
ARC Admin Bites | October 5, 2026

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AMERICAN RIVER COLLEGE

ADMIN BITES

NEWS & UPDATES FROM ADMINISTRATIVE SERVICES

2026-27 • ISSUE 2 • OCTOBER 2026



BUSINESS SERVICES • OPERATIONS • INFORMATION TECHNOLOGY

PEOPLE & RECOGNITION

Welcome To Our Newest Team Members

Please join us in welcoming and congratulating our newest employees and colleagues stepping into new roles across ARC!

David Lockwood: Promoted to Administrative Services Analyst in the Business Services Office, effective September 1, 2026.

Olivia Valdivia: Promoted to Student Support Assistant in Counseling, effective August 24, 2026.

Harrison Rivas: Joining Operations as Lead Custodian on October 5, 2026.

BUDGET AT A GLANCE

Budget

2.83%

\$3.2M

\$674,412

2026–27 Budget Snapshot

The September District Budget Committee update highlighted a 2.83% cost-of-living adjustment (COLA) for community colleges, modest enrollment growth funding, and additional discretionary funding. State deferrals have also been fully paid. Los Rios remains in a strong fiscal position, with low fiscal-risk indicators and 14 consecutive clean audits.

Student Success Block Grant: Los Rios is projected to receive approximately \$6.7–\$7 million across the four colleges. The funding is intended in part to help address reductions and uncertainty in federal grant funding.

Enrollment Growth: Los Rios continues to serve enrollment growth beyond what the state funds. For 2025–26, approximately \$34.3 million in enrollment growth remains unfunded. This does not represent a District budget deficit; it reflects enrollment growth that is not generating additional state funding. Early fall enrollment was approximately 2% above the prior fall, and the District continues to advocate for additional growth funding.

At ARC: The tentative College Discretionary Fund (CDF) budget includes approximately \$3.2 million to support college operating needs. ARC's Partnership for Excellence (PFE) allocation is \$674,412.

For details on District revenues, expenditures, and college allocations, see the LRCCD 2026–27 Adopted Budget Book. ARC's budget appears on pages 58–65.

<https://losrios.edu/lrccd/main/doc/board/2026/enc/20260909-enc-4b-adopted-budget-book.pdf>

FROM THE ADMIN DESK

Administrative Services

Technology Master Plan and Sustainability Plan

Drafts of the Technology Master Plan and Sustainability Plan were presented to Operations Council for a first reading on September 22. Both project teams are incorporating feedback, with revised drafts scheduled for distribution on October 5 and final comments due October 9.

The plans are scheduled to return to Operations Council for a second reading on October 27, followed by presentation to the Executive Leadership Team (ELT) on November 2,

pending the Council's recommendation to move forward.

Thank you to both project teams and everyone contributing feedback to help shape these plans.

SAFETY & PREPAREDNESS

Campus Safety

Campus Police

A new police trainee has begun training at ARC. Training is expected to last approximately three to four months, with a permanent campus assignment determined after completion.

Employee Safety Training

Employees have access to more than 225 online safety and compliance courses through Keenan SafeColleges. Managers, supervisors, and deans are responsible for identifying safety training appropriate to employees' duties and workplace hazards and tracking completion and renewal dates. Risk Management can assist with training needs that are not covered by the available courses.

Emergency Preparedness

An Emergency Operations Center (EOC) kickoff meeting is planned for fall to review members' roles and responsibilities. A tabletop exercise is planned for spring in coordination with Facilities Management and College Police. The Action Coordinators for Emergency Situations (ACES) plan is also under review to identify necessary updates before implementation.

Parking for Campus Events

Event organizers should coordinate parking needs with Campus Police in advance. Arrangements vary depending on the size and needs of the event and may include a designated parking lot for larger events.

Facilities Updates

Child Development Center Shade Structures

Shade Structure 1 required rotation due to unforeseen infrastructure conditions. After repositioning, the design team determined that one side was too close to the existing play structure. After evaluating several solutions, the campus selected the option to raise the shade structure. This modification requires structural engineering and review and approval by the Division of the State Architect (DSA).

With improved weather conditions, the department has requested temporary removal of the shade canopy so children can use the play structure while the permanent solution is designed and approved.

Shade Structure 2 has also encountered underground infrastructure concerns. The project team is awaiting a purchase order for enhanced radar detection to identify existing underground utilities more accurately and determine how construction can safely proceed.

Softball Scoreboard Replacement

DSA has approved the project, and Facilities Management has completed the bidding process and selected a contractor. The project team is awaiting confirmation of the installation schedule.

Baseball and Tennis Netting

The project team is finalizing post locations and preparing construction documents for submission to DSA. Approval is expected in late spring 2027, with construction anticipated during summer 2027.

Career Technical Education Automotive Hazardous Materials Storage

This project will provide appropriate storage and containment for hazardous materials used by Career Technical Education (CTE) programs. Working drawings and DSA approval are

anticipated by late spring 2027, with construction expected to begin in late summer 2027. Occupancy is projected for 2028.

Athletic Snack Bar Feasibility Studies

Feasibility studies are underway for the snack bars at Physical Education, Soccer, Baseball, and the Stadium. The studies will identify improvements needed to meet current Health Department requirements and establish the scope of work for each location.

The Soccer snack bar study is complete. Facilities Management will next assign a planner to develop the project scope.

Natomas STEAM

The Natomas Science, Technology, Engineering, Arts, and Mathematics (STEAM) project was considered complete as of February 20, 2026. Punch list corrections and warranty work remain ongoing, including investigation and resolution of an autoclave issue.

Portable Village 1 and 2 Refresh Projects and Temporary Restroom Buildings

The portables are occupied, and the refresh projects are in the closeout phase. Concerns have been reported about loud heating, ventilation, and air conditioning (HVAC) systems in the leased Tech Ed West (TEW) portables. Because these units are leased, the District has limited ability to modify or replace their HVAC equipment. The Portable Village 1 units are campus-owned, allowing greater control over their systems.

Options to improve instructional conditions are being explored, including speakers and microphones to help instructors communicate over the HVAC noise.

One set of Portable Village restrooms opened on October 5, including men's, women's, and all-gender restrooms. The second set is expected to open by the end of the week.

Technical Education Modernization

The project is considered 100% complete and has received Leadership in Energy and Environmental Design (LEED) Silver certification. Punch list corrections and warranty work continue.

HVAC design modifications are ongoing in Automotive, Welding, second-floor classrooms, and the Funeral Services Embalming and Reconstruction Lab.

New Davies Hall

The project is underway. Construction fencing in front of the Science, Technology, Engineering, and Mathematics (STEM) building remains scheduled for installation in late fall 2026. Parking will shift toward Campus Operations and surrounding areas.

Interior abatement is expected to begin in late fall, along with possible minor exterior abatement and demolition. The campus should anticipate noise and truck activity as materials are removed. Full building demolition is scheduled to begin in summer 2027.

A contractor job walk for the abatement and demolition work was held on September 30, 2026. Bids are due October 15, 2026.

American River College Veterans Resource Center

Construction is progressing, with occupancy anticipated in late spring or early summer 2027.

Library Elevator Modernization

Work is tentatively scheduled for May 25–July 31, 2027.



Automatic Door Openers

Employees are encouraged to submit a work order whenever an automatic “wave-to-open” door is not functioning, including when a previously repaired door fails again. Reporting recurring issues helps Operations document problems and determine whether additional repairs or replacement are needed.

TECHNOLOGY & INNOVATION

Information Technology (IT) Updates

IT continues to enhance classroom technology, expand wireless coverage, improve system reliability, and modernize applications that support students and campus operations.

Projects and Upgrades

- **Portable Villages 1 and 2:** Technology work is nearly complete. Remaining items include installing microphones and document cameras in several rooms.
- **Room 604A:** Computer and shared workstation setup remains in progress.
- **Computer Labs:** Upgrades were completed in Chemistry 400, the Photography Lab, and Science, Technology, Engineering, and Mathematics (STEM) 301.
- **Natomas Education Center:** IT is completing the final computer lab and configuring two remaining Zoom Rooms.
- **Student ID Cards:** A new student ID card printing system was implemented for fall 2026.
- **Azure Virtual Desktop:** A proof of concept is underway to evaluate a potential replacement for the current virtual classroom environment.
- **Operating Systems:** Upgrades continue for remaining Windows and Mac computers.

Audiovisual (AV) and Classroom Technology

- **HEED 710, 712, and 714:** AV issues were resolved.
- **Boardroom:** Monitor issues were resolved. An intermittent camera outage remains under investigation.
- **Fine and Applied Arts:** AV computers and projectors were replaced, and related equipment was upgraded in rooms 504, 512, 513, 514, and 526.
- **Learning Resource Center (LRC) 125:** AV work is in progress.
- **Career Technical Education (CTE):** Classroom audio issues were resolved, along with monitor and touchscreen synchronization issues in several classrooms.
- **CTE Automotive Technology:** AV project work continues.
- **Davies Hall:** IT provided input on AV needs for the new building.

Wireless Coverage and Infrastructure

- **Natomas Education Center:** Three exterior wireless access points are being installed to provide coverage in the new building's courtyard. Coverage is expected to be operational by the end of November.
- **ARC Main Campus:** A technical survey is scheduled for the open plaza surrounding the LRC, Information Technology Center (ITC), and STEM buildings to plan future outdoor Wi-Fi coverage.
- **Backup Power:** Phase II of the uninterruptible power supply (UPS) replacement project remains in progress. IT is awaiting additional parts. Centrex is not included in this phase.

Application Development

- **Support Navigator:** A new workshop-based outreach process supports students on Academic Notice 2 and Progress Notice 2. HomeBase Specialists can view a live student roster, conduct email outreach, and track workshop registration and attendance through SARS. Students who attend can request referrals to support services and receive an email outlining next steps.
- **Funeral Service:** A new application was launched.
- **Nursing, Paramedic, and Respiratory Care:** Applications were updated over the summer and opened for a new application cycle in early September.
- **Integrated Planning Portal (IPP):** Fall Annual Unit Plan (AUP) training dates were posted, a new user guide was published, and automated reminders were added for pending submissions and reviews.
- **WayFind:** New destinations include the Writing Center and Iris Photo Booth. Updates also improve route visibility and
- **Classified Hiring:** Los Rios (Okta) sign-in was added.
- **Accessibility Request and Event Planner Forms:** Updates allow custom event details, requests on behalf of guests, and a streamlined single-step Operations approval.
- **Travel Authorization:** Mileage-only reimbursement requests were simplified, and the budget year now defaults to the current year.
- **Flex:** Administrators can now download faculty Flex affidavits for any past year.

tactile kiosk accessibility based on feedback from Disabled Students Programs and Services (DSPS).

Coming Soon

- **IGOR 2.0:** User acceptance testing is underway.
- **Faculty Hiring Process:** User acceptance testing is underway, with improvements being refined alongside the hiring team.
- **Early Childhood Education Lab Check-In:** A modernized kiosk and attendance reporting system is entering user acceptance testing, with Los Rios (Okta) sign-in and a refreshed interface.
- **ARC Reporting System:** Expanded instructional reporting capabilities are planned, including support for reporting across all Los Rios colleges.

Need IT Assistance?

Submit a ticket at <https://servicecentral.losrios.edu/esc>.

- For an issue, select “Report Something Not Working.”
- For a new service or resource, select “Request Something New.”

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