

ARC Academic Senate

Approved Minutes: August 26, 2021

Preliminaries

1. Call to Order: Called to order at 3:02pm
2. Approval of the Agenda: Agenda Approved
3. Approval of the Minutes: Minutes Approved
4. Introduction of Guests: Connie Ayala, Valerie Bronstein, Mike Holmes, Frank Kobayashi, Janay Lovering, Beth Madigan, David Shrope-Austin, Bill Simpson, Pam Whipple

5. Public Comment Period:

A question was raised regarding the Canvas Studio feature being removed and interest in keeping it was expressed by several attendees.

6. President's Report:
 - a. Activate Windows, TechConnect, and Zoom issues--to address this issue, connect to the "instruct" wifi
 - b. ARC Insider to include Faculty Resources pages--syllabus guidance and faculty handbook resources would be good. Faculty who think of other ideas should contribute to a discussion board that will be created in Canvas for this topic.
 - c. Fake enrollments--ARC and FLC were hardest hit with these fraudulent enrollments. The district is not sure if this was a group of people or bots and whether it was related to CCC Apply.
 - d. Summer Screening & Interview Committee appointments--appointments were made over the summer to hire for the following positions: Dean of Public Safety, Dean of Science and Engineering, and Dean of Kinesiology & Athletics (which is still in progress).
 - e. Ad Astra/Strategic Enrollment Management Plan 2.0 status--the software does not seem to be working as promised/desired. Kale Braden is working on implementing modifications.
 - f. Project teams being proposed (this will come through Executive Leadership Team)
 - i. Onboarding Project Team
 - ii. Bias Response Project Team
 - iii. HomeBases Implementation Plan (utilize the HomeBase team already in place)
 - g. Week 1 enrollment numbers have been released (See Supporting Materials "Los Rios Community College District Daily Enrollment Report")

Consent Items

none

Decision

none

Reports (5-10 minutes per item)

7. Open Faculty Positions on Councils & Committees (See Supporting Materials “Los Rios Community College District Committee/Workgroup Memberships” accessed from <https://employees.losrios.edu/our-organization/committees>)

* indicates faculty are needed to serve

- a. District Curriculum Coordinating Committee (DCCC)--Roxanne Morgan, Joe Rust, Al Ahmadi
- b. District Graduation Competency Committee--Sandro Fusco, Bill Simpson, Janay Lovering, Roxanne Morgan
- c. District Educational Technology Committee (DETC)--Alice Dieli, Sharleen McCarrol, Pamela Bimbi, Kate Williamson
- d. District Equity and Student Success Council (DESSC)--Neue Leung, Tera Diggs-Reynolds
- e. Academic Calendar Committee--C.R. Messer
- f. District Budget Committee--Amy Gaudard, Matthew Register
- g. International Education Committee--Kamau Kimuthia, Marcia McCormick
- h. District Accreditation Coordinating Committee (DACC)--Bill Simpson (ex officio)
- i. *Los Rios Degree Planner Task Force--Lisa Roberts-Law, Bill Simpson
 - i. Needed--two faculty members
- j. Los Rios Colleges Online (LRCO) Coordinating Council-- Jessica Nelson, Araceli Badilla, Alisa Shubb (ex officio)
- k. *Los Rios Ethnic Studies Faculty Council--Ricardo Caton
 - i. Needed--one faculty member in a field related to Et
- l. *AB705 Implementation Support & Coordination Team--Janay Lovering, Michelle Brock, Ally Joye
 - i. Needed--Counseling faculty
- m. Affordable Learning Materials
- n. *Curriculum
 - i. Needed--English Faculty
 - ii. Needed--Fine & Applied Arts Faculty
- o. Program Paths Committee
- p. *Program Review Membership
 - i. Needed--Counseling Faculty
 - ii. Needed--Student Success/Equity Faculty
- q. Professional Development Committee
- r. *Professional Standards Committee
 - i. Needed--Health & Education Faculty
 - ii. Needed--Kinesiology & Athletics Faculty
 - iii. Needed--Public Safety Faculty
- s. *Student Learning Outcome Assessment Committee (SLOAC)
 - i. Needed--Career Technical Education Faculty
 - ii. Needed--Counseling Faculty
- t. *Student Success Council (SCC)
 - i. Needed--Faculty with experience/expertise/interest in working with disproportionately-impacted students

- ii. Needed--English as a Second Language Faculty
- iii. Needed--Student Services Faculty
- iv. Needed--Career Technical Education Faculty

8. Brown Act

The Brown Act emergency waivers enacted by Governor Newsom are set to expire Sep 30, 2021 . If the waivers are not extended, all Brown Act bodies are supposed to

(by law) revert back to the original Brown Act requirements. The Curriculum Committee is also a Brown Act Committee. The original Brown Act requirements for “telecommuting” into meetings include the following:

- Each location a meeting member “telecommutes” from is published with the agenda 72 hours in advance of the meeting
- Members of the public can access the meeting from each telecommuted location
- The meeting agenda is posted 72 hours in advance in each publicly accessible telecommuted location

9. MESA -- (4:00 pm Vice President Frank Kobayashi)

ARC was awarded the MESA grant over \$70,000 per year for three years. Within the STEM HomeBase, there will be a MESA program. By accepting these funds, we now must meet the state requirements. Mike Holmes from Biology will serve as the faculty sponsor and will help give guidance for things like excellence workshops. The responsible administrator is Adam Windham from Mathematics. Brett Sawyer, supervisor of Student Life in Student Services, will serve as the supervisor, focusing on operational tasks. Laurel Richardson will continue as a MESA staff member. MESA will be open to students of all ethnicities. Linda Zarzana will be the STEM Homebase Faculty Liaison.

Discussion (10-15 minutes per item)

10. Faculty Hiring Prioritization

- a. Expedited--6 positions need to be hired and board-approved by 12/31/2021. This will require fall screening & interview committees. One position will be an Ethnic Studies faculty position. The other 5 will be chosen by President Melanie Dixon, taking into consideration the previous ranking from the Academic Senate (from November 19, 2019).
- b. Regular process--The Academic Senate will still go through its regular annual process of having faculty hiring requests presented and ranked during November 2021. The college will have screening & interview committees during the spring semester as usual.

11. Academic & Professional Impacts as relates to mask & vaccine requirements (See Supporting Materials “Sample Syllabi Language” & “How to Wear Your Mask Properly”)

- a. Vaccine requirements will be checked by the college. Part of classroom management will include faculty having students wear masks properly.
- b. What has been updated in regards to ventilation on campus? New MERV 13 filters have been installed.

12. Considerations for Afghan Students on Special Immigrant Visas

- a. Most Afghan holders of a Special Immigrant Visas have family members in imminent danger in Afghanistan. Several faculty members have put together some recommendations to help Afghan students feel more safety for themselves and their families in their classes. Caterina Falli will continue to develop some recommendations. Faculty who are interested in helping with this should contact Caterina Falli at FalliC@arc.losrios.edu.

13. Establishing Community Guidelines for Academic Senate

- a. Faculty who are interested in discussing guidelines should contact Vice President Carina Hoffpauir .

14. Report Back: (5-10 minutes per item)

- a. Convocation
- b. Open issues from any previous agenda item

15. Report Out: [District Academic Senate](#)

- a. General Counsel's review of ARC/DAS proposed revisions to LRCCD Policy & Regulations
 - i. P&R- 2222 (Attendance) ARC thinks expecting students to attend all classes and permitting drops at 6% is unrealistic given our student's lives and we should have a more forgiving attendance policy (we don't have a specific number we are going for however)

Knapp Response:

- *"may be" is permissive language*
- *seems possible to change 6% or have the DAS create a statement of best practice or resolution stating different %*
- *[looks like Sierra says 10%, LACCD whenever absences in hours of hours the class meets per week are exceeded could be dropped]*

- ii. R-7134 - (Textbook adoption) ARC thinks the period of adoption (1.2.1) is unreasonably long and inflexible and discourages the use of open access materials and other digital materials

Knapp Response:

- *"normally" allows for aspirational target*
- *is 6 months still needed with Follett change?*
- *legal requirement-legislation passed which mandates publication of texts in advance in online and print schedules [H.R. 4127 (2010)]*

- iii. P-7152-(Final exams) ARC questions whether this policy allows faculty the option of restructuring grading in order to forgo the high stakes assessments we know harm students - additionally, we know that finals week itself is problematic for many students. Our interest

is to allow more latitude for a variety of assessments and flexibility around scheduling those assessments so as to align better with student schedules

Knapp Response:

- *assess as whatever the instructor thinks is best, but need to honor the final exam schedule and time (contractual obligations)*

- iv. R-2312 - (Student Club Advisors) ARC faculty would like to change this regulation from requiring a faculty advisor to allowing any Los Rios employee to serve as a club advisor.

Knapp Response:

- *Only faculty are contracted with college service.*
- *Other employees would have to take this on outside of work hours.*
- *Would need union negotiations.*

- v. R-7211 - (this one requires more research - faculty would like to explore whether there is an opportunity to extend benefits of scholarships, grants, holding offices, etc to students taking fewer than 12 units)

Knapp Response:

- *"usually" allows for variance in the unit requirements*
- *Still looking into whether or not 12 units is a Title 5 or Ed Code requirement*

b. Ethnic Studies Council

- i. The council finished working on the language for the job posting.

c. DAS Retreat

16. Items from College Areas for Academic Senate Consideration

- a. Is there wifi in the parking structure yet?

Meeting adjourned 5:07pm

Upcoming Meetings and Events

- District Academic Senate Meeting: Tuesday Sept 7 th , 3:00 P.M Meeting ID TBD
- LRCCD Board of Trustees Meeting: Wednesday Sept 8 th 5:30 P.M.
- ARC Academic Senate Meeting: Thursday Sept 9 th , 3:00 P.M., Meeting ID: 986-5887-6175, Password: 10plus1
- District Academic Senate Meeting: Tuesday Sept 21th, 3:00 P.M Meeting ID TBD
- ARC Academic Senate Meeting: Thursday Sept 28th , 3:00 P.M., Meeting ID: 986-5887-6175, Password: 10plus1

Academic Senate Attendance 8/26/2021							
Area	Senator	Adjunct/FT	Term End				
Behavioral & Social Sciences	Lauren Chavez	Adjunct	2024	Present	Semester sub (?) for Ellen Bowden Fall 2021		
Behavioral & Social Sciences	Kristina Casper-Denman	Full-time	2023	Present			
Behavioral & Social Sciences	Brian Rosario	Full-time	2024	Present			
Behavioral & Social Sciences	Ricardo Caton	Full-time	2022	Present			
Behavioral & Social Sciences	N/A	Alternate Full-Time					
Behavioral & Social Sciences	N/A	Alternate Adjunct					
Business & Computer Science	<i>Unfilled</i>	Full-time	2023				
Business & Computer Science	Damon Antos	Full-time	2022	Present			
Business & Computer Science	Kahkashan Shaukat	Full-time	2024	Present			
Business & Computer Science	<i>Unfilled</i>	Adjunct	2022				
Business & Computer Science	Marc Condos	Alternate Full-Time					
Business & Computer Science	N/A	Alternate Adjunct					
Counseling	Jessica Nelson	Full-time	2022	Present			
Counseling	Joyce Fernandez	Adjunct	2024	Present			
Counseling	Reyna Moore	Full-time	2023				
Counseling	Carmelita Palomares	Full-time	2022	Present			
Counseling	Kim Herrell	Alternate Full-Time					
Counseling	N/A	Alternate Adjunct					
English	Valerie Bronstein	Adjunct	2023	Present			
English	Robyn Borcz	Full-time	2023	Present			
English	Caroline Prieto	Full-time	2024	Present			
English	Gina Barnard	Full-time	2022	Present			
English	Melissa Diaz	Alternate Full-Time		Present			
English	Anthony Robinson	Alternate Adjunct					
Fine & Applied Arts	Brian Knirk	Full-time	2023	Excused			
Fine & Applied Arts	Linda Gelfman	Full-time	2024				
Fine & Applied Arts	Diane Lui	Adjunct	2023	Present			
Fine & Applied Arts	Craig Martinez	Full-time	2022				
Fine & Applied Arts	Jodie Hooker	Alternate Full-Time					
Fine & Applied Arts	N/A	Alternate Adjunct					
Health & Education	Cheri Garner	Full-time	2023				
Health & Education	Jen Kirkman	Full-time	2022				
Health & Education	Veronica Lopez	Full-time	2024	Present			
Health & Education	<i>Unfilled</i>	Adjunct	2022				
Health & Education	N/A	Alternate Adjunct					
Health & Education	John Coldiron	Alternate Full-Time		Present			
Humanities	Corinne Arrieta	Full-time	2022				
Humanities	Jill Birchall	Full-time	2024	Present			
Humanities	Caterina Falli	Full-time	2023	Present			
Humanities	Kim Walters	Adjunct	2022				
Humanities	Erik Haarala	Alternate Full-Time					
Humanities	N/A	Alternate Adjunct					

Academic Senate Attendance 8/26/2021							
Area	Senator	Adjunct/FT	Term End				
Kinesiology & Athletics	Gerry Haflich	Full-time	2022				
Kinesiology & Athletics	Eric Black	Full-time	2024	Present			
Kinesiology & Athletics	<i>Unfilled</i>	Full-time	2023				
Kinesiology & Athletics	<i>Unfilled</i>	Adjunct	2023				
Kinesiology & Athletics	N/A	Alternate Full-Tim					
Kinesiology & Athletics	N/A	Alternate Adjunct					
Library/Learning Resource	David McCusker	Full-time	2024	Present			
Library/Learning Resource	Araceli Badilla	Full-time	2023	Present			
Library/Learning Resource	Marianne Harris	Alternate Full-Tim		Present			
Mathematics	Deborah Gale	Adjunct	2024	Present			
Mathematics	Joe Caputo	Full-time	2023	Present			
Mathematics	Adrianne Avila	Full-time	2024	Present			
Mathematics	Rocio Owens	Full-time	2022	Present			
Mathematics	Lana Anishchenko	Alternate Full-Tim		Present			
Mathematics	N/A	Alternate Adjunct					
Workforce/ Work Experie	Vivian Dillon	Full-time	2024	Present			
Workforce/ Work Experie	<i>Unfilled</i>	Adjunct	2024				
Workforce/ Work Experie	<i>Unfilled</i>	Adjunct	2023				
Workforce/ Work Experie	<i>Unfilled</i>	Adjunct	2022				
Workforce/ Work Experie	N/A	Alternate Full-Tim					
Workforce/ Work Experie	N/A	Alternate Adjunct					
Science & Engineering	<i>Unfilled</i>	Adjunct	2024				
Science & Engineering	Glenn Jaecks	Full-time	2022	Present			
Science & Engineering	Charles Thomsen	Full-time	2024	Present			
Science & Engineering	<i>Unfilled</i>	Full-time	2023				
Science & Engineering	N/A	Alternate Full-Tim					
Science & Engineering	N/A	Alternate Adjunct					
Student Support Services	Judith Valdez	Full-time	2024	Present			
Student Support Services	<i>Unfilled</i>	Adjunct	2023				
Student Support Services	Arthur Jenkins	Alternate Full-Tim					
Student Support Services	N/A	Alternate Adjunct					
Technical Education	Frank Beaushaw	Full-time	2021				
Technical Education	Mikhail Drobot	Adjunct	2023	Present			
Technical Education	Jordan Meyer	Full-time	2023	Present			
Technical Education	Craig Weckman	Full-time	2022				
Technical Education	N/A	Alternate Full-Tim					
Technical Education	N/A	Alternate Adjunct					
Officers	Alisa Shubb			President	Present		
Officers	Carina Hoffpauir			Vice President	Present		
Officers	Amy Gaudard			Secretary	Present		
Officers	Tressa Tabares			Past President	Present		
Liaison				ASCCC Liaison			

Academic Senate Attendance 8/26/2021

Area	Senator	Adjunct/FT	Term End				
Liaison	Kate Williamson		Open Education				
Liaison	Beth Madigan		Classified Sena	Present			
Total Senate Seats Available (without Officers)			52				
Unfilled Seats			11				
Total Filled Seats			41				
Quorum (25% of filled seats)			10	(round 0.5 up)			
Guests							
Connie Ayala							
Valerie Bronstein							
Mike Holmes							
Frank Kobayashi							
Janay Lovering							
Beth Madigan							
David Shrope-Austin							
Bill Simpson							
Pam Whipple							

LOS RIOS COMMUNITY COLLEGE DISTRICT

**DAILY ENROLLMENT REPORT
Fall 2021 Enrollment Report Week 1
Thursday, August 26, 2021**

	Fall 2021			Fall 2020			Percent Increase (Decrease)		
	<i>Week 1</i>	<i>Thursday</i>		<i>Week 1</i>	<i>Thursday</i>				
	8/26/21			8/27/20					
	Fall 2021	Week 1		Fall 2020	Week 1		Percent Increase (Decrease)		
	Day	Eve	Total	Day	Eve	Total	Day	Eve	Total
AMERICAN RIVER COLLEGE									
Weekly Census	163,450	14,349	177,800	189,295	5,381	194,677	-13.65%	166.65%	-8.67%
Daily	25,628	913	26,541	24,076	462	24,537	6.45%	97.79%	8.17%
Estimated Positive	1,275		1,275	1,020		1,020	25.00%		25.00%
Estimated Special Positive	6,878		6,878	6,878		6,878			
Total WSCH	197,231	15,262	212,494	221,269	5,843	227,112	-10.86%	161.21%	-6.44%
Unduplicated Students	25,226	992	26,218	27,525	310	27,835	-8.35%	220.00%	-5.81%
COSUMNES RIVER COLLEGE									
Weekly Census	104,112	11,160	115,272	109,390	14,584	123,975	-4.83%	-23.48%	-7.02%
Daily	12,382	436	12,818	10,713	267	10,980	15.58%	63.45%	16.75%
Estimated Positive	1,738	60	1,798	1,390	48	1,438	25.00%	25.00%	25.00%
Total WSCH	118,232	11,656	129,888	121,494	14,899	136,392	-2.68%	-21.76%	-4.77%
Unduplicated Students	13,834	590	14,424	14,390	813	15,203	-3.86%	-27.43%	-5.12%
FOLSOM LAKE COLLEGE									
Weekly Census	70,937	3,042	73,978	82,645	120	82,765	-14.17%	2425.12%	-10.62%
Daily	8,212	3	8,216	6,718	74	6,792	22.24%	-95.36%	20.96%
Estimated Positive	717		717	239		239	200.00%		200.00%
Total WSCH	79,865	3,045	82,911	89,602	194	89,796	-10.87%	1469.19%	-7.67%
Unduplicated Students	9,235	274	9,509	9,527	29	9,556	-3.07%	844.83%	-0.49%
SACRAMENTO CITY COLLEGE									
Weekly Census	134,716	3,647	138,364	154,959		154,959	-13.06%		-10.71%
Daily	27,564	1,288	28,852	24,904	270	25,173	10.68%	377.65%	14.61%
Estimated Positive	2,801		2,801	1,401		1,401	100.00%		100.00%
Total WSCH	165,081	4,936	170,017	181,263	270	181,533	-8.93%	1730.05%	-6.34%
Unduplicated Students	19,211	306	19,517	21,206	1	21,207	-9.41%		-7.97%
DISTRICT TOTAL									
Weekly Census	473,215	32,199	505,414	536,289	20,086	556,375	-11.76%	60.30%	-9.16%
Daily	73,786	2,641	76,427	66,411	1,072	67,482	11.11%	146.40%	13.25%
Estimated Positive	6,531	60	6,590	4,050	48	4,098	61.26%	25.00%	60.84%
Estimated Special Positive	6,878		6,878	6,878		6,878			
Total WSCH	560,410	34,899	595,309	613,628	21,206	634,833	-8.67%	64.58%	-6.23%
Unduplicated Students	67,506	2,162	69,668	72,648	1,153	73,801	-7.08%	87.51%	-5.60%

Notes:

ARC Unduplicated Student Headcount has been adjusted for both terms to reflect actual Fall 2020 SRPSTC headcount of 798 for Day and 54 for Evening

ARC Unduplicated Student Headcount has been increased for both terms to reflect actual Fall 2020 Apprenticeship headcount of 1,946 for Day.

SCC Unduplicated Student Headcount has been changed for both terms to reflect actual Fall 2020 UCD headcount of 847 for Day and 0 for Evening.

Fall 2020 Positive WSCH is finalized; data is as of 7/15/2021 Annual.

ARC Apprenticeship WSCH for both terms is Fall 2020 data.

LOS RIOS COMMUNITY COLLEGE DISTRICT

DAILY ENROLLMENT REPORT

Thursday, August 26, 2021

Fall 2021

Fall 2020

Week 1
8/26/21

Thursday

Week 1
8/27/20

Thursday

	Fall 2021		Fall 2020		Percent Increase (Decrease)	
	WSCH	Sections	WSCH	Sections	WSCH	Sections
AMERICAN RIVER COLLEGE						
Weekly Census						
On-ground	13,176	285	123,844	1,156	-89.36%	-75.35%
On-line & Hybrid	164,624	1,509	70,833	719	132.41%	109.87%
Daily						
On-ground	1,372	48	6,606	442	-79.23%	-89.14%
On-line & Hybrid	25,169	692	17,931	392	40.37%	76.53%
COSUMNES RIVER COLLEGE						
Weekly Census						
On-ground	8,933	113	93,387	689	-90.43%	-83.60%
On-line & Hybrid	106,339	862	30,588	253	247.65%	240.71%
Daily						
On-ground	2,196	55	4,989	94	-55.98%	-41.49%
On-line & Hybrid	10,622	156	5,991	78	77.32%	100.00%
FOLSOM LAKE COLLEGE						
Weekly Census						
On-ground	5,190	74	53,894	420	-90.37%	-82.38%
On-line & Hybrid	68,789	638	28,872	284	138.26%	124.65%
Daily						
On-ground	638	9	1,628	40	-60.78%	-77.50%
On-line & Hybrid	7,577	118	5,164	78	46.72%	51.28%
SACRAMENTO CITY COLLEGE						
Weekly Census						
On-ground	14,540	139	100,844	925	-85.58%	-84.97%
On-line & Hybrid	123,824	1,143	54,114	463	128.82%	146.87%
Daily						
On-ground	3,491	39	8,964	171	-61.05%	-77.19%
On-line & Hybrid	25,361	317	16,209	174	56.46%	82.18%
DISTRICT TOTAL						
Weekly Census						
On-ground	41,839	611	371,969	3,190	-88.75%	-80.85%
On-line & Hybrid	463,575	4,152	184,406	1,719	151.39%	141.54%
Total Weekly Census	505,414	4,763	556,375	4,909	-9.16%	-2.97%
Daily						
On-ground	7,698	151	22,187	747	-65.31%	-79.79%
On-line & Hybrid	68,729	1,283	45,295	722	51.74%	77.70%
Total Daily	76,427	1,434	67,482	1,469	13.25%	-2.38%

LOS RIOS COMMUNITY COLLEGE DISTRICT
DISTRICT COMMITTEE/WORKGROUP MEMBERSHIPS

2021-2022

ACADEMIC CALENDAR COMMITTEE

Purpose: *Develop the academic calendar, maintaining the statutory number of days during the regular academic year with a summer session calendar included (Regulation 7123).*

Reporting structure: *Recommends to the Chancellor. The Chancellor will submit the calendar to the Board in sufficient time to allow representatives of management and of the bargaining units to meet on the calendar according to the labor contracts before January 15.*

Terms of office: *Appointed each year except those appointed by virtue of office.*

Membership: *Not stipulated in regulations. The usual membership is shown below.*

Meeting Schedule: *Fall/Spring (if needed).*

Membership	Site	Representative
Vice Chancellor, Education & Technology	DO	Jamey Nye (Chair)
One (1) faculty from each college and the District Academic Senate	ARC CRC FLC SCC DAS	C.R. Messer Cheri Fortin David Lacy Troy Myers Julie Oliver
One (1) Admissions and Records Dean from each college	ARC CRC FLC SCC	Parrish Geary Richard Andrews / Chris Raines Christine Wurzer Kim Goff
Vice Chancellor of Finance or designee	DO	Mario Rodriguez
One (1) Vice President of Instruction	Rotates	
One (1) Vice President of Student Services	Rotates	
One (1) Information Technology	DO	Jana Perry
One (1) Human Resources	DO	
One (1) LRCFT President or designee	LRCFT	Iris Diamond
One (1) student from each college selected by the Student Advisory Committee	ARC CRC FLC SCC	
Proposed Meeting Date: usually one meeting in October		

CHANCELLOR'S CABINET

Purpose: Pursuant to provisions in the collective bargaining agreement with LRCFT, the Chancellor's Cabinet will function as the Los Rios Community College District participatory governance group and may take up issues of District-level significance which are not reserved by law, contract or agreement for negotiation, or which may be the responsibility of other groups.

Reporting structure: Review and provide recommendations to the Chancellor on proposed changes to District Policies and Administrative Regulations. Serve as the steering committee for District strategic planning processes. Review and provide recommendations to the Chancellor on District-related accreditation processes and documents. Discuss issues of District-level significance and interest to members.

Term of office: The appropriate appointer shall determine the length of term of his/her appointees. All appointments for the succeeding year shall be identified no later than June 30.

Membership: The composition of the Chancellor's Cabinet is defined in the collective bargaining agreement and consists of faculty, classified staff, students, and administrators, including the Chancellor.

Meeting schedule: During the regular academic year, meetings shall be scheduled monthly on the fourth Monday of the month.

Membership	Site	Representative
Chancellor	DO	Brian King (Chair)
District Academic Senate President and the Academic Senate President from each College	DAS ARC CRC FLC SCC	Julie Oliver Alisa Shubb Scott Crosier Eric Wada Lori Petite
LRCFT President	LRCFT	Jason Newman
LRCFT President from each College	ARC CRC FLC SCC	Oranit Limmaneeprasert Teresa Aldredge James Telles Belinda Lum
College Presidents	ARC CRC FLC SCC	Melanie Dixon Ed Bush Whitney Yamamura Michael Gutierrez
One (1) at-large administrator selected by LRMA	LRMA	
One (1) President from each of the following: Los Rios Classified Employees Association, the Los Rios Supervisors Association, and the Los Rios Chapter of the Service Employees International Union	LRCEA LRSA SEIU	Ed Bartholome Cindy Velez Andy LaTorre
One (1) Classified Senate representative for each College	ARC CRC FLC SCC	Kristin Farlow Tiffany Clark Andrea Fuertes Kevin Williams
Four (4) student representatives consisting of one (1) selected by each College's student body association.	ARC CRC FLC SCC	
Administrative Support Staff	Fiscal Education/Tech General Counsel Communication	Mario Rodriguez Jamey Nye Jake Knapp Gabe Ross
Proposed Meeting Dates 2021-22: Sept 27, Oct 25, Nov 22, and Dec 13		

DISTRICT BUDGET COMMITTEE

Purpose: Development and preparation of an annual budget of all Los Rios District Funds (Policy and Regulation 8122).

Reporting Structure: Recommends to the Chancellor. A tentative budget for the succeeding fiscal year shall be adopted by the Los Rios Community College District Board of Trustees on or before July 1st of each year. A public hearing and final adoption of the budget will occur prior to September 15th or as determined by Education Code requirements. The prescribed annual financial and budget report shall be filed with the State Chancellor's Office on or before September 30th of the budget year.

Terms of Office: Minimum two-year term. Membership period shall be staggered in order to have continuity among committee members each fiscal year.

Meeting Schedule: The committee shall meet on a regular basis, but not less than twice a semester.

Membership	Site	Representative
Three (3) district office and/or facilities management representatives appointed by the Chancellor	DO FM DO	Mario Rodriguez (Co-Chair) Dan McKechnie TBD
College Presidents (4) or their designees	ARC CRC FLC SCC	Koue Vang Theresa Tena Augustine Chavez Stephanie Smith
District Academic Senate President, or his/her designee	DAS	Julie Oliver
Faculty Co-chair (appointed by DAS President)	DAS	Troy Myers (SCC)
College Academic Senate Presidents (4) or their designees	ARC CRC FLC SCC	Amy Gaudard Scott Crosier Eric Wada Lori Petite
One (1) faculty member from each college appointed by college Academic Senate President	ARC CRC FLC SCC	Matthew Register Dave Andrews Jennifer Black
Classified Senate Presidents (4) or designees appointed by the Classified Senate Presidents, and one (1) a classified representative representing District Office/facilities management	ARC CRC DO/FM FLC SCC	Isolina San Juan Barbara Perrault TBD Joany Harman Taunya Wattier
One (1) representative from LRCEA, LRCFT, LRSA, SEIU, LRMA appointed by the respective organization	LRCEA LRCFT LRSA SEIU LRMA	Daniel Kwong Jason Newman Katie DeLeon Andy LaTorre Roger Davidson
One (1) student representative selected by the Student Advisory Committee		
Guests: <u>Lingling Zhang (ARC)</u>		
Proposed meeting dates Fall 2021: usually same day as Board meetings usually 3:30 via zoom. 9/8, 10/20,11/10,12/5		

DISTRICT CURRICULUM COORDINATING COMMITTEE (DCCC)

Purpose: To provide recommendations to the Board of Trustees and/or its representative on District-wide curriculum matters (Regulation 3412).

Reporting Structure: Recommends to the District Academic Senate.

Terms of Office: The Chair serves two academic years (6/1-5/31). Rotation by college*.

Meeting Schedule: Fourth Friday of the month (August through May)

Membership	Site	Representatives
Three (3) faculty members from each College recommended for appointment by the College Academic Senate President and appointed by the District Academic Senate President	ARC CRC FLC SCC	Roxanne Morgan, Joe Rust, Al Ahmadi Kris Hubbard; Brian Noel Suha AlJuboorri, Andrea Hicks, Danny Siegfried Renee Medina
One (1) District Academic Senate representative appointed by the District Academic Senate President	DAS	Kandace Knudson
Vice President of Instruction or designee from each College	ARC CRC FLC SCC	Frank Kobayashi (<i>Alternate: Kate Jaques</i>) Robert Montanez (<i>Alternate: Kim Harrell</i>) Carlos Lopez (<i>Alternate: Vicky Maryatt</i>) Albert Garcia (<i>Alternate: Robin Ikegami</i>)
Deputy Chancellor or designee who serves as Administrative Liaison Officer	DO	Jamey Nye (Administrative Liaison)/Torence Powell
One (1) student representative from each college selected by the Student Advisory Committee	ARC CRC FLC SCC	TBD
One (1) Articulation Officer appointed by the District Academic Senate President	DAS	Juan Esty
Chair, a non-voting faculty member determined by the rotation noted in 1.2.4 (Regulation 3412)	Rotates	Rose Giordano*
Next in line to chair DCCC	Rotates	TBD
Other Resources (not voting members) – Dennis Holden, Phil Smith		
Proposed Meeting Dates 2021-22: Aug 27, Sept 24, Oct 22, Dec 3; Jan 28, Feb 25, Mar 25, Apr 22		

*DAS Chair Rotation

ARC 2014-2016
CRC 2016-2018
FLC 2020-2022
SCC 2018-2020

Curriculum Chairs

ARC Roxanne Morgan (2021-22)
CRC Brian Noel (2021-22)
FLC Rose Giordano (2021-22)
SCC Renee Medina (2021-22)
DAS Rose Giordano (2021-22)

DISTRICT GRADUATION COMPETENCY COMMITTEES

Purpose: Review competencies in math, reading, and writing (Regulation 3412). The competency standards are set forth in Regulation 7241.

Reporting Structure: Recommends to the DCCC. The DCCC shall designate a faculty chair to preside over a committee for mathematics, reading, and writing competency. The initial selection of the chair shall be by random selection and shall rotate every two years to the next college in alphabetical order. The DCCC shall keep the official record of each of the faculty chairs.

Terms of Office: These appointments will be forwarded to the District Academic Senate president who will forward all faculty appointments to the appropriate committee chair. (The faculty chair position will rotate from college to college alphabetically every two years as noted below)

Meeting Schedule: Once per semester or on an interim basis as needed.

Membership	Site	Math	Writing
One (1) dean or an appropriate administrator from each college (subject area)	ARC CRC FLC SCC	Adam Windham Banafsheh Amini Greg McCormac Angie Lambert	Doug Herndon Alex Casareno Francis Fletcher Marci Selva
One (1) subject matter faculty member from each college, selected by the Academic Senate President	ARC CRC FLC SCC	Sandro Fusco Ron Breitenbach (Chair) LeLe Schritter Halsey Boyd	Janay Lovering Heather Hutcheson (Chair) Nicole Griffin Maureen Dana
One (1) related subject matter faculty member from each college, selected by the Academic Senate President	ARC CRC FLC SCC	Bill Simpson Efrain Lopez Joy Fuson	Roxanne Morgan James Wilson Tracy Rauschkolb Duane Leonard
One (1) counselor from the college of the Chair selected by the college Academic Senate President	Rotates	Ray Mapeso	Alex Kagan (CRC)
One (1) faculty member from each college representing assessment interests; these members are non-voting	ARC CRC FLC SCC	Jorge Baca Inna Tikhanov Leonela Lepe	Norman Hom Inna Tikhonov Leonela Lepe
Students (non voting)			

Chair Rotation:

Math: CRC 2020-2022; FLC 2022-24; SCC 2024-26; ARC 2018-20

Writing: CRC 2020-22; FLC 2022-24; SCC 2024-26; ARC 2018-20

DISTRICT EQUITY AND STUDENT SUCCESS COMMITTEE (DESSC)
(Previously District Matriculation and Student Success Committee – pending Board approval)

Purpose: To provide recommendations to the District Academic Senate and advise the Board of Trustees or its representatives on matters affecting District-wide issues of equity in our educational system, including initiatives and legislation, and those of student support services and technologies designed to onboard students and move them through to completion. (Regulation 3412).

Reporting Structure: Recommends to the District Academic Senate

Terms of Office: All appointments are for two-year terms; all members are voting members, except the Chair who will vote in the event of a tie. The DESSC chair is a faculty member appointed by the District Academic Senate President to serve a two-year term following the academic calendar. The DESSC Chair must have served as a college committee chair in order to serve as DESSC Chair. The Chair shall serve for two academic years from June 1 through May 31 in a rotating basis by college as follows: SCC, FLC, CRC, and ARC. The faculty chair is the representative of the District Academic Senate and may serve as a liaison, member, or chair of the local college matriculation committee.

Meeting Schedule: 3rd Monday (August through May)

Membership	Site	Representatives
Chair appointed by the District Academic Senate President	DAS	Bernadette Anayah (FLC) 2020-2022
One (1) <u>faculty</u> member from each college who are involved in equity efforts (examples: equity coordinator, disproportionate impact workgroup, student equity committee chair), and/or core matriculation services, and/or serving on a workgroup designed to facilitate academic goal completion, appointed by the District Academic Senate President.	ARC CRC FLC SCC	Neue Leung Ea Edwards Victoire Chochezi
One (1) <u>counseling faculty</u> member from each college appointed by the District Academic Senate President.	ARC CRC FLC SCC	Tera Diggs-Reynolds Michael Chappell Inna Tikhanov
One (1) <u>classified</u> member from each college who are involved in equity efforts (examples: equity coordinator, disproportionate impact workgroup, student equity committee chair), and/or core matriculation services, and/or serving on a workgroup designed to facilitate academic goal completion, appointed by the appropriate district governance group's president	ARC CRC FLC SCC	Andrea Fuentes
Associate Vice Chancellor of Educational Services, or designee, who serves as the Administrative Liaison Officer.		BJ Snowden (I)
One (1) student representative from each College, appointed by the Associated Student Government. Up to two (2) additional students from each college to serve as designees of the appointed student representative.	ARC CRC FLC SCC	
Two (2) Vice Presidents of Student Services, or designees, to serve on a two-year term on a rotational basis: as follows: CRC & ARC, SCC & FLC.	ARC CRC	Jeffrey Stephenson Yolanda Garcia
Proposed Meeting Dates 2021-2022: Aug 23, Sept 20, Oct 18, Nov 15, Jan 24, Feb 14, Mar 21, Apr 18		

DISTRICT EDUCATIONAL TECHNOLOGY COMMITTEE

Purpose: To discuss and make recommendations on district-wide issues and initiatives related to educational technology, broadly defined as classroom, laboratory or faculty computing; classroom multi-media, and distance education (Regulation 3412).

Reporting Structure: Recommends to District Academic Senate on academic and professional matters and to the Chancellor on all other matters. Committee members are responsible for providing regular committee updates to their constituency groups and to soliciting input for use by the Educational Technology Committee as requested by the committee co-chairs. The co-chairs will post electronic committee notes or minutes on a regular basis.

Terms of Office: Most membership has been stable and has not been appointed annually.

Meeting Schedule: Once a month; 4th Thursday (September through May)

Membership	Site	Representatives
Vice Chancellor Education & Technology is appointed by the Chancellor and serves as committee co-chair	DO	Jamey Nye(Co-Chair)
One (1) District Academic Senate representative appointed by the District Academic Senate President and serves as committee co-chair	DAS	Jena Trench (CRC)
Twelve (12) at-large faculty members, three (3) from each college, appointed by the District Academic Senate President	ARC CRC FLC SCC	Alice Dieli, Sharleen McCarrol Markus Geissler, Lance Parks, Jennifer Kraemer, Angela Prelip, Christa Oberth Sheley Little, PJ Harris, Patrick Crandley
Four (4) instructional development/distance education coordinators, one (1) from each college appointed by the District Academic Senate President	ARC CRC FLC SCC	Pamela Bimbi Gregory Beyrer Morgan Murphy Brian Pogue (K.Knudson-alt)
Four (4) college administrators, one (1) from each college, appointed by the college President	ARC CRC FLC SCC	Kale Braden Stephen McGloughlin Matt Wright Kirk Sosa
One (1) Librarian, appointed by the Colleges in two year rotation cycle (ARC, CRC, FLC, SCC); and	Rotates	Kate Williamson
Two (2) District IT representatives, appointed by the Vice Chancellor of Education and Technology	DO	Tamara Armstrong; Manveer Bola
One (1) representative appointed by the Los Rios College Federation of Teachers	LRCFT	Tak Auyeung
Other non-voting Guests		Torence Powell; Julie Oliver, Nancy Wooley Students:
Proposed Meeting Dates 2021-2022: Sept 23, Oct 28, Nov 18; Jan 27, Feb 24, Mar 24, Apr 28		

INTERNATIONAL EDUCATION COMMITTEE

Purpose: To discuss and make recommendation on district-wide issues and initiatives related to international education, broadly defined as international students attending Los Rios Colleges, student Study Abroad programs, faculty study abroad and exchange opportunities, and strategies to enhance global studies programs and activities (Regulation 3412).

Reporting Structure: Recommends to District Academic Senate on academic and professional matters and to the Chancellor on all others matters. Committee members are responsible for providing regular committee updates to their constituency groups and soliciting input for use by the International Educational Committee as requested by the committee co-chairs. The co-chairs will post electronic committee notes or minutes on a regular basis.

Terms of Office: Most membership has been stable and has not been appointed annually.

Meeting Schedule: 2nd Thursday (every other month October through May)

Membership	Site	Representatives
Vice Chancellor of Education & Technology or designee appointed by the Chancellor and serves as committee co-chair	DO	Jamey Nye/Torence Powell (Co-chair)
One (1) District Academic Senate representative appointed by the District Academic Senate President to serve as a committee co-chair	DAS	Alex Kagan (Co-Chair)
Eight (8) faculty members, two (2) from each college recommended by the college Academic Senate President	ARC CRC FLC SCC	Kamau Kinuthia, Marcia McCormick Gabriel Torres, Kerstin Feindert Richard Mowrer Riad Bahhur
Two (2) classified staff members recommended for appointment by college Classified Senate President	Rotates	
Four (4) college administrators, one (1) from each college, appointed by the college President	ARC CRC FLC SCC	Kale Braden TBD Brian Robinson Dennis Lee
One (1) college administrator, who serves as the district-wide Study Abroad Coordinator	Rotates	TBA
Resource	EWC	TBD
Students (non voting):		
Proposed Meeting Dates 2021-22: Sept 9, Nov 10		

District Accreditation Coordinating Committee (DACC)

Purpose:

Meeting Pattern: 4th Wednesdays August through April.

Membership	Site	Representative
Vice Chancellor Education & Technology is appointed by the Chancellor and serves as committee chair	DO	Jamey Nye (Co-Chair)
College ALOs	ARC CRC FLC SCC	Adam Karp Kim Harrell Monica Pactol Gayle Pitman
District Academic Senate	DAS	Julie Oliver (CRC) (Co-Chair)
College Administration Representative	ARC CRC FLC SCC	Frank Kobayashi Robert Montanez Francis Fletcher Albert Garcia/Patti Leonard
Faculty Representative	ARC CRC FLC SCC	Bill Simpson Emily Bond Bernadette Anayah Carl Sjovold
Classified Representative	ARC CRC FLC SCC	TBD Lindsey Campbell
	DO Guest	Betty Glycer-Culver; Steven McDowell Dyan Pease (SCC)
Proposed Meeting Dates 2021-22: Aug 25, Sept 22, Oct 27, Nov 24; Jan 26, Feb 23, Mar 23, Apr 27		

Degree Planner Task Force

Membership	Site	Representative
Project Leads/Executive Sponsors	DO ARC CRC FLC SCC	Torence Powell Jeff Stephenson/Frank Kobayashi Tyler Rollins/Claire Oliveros Greg McCormac/Monica Pactol Robin Ikegami/Albert Garcia
Faculty Leads/GP Faculty	ARC CRC FLC SCC	Lisa Roberts-Law, Bill Simpson Anna Davtian; Rochelle Perez Amber Longhitano Diane Belair
A & R Staff	ARC CRC FLC SCC	April Martinez Michael Kearney; Denize Figueroa; Richard Andrews Renee Hyder; Rochelle Franco; Christine Wurzer Ruzanna Zakaryan; Kim Goff; America Rust
Other Connections & ISA	ARC CRC FLC SCC	Kale Braden; Kevyn Montano Yolanda Garcia; Tadael Emiru; Ray Mapeso; Vicky Vang James Cosentino; Jeff Lewis; Afshan Habib Crystal Thornton
District Office Resources	DO Others	IT: Tamara Armstrong, Kevin Wong, Jana Perry, Delane Swank, Pratiksha Thakor; VPSS – BJ Snowden; VCF - Mario Rodriguez; Anita Singh (Fiscal); Research: Betty Glycer-Culver; Steve McDowell Susan Rankin (ARC)
Students: Amarjit Singh		

AB705 Implementation Support & Coordination Team

Purpose: implement AB705 as directed by the Faculty Discipline Groups

Meeting Pattern: usually 2nd Tuesdays from 3:00-4:30pm

Membership	Site	Representative
Co-chairs	DO DAS	Jamey Nye Julie Oliver
Faculty from each college	English Math ESL Counseling DCCC	ARC Janay Lovering; CRC Emmanuel Sigauke FLC Lisa Sapra; SCC Carrie Marks ARC Michelle Brock; CRC vacant FLC vacant; SCC Jonathan Segal ARC Ally Joye; CRC Rhonda Farley FLC Bernadette Anayah; SCC vacant ARC VACANT; CRC Alex Kagan FLC Kou Yang; SCC Jamil Malik Rose Giordano (FLC)
Research Office		Kathy Wilson (CRC); Emelia Michaels-Ratliff (FLC); Betty Glycer-Culver (DO); Yuj Shimizu (ARC); Lan Tran (SCC)
Assessment		Renee Hyder (FLC); Clarissa Correa (CRC); Kim Goff (SCC); Miguel Molina (SCC)
District Office Resources	AVCI DOIT ES/SS Guests	Torence Powell Tamara Armstrong/Kevin Wong BJ Snowden Phil Smith, Melissa Diaz
Meeting dates 2021-22: will meet as needed		

Los Rios Colleges Online Coordinating Council

Executive Sponsorship

College Presidents	ARC	Melanie Dixon
	CRC	Ed Bush
	FLC	Whitney Yamamura
	SCC	Michael Gutierrez
Academic Senate Leadership	ARC	Alisa Shubb
	CRC	Scott Crosier
	FLC	Eric Wada
	SCC	Lori Petite
	DAS	Julie Oliver

Work Groups

Professional Development

Faculty	
Jessica Nelson	ARC faculty
Greg Beyrer	CRC Interim DE Coordinator
Eric Wada	FLC faculty, DCCC Chair
Jennifer Borenstein	SCC faculty
Administrators	
Albert Garcia	SCC VPI
Kale Braden	ARC AVPI
Co-Chair Rep	
Dyan Pease	SCC faculty, LRCOCC Co-Chair

Training & Professional Growth

Faculty	
	ARC vacant
Greg Beyrer	CRC faculty
Morgan Murphy	FLC
Kandace Knudson	SCC faculty, Accessibility Workgroup Co-Chair
Theresa Aldredge	Faculty Rep from LRCFT
Administrators	
Matt Wright	FLC Dean: Kinesiology, Health, and Athletics
Co-Chair Rep	
Torence Powell	DO, LRCOCC Co-Chair

Support

Araceli Badilla	ARC	
Aselia Melo	CRC	
Amy Brinkley	FLC	Mike Tavares
Kandace Knudson	SCC	

Los Rios CCD Ethnic Studies Faculty Council

Membership

- One from each college ethnic studies faculty or faculty who meet min quals/equivalency requirements (4)-one will act as chair
- One from each college related discipline faculty (4)
- One AO representative (1)

Los Rios CCD Ethnic Studies Faculty Council	
	Appointments 2021-2022
One from each college ethnic studies faculty or faculty who meet min quals/equivalency requirements (4)-one will act as chair	
ARC	Ricardo Caton
CRC	Nym George
FLC	Tami Cheshire (co-chair)*
SCC	Keith Heningbuurg (co-chair)
One from each college related discipline faculty (4)	
ARC	Neue Leung
CRC	Alex Peshkoff
FLC	Victoire Chochezi*
SCC	Surangi Frazier
One AO representative (1)	Juana Esty (CRC)
One Curriculum Chair	Renee Medina (SCC)

Sample Syllabi Language

This class is currently scheduled to be taught on campus with COVID safety protocols in place. However, if the COVID situation worsens and the class cannot continue safely on-ground with more restrictive safety protocols, this class may be converted to online. In order to stay in the class students must comply with all COVID safety protocols including proper mask wearing. Students need to provide verified proof of their first vaccination dose via e-services on or before October 1, 2021 OR have an Los Rios approved waiver on file. Non compliance with protocols may result in being removed from the course and thereby not receiving credit. Please see ARC Planning a Safe Return for details.

Sample Email to Students Prior to beginning of semester

Dear Student, we are excited to be able to offer (name of course) in person for Fall 2021. This class is currently scheduled to be taught on campus with COVID safety protocols in place. However, if the COVID situation worsens and the class cannot continue safely on-ground with more restrictive safety protocols, this class may be converted to online. In order to stay in the class students must comply with all COVID safety protocols including proper mask wearing. Students need to provide verified proof of their first vaccination dose via e-services by October 1, 2021. Non compliance with protocols may result in being removed from the course and thereby not receiving credit. [Click here](#) more information on FREE vaccinations. Please see ARC Planning a Safe Return for details. Looking forward to seeing you, (Your name)

Fall 2021 On Ground Classroom Management Guidance:

Not wearing a mask/properly	Student Requests Medical or Religious Exemptions for Mask Wearing	Student Tests Positive for COVID-19 (Exposed and/or has symptoms)
* Remind student of rule. Refer to signage (and syllabus if applicable).	Medical: COVID Vaccine Requirements	* Tell student to not attend class until contacted by the College
* Remind student of consequences of not following the rule	Religious: COVID Vaccine Requirements	* Send your Area Dean: name of student, SID#, name and location of course, and any information you have. Personal email addresses and names of students within a 6' area are very helpful
* Ask student to leave until they can comply with rule.		* Area Dean will fill out Appendix C form, submit to ARC-COVID@arc.losrios.edu
* If they leave follow up with Sample Email: This email is a follow-up to your removal from (class number) today (insert date) for failure to comply with the masking requirements of LRCCD (proper link). As has been communicated previously, failure to comply with health/safety protocols may result in students being removed from the course. In order to stay in the class students must comply with all COVID safety protocols including proper mask wearing. If you can comply with the requirements you are more than welcome to return to class on (DATE). As an alternative please know that LRCCD does offer numerous online classes which may be a better option at this time.		* Area Dean will give directions and follow up with next steps
* If they do not leave after 5 minutes contact Contact College Admin at 916-484-8465 for assistance.		
* A College Admin will come to your class for assistance		
* If situation escalates Contact Campus Police at 916-568-2221		

ARC On Ground Instruction Q&A as of 8.20.21		Links
	Answer	LRCCD Reopening Link
Is mask wearing required?	All students and employees are required to wear masks when on campus.	ARC Reopening Link
Will vaccinations be required?	All employees and on ground students are required to show proof of first vaccination by October 1. DO is in the process of developing an implementation plan.	
Will temperature checks be required?	No	
Will classified employees have Flexible Work Schedules?	Yes, for Fall: See your Dean	
Can I access my office?	Yes, beginning August 7	
What about office/classroom keys?	Contact your Area Dean Office about how to acquire keys	
What is the classroom cleaning schedule?	Classrooms will be sanitized/disinfected twice daily. Custodians will utilize misters that contain green disinfecting properties to quickly and effectively sanitize the space. This process will take approximately 10 minutes for application and drying time, so it is imperative that instructors encourage students to exit the classroom promptly after instruction is complete. Disinfectant supplies and materials will be provided in each classroom where there is on-ground instruction so employees can sanitize/disinfect any personalized equipment, shared object or work surface as necessary. Each classroom in-use will be sanitized/disinfected at the end of each day.	
What is the office cleaning schedule?	See ARC Reopening Link	
What is the protocol for onground faculty/staff/students test positive?	Contact your Area Dean. Your Dean will notify District Health and Wellness. You will be contacted for further direction.	
Are faculty expected to take "official" attendance?	No	
Do I need a new parking pass?	Not for Fall 2021. Existing parking pass extended through Fall 2021	
Any guidelines for in person group work?	Faculty purview	
Will computer labs be open?	Limited computer lab access will be available in the LRC.	
Will students have access to print?	Printing on campus is still very limited but we will expand printing opportunities as conditions improve.	
Will our ARC Print shop be open?	Yes, Hours TBD	
Will more on ground classes be added?	Possibly based on student demand and COVID standards	
Will there be more classes for adjuncts?	See above	
Can I trade an online class for an onground class?	Not at this time	
Will there be any way to verify if students have been vaccinated so that we know who should be wearing a mask?	All students and employees are required to wear masks when on campus. DO is in the process of implementing proof of vaccination by October 1.	
How will local admin and/or district publicize the mask mandate for all students and employees?	Social media, college/district website/ signage across campus	
What do faculty or employees do if students refuse to wear a mask?	The same as if a student violates other college rules. The District Code of Conduct Policy is being updated to include this as a violation.	
Regarding masking, do faculty need to include a syllabus statement or is College Policy and advertising sufficient?	Syllabi statement is not required. However, an example statement is encouraged.	
What PPE will be available? Will it be kept in the class, workrooms or dean's offices?	Masks, hand sanitizer, and wipes are available and stocked daily in each classroom and in common work areas	
If faculty does not see the PPE needed, who do they request the PPE from?	Contact Campus Operations	
What happens between August 21 and October 1 since the vaccination mandate appears to leave a gap between semester start for in person classes and vaccination requirements?	All students and employees are required to wear masks when on campus.	
Are in person classes online until October 1?	In person classes will proceed as scheduled. Contact your Dean if you have questions.	
What happens if a student has not been vaccinated by the October 1 deadline, do we drop them from class?	DO is in the process of developing policies and an implementation plan, including potential consequences for non-compliance. Expect more details in the next 2 weeks.	
Can I have N95 masks provided by the college?	Yes. Contact Campus Operations	

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HOW TO WEAR YOUR MASK PROPERLY



Don't wear your mask below your nose.



Don't wear your mask loosely and allow gaps.



Don't wear your mask on the tip of your nose.

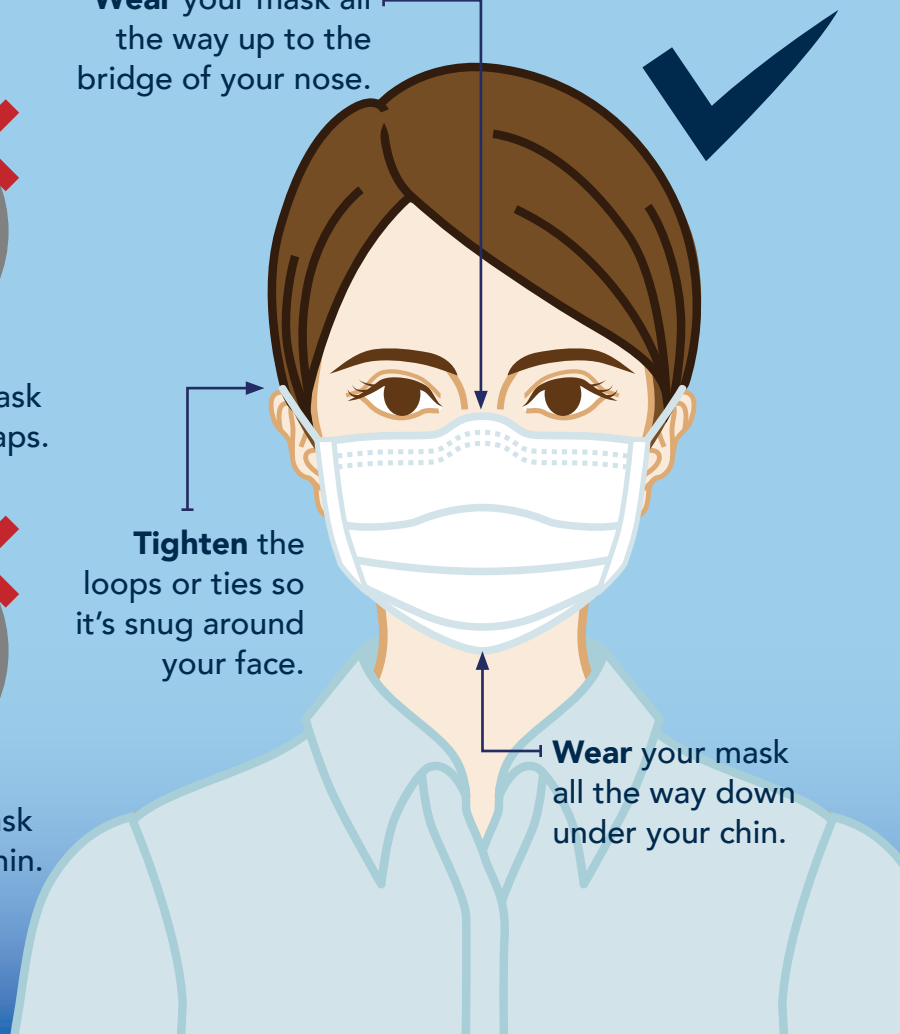


Don't pull your mask down under your chin.

Wear your mask all the way up to the bridge of your nose.

Tighten the loops or ties so it's snug around your face.

Wear your mask all the way down under your chin.



Other Helpful Tips:

- If using a disposable mask, discard it after one use.
- Wash and dry cloth masks daily.
- Make sure to clean hands before and after handling your mask.