



**LOS RIOS COMMUNITY COLLEGE DISTRICT**  
**Board Meeting Minutes**  
**Wednesday, October 21, 2015**

## **1. CALL TO ORDER**

The board meeting was called to order by President Johnson at 5:30 p.m., in the Tiff Martinez Board Room, 1919 Spanos Court, Sacramento, California.

### ***Present:***

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

Mr. Cameron Weaver, Student Trustee

Dr. Brian King, Chancellor

## **2. ORAL COMMUNICATIONS**

Laurie Jones expressed condolences on the passing of former Los Rios Trustee George Stewart, and thanked the Board of Trustees for their approval of the Universal Transit Pass Agreement with Regional Transit.

## **3. CONSENT CONSIDERATIONS**

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

### *Roll Call Vote:*

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

*No: None*

*Absent: None*

*Motion carried; 7:0*

A. *Board Meeting Minutes: September 2 and 9, 2015*

*That the Board of Trustees approve the minutes of the workshop held on September 2, 2015 and the meeting held on September 9, 2015.*

B. Curriculum Proposals: ARC/CRC/FLC/SCC

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

C. Non-Substantive Board Policy Revisions: Student Funds (P-2314); Employment Services (P-2623); Gifts, Devises, and Bequests (P-8254); District Vehicle Use (P-8343); Security Services (P-8351); Naming of Facilities and Areas (P-8431)

That the Board of Trustees approve the proposed revisions to the policies in the October board agenda packet.

D. Resolution No. 2015-21: Liability Coverage for District Volunteers

That the Board of Trustees approve/adopt Resolution No. 2015-21 regarding liability coverage for volunteers.

E. District Quarterly Financial Status Report (311Q)

That the Board of Trustees receive the September 30, 2015 Quarterly Financial Status Report (CCFS-311Q) and the related financial statements and authorize staff to submit the prescribed report to the Chancellor's Office and to the Sacramento County Office of Education.

F. Special Event Authorization

That the Board of Trustees approve or ratify the applications listed in the October board agenda packet.

G. Ratify: Grants and Contracts Awarded

That the Board of Trustees ratify the grant and contract awards listed herein pursuant to board policy 8315.

Title, Description, Term, Project Administrator	College/Unit	Amount	Source
CA Early Childhood Mentor Program <ul style="list-style-type: none"> <li>• Renewal to provide stipends and professional development support to aspiring ECE teachers or administrators.</li> <li>• 8/1/2015 through 7/31/2016</li> <li>• Administrator: Vicky Maryatt, Interim Dean, Health and Education</li> </ul>	ARC	\$650	Chabot-Las Positas CCD
CA Early Childhood Mentor Program <ul style="list-style-type: none"> <li>• Renewal to provide stipends and professional development support to aspiring ECE teachers or administrators.</li> <li>• 8/1/2015 through 7/31/2016</li> <li>• Administrator: Frank Malaret, Dean, Behavioral and Social Sciences</li> </ul>	SCC	\$650	Chabot-Las Positas CCD

Centers of Excellence – Technical Assistance Provider, Region A <ul style="list-style-type: none"> <li>Renewal to serve as the technical assistance provider to colleges in the North Region.</li> <li>7/1/2015 through 6/30/2016</li> <li>Administrator: Jamey Nye, Associate Vice Chancellor, Instruction</li> </ul>	WED	\$200,000	CCCCO
Centers of Excellence – Technical Assistance Provider, Region D <ul style="list-style-type: none"> <li>Renewal to serve as the technical assistance provider to colleges in the South Central Region.</li> <li>7/1/2015 through 6/30/2016</li> <li>Administrator: Jamey Nye, Associate Vice Chancellor, Instruction</li> </ul>	WED	\$200,000	CCCCO
Community Lactation Assistance Project <ul style="list-style-type: none"> <li>Renewal funds to provide a course on lactation for First Five.</li> <li>7/1/2015 through 6/30/2018</li> <li>Administrator: Vicky Maryatt, Interim Dean, Health and Education</li> </ul>	ARC	\$9,966	County of Sacramento
Enrollment Growth ADN RN Program <ul style="list-style-type: none"> <li>Renewal funds to support Nursing Program instruction.</li> <li>7/1/2015 through 6/30/2016</li> <li>Administrator: Vicky Maryatt, Interim Dean, Health and Education</li> </ul>	ARC	\$272,087	CCCCO
Faculty Entrepreneurship Mini Grant <ul style="list-style-type: none"> <li>Funds to develop an international entrepreneurship certificate program.</li> <li>1/1/2015 through 12/31/2015</li> <li>Administrator: Gary Hartley, Dean, Instruction and Technology</li> </ul>	FLC	\$4,750	Woodland College, Small Business DSN
SMUD Tiny House Competition <ul style="list-style-type: none"> <li>Funds to offset faculty participation in the competition.</li> <li>11/3/2014 through 10/15/2016</li> <li>Administrator: Bob Johnson, Dean, Careers and Technology</li> </ul>	CRC	Up to \$5,000	SMUD

H. Ratify: New Contracts and Renewals

That the Board of Trustees ratify the service and professional service agreements listed herein pursuant to board policy 8315.

CONTRACTS					
Description	Agreement Amount	Initial (I) Renewal (R)	Valid Dates	Consultant/ Contractor	Department Sponsor
Ems Controls Upgrade Commissioning Services for Prop 39	\$32,760.00	(I)	08/15/15 – 08/31/17	3QC Inc.	Facilities Management
SCC Mohr Hall Modernization Architecture & Engineering Services	\$1,120,000.00	(I)	09/01/15 – 12/31/18	Dreyfuss & Blackford Architects	Facilities Management

EDC Engineering Services for Documenting EMS Narrative Control Sequences	\$39,366.00	(I)	09/22/15 – 06/30/16	Honeywell, Inc.	Facilities Management
Architectural Services for CRC College Center Expansion	\$728,000.00	(I)	08/27/15 – 12/31/18	LPA Sacramento, Inc.	Facilities Management

I. Ratify: Affiliation and Other Agreements

That the Board of Trustees ratify and/or approve the agreements identified in the October board agenda packet.

J. Ratify Bid Transactions

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

CHANGE ORDERS					
Bid No	Description	Change Amount	Change Number	Vendor	New Contract Total
13015	SCC Student Services Modernization	\$22,726.00	5	John F. Otto	\$9,043,417.10
15007	CRC Infrastructure Hydronic Modifications	\$45,806.00	1	Diede Construction, Inc.	\$2,164,306.00

K. Disposition of Surplus Equipment

That the Board of Trustees approve the disposal of the items listed in the October board agenda packet per Education Code section 81452.

L. Purchase Orders, Warrants, Checks, and Wires

That the Board of Trustees approve the numbered purchase orders, warrants, checks, and wires issued during the period of September 16, 2015 through October 15, 2015.

PURCHASE ORDERS		
General Fund	0001082945-0001083409 B116570-B116645	\$ 9,650,578.80
Capital Outlay Fund	0003016405-0003016440 B316003-B316004	
Child Development Fund	0006000764-0006000764	
Self-Insurance Fund	-	
WARRANTS		
General Fund	720296-721396	\$ 8,411,370.65
General Fund-ARC Instructional Related	005406-005536	
General Fund-CRC Instructional Related	021913-021951	

General Fund–FLC Instructional Related	030736-030746	
General Fund–SCC Instructional Related	044422-044529	
Capital Outlay Fund	830121-830217	
Child Development Fund	954127-954132	
Self-Insurance Fund	976267-976269	
Payroll Warrants	278843-280111	\$ 17,428,430.04
Payroll-Direct Deposit	748538-752765	
September Leave Process	280112-282981	
Payroll Vendor Warrants	59009-59164	
<b>CHECKS</b>		
Financial Aid Disbursements	2157194-2174872	\$ 14,913,071.86
Clearing Checks	-	\$
Parking Checks	2918-2919	\$ 66.00
Bookstore Fund – ARC	29671-29808	\$ 2,320,421.77
Bookstore Fund – CRC	026242-026317	
Bookstore Fund – FLC	9051-9084	
Bookstore Fund – SCC	047707-047790	
Student Clubs Agency Fund – ARC	4701-4754	\$ 170,095.50
Student Clubs Agency Fund – CRC	3725-3773	
Student Clubs Agency Fund – FLC	1960-1992	
Student Clubs Agency Fund – SCC	3167-3199	
Foundation – ARC	4547-4602	\$ 98,759.63
Foundation – CRC	1952-1987	
Foundation – FLC	0993-1008	
Foundation – SCC	3494-3510	
Foundation – DO	0687-0694	
Associated Students Trust Fund – ARC	0755-0755	\$ 42.24
Associated Students Trust Fund – CRC	-	
Associated Students Trust Fund – FLC	0546-0546	
Associated Students Trust Fund – SCC	-	
Regional Performing Arts Center Fund	USI Check System 3390-3452 Manual Checks 9121-9122	\$ 423,940.41
<b>WIRES</b>		
Board of Equalization	-	\$ 7,600.00
PARS	-	\$ 24,676.07
Vendors	-	\$ -
Backup Withholding	-	\$ -
Retiree Health Trust		\$ -

M. Regular Human Resources Transactions

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

#### 4. FIRST READING

A. Board Policy Revisions: Probation and Dismissal (P-2231)

Revisions to Probation and Dismissal Policy P-2231 were presented to the Board of Trustees for first reading and discussion.

#### 5. ACTION

A. Public Hearing: Resolution No. 2015-16A: Authorizing Verizon Wireless Lease - CRC

**Public Hearing:** President Johnson declared a public hearing in the matter of Verizon Wireless Lease at Cosumnes River College.

*A motion was made by Ms. Ortiz, seconded by Ms. Albiani, that the Board of Trustees adopt Resolution No. 2015-16A extending the lease to Verizon; and authorize the Chancellor or designee to execute the necessary documents.*

Roll Call Vote:

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

No: None

Motion carried; 7:0

B. Agreement: Regional Transit Universal Transit Pass

*A motion was made by Ms. Haynes, seconded by Ms. Scribner, that the Board of Trustees authorize the Chancellor or designee to enter into an agreement effective January 1, 2016 with Sacramento Regional Transit for discounted transit services.*

Roll Call Vote:

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

No: None

Motion carried; 7:0

C. Agreement: 2016 District Strategic Plan Consultant

*A motion was made by Ms. Ortiz, seconded by Ms. Haynes, that the Board of Trustees approve the Agreement for Professional Services with The Weiss Group and authorize the Chancellor or designee to execute it.*

Roll Call Vote:

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

No: None

Abstention: Albiani

Motion carried; 6:0

D. Deputy Chancellor's Employment Agreement

A motion was made by Ms. Scribner, seconded by Ms. Haynes, that the Board of Trustees approve the reclassification of Dr. Sue Lorimer as Deputy Chancellor, including the material terms outlined below:

- An initial term of November 1, 2015-June 30, 2018
- An annual salary of \$212,263 (Range C, Step 3 of the 2015-2016 Interim Management Salary Schedule) plus longevity and educational stipend
- Health and welfare benefits
- Allowance of \$550/month for auto

Roll Call Vote:

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

No: None

Motion carried; 7:0

E. Revised Management Pay Rate Schedule: 2015-16 Interim

A motion was made by Ms. Ortiz, seconded by Mr. Knight, that the Board of Trustees adopt and approve the revised management salary schedule, which adds a new range, Range C, for the Deputy Chancellor classification.

Roll Call Vote:

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

No: None

Motion carried; 7:0

## 6. INFORMATION

A. Student Success and Support Program Plans

College and District representatives provided an overview of the 2015-16 Student Success and Support Program (SSSP) plans. All districts received SSSP funds for 2015-16 to implement the core services with the requirement to submit a 2015-16 SSSP plan to the California Community Colleges Chancellor's Office by Friday, October 30, 2015. The plan must detail how colleges will increase student access and success for all entering students by providing:

1. At least an abbreviated student education plan (SEP) to students with a priority focus on those desiring degrees, CTE certificates, transfer preparation, or career advancement,
2. Orientation, assessment, counseling, advising, and other education planning services,
3. Comprehensive SEPs by the end of each student's third term, but no later than completion of 15 units, and
4. Follow-up services, especially to students identified as at-risk.

B. Legislative Update

Representatives from the McCallum Group provided an update on the District's government affairs activities, the budget, and the key bills of the past legislative year, as well as insight as to what to expect from the Legislature over the coming year.

## 7. BOARD MEMBER REPORTS

All Trustees participated in meetings with the accreditation teams during their site visit to the District Office.

The Trustees expressed their appreciation for the staff time that went into the Board's fall retreat.

Trustee Weaver reported that the SLADE Group had a districtwide leadership summit at Sacramento City College on September 3.

Trustee Johnson participated in the ACCT Conference.

## 8. FUTURE AGENDA ITEMS

Ms. Albiani requested that, in addition to the emphasis on student success rates for Hispanic and African American students, an update be provided on what Los Rios is doing for Southeast Asian and Pacific Islander students, as well as foster youth.

## 9. REPORTS AND COMMENTS

The following constituency representatives presented reports to the Board:

David Hinton, Student, American River College  
Mary Goodall, President, Classified Senate President, American River College  
Brian Robinson, President, Districtwide Academic Senate  
Dean Murakami, President, LRCFT

Chancellor's Report:

ARC: At the close of its accreditation site visit, ARC received seven commendations and four specific recommendations. The commendations included: the strength of ARC's partnerships at the Natomas Educational Center, as well as those with other outside agencies such as SMUD; ARC's approach to the Culinary Arts, Automotive and other instructional programs, including enhanced opportunities for students through innovative partnerships with business and industry; ARC's student learning outcomes assessment processes and efforts; and the high quality of ARC's distance education program, including faculty-led efforts and the quality of online course offerings. Its recommendations included: expanding efforts to establish, discuss, and respond to institution-set standards through a participatory governance structure;



developing a systematic evaluation of college governance structures; and continuing ongoing efforts to reduce the rate of student loan defaults.

CRC: The accreditation team that visited CRC gave the college community many reasons to be proud. The college received commendations for: the active engagement of the Career Tech programs with industry partners and community organizations—relationships that create service learning opportunities for students; CRC’s clean and safe learning environment that fosters student engagement; and the seamless relationship between the Elk Grove Center and the main campus, which leads to effective delivery of instruction and services. The accreditation team also recommended that CRC better utilize the tremendous amount of data it produces to help inform program improvement, and that it consistently and systematically document college dialogue.

FLC: The FLC accreditation site team got to experience what we already know—that FLC truly is a special place. FLC was commended for its physical plant/facilities; inclusiveness of student spaces; On Course program; environment that empowers innovation; and culture of participation, respect and collaboration. The team recommended that FLC continue to focus on the courses and programs offered, planning processes, distance education vision, and its use of Student Learning Outcomes assessment results. Not surprisingly, FLC had already identified these four areas and participatory governance committees are currently working to address each of them.

SCC: SCC’s accreditation visiting team seemed genuinely impressed with many aspects of SCC, and gave commendations to: the Library website; the Davis and West Sacramento Centers; the Cultural Awareness Center; and Student Senate participation throughout SCC. The team also provided three areas of focus: completing the work of the Blue Book Task Force on communication and decision-making; ensuring that Student Learning Outcomes were accurately listed on all course syllabi; and scaling up SCC’s Distance Education online tutoring pilot.

Chancellor King announced the following retirements:

Retirement			Years of Service
Diane Grant-Toscano	Fashion Professor	ARC	9
Jane Adan	Child Development Center Teacher	ARC	12+
Kathy Karnitz	Buyer III	DO	15+
Deborah Pierce	Confidential Administrative Assistant III	DO	15+
Toni Radcliff	Custodian	SCC	16+
Sherri Goldberg	Student Support Services Supervisor	SCC	17+
Robert Heisleman	Outreach Specialist	SCC	32+
Rhonda McManus	Administrative Assistant I	SCC	32+
Alicia Ruiz	Counseling Clerk II	SCC	34+
Bonnie Spencer	Fashion Professor	ARC	35+

## 10. CLOSED SESSION

General Counsel Sherry announced closed session. The following Board members went into closed session at 8:00 pm to consider the matters listed below: Ms. Albiani, Ms. Haynes, Mr. Johnson, Mr. Jones, Mr. Knight, Ms. Ortiz, and Ms. Scribner.

- A. Pursuant to Government Code section 54957; Public Employee Performance Evaluation: Chancellor
- B. Pursuant to Government Code section 54957.6; Conference with Labor Negotiators – Agency designated representatives: Ryan Cox; Unrepresented Employee: Chancellor
- C. Pursuant to Government Code 54956.9; Conference with Legal Counsel – Anticipated litigation.

*Closed Session Adjourned: 9:35 pm*

*Open Session: 9:36 pm*

## 11. OPEN SESSION: REPORT OF ANY ACTION TAKEN IN CLOSED SESSION

*In the closed session matter identified as Item 10.A, the Board of Trustees deemed that the Chancellor's performance for 2014-2015 was satisfactory.*

## 12. ACTION

### A. Chancellor's Contract

*A motion was made by Ms. Ortiz, seconded by Ms. Haynes, that the Board of Trustees approve a one-time payment of five percent (5%) of the Chancellor's 2014-2015 base salary, adjust his base pay for the 2015-2016 year to \$294,919, and extend the his contract for two years to June 30, 2019. For the 2017-2018 and 2018-2019 years, if the Chancellor meets the performance goals set by the Board and his overall performance is deemed satisfactory in the prior year review, the Chancellor's base salary for that year shall be increased by up to five percent (5%) for the contract year.*

*Roll Call Vote:*

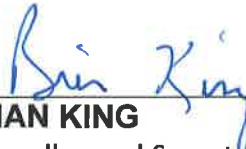
*Aye: Albiani, Haynes, Johnson, Jones, Knight, Ortiz, Scribner*

*No: None*

*Motion carried; 7:0*

### 13. ADJOURNMENT

President Johnson adjourned the meeting at 9:41 p.m. in honor of former Trustee George Stewart.

  
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**BRIAN KING**  
Chancellor and Secretary to the Board of Trustees

*Minutes approved by the Board of Trustees: November 18, 2015.*

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