

CHANCELLOR'S CABINET MEETING

Agenda

Monday, March 27, 2023

3:00pm

District Office Board Room

1. Call to Order	Brian King
2. Finalize Agenda & Minutes of Meetings* a. December 12, 2022	Brian King
3. Amendment to Regulation 9211 - Salary Schedule Development*	Jake Knapp
4. Upcoming Campus Climate and Public Safety Reforms*	Jake Knapp
5. Regulation 2222 - Excessive Absences*	Jake Knapp
6. Other Proposed Regulatory Amendments Currently Under Review	Jake Knapp
7. Adjournment	Brian King

**Attachment*

CHANCELLOR'S CABINET MEETING
Minutes
Monday, December 12, 2022
3:00pm

1. CALL TO ORDER

Chancellor King called the Zoom meeting to order at 3:05pm.

2. FINALIZE AGENDA & MINUTES OF MEETINGS

The December 12, 2022 meeting agenda and the November 28, 2022 minutes were approved.

3. PROPOSED REVISIONS TO R-2212: SPECIAL ADMIT STUDENTS AND DUAL ENROLLMENT

Deputy Chancellor Nye and General Counsel Knapp thanked LRCFT and the Academic Senate for their thorough review of the proposed revisions to regulation R-2212 *Special Admit Students and Dual Enrollment* since the last Chancellor's Cabinet meeting. The proposed revisions have now been thoroughly vetted through all constituent groups, and there were no additional questions from members of Cabinet. The regulation is now approved by consensus and will be effective immediately.

4. ADJOURNMENT

Chancellor King adjourned the meeting at 3:30pm.

1.0 Base Salary

- 1.1 The management/confidential employees' salary schedules shall be reviewed periodically and revised in parallel with other salary settlements upon the recommendation of the Chancellor and at the discretion of the Los Rios Community College District Board of Trustees.

2.0 Salary Schedules

- 2.1 Every management employee will be given the appropriate up-to-date salary schedules. Master salary schedules will be kept in the Office of Human Resources.

- 2.2 Longevity increments will be awarded as follows:

(a) Management

After ten (10) years of full-time service	4% Increase
After fifteen (15) years of full-time service	4% Increase
After twenty (20) years of full-time service	2% Increase

(b) Confidential

After ten (10) years of full-time service	4% Increase
After fifteen (15) years of full-time service	4% Increase
After twenty (20) years of full-time service	2% Increase
After twenty-five (25) years of full-time service	2% Increase

- 2.3 Eligibility for Longevity Across Units - In Accordance with Section 3540.1 of the Government Code, employees of the Los Rios Community College District are categorized into the following units: White Collar; Blue Collar; Supervisor; Management/Confidential; and Faculty. Each unit is represented within the parameters of the law either by an exclusive representative or by an association.

- 2.3.1 The District provides a longevity service increment to such unit members at ten, fifteen, twenty, and/or twenty-five years of service with the District, or a combination of service increments in accordance with approved agreements. For represented employees, eligibility for the longevity service increment is defined in each of the collective bargaining

agreements with Los Rios Community College District. For management/confidential employees, the eligibility requirement is prescribed in Section 2.2.

2.3.2 If a management/confidential employee transfers from another employee unit within the district, cumulative years of regular paid service credit which were earned by the employee at this district under another unit or collective bargaining contract are retained and shall be combined with other qualifying service years to determine overall eligibility for longevity service credit as a manager or confidential employee.

2.3.3 When a management employee at the level of Associate Vice Chancellor (Range A), Vice Chancellor/College President/Chief Contract Manager (Range B) or Deputy Chancellor/Executive Vice Chancellor (Range C) is hired to the District, Human Resources will consider equivalent full-time service outside of the District in determining eligibility for longevity service increment credit. Service in the following classifications at another employer, or service in classifications with substantially similar duties or responsibilities, count toward all longevity service thresholds: Chancellor, Deputy Chancellor, Executive Vice Chancellor, Vice Chancellor, College President, Chief Contract Manager, Associate Vice Chancellor, or General Counsel.

2.3.2

3.0 Salary Placement Upon Promotion

- 3.1 When a management employee is promoted to a position which is allocated to a higher salary range, the individual will be placed on the new range at a level which provides a salary increase of 4% above present placement. Under extenuating circumstances, the Chancellor may authorize a higher step.
- 3.2 If the management employee being reassigned is eligible at the time of reassignment for a service increment, such increment will be granted on the old range before computing the placement change as prescribed in Section 3.1.
- 3.3 When an employee who is receiving a longevity increment is promoted to a higher-paid position, the new step placement will be computed as follows:
 - a) The employee's current salary range/step before promotion without benefit of longevity will be identified;
 - b) The appropriate step on the range assigned to the new position on the applied salary schedule will be determined based on the method described in Sections 3.1 and 3.2 using the salary step and range identified in Section 3.3(a) without longevity;

- c) Additional longevity steps or percentage increments as they apply will then be granted on the new salary range in accordance with the employee's eligibility for longevity benefits.

4.0 Annual Step Movement

4.1 A management employee will advance to the next higher step on the salary range assigned to his/her position classification until the top step of the range is reached on either July 1 or January 1, providing the following conditions are met:

4.1.1 The employee must have served 75% of the required working days; i.e., 195 working days including holidays, paid sick leave, vacation, and other paid absences or leaves.

4.1.2 Employee's report of performance evaluation must show a rating of "Competent" or "Satisfactory" or better.

LRCCD

Adm. Regulation Adopted: 2/21/78

Adm. Regulation Revised: 6/13/79; 6/20/79; 2/18/81; 6/16/82; 12/9/83; 8/8/84; 10/21/87;
4/6/88; 7/1/88; 9/1/88; 9/25/90; 9/13/94; 10/26/98; 4/24/00;
3/28/05; 9/23/13; 10/23/17

Adm. Regulation Reviewed: 10/23/17

Board Policy:

P-9211

Draft 37/22+4/2023+



February 01, 2023

ESS 23-02 | Via Email

TO: Chief Executive Officers
Chief Business Officers
Chief Instructional Officers
Chief Student Services Officers
Academic Senate for the California
Community Colleges

FROM: Marty Alvarado

Executive Vice Chancellor, Equitable
Student Learning, Experience, and
Impact

RE: Campus Climate and Public Safety Reform

The purpose of this memorandum is to update you on the development of strategies to implement the Board of Governors's Campus Climate and Public Safety regulations. The regulations were passed in response to the salient acts of racial injustice experienced by communities spanning the country, and align with the following Vision for Success Goals:

- Vision for Success Goal #5 – Reduce Equity Gaps, and
- Visions for Success Goal #6 – Reduce Regional Achievement Gaps.

1. Campus Climate / Campus Safety Workgroup

With the finalization of the recommendations from the Chancellor's Reimagining Campus Policing Taskforce (Taskforce) and adoption of regulations by the Board of Governors, the Chancellor's Office will now establish the Campus Climate / Campus Safety Implementation Workgroup (Workgroup). The Workgroup will support campus level implementation efforts by communicating, coordinating, and collaborating with statewide associations and outside experts to develop and evaluate implementation strategies and support a culture of continuous improvement.

2. Implementation Expectations

California community college districts and campuses are expected to review the published [regulations](#) and [recommendations](#) and update their local authority policies and procedures as needed to address regulatory changes within 180 days from the regulatory effective date of November 24, 2022. As the Workgroup completes stages of the implementation strategies the Chancellor's Office will capture the guidance in a living resource and share it to the system. Community college districts and campuses are encouraged to be informed on updates to the guidance resource and to proactively incorporate locally appropriate versions of the strategies into their local policies and procedures. Implementation of the regulations should begin now, but districts and campuses may work in alignment to the published strategies as they are made available. The first stage of the resource is expected to be made available

Title 5 Emergency Withdrawal and Pass/No Pass

November 1, 2022

Summer 2023. Districts that do not demonstrate meaningful progress in the implementation of these regulations may be subject to Chancellor's Office enforcement measures.

Regulatory Requirements:

Districts will be required to submit and adhere to a plan and timetable to

1. Align policy and regulations related to on campus policing with best practices
2. Increase transparency of system and campus reporting on campus policing data and incidents to students and the public
3. Develop policy on recruitment and hiring to promote diversity among campus police
4. Develop policy for the removal of police officers found to be unsuitable for on-campus employment
5. Inform strategies for state-level support and resources that will enhance campus efforts to reform campus & community police practices and police personnel workforce reforms

3. Background

The nation has been roiled by recorded acts of police brutality which have heightened awareness of the racial injustice associated with policing. Since California community college campuses are microcosms of our communities, the California Community Colleges established an 18-member task force representing a diversity of stakeholders and campus executive leaders to review data and policies to ensure that campus safety interactions do not reflect—and perpetuate—the racialized patterns of conduct that has been experienced throughout communities spanning the country.

Over a period of 12 months, the task force reviewed California community college's campus public safety policies and practices and developed a set of 20 actionable recommendations for the California Community Colleges that intend to build out long-term and sustainable change across the system to ensure an inclusive learning environment where public safety interactions contribute to the success of all students.

4. Resources for Institutional Support

- Statewide Implementation Strategies Resource coming Summer 2023
- [Campus Safety Regulations](#)
- [Call to Action: Reimagining Campus Policing Task Force Recommendations](#)

Questions regarding this memorandum may be directed to the Educational Services and Support inbox at edservices@cccco.edu. When emailing please place '**Campus Safety Memo Question**' in the subject line.

cc: Marty Alvarado, Executive Vice Chancellor, Equitable Student Learning, Experience & Impact
Rebecca Ruan-O'Shaughnessy, Vice Chancellor, Educational Services and Support
Sandra Sanchez, Interim Vice Chancellor, Workforce and Economic Development
Mia Keeley, Dean, Educational Services and Support
LaCandice Ochoa, Dean, Workforce and Economic Development

1.0 Nonattendance at First Class

- 1.1 Students who fail to attend the first session of a class may be dropped by the instructor.

2.0 Excessive Absence Defined

- 2.1 A student may be dropped from any class when that student's absences exceed six percent (6%) of the total hours of class time.
- 2.2 Instructors shall state in each course syllabus what constitutes excessive absence for that course.

3.0 No Shows

- 3.1 Students who have not attended at least one of the first three sessions of a class will be dropped as a no show following the third session of the class. (Ca. Code of Regs, tit. 5, § 58004)
 - 3.1.1 If a class is scheduled for only one session per week, then students who have not attended at least one of the first two sessions of a class will be dropped as a no show following the second session of the class.

LRCCD

Adm. Regulation Adopted: 11/19/80
Adm. Regulation Revised: 2/10/82; 1/24/96; 6/12/00; 9/8/08
Adm. Regulation Reviewed:
Board Policy: [P-2222](#)