institutions - MI CASA</p> <ul style="list-style-type: none"> • Funding will be used to provide extra support for new and continuing Latino/a/x students to reach their academic goals. Students can receive support from Success Coaches, a designated Counselor, receive priority registration, and be part of a new student community. • 07/01/2023-06/30/2025 <p>Administrator: Tadael Emiru, Associate Vice President, Student Services</p>	CRC	\$396,534	United States Department of Education
<p>Preschool Quality Rating and Improvement System (QRIS) Grant</p> <ul style="list-style-type: none"> • Funding will be used to improve the QRIS (maintain low ratios, support quality teacher/child interactions, provide release time, substitutes, pre-service days or professional development reimbursement, and preserve a high-quality program and services). • 07/01/2023-06/30/2024 • Administrator: Narinedat Madramootoo, Dean, Health and Education 	ARC	\$15,421	California Department of Education
<p>Preschool Quality Rating and Improvement System (QRIS) Grant</p> <ul style="list-style-type: none"> • Funding will be used to improve the QRIS (maintain low ratios, support quality teacher/child interactions, provide release time, substitutes, pre-service days or professional development reimbursement, and preserve a high-quality program and services). • 07/01/2023-06/30/2024 • Administrator: Theresa Tena, Director, Administration 	CRC	\$10,280	California Department of Education
<p>Transfer & Articulation – Seamless Transfer of Ethnic Studies</p> <ul style="list-style-type: none"> • Funding helps to ensure the seamless transfer of community college students to the California State University given the ethnic studies general education requirements. Also, the funds may be used to assist advancing anti-racism initiatives. • 07/01/2023-06/30/2024 	FLC	\$48,695	California Community Colleges Chancellors Office

• Administrator: Monica Pactol, Vice President, Instruction			
Transfer & Articulation – Seamless Transfer Ethnic Studies • Funding helps to ensure the seamless transfer of community college students to the California State University given the ethnic studies general education requirements. Also, the funds may be used to assist advancing anti-racism initiatives. • 07/01/2023-06/30/2024 Administrator: Cynthia Sommer, Associate	SCC	\$48,695	California Community Colleges Chancellors Office
Takeoff – Math Success for Black and Latino Males • Funding will be used to support and advance postsecondary outcomes for men of color. • 08/01/2023-06/30/2025 Administrator: Brianna Ellis, Associate Dean, Student Success and Equity	CRC	\$75,000	University of Southern California
• Vice President, Economic & Workforce Development			
North Pacific Research Board Aging Pacific Sleeper Shark • Funding will be used to undertake research into determining the age growth of the Pacific Sleeper Shark. This is a collaborative partnership with the Alaska Fisheries Science Center and the Lawrence Livermore National Laboratory. 09/01/2023-01/31/2026 • Administrator: Joel Keebler, Dean, Science	ARC	\$6,298	National Pacific Research Board
Umoja Campus Program • Funding will provide students with a variety of tools and resources which help them in achieving their goals. Instructors, counselors and program staff also use community building strategies to enhance students' learning potential. • 06/01/2023-06/30/2025 • Administrator: Dr. Tera Reynolds, Coordinator, Equity and Inclusion	ARC	\$285,131	California Community Colleges Chancellors Office
NCAE – Sweeps Grant • Funding will be used to develop Secure Programming curriculum and for outreach to students who are interested in learning about Secure Programming training. • 07/01/2023-06/30/2024 • Administrator: Tyler Rollins, Dean, Business & Computer Science	CRC	\$23,946	National Security Agency
Asian American Native Hawaiian Pacific Islander Student Achievement Program • Funding provides grants assistance to Asian American and Native American Pacific Islander-serving institutions to enable such institutions to improve and expand their capacity to serve Asian Americans and Native American Pacific Islanders and low-income individuals. • 07/01/2023-06/30/2025 • Administrator: Dr. Robert Snowden, Associate Vice President, Institutional Effectiveness and Innovation	ARC	\$150,697	California Community Colleges Chancellors Office
California Department of Tax and Fee Administration • Funding will be used to provide college-level courses to meet minimum qualifications for several of the CDTFA job classifications. • 10/01/2023-12/31/2025 • Administrator: Dr. Derrick Booth, Interim Vice President, Instruction	ARC	\$122,947	State of California
Rising Scholars Network • Funding will be used to expand the number of justice-involved students participating and succeeding in the community colleges. Goals include: increasing the number of California Community	CRC	\$462,000	California Community Colleges Chancellors

College students annually who acquire associate degrees, increase transfers to California State University and the University of California.			Office
• 07/01/2023-07/31/2025			
• Administrator: Robert Montanez, Vice President, Instruction and Student Learning			

K. Purchase Orders, Warrants, Checks and Electronic Transfers

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

PURCHASE ORDERS		
General Fund	0001129451 – 0001130401 B240597-B240688	\$ 4,589,956.52
Capital Outlay Fund	0003019581-0003019640	
Child Development Fund	0006001188-0006001190 B6600012-B6600012	
Self-Insurance Fund	-	
WARRANTS		
General Fund	858318-859443	\$ 18,113,411.54
General Fund-ARC Instructional Related	012521-012583	
General Fund-CRC Instructional Related	024511-024527	
General Fund-FLC Instructional Related	032156-032180	
General Fund-SCC Instructional Related	049414-049462	
Capital Outlay Fund	836944-837011	
Student Financial Aid Fund	901568-901583	
Child Development Fund	955304-955319	
Self-Insurance Fund	976788-976791	
ODSFD	-	
Payroll Warrants	554922- 555478	\$ 9,496,916.98
Payroll Vendor Warrants	71488-71600	
October Leave Process	55479-556744	
CHECKS		
Financial Aid Disbursements (PeopleSoft)	-	\$ 6,833,902.62
Clearing Checks	-	\$ -
Parking Checks	-	\$ -
Student Clubs Agency Fund – ARC	6632-6727	\$ 374,846.67
Student Clubs Agency Fund – CRC	6016-6048	
Student Clubs Agency Fund – FLC	3235-3261	
Student Clubs Agency Fund – SCC	4979-5012	
Foundation – ARC	7712-7736	\$ 121,099.01
Foundation – CRC	3268-3270	
Foundation – FLC	2524-2538	
Foundation – SCC	7103-7120	
Foundation – DO	2082-2094	
Associated Students Trust Fund – ARC	1087-1090	\$ 16,816.19
Associated Students Trust Fund – CRC	0979-0981	
Associated Students Trust Fund – FLC	-	
Associated Students Trust Fund – SCC	-	
Regional Performing Arts Center Fund	-	\$ -
ELECTRONIC TRANSFERS		
GENFD Financial Aid	-	\$ 224,193.00
Board of Equalization	-	\$ -
PARS Wire	-	\$ 35,163.18
Retiree Health Trust	-	\$ -

CDTFA-ACH	-	\$ -
Scholarships	-	\$ 497.00
Payroll Direct Deposit Advices	1244727-1249587	\$ 16,308,672.84
Other Payroll Transactions	-	\$ 1,601.00
Keenan	-	\$ 87,448.13
CARES Act/HEERF II	-	\$ -
SCOE- Wires	-	\$ -
PICO Wire	-	\$ 3,931.95
International Wire- PO1128209	-	\$
SB85	-	\$ 300,804.00
Fidelity Wire	-	\$ 86,677.23
Self-Insurance Fund	-	\$ -
Sacramento Regional Transit Wire	-	\$ -
HEERFII	-	\$ -
Pacific Groservice-Wire		\$ 2,880.40

L. 2023-2024 Sabbaticals/Professional Development Leaves

That the sabbatical/professional development leaves be approved by the Board of Trustees for the 2023-2024 year.

M. Human Resources Transactions

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

4. FIRST READING

A. Draft 2024 Board Meeting Calendar

A draft copy of the proposed 2024 annual board meeting calendar was presented for the Board's review and discussion. The final draft will be presented for approval at the next regular board meeting on December 13, 2023.

5. ACTION

A. Approval of Contract with Hotep Consultants for the Provision of Equitable Outcome Assessment Services in Support of Board Goal #2

A motion was made by Trustee Haynes, seconded by Trustee Johnson, that the Board of Trustees approve the proposed consultant services agreement with Hotep Consultants for the provision of Equitable Outcomes Assessment Services, and direct staff to take any and all actions necessary to execute a professional services agreement with Hotep Consultants substantially in the form attached and in an amount not to exceed four hundred fifty thousand dollars.

Roll Call Vote:

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

No: None

Absent: Jones

Student Advisory Vote: Aye

Motion carried; 6:0

B. Contract Award: SCC South Loop Chiller Replacement – MOTION FAILED

A motion was made by Trustee Wilkerson, seconded by Trustee Haynes, that the Board of Trustees award the contract for Bid 24002 to BP Interiors Inc. for Base Bid only for a total award of \$1,690,000.00, but directs staff to communicate with the general contractor about the allegations raised by public comment and make it very clear to the contractor that the expectation, consistent with our contract documents, is that all subcontractors comply with applicable laws including wage an hour.

Roll Call Vote:

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

No: None

Absent: Jones

Student Advisory Vote: Aye

Motion carried; 6:0

C. Los Rios Community College District Equal Employment Opportunity Plan

A motion was made by Trustee Nelson, seconded by Trustee Ortiz, that the Board of Trustees approve and adopt the 2022 – 2025 Equal Employment Opportunity Plan, with an amendment to include that the faculty committee representatives will be appointed by the District Senate.

Roll Call Vote:

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

No: None

Absent: Jones

Student Advisory Vote: Aye

Motion carried; 6:0

D. Universal Transit Pass Agreement – Modification and Extension

A motion was made by Trustee Doherty, seconded by Trustee Haynes, that the Board of Trustees authorize the Chancellor/Designee to modify the existing agreement with Sacramento Regional Transit for discounted transit services, for the academic terms academic terms spanning from Spring 2023 to Fall 2028.

Roll Call Vote:

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

No: None

Absent: Jones

*Student Advisory Vote: Aye
Motion carried; 6:0*

6. INFORMATION

A. Legislative Update

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

B. Los Rios Mental Health Services for Students

The District's student services and mental health team presented an overview of mental health service delivery available to all Los Rios students. The District provides student-centered and equity-minded mental health services to all students enrolled at any of district's four colleges: American River, Cosumnes River, Folsom Lake, and Sacramento City Colleges. Coordinated mental health services, both in-person and virtual (online & teletherapy), are provided in collaboration with college staff and are designed to provide proactive and timely response to students in crisis or who need mental health support.

7. BOARD MEMBER REPORTS

Trustee Haynes participated in the Umoja Conference and the CCFC Luncheon that honored Associate Vice Chancellor Pablo Manzo.

Trustee Ortiz requested a follow-up on the public comments regarding ethnicity-based safety

Trustee Doherty reported that Student Success and Affordability for Lobby day topic. Mentioned the water/drinking fountains...

8. FUTURE AGENDA ITEMS

Trustee Haynes requested information about dual enrollment students, specifically to what extent the District monitors graduation requirements and whether they're being met. Chancellor King noted this can be reported system created by the Board goals.

Trustee Haynes requested to have "Prison" removed from the acronym of the PREP Program and rename the program to something more aspirational.

9. REPORTS AND COMMENTS

The following constituency representatives presented reports to the Board:

Miranda Roccucci, Student Advisory Committee

Alisa Shubb, District Academic Senate President

Jason Newman, LRCFT

Chancellor's Report:

Chancellor King took the opportunity to thank several members of the executive staff and senior management team, and

10. CLOSED SESSION

The following board members went into closed session at 8:43 pm: Ms. Haynes, Mr. Johnson, Mr. Knight, Ms. Nelson, Ms. Ortiz, and Ms. Wilkerson.

- A. Conference with Legal Counsel – Anticipated Litigation - (Government Code Section 54956.9(d)(2) (one case)

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

No reportable action was taken in closed session.

12. ADJOURNMENT

President Knight adjourned the meeting at 9:15 pm. in honor of Pablo Manzo's mother, Aurora Manzo.

BRIAN KING

Chancellor and Secretary to the Board of Trustees

Draft minutes presented to the Board of Trustees: December 13, 2023

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 13, 2023

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
		FIRST READING	
APPROVED FOR CONSIDERATION:	 Brian King, Chancellor	ACTION	
		INFORMATION	

STATUS:

The District Curriculum Coordinating Committee reviews college proposals for new, modified, or deleted courses and programs; general education guidelines, graduation competencies, grading policies, course placement into disciplines, and discusses and acts on other curriculum related issues. The attached curriculum was approved at the December 1, 2023 meeting.

The District Curriculum Coordinating Committee membership includes the following representatives:
American River College: Aaron Bradford (Chair), Rusty Gaudard, Bill Simpson (DCCC Chair), Frank Kobayashi/Doug Herndon(Admin); Cosumnes River College: Lisa Beebe (Chair) Brian Noel, Jorge Baca, Robert Montanez/Michael Lawlor (Admin); Folsom Lake College: Danny Siegfried (Chair), Suha Al Juboori, Carlos Lopez (Admin); Sacramento City College: Renee Medina (Chair), Kandace Knudson, Ginni May, Shannon Gilley (Articulation), Duane Leonard, Robin Ikegami/Deborah Saks (Admin); Alisa Shubb (DAS), Jamey Nye/Tammy Montgomery (Admin)

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

Dec 13, 2023

COURSE PROPOSALS

Course Deletions

American River College

- 1. MATH 325 Problem-Solving (3.00 units)**

Justification: This course has not been offered in some time and no longer meets the needs of our students.

- 2. MATH 370 Pre-Calculus Mathematics (5.00 units)**

Justification: The Math Department has no intention of offering this course again. This version of precalculus has been replaced by MATH 372/373 and MATH 375.

- 3. NUTR 305 Nutrition for Health (2.00 units)**

Justification: This course no longer meets the needs of the department.

Folsom Lake College

- 1. CISA 320 Introduction to Database Management (1.00 unit)**

Justification: This course has not been offered in a long time, and the course content is covered in BUSTEC.

- 2. CISW 300 Web Publishing (3.00 units)**

Justification: This course has not been offered in a long time, and no longer meets student needs.

- 3. FITNS 413 Okinawan Kobudo I (1.00 unit)**

Justification: This course is a very unique form of martial arts requiring a specifically trained instructor. We no longer have the personnel to teach this course within our department.

4. FITNS 418 Okinawan Kobudo II (1.00 unit)

Justification: This course is a very unique form of martial arts requiring a specifically trained instructor. We no longer have the personnel to teach this course within our department.

5. FITNS 419 Okinawan Kobudo III (1.00 unit)

Justification: This course is a very unique form of martial arts requiring a specifically trained instructor. We no longer have the personnel to teach this course within our department.

Sacramento City College

1. DDSN 321 Print and Multimedia Publication Design I (3.00 units)

Justification: As part of program review we are deleting this series of courses (321, 322, 323). These courses were offered in partnership with the Journalism department as part of the production process of the print version of the student newspaper, which is no longer produced. The courses have not been offered in over 5 years and there is no expectation to do so in the future.

2. DDSN 322 Print and Multimedia Publication Design II (3.00 units)

Justification: As part of program review we are deleting this series of courses (321, 322, 323). These courses were offered in partnership with the Journalism department as part of the production process of the print version of the student newspaper, which is no longer produced. The courses have not been offered in over 5 years and there is no expectation to do so in the future.

3. DDSN 323 Print and Multimedia Publication Design III (3.00 units)

Justification: As part of program review we are deleting this series of courses (321, 322, 323). These courses were offered in partnership with the Journalism department as part of the production process of the print version of the student newspaper, which is no longer produced. The courses have not been offered in over 5 years and there is no expectation to do so in the future.

4. MET 382 Air Conditioning Systems Calculations (3.00 units)

Justification: We are discontinuing MET 382 Air Conditioning Systems Calculations as it's not integrated into any current certificate or degree programs. The course appears to be a remnant of previous plans that no longer align with our department's objectives.

5. MET 391 Mechanical Systems Commissioning (2.50 units)

Justification: In light of our recent decision to remove the Commercial Building Energy Auditing and Commissioning Specialist certificate due to limited interest and industry alignment, we're also discontinuing the MET 39x series of courses tied explicitly to this certificate. This move ensures our curriculum remains relevant and meets the evolving needs of students and the industry.

6. MET 392 Energy Management and Efficiency for HVAC Mechanical Systems (2.50 units)

Justification: In light of our recent decision to remove the Commercial Building Energy Auditing and Commissioning Specialist certificate due to limited interest and industry alignment, we're also discontinuing the MET 39x series of courses tied explicitly to this certificate. This move ensures our curriculum remains relevant and meets the evolving needs of students and the industry.

7. MET 393 Commercial Building Energy Audits and Calculations (2.50 units)

Justification: In light of our recent decision to remove the Commercial Building Energy Auditing and Commissioning Specialist certificate due to limited interest and industry alignment, we're also discontinuing the MET 39x series of courses tied explicitly to this certificate. This move ensures our curriculum remains relevant and meets the evolving needs of students and the industry.

8. MET 395 Water Treatment for Heating and Air Conditioning Equipment (3.00 units)

Justification: In light of our recent decision to remove the Commercial Building Energy Auditing and Commissioning Specialist certificate due to limited interest and industry alignment, we're also discontinuing the MET 39x series of courses tied explicitly to this certificate. This move ensures our curriculum remains relevant and meets the evolving needs of students and the industry.

9. MET 396 Air and Water Balance of Mechanical Equipment (2.50 units)

Justification: In light of our recent decision to remove the Commercial Building Energy Auditing and Commissioning Specialist certificate due to limited interest and industry alignment, we're also discontinuing the MET 39x series of courses tied explicitly to this certificate. This move ensures our curriculum remains relevant and meets the evolving needs of students and the industry.

10. POLS 303 Politics of Africa (3.00 units)

Justification: This course is never offered because of very low enrollment. As an upper division course at the CSU and UC, they generally want students to take it there anyway.

11. POLS 312 Politics of the Middle East (3.00 units)

Justification: This course is never offered because of very low enrollment. As an upper division course at the CSU and UC, they generally want students to take it there anyway.

12. POLS 313 Latin America (3.00 units)

Justification: This course is rarely offered due to low enrollment. As an upper-division course at CSU and UC, those institutions want students to take this class with them.

13. POLS 350 Environmental Politics (3.00 units)

Justification: This course is never offered because of very low enrollment. As an upper division course at the CSU and UC, they generally want students to take it there anyway.

New to District Courses

American River College

1. FIRE 1104 Fire Control 4B (Ignitable Liquids and Gases Technician) (0.25 units)

Prerequisite: FIRE 1102 with a grade of "C" or better; Students who completed Fire Control 4 (2015) or Fire Control 4A (2022) are eligible for this course.

Enrollment Limitation: To enroll in this course (FIRE 1104) the student must be an employee of a federal fire fighting agency, or a member of a state or local fire agency.

7.00 hours lecture, 5.00 hours laboratory

This course provides the skills and knowledge needed to identify the regulations, construction, operations, and hazards associated with ignitable liquid and gas transportation, bulk storage, and pipelines. Pass/No Pass Only.

Justification: The addition of this course aligns with State Fire Training Requirements for the Ignitable Liquids and Gases FSTEP program.

2. LA 352 Legal Technology (3.00 units)

Prerequisite: None.

Corequisite: LA 300

54.00 hours lecture

This course provides an introduction to the various technological tools and services used in the legal field. It covers, but is not limited to, technology for conducting electronic discovery, filing documents with the court, conducting legal research, and general case management.

Justification: This course is needed to appropriately prepare students in our paralegal certification and degree programs for job readiness. Knowledge of - and competency with - standard technology and software tools in the legal field is an essential component of their education. Upon graduation, potential employers expect that our students will have acquired this knowledge and competency as part of their studies.

Cosumnes River College

1. PHOTO 421 Photographic Theory, Concepts and Aesthetics (3.00 units)

Prerequisite: None.

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

54.00 hours lecture

This course is an overview of photographic genres, methods of photographic expression and a deep exploration into visual literacy through the lens of photography with an emphasis on historical, marginalized and intersectional image makers. It explores theories of visual communication and methods of photographic image evaluation and examines the role of composition, light, and imagination in the production of photographic images. Students are not required to have any prior photography experience but will need the ability to capture their own images with a digital camera, smartphone, or tablet. The format of the class includes lectures and discussions, visual presentations and creating personal imagery.

Justification: This course is being created to fill a need for more lecture based photography curriculum, address changes in CAL GETC requirements, is intended to enrich student's educational experience and to help them achieve general education requirements to transfer to 4-year institutions.

Sacramento City College

1. CHEMT 296 Internship in Stockroom (0.50 - 1.50 units)

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

27.00 - 81.00 hours laboratory

This course provides students with a supervised, hands-on experience working in a STEM field stockroom to develop the skills necessary to assist them in obtaining employment in industry.

Justification: This course provides students with a supervised, hands-on experience in a stockroom to introduce/develop the skills necessary to assist them in obtaining employment in industry.

2. CHEMT 297 Post Practicum Seminar in Chemical Technology (1.00 unit)

Prerequisite: CHEMT 201, 424, and 429 with grades of "C" or better

54.00 hours laboratory

This course is designed for students who have completed CHEMT 201, CHEMT 424, CHEMT 429 and are working in a laboratory as an intern. This course provides a laboratory experience in industry. The chemical technician internship is conducted as a paid or non-paid laboratory experience and the student is required to attend the facility for the minimum required hours. Purchase of personal protective equipment is required. Students will also be required to provide their own transportation to the partner facility.

Justification: This seminar is being developed to support students who have finished practicum and have begun working as an intern in the field.

3. ECE 327 Supervised Practicum Field Experience For Early Care and Education Providers (4.00 units)

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

Enrollment Limitation: During enrollment in the course, students must be working and continue to work 30 hours or more per week in an early care and education setting. The supervisor of the student enrolled in the course must agree to the student's participation in the course and to the student completing their required projects and assignments in their work site setting. Students must be supervised by a staff member holding or eligible to hold the Master Teacher Permit or higher.

54.00 hours lecture, 54.00 hours laboratory

This course offers students the opportunity to integrate theory into practice as they work on planning, implementing, and evaluating classroom activities, assessing individual children's strengths and learning needs, and participating in the routines of an early learning classroom. Students are presented with the developmentally appropriate theory that grounds curriculum and interactions in high quality early childhood education classrooms and asked to integrate and apply it into their daily practice. Topics include the teacher's role in the development of curriculum based on observation and assessment of the individual needs of the children in the program.

The teacher's role in guidance and the development of social competence in children is emphasized. Enrollment in this supervised field experience course is limited to students working in an early care and education setting 30 or more hours per week. Students and their work site supervisor will be required to complete an agreement allowing the student to complete the course's assignments and projects at their work sites.

Justification: This course offers the students the opportunity to combine theory and practice in an early childhood education setting. Students are presented with developmentally appropriate curriculum and classroom teaching and interaction strategies. This course is designed for students who are working more than 30 hours per week in an early care and education setting and are unable to complete their lab experience at the Sacramento City College Child Development Center. This course will support students already teaching in completing their degrees and obtaining their Child Development Permits.

4. ECE 328 Advanced Practicum for Worksite (4.00 units)

Prerequisite: ECE 300, 312, 314, and 320 with grades of "C" or better

Enrollment Limitation: During enrollment in the course, students must be working and continue to work 30 hours or more per week in an early care and education setting. The supervisor of the student enrolled in the course must agree to the student's participation in the course and to the student completing their required projects and assignments in their work site setting. Students must be supervised by a staff member holding or eligible to hold the Master Teacher Permit or higher.

54.00 hours lecture, 54.00 hours laboratory

This advanced practicum provides supervised field experience in an early childhood education program where the student is employed a minimum of 30 hours per week. Students must be participating staff in a classroom for young children. Students will participate in weekly lectures, assignments, discussion, and implement these into their worksite classrooms. Students will plan and implement long-term curriculum projects with young children, applying their skills in observation, assessment, documentation, and interpretation of children's work. There is a deep examination of how young children construct knowledge in literacy, math, science, and how teachers develop curriculum. Students will develop and supervise the overall setting of their worksite classroom for learning and demonstrate skill in guiding children's behavior, managing groups, and building relationships with children and families. Students will evaluate worksite classrooms as to their accessibility and appropriateness for children with differing abilities and multiple languages and cultures.

Justification: This course offers the students the opportunity to combine theory and practice in an early childhood education setting. Students are presented with developmentally appropriate curriculum and classroom teaching and interaction strategies. This course is designed for students who are working more than 30 hours

per week in an early care and education setting and are unable to complete their lab experience at the Sacramento City College Child Development Center. This course will support students already teaching in completing their degrees and obtaining their Child Development Permits.

PROGRAM PROPOSALS

Program Deletion(s)

American River College

1. Elementary Teacher Education

Justification: During the process of revising their core curricula, the Math department eliminated MATH 311, which was the only math course at ARC that met the C-ID for the math requirement for the Elementary Education AA-T. In discussing how best to address this issue with the ARC articulation officer, we discovered that the AA-T does not serve our students well. The AA-T was designed for students who are planning to transfer to a four-year university into a Liberal Studies program (or similar) before completing their credential to teach elementary school students. However, the AA-T includes many requirements that are not needed or not part of the Liberal Studies programs students are transferring into. For this reason, most students do not work toward this degree, and counselors do not recommend it for future elementary school teachers. Since its creation in 2014, only 2 students have attained the degree. We would like to delete the AA-T and work on a local AA that better aligns with the programs students will transfer into at four-year schools.

Folsom Lake College

1. Business Information Worker I

Justification: This certificate has been replaced with the Business Information Professional (BIP) I certificate. BIP I is now cataloged.

Sacramento City College

1. Commercial Building Energy Auditing and Commissioning Specialist

Justification: We've decided to remove the Commercial Building Energy Auditing and Commissioning Specialist certificate from our program due to limited interest from both students and local employers. Even when considering a revised version, the industry expressed a preference for licensed engineers and engineering companies to handle these tasks.

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 13, 2023

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

BACKGROUND:

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

STATUS:

At the below-listed special event(s), event sponsor has submitted an application for permission to serve alcohol.

College Events

Date of Event	College	Location	Name of Event	Alcohol
January 5, 2024	FLC	Harris Center	Led Zepplin Experience	Beer and Wine
January 7, 2024	FLC	Harris Center	Masters of Illusion	Beer and Wine
January 9, 2024	FLC	Harris Center	FLC 2023 Year Celebration	Beer and Wine
January 10, 2024	FLC	Harris Center	Jesus Christ Superstar	Beer and Wine
January 11, 2024	FLC	Harris Center	Jesus Christ Superstar	Beer and Wine
January 12, 2024	FLC	Harris Center	Jesus Christ Superstar	Beer and Wine
January 13, 2024	FLC	Harris Center	Jesus Christ Superstar	Beer and Wine
January 13, 2024	FLC	Harris Center	Jesus Christ Superstar	Beer and Wine
January 14, 2024	FLC	Harris Center	FCA Collision of Rhythm	Beer and Wine
January 18, 2024	FLC	Harris Center	HCA Johnny Cash Experience	Beer and Wine

January 19, 2024	FLC	Harris Center	HCA Johnny Cash Experience	Beer and Wine
January 20, 2024	FLC	Harris Center	Kids Helping Kids - JohnnySwim	Beer and Wine
January 21, 2024	FLC	Harris Center	HCA Step Afrika!	Beer and Wine
January 26, 2024	FLC	Harris Center	Journey Revisited	Beer and Wine
January 27, 2024	FLC	Harris Center	Gary Gulman	Beer and Wine
January 28, 2024	FLC	Harris Center	HCA Classic Albums Sticky Fingers	Beer and Wine

RECOMMENDATION:

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

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 13, 2023

SUBJECT:	Disposition of Surplus Equipment	ATTACHMENT: None	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item D	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Mario Rodriguez, Executive Vice Chancellor, Finance and Administration	Unp2	CONSENT/ROUTINE <input checked="" type="checkbox"/>
APPROVED FOR CONSIDERATION:	Brian King	Brian King	FIRST READING <input type="checkbox"/>
		ACTION <input type="checkbox"/>	INFORMATION <input type="checkbox"/>

BACKGROUND:

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

STATUS:

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

The surplus items to be recycled or disposed of are either irreparable, obsolete, in poor condition or not needed for district/college operations and include the following: 137 computers; 29 laptops; 35 monitors; 1 scanner and 19 telephones.

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

RECOMMENDATION:

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

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 13, 2023

SUBJECT:	Ratify: Affiliation and Other Agreements	ATTACHMENT:	None
	ENCLOSURE: None		
AGENDA ITEM:	Consent Item E	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Mario Rodriguez, Executive Vice Chancellor, Finance and Administration	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King, Chancellor <i>Brian King</i>	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 below are hereby presented for approval/ratification.

ALLIED HEALTH AGREEMENTS FOR CLINICAL PLACEMENTS/ INTERNSHIP AGREEMENTS

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

Agency	Clinical Program	Campus	Contract Date	Term
Sacramento Rehabilitation Hospital	PTA/OTA ¹	SCC	08/10/2023	Evergreen
Vista Point Eye Care	Optical Tech	SCC	10/12/2023	Evergreen
Enloe Medical Center	Sonography	CRC	10/15/2023	EXP:10/15/2026
Elk Grove Unified School District	PTA/OTA ¹	SCC	10/26/2023	Evergreen

¹PTA/OTA: Physical Therapy/ Occupational Therapy Assistant

RECOMMENDATION:

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

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 13, 2023

SUBJECT:	Ratify: Bid Transactions	ATTACHMENT: None
ENCLOSURE: None		
AGENDA ITEM:	Consent Item F	TYPE OF BOARD CONSIDERATION:
RECOMMENDED BY:	Mario Rodriguez, Executive Vice Chancellor, Finance and Administration	CONSENT/ROUTINE <input checked="" type="checkbox"/>
APPROVED FOR CONSIDERATION:	Brian King, Chancellor	FIRST READING
		ACTION
		INFORMATION

BACKGROUND:

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

CHANGE ORDERS				
Bid No	Change Amount	Change Number	Vendor	New Contract Total
23002	\$111,366.00	1	F&H Construction	\$5,675,366.00

BID AWARDS					
Bid No	Description	No of Responses	Award Date	Successful Vendor	Total Contract
	none				

RECOMMENDATION:

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

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 13, 2023

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

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
TRIO Educational Talent Search – San Juan Unified High School District (Year 3) <ul style="list-style-type: none"> Funding identifies and assists individuals from disadvantaged backgrounds who have potential to succeed in higher education. The program provides academic, career, and financial counseling to its participants and encourages them to graduate from high school and continue on to and complete their postsecondary education. 09/01/2023-08/31/2024 Administrator: Uriel Delgado, Director, Student Services, TRIO Educational Search 	ARC	\$288,470	United States Department of Education
TRIO Educational Talent Search – Natomas Unified High School District (Year 3) <ul style="list-style-type: none"> Funding identifies and assists individuals from disadvantaged backgrounds who have potential to succeed in higher education. The program provides academic, career, and financial counseling to its participants and encourages them to graduate from high school and continue on to and complete their postsecondary education. 09/01/2023-08/31/2024 Administrator: Uriel Delgado, Director, Student Services, TRIO Educational Search 	ARC	\$288,470	United States Department of Education
TRIO Educational Talent Search – Center High School (Year 3) <ul style="list-style-type: none"> Funding will be used for a program that identifies and assists individuals from disadvantaged backgrounds who have potential to succeed in higher education. The program provides academic, career, and financial counseling to its participants and 	ARC	\$288,470	United States Department of Education

<p>encourages them to graduate from high school and continue on to and complete their postsecondary education.</p> <ul style="list-style-type: none"> • 09/01/2023-08/31/2024 • Administrator: Uriel Delgado, Director, Student Services, TRIO Educational Search 			
<p>National CAE-C Cybersecurity Workforce Development Program Grant</p> <ul style="list-style-type: none"> • Funding will be used to create and manage a collaborative cybersecurity educational program with community colleges to: establish standards for cyber security curriculum, competency development, integrate cybersecurity practices across the college and to become a designated CAE institution. • 07/19/2023 – 07/19/2024 • Administrator: Tyler Rollins, Dean, Business & Computer Science 	CRC	\$25,000	National Security Agency
<p>Puente Project</p> <ul style="list-style-type: none"> • Funding will be used to increase the number of educationally underrepresented students who enroll in four-year colleges and universities, earn a college degree, and return to the community as mentors and leaders to future generations. • 07/01/2023 – 06/30/2026 • Administrator: Michele Steiner, Interim Director, Hawk Cares Center for Basic Needs & Housing Resources 	CRC	\$85,000	The Regents of the University of California
<p>California Early Childhood Mentor Program</p> <ul style="list-style-type: none"> • Funding will be used for a program that supports mentors throughout California in providing leadership and guidance to students entering the early childhood education (ECE) field as well as current child care directors and teachers. • 07/01/2023-06/30/2023 <p>Administrator: Dr. Emilie Mitchell, Dean, Social and Behavioral Sciences</p>	CRC	\$9,769	California Department of Social Services
<p>Child Care Access Mean Parents in School (CCAMPIS) Grant</p> <ul style="list-style-type: none"> • Funding supports the Child Development Center to increase access to affordable childcare for low-income student parents. The grant is enabling ARC to increase infant and toddler care, maintain excellent teacher child ratios and increase staff and student teacher training. • 10/01/2023-09/30/2024 • Administrator: Narinedat Madramootoo, Dean, Health and Education 	ARC	\$283,172	California Department of Education
<p>Child Care Access Mean Parents in School (CCAMPIS) Grant</p> <ul style="list-style-type: none"> • Funding supports the college's family engagement center, the Nest, which aims to improve the educational success of student parents and, in particular, single parents. • 10/01/2023-09/30/2024 • Administrator: Theresa Tena, Vice President, Administrative Services and Student Services 	CRC	\$150,168	California Department of Education
<p>Child Care Access Mean Parents in School (CCAMPIS) Grant</p> <ul style="list-style-type: none"> • Funding is being used for the Child Development Center Infant Toddler Expansion Project, which is providing low-cost childcare to student parents of children under the age of two. • 10/01/2023-09/30/2024 • Administrator: Rose Giordano, Dean, Education and Health Professions Division 	SCC	\$224,640	California Department of Education

Commission on Peace Officer Standards and Training – Supervisor <ul style="list-style-type: none"> • Funding will be used to help trainees with the 80-hour mandated Supervisory Course per Commission Regulation 1005, which must be completed within the 12 months of a promotion or appointment to a first-level supervisory position in the public safety sector. • 07/01/2023-06/30/2024 • Administrator: Derrick Booth, Associate Vice President, Instruction and Workplace Development 	ARC	\$172,707	Commission on Peace Officer Standards and Training
Nursing Enrollment Growth and Retention Program Grant <ul style="list-style-type: none"> • Funding will be used to provide funds to the ADN/RN nursing programs to assist in the development of activities towards growing the number of nursing students who graduate with a four-year degree and continue onto nursing school. • 07/01/2023-06/30/2025 • Administrator: Jan DeLapp, Interim Dean, Mathematics 	ARC	\$220,743	California Community College Chancellor's Office

RECOMMENDATION:

It is recommended that the Board of Trustees ratify and/or approve the grant and contract awards listed herein, pursuant to Board Policy 8315.

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 13, 2023

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

BACKGROUND:

A listing of purchase orders, warrants, checks and wires issued during the period of October 16, 2023, through November 15, 2023 is on file in the District Business Services Office for review.

RECOMMENDATION:

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

PURCHASE ORDERS		
General Fund	0001128993 – 0001130971 B240689-B240710	\$ 8,178,616.50
Capital Outlay Fund	0003019572-0003019647	
Child Development Fund	0006001192-0006001193	
Self-Insurance Fund	0009000518-0009000519	
WARRANTS		
General Fund	859444-860513	\$ 18,187,402.94
General Fund-ARC Instructional Related	012584-012636	
General Fund-CRC Instructional Related	024528-024555	
General Fund-FLC Instructional Related	032181-032190	
General Fund-SCC Instructional Related	049463-049496	
Capital Outlay Fund	837012-837073	
Student Financial Aid Fund	901584-901603	
Child Development Fund	955320-955334	
Self-Insurance Fund	976792-976795	
ODSFD	-	
Payroll Warrants	556745- 557377	\$ 9,901,520.39
Payroll Vendor Warrants	71601-71714	
November Leave Process	557378-558831	
CHECKS		
Financial Aid Disbursements (PeopleSoft)	-	\$ 21,861,363.24
Clearing Checks	-	\$ -
Parking Checks	-	\$ -
Student Clubs Agency Fund – ARC	6728-6748	\$ 143,243.84
Student Clubs Agency Fund – CRC	6049-6067	
Student Clubs Agency Fund – FLC	3262-3272	
Student Clubs Agency Fund – SCC	5013-5030	
Foundation – ARC	7737-7747	\$ 397,541.00
Foundation – CRC	3271-3276	
Foundation – FLC	2539-2549	
Foundation – SCC	7121-7174	
Foundation – DO	2095-2113	
Associated Students Trust Fund – ARC	1091-1092	\$ 8,686.81
Associated Students Trust Fund – CRC	0982-0986	
Associated Students Trust Fund – FLC	-	
Associated Students Trust Fund – SCC	-	
Regional Performing Arts Center Fund	-	\$ -
ELECTRONIC TRANSFERS		
GENFD Financial Aid	-	\$ 189,298.00
Board of Equalization	-	\$ -
PARS Wire	-	\$ 41,765.43
Retiree Health Trust	-	\$ -
CDTFA-ACH	-	\$ 2,653.00
Scholarships	-	\$ 7.00
Payroll Direct Deposit Advices	1249588-1254664	\$ 17,187,764.34
Other Payroll Transactions	-	\$ 1,601.00
Keenan	-	\$ 77,383.53
CARES Act/HEERF II	-	\$ 11,450.00
SCOE- Wires	-	\$ -
PICO Wire	-	\$ 11,821.33
International Wire- PO1128209	-	\$ -
SB85	-	\$ 198,574.00
Fidelity Wire	-	\$ 85,575.97
Self-Insurance Fund	-	\$ 77,383.53
Sacramento Regional Transit Wire	-	\$ -
HEERFII	-	\$ -
Pacific Groservice-Wire		\$ 1,774.43

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 13, 2023

SUBJECT:	Student, Special Rate, Temporary Interpreter & Temporary Classified Salary Schedules	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item I	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Mario Rodriguez, Executive Vice Chancellor, Finance and Administration	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King Brian King, Chancellor	ACTION	
		INFORMATION	

BACKGROUND:

The District salary schedule for Student Help employees needs to be improved to reflect the increase in the minimum wage to \$16.00 per hour, which takes effect on January 1, 2024. In addition, the District's Temporary Classified Salary Schedules were reviewed to ensure that all classifications were above the minimum wage. The District has historically tied the Temporary Classified Schedule to a % of the Step 1 rate for regular classifications. In the interest of attracting and retaining a qualified temporary work force, this benchmark will remain at 80%. The LRCEA and SEIU units received improvements effective for fiscal year 2024, so maintaining this benchmark will cause an improvement to the temporary classified schedules. The Special Rate and Temporary Interpreter rates are generally set relative to the market rate for some of the classifications. The timing of these salary schedule improvements will occur at the start of the pay period in which the minimum wage increase becomes effective, which is December 25, 2023.

STATUS:

The Student Help schedule will be increased to the minimum wage of \$16.00 per hour, effective December 25, 2023. Student help employees are not subject to OASDI and therefore the net wage for student employees is slightly higher than employment in the private sector. For temporary classified employment, the minimum hourly wage is set at \$16.85 to offset the OASDI deduction. With the exception of some lower compensated ranges, the other ranges on the Clerical/Paraprofessional and Maintenance/Service schedules will be set at the benchmark of 80% of step 1 for the regular classifications. Ranges 12 through 21 of the Clerical/Paraprofessional schedule will be slightly different due to the compressing impact that the minimum wage has on these lower compensated ranges. These ranges will be set at increments of \$0.20 apart, with ranges 22 and above keeping the 80% benchmark mentioned prior. The hourly rates for classified temporary employment of the Special Rate and Interpreter Temporary schedules are set as described above with a minimum hourly rate of \$16.85.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the salary schedules for Student Help/College Work Study employees, Clerical/Paraprofessional temporary classified employees, Maintenance/Service temporary classified employees, Special Rate temporary classified employees, and Temporary Interpreter temporary classified employees effective December 25, 2023.

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

DRAFT

Effective: December 25, 2023

Classification #	Title		
001	Student Help	\$15.50	\$16.00
002	College Work Study	\$15.50	\$16.00

Board Approved: December 13, 2023

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

DRAFT

Effective: December 25, 2023

Job Code	Title	Range	Part Time Hourly Rate
T141	Account Clerk I	17	\$16.70
T142	Account Clerk II	21	\$17.30
T143	Account Clerk III	25	\$18.10
T649	Accountant	35	\$22.50
T198	Accounting Specialist	40	\$25.20
T131	Administrative Assistant I	26	\$18.33
T133	Administrative Assistant II	28	\$19.18
T285	Administrative Assistant III	30	\$20.07
T654	Administrative Services Analyst	44	\$27.60
T145	Admissions/Records Evaluator I	26	\$18.33
T151	Admissions/Records Evaluator II	28	\$19.18
T163	Admissions/Records Evaluator/Degree Auditor I	29	\$19.62
T291	Admissions/Records Evaluator/Degree Auditor II	30	\$20.07
T171	Admissions/Records Technician I	17	\$16.70
T172	Admissions/Records Technician II	21	\$17.30
T173	Admissions/Records Technician III	25	\$18.10
T819	Alternate Media Design Specialist	37	\$23.54
T634	Animal Health Instructional Technician	30	\$20.07
T602	Assistant Financial Aid Officer	35	\$22.50
T742	Attendance Services Assistant	27	\$18.75
T869	Building Automation and Systems Integration Analyst	57	\$37.10
T128	Buyer	29	\$19.62
T116	Child Development Center Associate Teacher	12	\$16.30
T810	Child Development Center Clerk	20	\$17.10
T199	Child Development Center Lead Teacher	35	\$22.50
T194	Child Development Center Teacher	26	\$18.33
T101	Clerk I (Temporary only)	12	\$16.30
T102	Clerk II	16	\$16.50
T103	Clerk III	20	\$17.10
T191	College Development Officer	35	\$22.50
T739	Computer Aided Drafting and Design Assistant	42	\$26.38
T803	Contract Education Program Developer	56	\$36.26
T169	Cosmetology Service Assistant	30	\$20.07
T109	Counseling Clerk I	17	\$16.70
T110	Counseling Clerk II	21	\$17.30
T292	Curriculum Specialist	38	\$24.08
T744	Data Communications Security Specialist	61	\$40.62
T130	Digital Communications & Web Specialist	44	\$27.60
T282	District Financial Aid Specialist	40	\$25.20
T650	Donor Relations Specialist	38	\$24.08

T167	Educational Center Assistant	25	\$18.10	\$19.44
T108	Educational Center Clerk	22	\$17.50	\$18.16
T806	Educational Media Design Specialist	37	\$23.54	\$25.54
T646	Electronics Calibration and Repair Technician	38	\$24.08	\$26.13
T180	Employee Benefits Specialist	40	\$25.20	\$27.34
T175	Employee Benefits Technician	29	\$19.62	\$21.29
T287	Energy Management Controls Specialist	57	\$37.10	\$40.25
T123	Facilities Administrative Support Technician I	22	\$17.50	\$18.16
T293	Facilities Administrative Support Technician II	26	\$18.33	\$19.89
T705	Facilities Planning and Engineering Specialist	56	\$36.26	\$39.34
T700	Facilities Planning Specialist	49	\$30.92	\$33.55
T138	Financial Aid Clerk I (Temporary only)	17	\$16.70	\$17.25
T604	Financial Aid Officer	38	\$24.08	\$26.13
T140	Financial Aid Technician	25	\$17.30	\$19.44
T743	Fiscal Services Accounting Specialist	40	\$25.20	\$27.34
T149	Grant Coordination Clerk	20	\$17.10	\$17.65
T236	Graphic Artist	28	\$19.18	\$20.82
T801	Graphic Designer	29	\$19.62	\$21.29
T168	Health Services Assistant	21	\$17.30	\$17.85
T718	Information Technology Business/Technical Analyst I	57	\$37.10	\$40.25
T723	Information Technology Business/Technical Analyst II	61	\$40.62	\$44.08
T748	Information Technology Network Administrator Analyst I	57	\$37.10	\$40.25
T749	Information Technology Network Administrator Analyst II	61	\$40.62	\$44.08
T726	Information Technology Specialist I	44	\$27.60	\$29.94
T729	Information Technology Specialist II	50	\$31.63	\$34.33
T745	Information Technology Systems/Database Administrator Analyst I	57	\$37.10	\$40.25
T746	Information Technology Systems/Database Administrator Analyst II	61	\$40.62	\$44.08
T242	Information Technology Cable Plant Assistant	50	\$31.63	\$34.33
T809	Information Technology Technician I	25	\$18.10	\$19.44
T152	Information Technology Technician II	31	\$20.54	\$22.28
T208	Instructional Assistant	28	\$19.18	\$20.82
T166	Instructional Services Assistant I	24	\$17.90	\$19.00
T808	Instructional Services Assistant II	27	\$18.75	\$20.34
T207	Laboratory Technician	28	\$19.18	\$20.82
T283	Lead Digital Communications and Web Specialist	46	\$28.89	\$31.34
T706	Lead Facilities Planning and Engineering Specialist	58	\$37.94	\$41.18
T741	Lead Instructional Assistant	30	\$20.07	\$21.78
T866	Lead Instructional Services Assistant	29	\$19.62	\$21.29
T600	Lead Laboratory Technician	30	\$20.07	\$21.78
T241	Lead Library Technician	28	\$19.18	\$20.82
T114	Library Technician	26	\$18.33	\$19.89
T105	Maintenance/Operations Clerk	22	\$17.50	\$18.16
T231	Media Systems/Resources Specialist	50	\$31.63	\$34.33
T200	Media Systems/Resources Technician I	32	\$21.04	\$22.79
T223	Media Systems/Resources Technician II	38	\$24.08	\$26.13
T294	Mental Health Advocate	38	\$24.08	\$26.13
T115	Operations Technician	26	\$18.33	\$19.89
T618	Outreach Specialist	38	\$24.08	\$26.13

T660	Payroll Accountant	36	\$23.04	\$24.97
T146	Payroll Clerk	25	\$18.10	\$19.44
T652	Payroll Specialist	40	\$25.20	\$27.34
T179	Payroll Technician	29	\$19.62	\$21.29
T702	Printing Assistant	35	\$22.50	\$24.41
T106	Printing Services Operator I	17	\$16.70	\$17.25
T107	Printing Services Operator II	20	\$17.10	\$17.65
T178	Printing Services Operator III	23	\$17.70	\$18.58
T802	Printing Technician	33	\$21.50	\$23.32
T268	Programmer I	44	\$27.60	\$29.94
T269	Programmer II	50	\$31.63	\$34.33
T174	Public Relations Specialist	38	\$24.08	\$26.13
T640	Public Relations Technician	30	\$20.07	\$21.78
T890	Recruit Training Officer (Temporary only)	64	\$43.50	\$47.19
T807	Research Analyst	50	\$31.63	\$34.33
T639	Risk Management Specialist	40	\$25.20	\$27.34
T417	Sacramento Regional Public Safety Training Center (SRPSTC) Developer	56	\$36.26	\$39.34
T125	Senior Buyer/Contract Specialist	40	\$25.20	\$27.34
T735	Senior Information Technology Business/Technical Analyst	64	\$43.50	\$47.19
T750	Senior Information Technology Network Administrator Analyst	64	\$43.50	\$47.19
T196	Senior Information Technology Specialist	57	\$37.10	\$40.25
T747	Senior Information Technology Systems/Database Administrator Analyst	64	\$43.50	\$47.19
T731	Senior Information Technology Technician	38	\$24.08	\$26.13
T276	Senior Programmer	57	\$37.10	\$40.25
T158	Staff Resources Center Assistant	28	\$19.18	\$20.82
T124	Student Personnel Assistant	28	\$19.18	\$20.82
T683	Student Support Specialist	38	\$24.08	\$26.13
T707	TANF/CalWORKs Specialist	38	\$24.08	\$26.13
T271	Telecommunications System Coordinator	57	\$37.10	\$40.25
T272	Telecommunications System Designer	57	\$37.10	\$40.25
T234	Theatre Technician	28	\$19.18	\$20.82
T630	Tutorial Services Assistant	35	\$22.50	\$24.41

Board Approved: December 13, 2023

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

DRAFT

Effective: December 25, 2023

Job Code	Title	Range	Part Time Hourly Rate
T210	College Safety Officer	31	\$21.34
T206	Custodian	21	\$17.25
T230	Environmental Systems Technician	37	\$24.26
T256	Equipment Mechanic I	35	\$23.23
T253	Equipment Mechanic II	39	\$25.35
T221	Grounds Irrigation Specialist/Groundskeeper	31	\$21.34
T220	Grounds Maintenance Technician	31	\$21.34
T211	Groundskeeper	23	\$17.98
T209	Head Custodian	25	\$18.76
T258	Head Grounds Maintenance Technician	35	\$23.23
T213	Head Groundskeeper	27	\$19.57
T239	Lead Custodian	23	\$17.98
T251	Lead Equipment Mechanic	41	\$26.49
T263	Lead Maintenance Cabinetmaker	41	\$26.49
T250	Lead Maintenance Electrician	42	\$27.09
T218	Lead Maintenance Electronic/Alarm Technician	42	\$27.09
T235	Lead Maintenance HVAC Mechanic	42	\$27.09
T252	Lead Maintenance Painter	41	\$26.49
T227	Lead Maintenance Plumber	42	\$27.09
T278	Lead Maintenance Technician	33	\$22.25
T232	Lead Physical Education/Athletic Attendant	24	\$18.37
T245	Maintenance Cabinetmaker	39	\$25.35
T262	Maintenance Carpenter	39	\$25.35
T246	Maintenance Electrician	39	\$25.35
T261	Maintenance Electronic/Alarm Technician	39	\$25.35
T243	Maintenance HVAC Mechanic	39	\$25.35
T244	Maintenance Locksmith/Glazier	39	\$25.35
T247	Maintenance Painter	39	\$25.35
T248	Maintenance Plumber	39	\$25.35
T255	Maintenance Roofer/Carpenter	39	\$25.35
T215	Maintenance Technician I	29	\$20.42
T222	Maintenance Technician II	31	\$21.34
T233	Physical Education/Athletic Attendant	22	\$17.62
T259	Police Detective	49	\$31.12
T850	Receiving Clerk/Storekeeper	24	\$18.37
T203	Stock Clerk	21	\$17.25
T226	Toolroom Equipment Attendant	23	\$17.98
T204	Utility Worker	21	\$17.25

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

DRAFT
Effective: December 25, 2023

Job Code Number	Miscellaneous Services	Part Time Hourly Rate	
0080	Art Model	\$17.50	
0023	Campus Patrol*	\$18.80	\$22.02
0044	College Reserve Police Officer*	\$38.14	\$41.19
0022	Police Cadet to Officer*	\$21.31	\$23.02
0042	Police Communication Dispatcher*	\$30.10	\$32.66
0045	Reader/Tutor I	\$16.30	\$16.85
0052	Reader/Tutor II	\$17.30	\$17.85
<hr/>			
Community Swimming/Sports Programs			
0021	Assistant Athletic Trainer*	\$25.48	\$27.73
0043	Assistant Coach	\$19.18	\$20.82
0025	Assistant Sports Program Director	\$16.30	\$16.85
0041	Athletic Trainer*	\$26.48	\$28.73
0085	Intercollegiate Game Technician	\$16.30	\$16.85
0030	Lifeguard I (Lifeguard Training**)	\$16.30	\$16.85
0035	Lifeguard II (Community Water Safety**)	\$17.30	\$17.85
0050	Specialty Coach	\$21.00	
0020	Sports Program Director	\$26.25	
0005	Swimming Instructor I (CPR, First Aid, Community Water Safety**)	\$16.30	\$16.85
0010	Swimming Instructor II (Lifeguard Training**)	\$17.30	\$17.85
<hr/>			
Special Projects			
0077	Special Projects - Range I ***	\$16.30 to \$49.99	\$16.85 to \$49.99
0077	Special Projects - Range II ****	\$50.00 to \$100.00	

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

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

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

**** Must be approved by HR administrator.

Board Approved: December 13, 2023

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

DRAFT

Effective: December 25, 2023

Number	Title	<i>Part Time Hourly Rate:</i>	Level I	Level II	Level III	Level IV
081	Student Intern		\$16.30 \$16.85	\$17.30 \$17.85	-----	-----
082	Beginning Interpreter		\$17.50 \$18.00	\$18.50 \$19.00	\$19.50 \$20.00	\$20.50 \$21.00
083	Intermediate Interpreter		\$20.50 \$21.00	\$22.50 \$23.00	\$24.50 \$25.00	\$26.50 \$27.00
084	Advanced Interpreter		\$32.00	\$35.00	-----	-----

Board Approved: December 13, 2023

Los Rios Community College District Temporary Interpreter Salary Schedule Requirements

Level	Educational Requirements	Skills/ Education	Code of Ethics Required?
Level I Student Intern	Enrolled in ASL 3 (or) Equivalent	Demonstrated sign communication skills and adequate for this level.	No
Level II Student Intern	Demonstrate competency for this level of placement.	Satisfactory skills assessment for this level.	No
Beginning Interpreter	Currently enrolled in or completion of Interpreter Training Program or documentation of interaction and/or contact with the Deaf community (or) Demonstrated equivalent skill.	Range advancement contingent upon completion of additional skills enhancement training and a skills assessment evaluation.	No
Intermediate Interpreter	Satisfactory completion of the Interpreter Training Program or documentation of interaction and/or long term contact with the Deaf community (or) satisfactory skills assessment evaluation for this level.	Range advancement contingent upon completion of additional skills enhancement training and a skills assessment evaluation.	Must complete a Code of Ethics Class within 2 semesters of hiring (This Code of Ethics requirement is also covered under the EIPA assessment & a written exam through RID.)
Advanced Interpreter (I)	Currently enrolled in or completed and ITP program or documentation of interaction and/or long term contact with the Deaf community (or) satisfactory skills assessment evaluation for this level.	Interpreters in this category are expected to demonstrate speed and sophistication in the voice-to-sign and sign-to-voice interpretations.Demonstrate through the assessment process an ability to handle subject matters of a complex nature.	Must complete a Code of Ethics Class within 2 semesters of hiring (This Code of Ethics requirement is also covered under the EIPA assessment & a written exam through RID.)
Advanced Interpreter (Level II)	RID Certification ** Any certification recognized through the NRID (National Registry of Interpreters)	Interpreters in this category are expected to demonstrate speed and sophistication in the voice-to-sign and sign-to-voice interpretations and upon request will go through the evaluation process at DSPS.	Code of Ethics requirement included in Certification process.

National certification considered to be: RID CSC, ICI/TC, CI, CT; NAD 4 or 5; EIPA 4 and up plus passing the written portion of the EIPA/RID-NAD National Interpreter Certification (NIC)

**RID is currently revamping the acronyms for each certification. Update to follow.

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 13, 2023

SUBJECT:	Short-Term Temporary Employees	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item J	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Mario Rodriguez, Executive Vice Chancellor, Finance and Administration	CONSENT/ROUTINE	X
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King, Chancellor <i>Brian King</i>	ACTION	
		INFORMATION	

BACKGROUND:

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

STATUS:

The District continues to have a need for short-term temporary employees. The attached document estimates the District's need for temporary employees from January 1, 2024 to June 30, 2024.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the attached list of district-wide anticipated short-term temporary employee classifications, authorizing employment of short-term employees for the period January 1, 2024 through June 30, 2024. The Human Resources Department will place the names of the short-term temporary employee hires on the subsequent Board Agendas.

Los Rios Community College District
Short-Term Temporary Employees Anticipated Districtwide Need
January 1, 2024 through June 30, 2024

Short-Term Temporary Classifications:	Anticipated Number of Short-Term Temporary Staff:	Short-Term Temporary Classifications:	Anticipated Number of Short-Term Temporary Staff:
Account Clerk I	4	Financial Aid Officer	1
Account Clerk II	4	Groundskeeper	3
Account Clerk III	2	Health Services Assistant	9
Administrative Asst. I	3	Instructional Assistant	109
Administrative Asst. II	1	Intermediate Interpreter	2
Admissions/Records Technician I	4	Intercollegiate Game Technician	2
Admissions/Records Technician II	3	IT Specialist I	1
Admissions/Records Technician III	2	Laboratory Technician	10
Admissions/Records Evaluator I	2	Library Technician	2
Advanced Interpreter	4	Maintenance Technician I	2
Alternate Media Design Specialist	1	Maintenance/Operations Clerk	1
Art Model	4	Outreach Specialist	10
Assistant Coach	74	PE/Athletic Attendant	3
Assistant Financial Aid Officer	1	Police Cadet to Officer	2
Athletic Trainer	7	Police Communications Dispatcher	2
Beginning Interpreter	15	Printing Services Operator I	1
Campus Patrol	88	Reader/Tutor I	62
Child Development Ctr Associate Teacher	2	Reader/Tutor II	15
Child Development Ctr Teacher	3	Recruit Training Officer	1
Clerk I	66	Research Analyst	1
Clerk II	15	Senior IT Technician	1
Clerk III	15	Special Projects	91
Counseling Clerk I	6	Specialty Coach	3
Counseling Clerk II	6	Sports Program Director	1
Custodian	16	Student Personnel Assistant	78
Digital Communications & Web Specialist	1	Student Support Specialist	9
DSP&S Clerk	7	Theatre Technician	1
Facilities Planning & Engineering Specialist	1	Tutorial Services Assistant	2
Financial Aid Clerk	36	Utility Worker	1
Financial Aid Technician	12		

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 13, 2023

SUBJECT:	Human Resources Transactions	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Consent Item K	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Mario Rodriguez, Executive Vice Chancellor, Finance & Administration	CONSENT/ROUTINE	X
APPROVED FOR CONSIDERATION:	Brian King	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>American River College</u>		
Garcia, Diana	Dean of Student Support Programs – Step 2 (M.A., California State University, Sacramento)	01/01/24
Hoffpauir, Carina	Dean of English (Ph.D., University of California, Santa Barbara)	01/01/24
McCormack, John	Dean of Public Service (M.A., California State University, Sacramento)	01/01/24
Milano, Angela	Associate Vice President of Instruction and Guided Pathways (M.A., Texas A & M University)	01/01/24
Miramontes Quinones, David	Dean of Library and Learning Resource Center (LRC) (Ph.D., University of the Cumberlands)	01/01/24
<u>District Office</u>		
Casareno, Alexander	Director (I) of Diversity, Compliance and Title IX (Ph.D., University of California, Berkeley)	12/14/23
<u>District Office – Facilities Management</u>		
Meyer, Josef	Director of Facilities Planning and Construction (B.A., California State University, Sacramento)	12/14/23
<u>Sacramento City College</u>		
Campbell, Mitchell	Vice President of Administrative Services (M.A., Humboldt State University)	01/01/24
Stewart, Devoun	Vice President of Instruction (Ph.D., Harvard University)	01/01/24

APPOINTMENT(S) TO CATEGORICALLY FUNDED POSITION(S)

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>District Office</u>		
Peshon McGarry, Mariko	Associate Vice President of Prison and Reentry Education Program (PREP) and Special Projects – Step 5 (Ph.D., University of San Diego)	12/14/23 – 06/30/24

MANAGEMENT

APPOINTMENT(S) TO TEMPORARY POSITION(S)

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>American River College</u>		
Arrieta Katzorke, Corrine (Ed.D., Oregon State University)	Interim Dean of Language and Communication	07/20/23 – 06/30/24 (Revised)
Porter, Nicole (Ph.D., University of Pacific)	Interim Vice President of Student Services and Equity	07/01/23 – 06/30/24 (Revised)
<u>Cosumnes River College</u>		
Steiner, Michele (M.A., North Park University)	Interim Director (VII) of Hawk Cares Center for Basic Needs and Housing Resources	01/17/23 – 01/10/24 (Revised)
<u>District Office</u>		
Harris, Paul (B.A., California State University, Sacramento)	Interim Director (I) of Accounting Services	09/08/22 – 03/01/24 (Revised)
Padash, Ali (M.S., California State University, Sacramento)	Interim Director (V) of Financial Aid	11/03/23 – 01/14/24

REASSIGNMENT(S) / TRANSFER(S)

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>Sacramento City College</u>		
Giordano, Rose	Dean of Planning, Research, and Institutional Effectiveness From Dean of Education and Health Professions	01/01/24

RESIGNATION(S)

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>Sacramento City College</u>		
Gaytan, Andrea	Dean of the Davis and West Sacramento Centers	12/09/23

FACULTY

APPOINTMENT(S) TO TEMPORARY POSITION(S)

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>American River College</u>		
Abdullah, Zainab (M.A., California State University, Sacramento)	Ethnic Studies Assistant Professor, L.T.T.	01/11/24 – 05/16/24
Jensen, Kristin (M.A., Equivalency)	Psychology Assistant Professor, L.T.T.	01/11/24 – 05/16/24
<u>Cosumnes River College</u>		
Adame, Ryan (M.F.A., California Institute of the Arts)	Theatre Arts Assistant Professor, L.T.T.	01/11/24 – 05/16/24
Alop, Iris (M.A., California State University, Sacramento)	English Assistant Professor, L.T.T.	01/11/24 – 05/16/24
Beren, Timothy (M.A., California State University, Sacramento)	Mathematics Assistant Professor, L.T.T.	01/11/24 – 05/16/24
Choate, Spencer (M.A., San Jose State University)	Communication Studies Assistant Professor, L.T.T.	01/11/24 – 05/16/24
Coffey, Brian (Ph.D., University of California, Davis)	Philosophy Assistant Professor, L.T.T.	01/11/24 – 05/16/24
Guan, Bao (M.A., University of California, Davis)	Mathematics Assistant Professor, L.T.T.	01/11/24 – 05/16/24
Mercado, Ana (M.A., California State University, Sacramento)	Communications Studies Assistant Professor, L.T.T.	01/11/24 – 05/16/24
Reed, Kathaleen (M.A., Equivalency)	English Assistant Professor, L.T.T.	01/11/24 – 05/16/24
Rowe, Cassandra (M.A., California State University, Sacramento)	Mathematics Assistant Professor, L.T.T.	01/11/24 – 05/16/24
Truong, Nhan (M.A., California State University, Sacramento)	Mathematics Assistant Professor, L.T.T.	01/11/24 – 05/16/24
<u>Folsom Lake College</u>		
Aghabeigi, Farah (M.S., University of St. Thomas)	Accounting Assistant Professor, L.T.T.	01/11/24 – 05/16/24
<u>Sacramento City College</u>		
Daniels, Lisa (M.A., Equivalency)	Ethnic Studies Assistant Professor, L.T.T.	01/11/24 – 05/16/24

FACULTY

LEAVE(S) OF ABSENCE

<u>Name</u>	<u>Subject/Position</u>	<u>Type</u>	<u>Effective Date(s)</u>
<u>American River College</u>			
McCormick, Marcia	Psychology Professor	Type C	01/11/24 - 05/16/24
<u>Cosumnes River College</u>			
Crosier, Scott	Geology/GIS Professor	Type C	01/11/24 – 05/16/24

PRE-RETIREMENT WORKLOAD REDUCTION(S)

<u>Name</u>	<u>Subject/Position</u>	<u>FTE</u>	<u>Effective Date(s)</u>
<u>American River College</u>			
Worley, Katrina	Anthropology Professor	1.0 to 0.60	08/01/24 - 05/31/24

REASSIGNMENT(S) / TRANSFER(S)

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
<u>American River College</u>		
Hokerson, Lori	Universal Design for Learning and Accessibility Support Coordinator From Psychology Professor	07/01/23
<u>Cosumnes River College</u>		
Trench, Jena	Biology Professor From Online Course Design Coordinator	08/17/23
<u>Folsom Lake College</u>		
Prelip, Angela	Communications Studies Professor From Online Course Design Coordinator	08/17/23
<u>Sacramento City College</u>		
Nuttall, Gabriella	Universal Design for Learning and Accessibility Support Coordinator From English as a Second Language (ESL) Professor	08/17/23

FACULTY

REASSIGNMENT(S) / TRANSFER(S) (continued)

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>Sacramento City College</u>	
Woolley, Nicole	Librarian From Online Course Design Coordinator	08/17/23

RESIGNATION(S)

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>Cosumnes River College</u>	
Torres, Christopher	Counselor	09/14/23

RETIREMENT(S)

<u>Name</u>	<u>Subject/Position</u>	<u>Effective Date(s)</u>
	<u>American River College</u>	
Rivers, Lynn (After 22 years of regular service)	Biology Professor	12/15/23

REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Spring 2023
American River College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Kirkman, Jayanti	Registered Nursing	10 %
Rodgers, Monique	Registered Nursing	10 %

TEMPORARY, PART-TIME EMPLOYEES Summer 2023
Cosumnes River College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Panagakos, Anastasia	Anthropology	40 %
Pandey, Rajeev	Chemistry, General	32 %
Pandey, Rajeev	Chemistry, General	20 %

TEMPORARY, PART-TIME EMPLOYEES Summer 2023
Sacramento City College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Whipple V, Charles	Sociology	40 %
Wu, Tsz Yan	Mathematics, General	47 %

TEMPORARY, PART-TIME EMPLOYEES Fall 2023
American River College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Aranas, Zsanel Jestine	ESL Speaking/Listening	11 %
Beuttel, Michelle	Reading	33 %
Cone, Bryan	Psychology, General	3 %
Gregorek, Robert	Other Health Occupations	3 %
Huggins, Ross	Administration of Justice	1 %
Idler, Sarah	Sign Language Interpreting	20 %
Kalman, Mikalai	Diesel Technology	64 %
Kleist, Rachel	Sign Language Interpreting	7 %
Lafond, Daniel	Administration of Justice	1 %
Leek, Laura	ESL Writing	9 %
Loveland, Reyna	Registered Nursing	20 %
Musa, Khaled	Office Technology/Office Computer Applicati	20 %
Music, Jessica	Registered Nursing	27 %
Preciado, Monica	Guidance	3 %
Pulido, Brandi	Counselor	9 %
Rogers, Elizabeth	ESL Writing	11 %
Tomashevskiy, Nadia	Registered Nursing	38 %
Wanis, Rosemary	Sign Language Interpreting	3 %

TEMPORARY, PART-TIME EMPLOYEES Fall 2023
Cosumnes River College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Cervantes, Jordan	Counselor	36 %
Cervantes, Jordan	Counselor	20 %

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

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

TEMPORARY, PART-TIME EMPLOYEES Fall 2023
Cosumnes River College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Dang, Tina	Counselor	1 %
Gacilan, Gilbert	Counselor	20 %
Green, Charlene	Counselor	9 %
Jones, Jenny	Counselor	2 %
Kair, Beven	Mathematics, General	53 %
Marshall-Mills, Denise	Academic Guidance	13 %
Meier, Anna	Sculpture	28 %
Mendoza, Erica	Counselor	5 %
Mendoza, Liliana	Counselor	49 %
Miranda, Yolanda	Counselor	18 %
Nelson, Jacquelynn	Counselor	31 %
Peacock, Kristin	Counselor	16 %
Salzman, Julie	Counselor	3 %
Torres, Jessica	Counselor	25 %
Wellington, Erica	Counselor	35 %
Yeung Whamond, Esther	Counselor	3 %
Zin, Kyi	Mathematics, General	8 %
Zin, Kyi	Mathematics Skills	2 %

TEMPORARY, PART-TIME EMPLOYEES Fall 2023
Folsom Lake College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Atiabet, Evelyne	Certified Nurse Assistant	40 %
Brown, Charles	Computer Software Development	20 %
Mancilla, Jeffrey	Spanish	8 %
Ramos, Maria	Nutrition, Foods, and Culinary Arts	20 %

TEMPORARY, PART-TIME EMPLOYEES Fall 2023
Sacramento City College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Boyd, Rebecca	Librarian	2 %
Cano Chavez, Veronica	Counselor	27 %
Gonzalez, Paula	Counselor	20 %
Hill, Deirdre	Counselor	2 %
Hill, Deirdre	Counselor	2 %
Howe, Judith	Librarian	58 %
Lee, Pao	Counselor	11 %

REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Fall 2023
American River College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Bertaccini, Lisa	Human Services	20 %
Butler, Trisha	Mathematics, General	33 %
Casale, Kristin	Chemistry, General	32 %
Casale, Kristin	Chemistry, General	20 %

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REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Fall 2023
American River College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Evangelisti, Fred	Electronics & Electric Technology	8 %
Farahmandnia, Saideh	Physiology (Includes Anatomy)	20 %
Harris, Marianne	Library Science, General	7 %
Hermle, Ryan	Computer Programming	15 %
Hoggan, Patrick	ESL Integrated	23 %
Kirkman, Jayanti	Registered Nursing	10 %
Leung, Noue	English	60 %
Maddox, Michael	Chemistry, General	20 %
Palomares, Carmelita	Academic Guidance	20 %
Ramirez, Richard	Guidance	3 %
Rodgers, Monique	Registered Nursing	10 %
San Julian, Mieke	Psychology, General	18 %
Schuster, Randall	Drafting Technology	35 %
Williamson, Kate	Library Science, General	7 %

REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Fall 2023
Cosumnes River College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Aldredge, Teresa	Academic Guidance	8 %
Alino, Vera	Chemistry, General	53 %
Beebe, Lisa	Music	20 %
Byrd, Tanika	Speech Communication	40 %
Crosier, Scott	Geography	48 %
Esty, Juana	Counselor	2 %
Geissler, Markus	Information Technology, General	20 %
Hoang, Linda	Mathematics, General	15 %
Hoang, Linda	Mathematics, General	13 %
Mapeso, Ray	Counselor	2 %
Soriano, Paolo	Counselor	30 %
Tavares, Tyrone	Counselor	6 %
Tovar, Alejandra	Counselor	18 %
Wohl, Matthew	Counselor	6 %
Yarbrough, Michael	Mathematics, General	62 %

REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Fall 2023
Folsom Lake College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Clayton, Keith	Mathematics, General	20 %
Hale, Daniel	Astronomy	16 %
Swink, Mark	Emergency Medical Services	34 %

REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Fall 2023
Sacramento City College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Alviar-Agnew, Maria	Laboratory Science Technology	13 %
Capaletti, Thomas	Academic Guidance	20 %

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

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

REGULAR EMPLOYEES - OVERLOAD ASSIGNMENTS Fall 2023
Sacramento City College

<u>Name</u>	<u>Subject</u>	<u>FTE</u>
Clark, Kevin	Sign Language	27 %
De Guzman, Emmylou	Health Occupations, General	40 %
DeSouza, Kara	Psychology, General	13 %
Gonzales, Stephen	Mathematics, General	13 %
Goodchild, Rebecca	Type C Non-Instructional	20 %
Goodchild, Rebecca	Academic Guidance	20 %
Jean-Gilles, Reginald	Business and Commerce, General	44 %
Johnson, Denise	Gerontology	20 %
Villalva, Janelle	Nursing	27 %

FTE appearing as 0% for the current or upcoming semester is pending determination of assignment / load. FTE in previous semesters will appear as 1% for assignments between 0% and 1%. * = New Employee ** = Returning Employee
Employees hired under equivalency criteria pursuant to Ed. Code Section 87359, Title V, Section 53430(a), and Board Policy 5123 will be identified as follows: A1;A3;A4;B1;B2;B3;B4=Experience / Education | A2 = Education | A5;B5 = Experience

C L A S S I F I E D

APPOINTMENT(S)		<u>Assigned to</u>	<u>Effective Date(s)</u>
<u>Name</u>	<u>Position</u>		
Arshad, Hammad	Clerk III, 75%	CRC	12/11/23
Childress, Josheua	Media Systems/Resources Technician II	CRC	11/06/23
Diaz, Ruth	Student Support Specialist	ARC	01/02/24
Le, Mary	Facilities Administrative Support Technician I	FM	12/11/23
Li, Irina	Account Clerk II	DO	11/13/23
Lintz-Bryant, Monet	Student Personnel Assistant – Disabled Student Programs & Services (DSP&S)	CRC	11/13/23
Lopez, Diana	Research Analyst	ARC	12/01/23
Ramirez, Emili	Counseling Clerk II	SCC	01/02/24
Zaman, Faheem	Instructional Assistant – Aeronautics, 50%, 9 months	SCC	11/20/23

APPOINTMENT(S) LIMITED TERM		<u>Assigned to</u>	<u>Effective Date(s)</u>
<u>Name</u>	<u>Position</u>		
Johnson, Jonathan	Financial Aid Technician	DO	11/20/23 – 06/30/26
Sohl, Marlon	Financial Aid Technician	DO	11/20/23 – 06/30/26

LEAVE(S) OF ABSENCE		<u>Type of Leave</u>	<u>Assigned to</u>	<u>Effective Date(s)</u>
<u>Name</u>	<u>Position</u>			
Barkley, Emily	Student Personnel Assistant – Student Services	Personal, 20%	CRC	01/16/24 - 05/16/24
Riaz, Laaiba	Financial Aid Technician	Military, 100%	DO	10/01/23 – 09/30/24

C L A S S I F I E D

PROMOTION(S)		<u>Assigned to</u>	<u>Effective Date(s)</u>
<u>Name</u>	<u>New Position (Current Position)</u>		
Beauchamp, Dedra	Administrative Assistant II, 50% (Clerk III, 60%)	DO DO)	10/30/23
Conger, Tami	Student Support Specialist (Cosmetology Service Assistant)	SCC SCC)	12/01/23
Fletes, Giovanny	Outreach Specialist (Financial Aid Technician)	ARC DO-ARC)	12/06/23
Grady, Melissa	Admissions/Records Evaluator II (Admissions/Records Evaluator I)	ARC ARC)	12/01/23
Humphreys, Tony	Student Life Supervisor (Student Support Specialist)	FLC FLC)	12/01/23
Robinson, MollyAnna	Operations Technician (Clerk III, 75%)	CRC CRC)	11/16/23
Stanley, Aaron	Counseling Supervisor (Financial Aid Officer)	ARC DO-ARC)	11/13/23
Villalobos, Julia	Student Personnel Assistant – Student Services (Admissions/Records Evaluator I)	CRC CRC)	11/13/23
Williams, James	Custodial Supervisor (Lead Custodian)	SCC SCC)	12/04/23

REASSIGNMENT(S)/TRANSFER(S)		<u>Assigned to</u>	<u>Effective Date(s)</u>
<u>Name</u>	<u>New Position (Current Position)</u>		
Campbell, Wendy	Student Personnel Assistant – Counseling (Student Support Specialist)	ARC FLC)	11/06/23
Jones-Hayes, Shana	Clerk III (Clerk III)	DO SCC)	12/01/23
Nix, Ryan	Health Services Assistant (Health Services Assistant)	DO-CRC DO-ARC)	11/13/23

C L A S S I F I E D

RESIGNATION(S)		<u>Assigned to</u>	<u>Effective Date(s)</u>
<u>Name</u>	<u>Position</u>		
Bonner, Temperance	District Financial Aid Specialist	DO	11/18/23
Chueh, Valerie	Student Support Supervisor	SCC	11/02/23
Gonzales, Nathan	Instructional Assistant – Biology, 87.5%, 9 months	ARC	11/28/23
Grijalva, Caesar	Custodian	ARC	12/02/23
Meier, Anna	Instructional Assistant – Art, 9 months	ARC	12/16/23
Robinson, April	Student Personnel Assistant – Student Services	CRC	12/02/23
Schrader, Amanda	Library Technician, 75%	ARC	11/17/23
Thomas, Deandre	Student Support Specialist	ARC	11/02/23
Wong, Hannah	Instructional Assistant – Writing/English/ Reading, 10 months	ARC	12/09/23

RETIREMENT(S)		<u>Assigned to</u>	<u>Effective Date(s)</u>
<u>Name</u>	<u>Position</u>		
Croff, Jeanne	Administrative Assistant I (After 17+ years of regular service)	FLC	03/09/24
Fisher, Suzanne	Counseling Clerk II (After 22+ years of regular service)	ARC	01/01/24
Pantel, James	Information Technology Specialist I - Microcomputer Support (After 27+ years of regular service)	ARC	03/02/24
Zanardelli, Marina	Student Personnel Assistant – Disabled Student Programs & Services (DSPS) (After 16+ years of regular service)	SCC	01/31/24

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>			
Abu-Hameed, Sabah	Special Projects	11/09/2023	06/30/2024
Alharasis, Sumiah	Counseling Clerk II	10/25/2023	06/30/2024
Carrera, Leandro	Clerk I	10/16/2023	06/30/2024
Gonzalez, Natalie	Special Projects	11/06/2023	06/30/2024
Kachmar, Khrystyna	Clerk II	10/09/2023	06/30/2024
Kolosiuk, Iryna	Special Projects	11/14/2023	06/30/2024
Lak, Suzan	Child Dev Ctr Assoc. Teacher	09/25/2023	06/30/2024
Lu, Min	Special Projects	10/25/2023	06/30/2024
Mason, Aaliyah	Clerk II	10/24/2023	06/30/2024
Mezer, Khaleel	Custodian	07/01/2023	06/30/2024
Niroula, Sabal	Student Personnel Assistant	09/25/2023	06/30/2024
Sims, Lorie	Advanced Interpreter	10/25/2023	06/30/2024
Trevino, Mariah	Intermediate Interpreter	10/02/2023	06/30/2024
Wright, Daniel	Special Projects	10/23/2023	06/30/2024
Zhuravel, Liliya	Instructional Assistant	10/26/2023	06/30/2024
<u>Cosumnes River College</u>			
Burch, Ryan	Assistant Coach	11/13/2023	06/30/2024
Engelage, Christopher	Special Projects	11/13/2023	06/30/2024
Ghaleb, Elham	Child Dev Ctr Lead Teacher	10/01/2023	06/30/2024
Hernandez, Nicholas	Student Personnel Assistant	11/27/2023	06/30/2024
Iyong, Hiroko	Student Personnel Assistant	10/02/2023	06/30/2024
Sandoval, Jose	Clerk I	11/14/2023	06/30/2024
Schwartz, Alexander	Instructional Assistant	07/21/2023	06/30/2024
Stapleton, Meredith	Admissions/Records Clerk I	10/30/2023	06/30/2024
Venegas, Alejandro	Reader/Tutor I	10/19/2023	06/30/2024
<u>District Office / Business and Economic Development Center / Facilities Management / Police Services</u>			
Bautista, Teresa	Clerk I	11/14/2023	06/30/2024
Fong, Zachary	Campus Patrol	10/03/2023	06/30/2024
Martinez-Suarez, Elissa	Financial Aid Clerk I	11/07/2023	06/30/2024
Menil, Whisper Rose	Special Projects	11/02/2023	06/30/2024
Singh, Nicholas	Campus Patrol	10/26/2023	06/30/2024
Tryial, Derek	Campus Patrol	10/26/2023	06/30/2024
Wat, Kelsey	Special Projects	12/01/2023	06/30/2024

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>	<u>End Date</u>
<u>Folsom Lake College</u>			
Cadigan, Daria	Special Projects	11/06/2023	06/30/2024
Hewitt, Maya	Art Model	11/25/2023	06/30/2024
Munoz, Michael	Special Projects	11/25/2023	06/30/2024
Rice, Jared	Special Projects	11/25/2023	06/30/2024
<u>Sacramento City College</u>			
Amerman, Brendan	Student Support Specialist	10/04/2023	06/30/2024
Buckler, Cain	Special Projects	10/25/2023	06/30/2024
Garcia Solano, Anayelli	Child Dev Ctr Lead Teacher	09/01/2023	06/30/2024
Hernandez, Michelle	Assistant Coach	11/27/2023	06/30/2024
Jordan Jr., Steaven	Assistant Coach	10/26/2023	06/30/2024
Justo, Samuel	Assistant Coach	10/25/2023	06/30/2024
Klingaman, Rylie	Laboratory Technician	11/06/2023	06/30/2024
Ngai, Eric	Instructional Assistant	11/06/2023	06/30/2024
Serup, Sarita	Outreach Specialist	10/25/2023	06/30/2024
Sharma, Ananya	Instructional Assistant	10/25/2023	06/30/2024
Sims, Lorie	Advanced Interpreter	10/25/2023	06/30/2024
Sukar, Maisara	Instructional Assistant	10/25/2023	06/30/2024

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 13, 2023

SUBJECT:	Initial Collective Bargaining Proposals – SEIU 2024-27	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Collective Bargaining Item A	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Mario Rodriguez, Executive Vice Chancellor, Finance and Administration	Ump2	CONSENT/ROUTINE
			FIRST READING
APPROVED FOR CONSIDERATION:	Brian King, Chancellor	Brian King	ACTION X
			INFORMATION

BACKGROUND:

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

The Board and representatives of the Service Employees International Union, Local 1021 (SEIU) have agreed to engage in an interest-based collaborative approach to negotiations. The collective bargaining agreement with SEIU expires on June 30, 2024. The parties wish to commence negotiations as soon as possible, with the goal of attempting to reach agreement as early as possible before the contract expires.

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

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

STATUS:

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

RECOMMENDATION:

It is recommended that a public hearing be scheduled at the January 2024 Board Meeting to allow for public input regarding the initial collective bargaining proposals submitted by the District and SEIU.

SEIU 2024-27 Negotiations
District Interests
(Not prioritized)

Article 6: Personnel Policies

The District has an interest in reviewing contract language to reflect changes to the probationary evaluation timelines, and the employee initiated lateral transfer process.

Article 9: Leaves With Pay

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

Article 11: Compensation

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

Article 12: Fringe Benefits & Insurance Programs

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

Article 13: Safety

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

Article 17: Layoff and Effects of Layoff

The District has an interest in reviewing current contract language regarding how length of service is calculated for determining seniority.

Appendix A, Salary & Benefits and Attachment One

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

Contract Language Updates

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

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

SEIU: Initial Proposals for Bargaining 2024-2027

Initial Proposals for Bargaining Year 2024-2027 Los Rios Community College District (“District”) and Service Employees International Union (SEIU), Local 1021

SEIU wishes to negotiate the following language articles:

- Article 2: Union Rights – SEIU has an interest in modifying the data provided and New Employee Orientation attendance in accordance with AB 119.
- Article 6: Personnel Policies – SEIU wishes to amend language regarding probationary periods, transfer definitions, and employee initiated lateral transfers.
- Article 7: Work Periods – SEIU wishes to expand the use of alternative work schedules.
- Article 8: Works Schedules and Overtime – SEIU has an interest in removing waivers regarding changes to hours.
- Article 9: Leaves with Pay – SEIU wishes to modify the uses and approval process for Personal Business leave. SEIU wishes to increase the maximum vacation accrual. SEIU has an interest in reviewing holiday compensation.
- Article 11: Compensation – SEIU wishes to amend the language regarding out of class assignments and shift differential.
- Article 13: Safety – SEIU has an interest in adding language specific to hazardous waste removal and safety equipment.
- Article 15: Uniforms – SEIU wishes to expand the options for uniforms.
- Appendix A: Salary & Benefits – SEIU wishes to review the salary and benefits language.

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 13, 2023

SUBJECT:	2022-23 Annual Audit Reports	ATTACHMENT: None
	ENCLOSURE: Yes	
AGENDA ITEM:	Action Item A	TYPE OF BOARD CONSIDERATION:
RECOMMENDED BY:	Mario Rodriguez, Executive Vice Chancellor, Finance and Administration	CONSENT/ROUTINE
		FIRST READING
APPROVED FOR CONSIDERATION:	Brian King, Chancellor	ACTION
		X
		INFORMATION

BACKGROUND:

Per Education Code § 84040, the governing board of each community college district shall provide for an annual audit of all funds, books, and accounts of the district in accordance with regulations of the Board of Governors. The audit shall be made by certified public accountants licensed by the California Board of Accountancy. The audit consists of the examination of the District's financial statements, a review of the systems of internal accounting controls, and a review of state and federal compliance areas mandated by the Federal Single Audit Act and the State Audit Manual. Pursuant to Title 5 CCR § 59106, each district governing board shall review the annual audit at a public meeting and submit the audit report to the California Community College Chancellor's Office.

Eide Bailly LLP completed the June 30, 2023 annual audits of the District, the June 30, 2023 annual financial and performance audit of the Measure M bond fund, the June 30, 2022 annual audit of the retiree health benefits trust, and the June 30, 2023 annual audit of the Foundation. The audits were successfully completed without any significant deficiencies, material weaknesses, or findings for the twelfth consecutive fiscal year.

A representative from Eide Bailly will be present to comment and respond to questions concerning the annual audits.

RECOMMENDATION:

It is recommended that the Board of Trustees receive the annual audits for the 2022-23 fiscal year and the audit for the 2021-22 fiscal year.

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 13, 2023

SUBJECT:	2023-24 Program Development Funds	ATTACHMENT: Yes	
	ENCLOSURE: None		
AGENDA ITEM:	Action Item B	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Mario Rodriguez, Executive Vice Chancellor, Finance and Administration	Unpr	CONSENT/ROUTINE
			FIRST READING
APPROVED FOR CONSIDERATION:	Brian King, Chancellor <i>Brian King</i>	ACTION	X
		INFORMATION	

BACKGROUND:

Program Development Funds, also referred to as PDF or 20% funds, are the District's discretionary funds for allocation to continuing and one-time-only purposes. The funds are comprised of both prior and current year resources per established formulas. Schedule I summarizes the funds available for the 2023-24 allocation. The overall guidelines for PDF allocations are: 1) to be responsive to the District/Colleges' planning process and related goals and objectives; 2) to address any current or future emphases directed by the Governing Board; 3) to fund mandates or new costs imposed upon the District; 4) to balance the distribution across District-wide needs; and 5) to maintain the District's conservative fiscal practices.

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

For 2023-24, the District has \$6.4 million to allocate toward continuing costs, which includes funding from the Student Centered Funding Formula, plus the change in estimate to PDF in 2022-23. These estimates are consistent with those contained in the Adopted Budget approved at the September 2023 board meeting. If the funding formula yields additional on-going resources in 2023-24, those will be included in the 2024-25 Program Development Funds allocation.

The District also has \$37.9 million available for one-time general-purpose of which \$12.5 million is allocated towards College Capital Outlay Projects.

STATUS:

The proposed allocations contained in Schedule II are organized by the goals outlined in the District's Strategic Plan. Of note, these allocations have been focused on maintaining core elements of the District's services operations and include minimal new items of expenditure this year. Strategy A focuses on establishing pathways for access and success. Strategy B emphasizes equitable academic achievement. Strategy C centers on improving teaching and learning opportunities. Strategy D focuses on creating an outstanding working and learning environment.

The District Budget Committee has reviewed the resources and allocations schedules. The formal approval of the allocations will take place in February when the first budget revision for 2023-24 is brought to the Board.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the proposals contained in the Program Development Funds effective January 1, 2024.

Los Rios Community College District
Summary of 2023-24 District Program Development Funds
And Selected Categorical/Special Revenue Funds

	Available Funds	Continuing Funds	Non-Cont. or OTO Funds
I. 2021-22 Funding Sources			
Lottery (unrestricted - 20%)	\$ 25,440	\$ -	\$ 25,440
Total 2021-22 Sources	<u>25,440</u>	<u>-</u>	<u>25,440</u>
II. 2022-23 Funding Sources			
Total Computational Revenue (20%)	3,574,018	2,388,401	1,185,617
Lottery (unrestricted - 20%)	1,707,819	-	1,707,819
Interest Income	15,335,109	-	15,335,109
Out-of-State Tuition	(59,528)	(59,528)	-
Mandate Block Grant	290,939	-	290,939
Recycle/Other	2,195,693	-	2,195,693
Total 2022-23 Sources	<u>23,044,050</u>	<u>2,328,873</u>	<u>20,715,177</u>
III. 2023-24 Funding Sources, partial allocation			
Total Computational Revenue (20%)	7,254,053	4,026,859	3,227,194
Interest Income	-	2023-24	-
Out-of-State Tuition	-	2023-24	-
Mandate Block Grant	-	2023-24	-
Lottery (unrestricted - 20%)	1,400,000	-	1,400,000
Total 2023-24 Sources	<u>8,654,053</u>	<u>4,026,859</u>	<u>4,627,194</u>
Total 2023-24 Program Development Funds	<u>31,723,543</u>	<u>6,355,732</u>	<u>25,367,811</u>
College Capital Outlay Projects	12,500,000	-	12,500,000
Total Available for 2023-24 PDF Allocation	<u>44,223,543</u>	<u>6,355,732</u>	<u>37,867,811</u>

**Los Rios Community College District
Proposed Allocation of Program Development Funds
and Selected Categorical Programs
2023-24 District Strategies**

Schedule II

	District-Wide	ARC	CRC	FLC	SCC	DO/FM	Total Continuing	Total One-Time Only	Total
A. Establish effective pathways that optimize student access and success									
1) GAP Project (3 Years)		575,000	-	-	-	-	-	575,000	575,000
2) Financial Aid Match		200,000	-	-	-	-	200,000	-	200,000
3) <u>Other Student Support Services</u>		40,000	-	-	-	-	-	40,000	40,000
a) WEAVE Confidential Reporting									
Total Other Student Support Services		40,000	-	-	-	-	-	40,000	40,000
Total Strategy A	815,000	-	-	-	-	-	200,000	615,000	815,000
B. Ensure Equitable Academic Achievement Across all Racial, Ethnic, Socioeconomic and Gender Groups									
1) <u>Counseling Expansion</u>									
a) Allocation to support 900:1 increase - ($\$100,309 \times 5.79 \text{ FTE}$)	-	204,630	116,358	116,358	143,442	-	-	580,788	580,788
2) Equity Evaluation	50,000	100,000	100,000	100,000	100,000	-	-	450,000	450,000
Total Strategy B	50,000	304,630	216,358	216,358	243,442	-	-	1,030,788	1,030,788

**Los Rios Community College District
Proposed Allocation of Program Development Funds
and Selected Categorical Programs
2023-24 District Strategies**

Schedule II

	District-Wide	ARC	CRC	FLC	SCC	DO/FM	Total		Total
							Continuing	One-Time Only	
C. Provide Exemplary Teaching and Learning Opportunities									
1) NAGPRA Implementation		325,000	727,900	484,155	374,680	588,265	-	-	2,500,000
2) Instructional Accessibility Activities		200,000	-	-	-	-	-	-	200,000
3) Online Training Program Stipend	-	40,000	30,000	25,000	35,000	-	130,000	-	130,000
4) Collective Bargaining Release Time (1.00 FTE)	147,824	-	-	-	-	-	73,912	73,912	147,824
5) <u>Maintain Programs</u>									
a) College Operation/Discretionary Funds formula	-	386,700	305,341	212,850	308,159	-	1,213,050	-	1,213,050
b) JPA - Public Safety Agencies	-	260,000	-	-	-	-	-	260,000	260,000
Total Operational/Discretionary Funds	-	646,700	305,341	212,850	308,159	-	1,213,050	260,000	1,473,050
Total Strategy C	672,824	1,414,600	819,496	612,530	931,424	-	1,416,962	3,033,912	4,450,874

**Los Rios Community College District
Proposed Allocation of Program Development Funds
and Selected Categorical Programs**
2023-24 District Strategies

Schedule II

	District-Wide	ARC	CRC	FLC	SCC	DO/FM	Total		Total
							Continuing	One-Time Only	
D. Foster an Outstanding Working and Learning Environment									
1) <u>Employee Training/Development & Recruiting Costs</u>									
a) Staff Development - District Funds	-	29,488	12,410	5,947	23,725	3,430	-	75,000	75,000
b) Less: \$75,000 Continuing from PDF (2004-05)	-	(29,488)	(12,410)	(5,947)	(23,725)	(3,430)	-	(75,000)	(75,000)
c) Human Resources Training	-	-	-	-	-	100,000	-	100,000	100,000
d) Staff Development - Net 2023-24 PDF	-	-	-	-	-	100,000	-	100,000	100,000
2) Facility Improvement Needs	830,000	3,663,453	2,086,274	1,383,174	2,867,099	-	-	10,830,000	10,830,000
3) Admissions/Records Operational	750,000	-	-	-	-	-	42,035	707,965	750,000
4) Financial Aid Operational	750,000	-	-	-	-	-	47,105	702,895	750,000
5) <u>Safety & Security</u>									
a) Operational & Equipment Costs	763,985	-	-	-	-	-	-	763,985	763,985
b) Private Security Support	300,000	-	-	-	-	-	-	300,000	300,000
c) Vehicle Replacement	307,160	-	-	-	-	-	-	307,160	307,160
Total Safety & Security	1,371,145	-	-	-	-	-	-	1,371,145	1,371,145
6) <u>Plant Maintenance & Enhancement</u>									
a) Planning for Student Housing	-	530,000	-	-	-	-	-	530,000	530,000
b) Vehicle Replacement	-	-	-	-	-	750,000	-	750,000	750,000
c) Turf Replacement Sinking Fund ¹	622,932	-	-	-	-	-	-	622,932	622,932
Total Plant Maintenance & Enhancement	622,932	-	530,000	-	-	750,000	-	1,902,932	1,902,932

**Los Rios Community College District
Proposed Allocation of Program Development Funds
and Selected Categorical Programs**
2023-24 District Strategies

Schedule II

	District-Wide	ARC	CRC	FLC	SCC	DO/FM	Total Continuing	One-Time Only	Total
D. Foster an Outstanding Working and Learning Environment (continued)									
7) <u>District Facilities</u>									
a) Ethan Way Furniture Replacement/Facility Upgrade	-	-	-	-	-	66,000	-	66,000	66,000
b) Davies Hall	-	2,500,000	-	-	-	-	-	2,500,000	2,500,000
Total District Facilities	-	2,500,000	-	-	-	66,000	-	2,566,000	2,566,000
8) Utilities	1,500,000	-	-	-	-	-	1,500,000	-	1,500,000
9) PERS/STRS 2023-24 on-going	545,000	-	-	-	-	-	545,000	-	545,000
Total Retirement Funding	545,000	-	-	-	-	-	545,000	-	545,000
10) <u>Classified Staff Allocations</u>									
a) Reclassifications and Compensation Improvements	211,198	-	-	-	-	-	233,080	(21,882)	211,198
Total Classified Staff Allocations	211,198	-	-	-	-	-	233,080	(21,882)	211,198
11) <u>Management</u>									
a) Management Salary Schedule & Step Increases	487,430	-	-	-	-	-	487,430	-	487,430
b) AVP, Workforce & Online	74,426	-	-	-	-	-	-	74,426	74,426
c) Increase in Research Capacity	-	-	-	238,427	-	168,358	192,483	214,302	406,785
d) Degree Planner Director (3 Years)	576,960	-	-	-	-	-	-	576,960	576,960
Total Management Allocations	1,138,816	-	-	238,427	-	168,358	679,913	865,688	1,545,601
12) <u>Information Technology (District-wide)</u>									
a) New and Operational Project Costs	9,501,320	-	-	-	-	-	1,293,137	8,208,183	9,501,320
b) Salesforce Software Licensing	3,500,000	-	-	-	-	-	-	3,500,000	3,500,000
c) Sinking Fund	500,000	-	-	-	-	-	-	500,000	500,000
District-Wide Information Technology ²	13,501,320	-	-	-	-	-	1,293,137	12,208,183	13,501,320
13) <u>Organizational Costs</u>									
a) Professional Expertise (Legal, Audit, Actuarial, Consultants, etc.)	1,137,700	-	-	-	-	-	95,500	1,042,200	1,137,700
b) Insurance Premiums	600,000	-	-	-	-	-	300,000	300,000	600,000
c) Pandemic Mitigation Costs	100,000	-	-	-	-	-	-	100,000	100,000
d) Dues & Memberships	25,730	-	-	-	-	-	3,000	22,730	25,730
e) Districtwide Convocation	150,000	-	-	-	-	-	-	150,000	150,000
f) Election Costs	340,255	-	-	-	-	-	-	340,255	340,255
Total Organizational Costs	2,353,685	-	-	-	-	-	398,500	1,955,185	2,353,685
Total Strategy D	23,574,096	6,163,453	2,616,274	1,621,601	2,867,099	1,084,358	4,738,770	33,188,111	37,926,881
GRAND TOTAL	25,111,920	7,882,683	3,652,128	2,450,489	4,041,965	1,084,358	6,355,732	37,867,811	44,223,543

¹ RDA Allocation

² Unrestricted Lottery funds support this allocation

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 13, 2023

SUBJECT:	Contract Award: CRC 12KV Switchgear Replacement	ATTACHMENT: None
		ENCLOSURE: None
AGENDA ITEM:	Action Item C	TYPE OF BOARD CONSIDERATION:
RECOMMENDED BY:	Mario Rodriguez, Executive Vice Chancellor, Finance and Administration	CONSENT/ROUTINE
		FIRST READING
APPROVED FOR CONSIDERATION:	Brian King, Chancellor	ACTION
		INFORMATION

BACKGROUND:

The existing main campus electrical switchgear at Cosumnes River College needs replacement and a 12kv Switchgear Replacement Project is needed to support the College's electrical needs now and into the future. In addition to providing a new 12kv electrical switchgear, this project will create a new fenced enclosure to house the switchgear along with a service road and associated site improvements. The new switchgear will contain the newest technology related to operability, safety and sustainability. It will also enable remote monitoring by the district's energy management system (EMS). The project will provide the CRC campus with a highly reliable and stable electrical service for years to come. The project is funded with District capital outlay funds.

STATUS:

The plans and specifications for Bid 23004 were publicly advertised for bids. Bidders were asked to provide a total bid amount. A total of 4 responsive bids were received.

Contractor Name	Base Bid	Total Bid
Bockmon & Woody Electric Co., Inc.	\$1,271,900.00	\$1,271,900.00
Clyde G. Steagall, Inc. ³	\$1,365,158.00	\$1,365,158.00
Alessandro Electric, Inc.	\$1,470,072.00	\$1,470,072.00
National High Voltage Services, Inc ³	\$1,716,400.00	\$1,716,400.00
PB Electric, Inc. ^{1, 2}	\$1,925,300.00	\$1,925,300.00
Abide Builders, Inc.	\$2,200,000.00	\$2,200,000.00
Vellutini Corporation	\$2,210,000.00	\$2,210,000.00

¹ Nonresponsive: documents are scanned therefore, signatures cannot be verified.

² Nonresponsive: no e-bond submitted with bid or original bid bond received before bid opening.

³ Nonresponsive: incomplete documents

RECOMMENDATION:

It is recommended the Board of Trustees award the contract for Bid 23004 to Bockmon & Woody Electric Co., Inc. for a total award of \$1,271,900.

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 13, 2023

SUBJECT:	Public Hearing: College and Career Access Pathways (CCAP) Memorandum of Understanding: Stockton Unified School District	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Action Item D	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Albert Garcia, Sacramento College President 	CONSENT/ROUTINE	
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King, Chancellor 	ACTION	X
		INFORMATION	

BACKGROUND:

With the passage of Assembly Bill 102, California community college districts are authorized to enter into a College and Career Access Pathways Partnership with a high school district 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 Stockton Unified School District. There are no significant differences between this MOU and our standard CCAP MOU template. The purpose of the MOU is to offer and expand dual enrollment opportunities for students who may not already be college bound or who are underrepresented in higher education, with the goal of developing seamless pathways from high school to community college. Beginning Spring 2024, classes will be offered to High School students attending Stockton Unified School District High Schools. At the completion of these classes, students will earn credit toward multiple degree or certificate programs within their relevant college's 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 Stockton Unified School District 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
and
Stockton Unified School District**

This Memorandum of Understanding (“MOU”) is between the Los Rios Community College District and its respective colleges (“LRCCD”), and Stockton Unified School District (“DISTRICT”).

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 DISTRICT;

WHEREAS, DISTRICT is a school district located in San Joaquin County;

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;

WHEREAS, this MOU contemplates that the parties will enter into a related Course Agreement (“CA”) for the individual Courses (“Courses”) offered under this MOU, 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 5 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 January 10, 2024 and the Board of LRCCD on December 13, 2023;

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. This MOU renews automatically on an annual basis, until either party indicates a desire to change or discontinue the MOU.
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. Termination will be effective no sooner than 15 calendar days after a written demand to cure is provided and the party fails to 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 parties. Termination will be effective no sooner than 60 calendar days after actual receipt of the written notice. 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 Information.**

- A. The total number of high school students to be served by this MOU is estimated at approximately 30 students per academic year.
- B. The total number of FTES projected to be claimed by LRCCD for apportionment under this MOU will be calculated using the California Community College apportionment formula and will be determined based on the number of LRCCD units each student participant is enrolled in per academic year. The total number of FTES to be served by this MOU is estimated at approximately 13 students per academic year.
- C. The criteria to assess the ability of pupils to benefit from those Courses is as follows:
 - i. Students will complete the College's Dual Enrollment Application Process for Participation which may include:
 - a. Enroll in a Prerequisite Course if required
 - b. Recommendation and/or requirement to enroll in an entry level college course prior to participation in other general education courses
- D. The point of contact for LRCCD is Deputy Chancellor Jamey Nye. The point of contact for DISTRICT is Dr. Michelle Rodriguez, Superintendent of Schools at Stockton Unified School District.
- E. All sharing of information between LRCCD and the District shall be in compliance with Federal Educational Rights and Privacy Act ("FERPA") and California law. Where exceptions to those laws allow LRCCD and the District to share information without the consent of the students, LRCCD and the District will follow the requirements of FERPA and California 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 to share student data, a signed, dated release from the student (or parent or legal guardian of a minor student) explicitly authorizing the sharing of personally identifiable information about the student will be required.
- F. LRCCD and DISTRICT shall not utilize Joint Use Facilities. Instruction shall occur on the DISTRICT campuses, LRCCD campuses and/or in online spaces hosted by LRCCD.
- 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 LRCCD. The consent form shall be submitted to and be maintained by LRCCD. 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.

6. Required Certifications.

- A. The Board of Trustees of LRCCD and DISTRICT will pass a resolution approving this MOU as required under Education Code section 76004.
- B. All college Course faculty will be employees of LRCCD.
- C. All LRCCD faculty teaching a Course on a DISTRICT campus will not have been convicted of sex offenses or controlled substance offenses. (Cal. Ed. Code, sections 87010, 80711.)
- D. LRCCD faculty teaching a Course at a DISTRICT campus will not displace or cause the termination of an existing DISTRICT teacher teaching the same course on the DISTRICT campus.
- E. DISTRICT teachers teaching a Course offered for college credit at a DISTRICT school will not displace or cause the termination of an existing LRCCD faculty teaching the same Course at LRCCD.
- F. Community college Courses offered for college credit at the DISTRICT campus will not reduce access to the same Courses offered at LRCCD colleges.
- G. Any LRCCD community college Course that is oversubscribed or has a waiting list at LRCCD will not be offered within the partnership.
- H. Participation in the partnership is consistent with the core mission of the community colleges pursuant to Education Code, section 66010.4.
- I. High school students participating in the partnership will not lead to enrollment displacement of otherwise eligible adults at LRCCD colleges.
- J. Both LRCCD and DISTRICT will comply with local collective bargaining requirements and all state and federal reporting requirements.

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:

- A. Responsibilities of Each Party. LRCCD Board Policies, Administrative Regulations, and procedures apply to the Course and to the students enrolled in those Courses and LRCCD 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 DISTRICT. This MOU is subject to existing DISTRICT Board Policy on Dual Enrollment.

- B. Enrollment Period. The enrollment period shall be determined by LRCCD in accordance with its guidelines, policies, pertinent statutes, and regulations.
- 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. During class time, all students will be under the immediate supervision of an employee of LRCCD. Where a health or safety emergency arises at a class, the school overseeing the course location will be responsible for taking the lead to deal with the health and safety issue and ensure the safety of the school, its staff, and students. Discipline for actions taken during College Courses will be pursuant to the LRCCD Board Policies and Administrative Regulations. For purposes of this paragraph all DISTRICT employees who are teaching the Courses shall be deemed to be employees of LRCCD. The school overseeing the course location 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 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 DISTRICT 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. DISTRICT will provide adequate classroom space at its facilities, or other mutually agreed upon location, to conduct the contemplated instruction and do so without charge to LRCCD or students. DISTRICT agrees to clean, maintain, and safeguard DISTRICT's premises. DISTRICT warrants that its facilities are safe and compliant with all applicable building, fire, and safety codes.

- I. Equipment. DISTRICT will furnish, at its own expense, all course materials, specialized equipment, and other necessary equipment for all DISTRICT students. The parties understand that such equipment and materials are DISTRICT's sole property. The faculty shall determine the type, make, and model of all equipment and materials to be used during each Course. DISTRICT understands that no equipment or materials fee may be charged to students. Students in a Course who are not enrolled in DISTRICT shall be provided course materials, specialized equipment, and other necessary equipment as specified in LRCCD Policies.
- J. Enrollment. Enrollment shall be open to any DISTRICT 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.

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

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. DISTRICT 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, or other fees, etc.).
- 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.

- M. Ancillary Support Services for Students. Both LRCCD and DISTRICT 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 DISTRICT, LRCCD will provide the services of faculty members who will facilitate coordination and cooperation between LRCCD and DISTRICT. LRCCD will provide DISTRICT 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. DISTRICT to Provide Support Services. Unless otherwise provided for in a related CA, DISTRICT 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. DISTRICT is Responsible for its Own Personnel. DISTRICT's personnel will perform these services on duty time. DISTRICT personnel performing these services will be employees solely of DISTRICT, subject to the authority of DISTRICT, 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. LRCCD to Select and Employ Faculty. LRCCD will select faculty pursuant to its own policies, regulations and the law. DISTRICT 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 DISTRICT, specifically with regard to their duties as DISTRICT 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.
 - 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.

12. Facilities. The parties contemplate that primarily, the facilities of the DISTRICT 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 mutual MOU by the parties as expressed in a related CA. DISTRICT agrees to defend, hold harmless, and indemnify LRCCD and its 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 DISTRICT's 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. DISTRICT shall be the "primary employer" for all its personnel who perform services as support staff. DISTRICT shall be solely responsible for processing, investigating, defending, and paying all workers' compensation claims by their respective DISTRICT personnel made in connection with performing services and receiving instruction under this MOU or any related CA. DISTRICT 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 DISTRICT personnel connected with providing services under this MOU or any related CA. DISTRICT is not responsible for non-District personnel who may serve as faculty or students who are not affiliated with the DISTRICT. These provisions may not be voided, modified nor waived by a related CA.

14. Reporting Requirements. Annually, LRCCD and DISTRICT 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.

15. Indemnification.

- A. DISTRICT 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 DISTRICT, its employees, agents, subcontractors, independent contractors, consultants, or other representatives.
- B. LRCCD shall defend, hold harmless, and indemnify DISTRICT, 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. DISTRICT 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 DISTRICT, 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 DISTRICT or LRCCD may have under law and/or otherwise.
- E. These provisions may not be voided, modified nor waived by any related CA.

16. Insurance Requirements.

- A. During the entire term of this Agreement, each party shall, at its own expense, maintain, and shall require all subcontractors associated with this agreement to maintain insurance as set forth below and shall provide the additional insured endorsements that name the other party as an additional insured on the each party's General Liability policy and Automobile Liability policy. Minimum Scope of Insurance: Coverage shall be:
 - i. 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.
 - ii. Automobile Liability. "Any Auto" with \$1,000,000 combined single limit per accident for bodily injury and property damage.
 - iii. 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 insurance 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 party's insurer shall agree to waive all right of subrogation against the other, its trustees, officers, and agents for losses arising from the work performed. Each insurance policy shall include the standard Severability of Interest, or Separation of Insured (General Liability Form CG 00 01 12 04) clause in the policy and when applicable the cross liability insurance coverage provision which specifies

the inclusion of more than one insured shall not operate to impair the rights of one insured against another insured. 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.

17. 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, sex, gender, gender identity, gender expression, pregnancy or childbirth-related condition, sexual orientation, sexual identity, religion or religious creed, age (over forty), national origin, ancestry, physical or mental disability, medical condition, political affiliation or belief, military and veteran status, or marital status, and shall comply with all applicable laws pertaining to employment.

18. 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.

19. 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.

20. 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.

21. 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.

- 22. 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.
- 23. 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.
- 24. 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.
- 25. 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.
- 26. 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. DISTRICT 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. DISTRICT 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.
- 27. 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.
- 28. 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:

Stockton Unified School District

By: _____ Date: _____

Jamey Nye
Deputy Chancellor
1919 Spanos Court
Sacramento, CA 95825
(916) 568-3031
nyej@losrios.edu

By: _____ Date: _____

Dr. Michelle Rodriguez
Superintendent of Schools
Stockton Unified School District
56 S Lincoln St, Stockton, CA 95203
Stockton CA, CA 95203
209-933-7000
mlrodriguez@stocktonusd.net

COURSE AGREEMENT

This course agreement is entered into between the Los Rios Community College District ("LRCCD") and Stockton Unified School District regarding dual enrollment courses to be taught at the locations listed below.

1. The memorandum of understanding ("MOU") entered into by LRCCD and Stockton Unified School District 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 approved curriculum and course outlines applicable to these courses are available online at the LRCCD website:
<https://losrios.edu/academics>.
3. Stockton Unified School District students may be added to a section from any course listed below 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.
4. The high school(s) served by this agreement include: Aspire Langston Hughes Academy, Aspire Stockton 6-12 Secondary Academy, Cesar Chavez High, District Special Education, Edison High, Edward C. Merlo Institute of Environmental Studies, Franklin High, Health Careers Academy, Jane Frederick High, KIPP Stockton, Pacific Law Academy, School for Adults, Stagg Senior High, Stockton Collegiate International Secondary, Stockton Early College Academy, Stockton High, Walton Development Center, Weber Institute
5. The seamless pathways from school to college for this agreement include:
 - Career Technical Education
 - Preparation for Transfer
 - College and Career Readiness
 - Improving High School Graduation Rate
6. The Vision for Success Goals that align with this agreement are:
 - Over five years, increase by at least 20 percent the number of California Community College students annually who acquire associate degrees, credentials, certificates, or specific skill sets that prepare them for an in-demand job.
 - Over five years, increase by 35 percent the number of California Community College students transferring annually to a UC or CSU.
 - Over five years, decrease the average number of units accumulated by California Community College students earning associate degrees.
 - Over five years, increase the percent of exiting CTE students who report being employed in their field of study.
 - Reduce equity gaps across all of the above measures through faster improvements among traditionally underrepresented student groups.
 - Over five years, reduce regional achievement gaps across all of the above measures through faster improvements among colleges located in regions with the lowest educational attainment of adults.
7. The names, locations, and times of the potential courses to be taught are as follows in the chart below:

CB01 Course Department Name and Number	CB02 Course Title	Units	Time	Day(s)	Term	Location - College Campus Name or School Name	Modality (Hybrid=Online)	Number of Course Sections to be offered	Estimated # of Students	Estimated FTES to be claimed by LRCCD	Pathway Aligned
RAILR 102	Railroad Technical Careers	3	Asynchronous	Asynchronous	SP24	SCC Online	Online Asynchronous	1	5	0.5	CTE
RAILR 120	Railroad Operations	3	Asynchronous	Asynchronous	SP24	SCC Online	Online Asynchronous	1	5	0.5	CTE
RAILR 122	Railroad Safety, Quality, and Environment	3	Asynchronous	Asynchronous	SP24	SCC Online	Online Asynchronous	1	5	0.5	CTE
RAILR 140	Railroad General Code of Operating Rules	4	Asynchronous	Asynchronous	SU24	SCC Online	Online Asynchronous	1	5	0.5	CTE
RAILR 142	Railroad Field Operations	3	Asynchronous	Asynchronous	SU24	Hybrid: 27 hours at ACE Rail Facility, 1020 E Alpine Ave, Stockton, CA 95204	Online Asynchronous	1	5	0.5	CTE
RAILR 102	Railroad Technical Careers	3	Asynchronous	Asynchronous	SU24	SCC Online	Online Asynchronous	1	20	2.1	CTE
RAILR 120	Railroad Operations	3	Asynchronous	Asynchronous	SU24	SCC Online	Online Asynchronous	1	20	2.1	CTE
RAILR 122	Railroad Safety, Quality, and Environment	3	Asynchronous	Asynchronous	FA24	SCC Online	Online Asynchronous	1	20	2.1	CTE
RAILR 140	Railroad General Code of Operating Rules	4	Asynchronous	Asynchronous	FA24	SCC Online	Online Asynchronous	1	20	2.1	CTE
RAILR 142	Railroad Field Operations	3	Asynchronous	Asynchronous	FA24	Hybrid: 27 hours at ACE Rail Facility, 1020 E Alpine Ave, Stockton, CA 95204	Online Asynchronous	1	20	2.1	CTE
Totals:								10	125	12.9	

LOS RIOS COMMUNITY COLLEGE DISTRICT

By: _____ Date: _____

Dr. Jamey Nye
Deputy Chancellor
1919 Spanos Court
Sacramento, CA 95825
(916) 568-3031
nyej@losrios.edu

STOCKTON UNIFIED SCHOOL DISTRICT

By: _____ Date: _____

Dr. Michelle Rodriguez
Superintendent of Schools
56 S Lincoln St, Stockton, CA 95203
Stockton CA, CA 95203
209-933-7000
mlrodriguez@stocktonusd.net



May 18, 2023

Los Rios Community College District (LRCCD)

Jamey Nye

Deputy Chancellor

Re: Out of Service Area Dual Enrollment Agreement

Dear LRCCD,

California Education Code, section 76004(e), states that “a community college district shall not enter into a CCAP partnership with a school district within the service area of another community college district, except where an agreement exists, or is established, between those community college districts authorizing that CCAP partnership.”

This letter confirms that San Joaquin Delta College agrees to the CCAP partnership between Sacramento City College (SCC) and Stockton Unified School District where students in San Joaquin Delta College service area will be served in the following program and terms:

- Railroads Operations Program beginning fall 2023

San Joaquin Delta College retains the right to offer courses in the railroad's operations program during any subsequent term, provided a 30-day written notice is submitted to LRCCD by Delta College with the intent to launch this program. If unable to offer courses and LRCCD is interested in serving students in San Joaquin Delta College service area, any future CCAP agreements will be authorized by a subsequent agreement with updated courses and timelines.

Sincerely,

DocuSigned by:


Charles Braden

D790772B977A428...

Dr. Charles “Kale” Braden,
Assistant Superintendent/Vice President of Instruction
San Joaquin Delta College

LOS RIOS COMMUNITY COLLEGE DISTRICT

PRESENTED TO BOARD OF TRUSTEES

DATE: December 13, 2023

SUBJECT:	Public Hearing: College and Career Access Pathways (CCAP) Memorandum of Understanding: Placer Union High School District	ATTACHMENT: Yes	
		ENCLOSURE: None	
AGENDA ITEM:	Action Item E	TYPE OF BOARD CONSIDERATION:	
RECOMMENDED BY:	Art Pimentel, Folsom Lake College President 	CONSENT/ROUTINE	
		FIRST READING	
APPROVED FOR CONSIDERATION:	Brian King, Chancellor 	ACTION	X
		INFORMATION	

BACKGROUND:

With the passage of Assembly Bill 102, California community college districts are authorized to enter into a College and Career Access Pathways Partnership with a high school district 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 Placer Union High School District. There are no significant differences between this MOU and our standard CCAP MOU template. The purpose of the MOU is to offer and expand dual enrollment opportunities for students who may not already be college bound or who are underrepresented in higher education, with the goal of developing seamless pathways from high school to community college. Beginning Spring 2024, classes will be offered to High School students attending Del Oro High School. At the completion of these classes, students will earn credit toward multiple degree or certificate programs within their relevant college's 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 Placer Union High School District 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
and
Placer Union High School District**

This Memorandum of Understanding ("MOU") is between the Los Rios Community College District and its respective colleges ("LRCCD"), and Placer Union High School District ("DISTRICT").

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 DISTRICT;

WHEREAS, DISTRICT is a school district located in Placer County;

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;

WHEREAS, this MOU contemplates that the parties will enter into a related Course Agreement ("CA") for the individual Courses ("Courses") offered under this MOU, 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 5 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 November 21, 2023 and the Board of LRCCD on December 13, 2023;

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 following its approval by the governing board of each party and on the date authorized representatives of both parties sign it. This MOU renews automatically on an annual basis, until either party indicates a desire to change or discontinue the MOU.
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. Termination will be effective no sooner than 15 calendar days after a written demand to cure is provided and the party fails to 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 parties. Termination will be effective no sooner than 60 calendar days after actual receipt of the written notice. 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. 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 an individual CA may differ from this MOU 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 that particular CA, and will only be effective as to that particular CA.
5. **Required Information.**
 - A. The total number of high school students to be served by this MOU is estimated at approximately 30 students per academic year.

- B. The total number of full time equivalent students ("FTES") projected to be claimed by LRCCD for apportionment under this MOU will be calculated using the California Community College apportionment formula and will be determined based on the number of LRCCD units each student participant is enrolled in per academic year. The total number of FTES to be served by this MOU is estimated at approximately 3 students per academic year.
- C. The criteria to assess the ability of pupils to benefit from those Courses is as follows:
 - i. Students will complete the College's Dual Enrollment Application Process for Participation which may include:
 - a. Enrollment in a Prerequisite Course if required
 - b. Recommendation and/or requirement to enroll in an entry level college course prior to participation in other general education courses
- D. The point of contact for LRCCD is Deputy Chancellor Jamey Nye. The point of contact for DISTRICT is Peter Efstathiou, Assistant Superintendent of Business at Placer Union High School District.
- E. All sharing of information between LRCCD and the District shall be in compliance with Federal Educational Rights and Privacy Act ("FERPA") and California law. Where exceptions to those laws allow LRCCD and the District to share information without the consent of the students, LRCCD and the District will follow the requirements of FERPA and California 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 to share student data, a signed, dated release from the student (or parent or legal guardian of a minor student) explicitly authorizing the sharing of personally identifiable information about the student will be required.
- F. LRCCD and DISTRICT shall not utilize Joint Use Facilities. Instruction shall occur on the DISTRICT campuses, LRCCD campuses and/or in online spaces hosted by LRCCD.
- 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 LRCCD. The consent form shall be submitted to and be maintained by LRCCD. 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.

6. Required Certifications.

- A. The Board of Trustees of LRCCD and DISTRICT will pass a resolution approving this MOU as required under Education Code section 76004.

- B. All college Course faculty will be employees of LRCCD.
- C. All LRCCD faculty teaching a Course on a DISTRICT campus shall not have been convicted of sex offenses or controlled substance offenses. (Cal. Ed. Code, sections 87010, 80711.)
- D. LRCCD faculty teaching a Course at a DISTRICT campus shall not displace or cause the termination of an existing DISTRICT teacher teaching the same course on the DISTRICT campus.
- E. DISTRICT teachers teaching a Course offered for college credit at a DISTRICT school will not displace or cause the termination of an existing LRCCD faculty teaching the same Course at LRCCD.
- F. Community college Courses offered for college credit at the DISTRICT campus will not reduce access to the same Courses offered at LRCCD colleges.
- G. Any LRCCD community college Course that is oversubscribed or has a waiting list at LRCCD will not be offered within the partnership.
- H. Participation in the partnership is consistent with the core mission of the community colleges pursuant to Education Code, section 66010.4.
- I. High school students participating in the partnership will not lead to enrollment displacement of otherwise eligible adults at LRCCD colleges.
- J. Both LRCCD and DISTRICT will comply with local collective bargaining requirements and all state and federal reporting requirements.

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:

- A. Responsibilities of Each Party. LRCCD Board Policies, Administrative Regulations, and procedures apply to the Course and to the students enrolled in those Courses and LRCCD 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 DISTRICT. This MOU is subject to existing DISTRICT Board Policy on Dual Enrollment.

- B. Enrollment Period. The enrollment period shall be determined by LRCCD in accordance with its guidelines, policies, pertinent statutes, and regulations.
- 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. During class time, all students will be under the immediate supervision of an employee of LRCCD. Where a health or safety emergency arises at a class, the school overseeing the course location will be responsible for taking the lead to deal with the health and safety issue and ensure the safety of the school, its staff, and students. Discipline for actions taken during College Courses will be pursuant to the LRCCD Board Policies and Administrative Regulations. For purposes of this paragraph all DISTRICT employees who are teaching the Courses shall be deemed to be employees of LRCCD. The school overseeing the course location 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 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 DISTRICT 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. DISTRICT will provide adequate classroom space at its facilities, or other mutually agreed upon location, to conduct the contemplated instruction and do so without charge to LRCCD or students. DISTRICT agrees to clean, maintain, and safeguard DISTRICT's premises. DISTRICT warrants that its facilities are safe and compliant with all applicable building, fire, and safety codes.

- I. Equipment. DISTRICT will furnish, at its own expense, all course materials, specialized equipment, and other necessary equipment for all DISTRICT students. The parties understand that such equipment and materials are DISTRICT's sole property. The faculty shall determine the type, make, and model of all equipment and materials to be used during each Course. DISTRICT understands that no equipment or materials fee may be charged to students. Students in a Course who are not enrolled in DISTRICT shall be provided course materials, specialized equipment, and other necessary equipment as specified in LRCCD Policies.
- J. Enrollment. Enrollment shall be open to any DISTRICT 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.

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

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. DISTRICT 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, or other fees, etc.).
- 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.

- M. Ancillary Support Services for Students. Both LRCCD and DISTRICT 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 DISTRICT, LRCCD will provide the services of faculty members who will facilitate coordination and cooperation between LRCCD and DISTRICT. LRCCD will provide DISTRICT 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. DISTRICT to Provide Support Services. Unless otherwise provided for in a related CA, DISTRICT 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. DISTRICT is Responsible for its Own Personnel. DISTRICT's personnel will perform these services on duty time. DISTRICT personnel performing these services will be employees solely of DISTRICT, subject to the authority of DISTRICT, 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. LRCCD to Select and Employ Faculty. LRCCD will select faculty pursuant to its own policies, regulations and the law. DISTRICT 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 DISTRICT, specifically with regard to their duties as DISTRICT 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.
 - 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.
- 12. Facilities.** The parties contemplate that primarily, the facilities of the DISTRICT 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 mutual MOU by the parties as expressed in a related CA. DISTRICT agrees to defend, hold harmless, and indemnify LRCCD and its 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 DISTRICT's 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.** DISTRICT shall be the "primary employer" for all its personnel who perform services as support staff. DISTRICT shall be solely responsible for processing, investigating, defending, and paying all workers' compensation claims by their respective DISTRICT personnel made in connection with performing services and receiving instruction under this MOU or any related CA. DISTRICT 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 DISTRICT personnel connected with providing services under this MOU or any related CA. DISTRICT is not responsible for non-District personnel who may serve as faculty or students who are not affiliated with the DISTRICT. These provisions may not be voided, modified nor waived by a related CA.
- 14. Reporting Requirements.** Annually, LRCCD and DISTRICT 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.

15. Indemnification.

- A. DISTRICT 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 DISTRICT, its employees, agents, subcontractors, independent contractors, consultants, or other representatives.
- B. LRCCD shall defend, hold harmless, and indemnify DISTRICT, 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. DISTRICT 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 DISTRICT, 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 DISTRICT or LRCCD may have under law and/or otherwise.
- E. These provisions may not be voided, modified nor waived by any related CA.

16. Insurance Requirements.

- A. During the entire term of this Agreement, each party shall, at its own expense, maintain, and shall require all subcontractors associated with this agreement to maintain insurance as set forth below and shall provide the additional insured endorsements that name the other party as an additional insured on the each party's General Liability policy and Automobile Liability policy. Minimum Scope of Insurance: Coverage shall be:
 - i. 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.
 - ii. Automobile Liability. "Any Auto" with \$1,000,000 combined single limit per accident for bodily injury and property damage.
 - iii. 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 insurance 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 party's insurer shall agree to waive all right of subrogation against the other, its trustees, officers, and agents for losses arising from the work performed. Each insurance policy shall include the standard Severability of Interest, or Separation of Insured (General Liability Form CG 00 01 12 04) clause in the policy and when applicable the cross liability insurance coverage provision which specifies

the inclusion of more than one insured shall not operate to impair the rights of one insured against another insured. 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.

17. 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, sex, gender, gender identity, gender expression, pregnancy or childbirth-related condition, sexual orientation, sexual identity, religion or religious creed, age (over forty), national origin, ancestry, physical or mental disability, medical condition, political affiliation or belief, military and veteran status, or marital status, and shall comply with all applicable laws pertaining to employment.

18. 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.

19. 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.

20. 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.

21. 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.

- 22. 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.
- 23. 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.
- 24. 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.
- 25. 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.
- 26. 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. DISTRICT 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. DISTRICT 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.
- 27. 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.
- 28. 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**

By: _____ Date: _____

Dr. Jamey Nye
Deputy Chancellor
1919 Spanos Court
Sacramento, CA 95825
(916) 568-3031
nyej@losrios.edu

AGREED TO AND ACCEPTED:

Placer Union High School District

By:  Date: _____

Peter Efstathiu
Assistant Superintendent of Business
Services
13000 New Airport Rd
Auburn, CA 95603
530-886-4413
pefstathiu@puhsd.k12.ca.us

APPROVED
by the PUHSD Board of Trustees
on 11/21/23
Certified by D. Alkins, Exec. Asst. to Supt.

COURSE AGREEMENT

This course agreement is entered into between the Los Rios Community College District ("LRCCD") and Placer Union High School District ("DISTRICT") regarding dual enrollment courses to be taught at the locations listed below.

1. The memorandum of understanding ("MOU") entered into by LRCCD and DISTRICT 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 approved curriculum and course outlines applicable to these courses are available online at the LRCCD website:
<https://losrios.edu/academics>.
3. DISTRICT students may be added to a section from any course listed below 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.
4. The high school(s) served by this agreement include: Del Oro High School
5. The seamless pathways from school to college for this agreement include:
 - Career Technical Education
 - Preparation for Transfer
 - College and Career Readiness
 - Improving High School Graduation Rate
6. The Vision for Success Goals that align with this agreement are:
 - Over five years, increase by at least 20 percent the number of California Community College students annually who acquire associate degrees, credentials, certificates, or specific skill sets that prepare them for an in-demand job.
 - Over five years, increase by 35 percent the number of California Community College students transferring annually to a UC or CSU.
 - Over five years, decrease the average number of units accumulated by California Community College students earning associate degrees.
 - Over five years, increase the percent of exiting CTE students who report being employed in their field of study.
 - Reduce equity gaps across all of the above measures through faster improvements among traditionally underrepresented student groups.
 - Over five years, reduce regional achievement gaps across all of the above measures through faster improvements among colleges located in regions with the lowest educational attainment of adults.
7. The names, locations, and times of the potential courses to be taught are as follows in the chart below:

CB01 Course Department Name and Number	CB02 Course Title	Units	Time	Day(s)	Term	Location - College Campus Name or School Name	Modality (Hybrid=Online)	Number of Course Sections to be offered	Estimated # of Students	Estimated FTES to be claimed by LRCCD	Pathway Aligned
EMT 109	Emergency Medical Responder	3	8:30-9:50	Tu/Th	SP24	Del Oro High School	In-person Synchronous	1	30	3.1	CTE

LOS RIOS COMMUNITY COLLEGE DISTRICT	PLACER UNION HIGH SCHOOL DISTRICT
By: _____ Date: _____ Dr. Jamey Nye Deputy Chancellor 1919 Spanos Court Sacramento, CA 95825 (916) 568-3031 nyej@losrios.edu	By: _____ Date: _____ Peter Efstathiu Assistant Superintendent of Business Services 13000 New Airport Rd Auburn, CA 95603 530-886-4413 pefstathiu@puhsd.k12.ca.us

Clearance to offer dual enrollment in Sierra College service area

Bocchicchio, Rebecca <rbocchicchio@sierracollege.edu>

Tue 11/7/2023 7:40 AM

To:Nye, Jamey <NyeJ@losrios.edu>

Cc:Haikins-Appiah, Nigel <nhaikinsappiah@sierracollege.edu>;O'Neil, Sean <ONEilS@losrios.edu>

CAUTION: This email originated from outside of Los Rios. Do not click links or open attachments unless you recognize the sender and know the content is safe. **To mark the message as SPAM, right click the message, select "Junk", and then select "Block Sender".**

Hi, Jamey—hope you are well. Sean O'Neil has been in conversation with Nigel Haikins-Appiah, Sierra's Dual Enrollment Program Director, and I understand that Placer Union High School District has approached Sac City about offering a section of what we call Health Science 7, Emergency Medical Responder, for the Spring 2024 semester. We have a robust dual enrollment program with PUHSD but are unable to staff the additional section they have requested. This email confirms that Sierra College agrees to the CCAP partnership between Sacramento City College/LRCCD and PUHSD, through which students in the Sierra College service area will be served in the following program and terms:

- Class: Health Science 7 - Emergency Medical Responder (LRCCD equivalent)
- Pathway: Sports Medicine
- Duration: Spring semester 2024

Please let me know if you need anything additional from me. Thank you!

Best,

Rebecca



Rebecca Bocchicchio

Vice President, Instruction

(916) 660-7500

rbocchicchio@sierracollege.edu

www.sierracollege.edu