Extra Service Agreement ESA eFORM



ESA – Overview

- When to use
 - To compensate a person for certain academic (instructional) assignments that are not part of their regular load, adjunct, or overload work.
 - To pay faculty for LRCFT stipends
- <u>Requirements</u>
 - Assignment requires CCCCO faculty minimum qualifications
 - Duties cannot fit into an existing LRCCD job description
 - CalSTRS creditable
- <u>Pay Rate</u>
 - Payment is hourly and rate is determined based on Class/Step placement
- ESA vs. Independent Contractor
 - Can be determined by reviewing the Los Rios "Independent Contractor vs. Employee" Guidelines (Form GS-79), located on the Purchasing webpage: <u>https://employees.losrios.edu/forms-and-services/forms/purchasing-forms-and-documents</u>

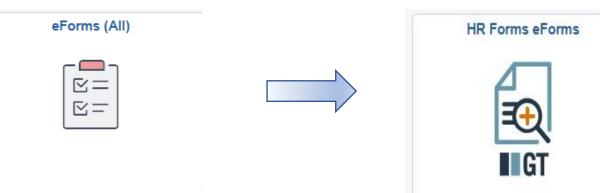


ESA – Overview

- Who Can Work on an ESA?
 - Current Los Rios Employees
 - Certificated Employees: full-time faculty, adjunct faculty, substitutes
 - Other Employees
 - ✓ External Employees: paperwork for new hires should be submitted at least two weeks prior to the start date. Original paperwork required.
- Who Cannot Work on an ESA?
 - 🛇 Permanent Classified Employees
 - 🛇 Temporary Classified Employees & Student Help
 - O Current Managers and Administrators
 - 🚫 Faculty on Leave including Type C



Employee Self Service



- Log into Employee Self Service
- When your tiles appear choose eforms (all).
- Click on HR Forms eForms in the first and second window.



Landing Page

- 🚯 Start an ESA PEX eForm
- 🚯 Start an ESA Part 2 Form

🕗 Evaluate an HR eForm

Update an HR eForm

👩 View an HR eForm

Landing Page

• You might have different options

Start	View	Evaluate	Update
Start an ESA- PEX eForm- When starting a new eform	View an HR eForm-to view a form without access to making changes or submitting.	Evaluate an HR eForm- When you need to approve an ESA	Update an HR eForm-When you need to make a change to an ESA that you haven't approved or submitted yet



Determine Assignment Type

Submit

Save

*Is this an ESA or PEX?

v

If you choose ESA for Form Type



Add an ESA Form : CCCCO Qualifications

CCCCO Qualifications

Does this ESA assignment require CCCCO Faculty Minimum Qualifications?

ESA's require Minimum Qualifications >>YES

• If you choose no the form shuts down because your contract is either a PEX, TCL or Independent contractor

*Yes/No Yes

After choosing YES • 2 options will appear Save or Next>>click NEXT

ESA eform Sections

✔ Los Rios HR eForms	• Em	ployee Information	
+ Add an ESA Form : ESA Information		Does this employee have an em	ployee ID?
Employee Information	Yes	• Yes- then you will be prompted t	• •
Does the employee have a Los Rios Employee ID?	 Asking if the person 	 No- then you will be prompted t data: Social, full name 	o enter new employee
First Name Middle Initial	has an employee ID is clearer than asking	······································	
Last Name	about their ESA history.—The AI will		
+ Add an ESA Form : ESA Information	do the checks to validate previous work and ESA history.		
Employee Information	work und ESA misiory.		
Does the employee have a Los Rios Employee ID? Yes		*Empl ID 1595190 Q	Enter ID
First Name Steven		This employee id has previous ESA.	When you enter the
Middle Initial E.		Preferred First Name	employee ID and <mark>tab</mark> out of the field, then the employee
Last Name Dunmore		Name Suffix	information will populate



No Los Rios Employee ID

Los Rios HR eForms		HR Forms		ଳ ଦ : ୧
+ Add an ESA Form : ESA Inform	nation			Form ID 101989
		Complete the sections as a	outlined	
Employee Information				
Does the employee have a Los Rios Employee ID?	No 🗸			
This will be the first ESA for the employee.				
*First Name				
Middle Initial		Preferred First Name		
*Last Name		Name Suffix	٩	
*Date of Birth		*Social Security #		
II (Enter the name as it appears on their Social	l Security Card, no nicknam	es)		
_				
Address Information				
*Street				
*City				
*State		*Postal Code		
*Email Address		*Telephone		
This employee does not have current sy	stem access to complete	their portion of this eForm.		
	-	ompleted the review of this eForm and it has been fully approved, this employee will be granted s	ystem access and sent in	formation to answer the employee questions.

Hiring Information



Required New Hire Documents

- First time ESA or PEX assignment with Los Rios
 - Brand new to Los Rios or existing Employees
 - Please locate the Forms here: <u>Hiring ESA and PEX</u>
 - The required documents are listed under the following categories:
 - First-Time ESA for Current Employee
 - First-Time ESA for Non-Employee Fingerprint Live Scan Receipt and Payroll Deduction Form. Fingerprint packet is available through the supervisor or the campus Business Office.
 - First-Time PEX for Current Employee
 - First-Time PEX for Non-Employee Fingerprint Live Scan Receipt and Payroll Deduction Form. Fingerprint packet is available through the supervisor or the campus Business Office.
 - Here is a sample of the First time ESA Documents: Download all combined First-Time ESA and Non-Employee forms



Hiring Information

Please provide an ESA number which is a maximum of 5 characters (alphabetic and/or numeric)

Select the Work Location and Division from the dropdown list. These fields must have a value before you can click on the magnify glass next to the Position Number field to choose the Position Number.

For fiscal year, please enter the 4-digit year. Example: For July 2022 - June 2023, enter 2023 into the field. You can provide Term Start and End Dates for this assignment further down on the form in one of the grid sections.

*ESA Number	
*Work Location	•
Division	•
*Position Number	۹
*Fiscal Year	0

• Please note directions above

• Easiest to tab from field to field (Enter will send you to the top of the form)

Hiring Information



Miscellaneous ESA Position#

Location	Position
ARC	78299
CRC	71490
FLC	78269
SCC	77919

ESA Positions Quick Reference

Employment Service Agreements - Academic

	Position #			
Description	ARC	CRC	FLC	SCC
Miscellaneous ESAs	00078299	00071490	00078269	00077919
Interim Educational Administrators	00077836	00080262	00077917	00077849

Employment Service Agreements - LRCFT Stipends

Description	ARC	CRC	FLC	SCC
Head Coach Stipend - High Baseball, Basketball, Football, Hockey, Soccer, Softball, Track & Field, Volleyball, Wrestling Head Coach Stipend - Low Cross Country, Golf, Swimming, Tennis, Water Polo Asstistant Coach Stipend	00078305	00077850	00080916	00078047
Performing Arts Stipend	00077873	00071491	00077844	00078306
Faculty Evaluator Stipend	00077872	00078307	00078308	00077877



Payment Information

Payment Information

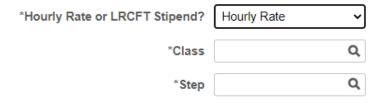
For additional payment information, please review the Salary Schedules from the Human Resources website.

*Hourly Rate or LRCFT Stipend?	~

Once you select Hourly rate, then boxes to enter the employees' class and step become visible. Once entered the rate will populate.

Payment Information

For additional payment information, please review the Salary Schedules from the Human Resources website.



```
Hourly Rate $0.00
```

Every Fiscal year a faculty ESA placement guide is distributed. If faculty is not listed contact the ESA Specialist at <u>HR-EmployeeAgreements@losrios.edu</u>



Where to find-Class/Step Placement

Type of ESA	Class/Step Placement Report-Step Increment	Why		
Standard ESA Placement	Spring Final of that year or ESA Placement Guide	Placement for all ESA's for Fiscal Year		
Fall Ancillary ESA (B2)	Summer Final - Step Increment	Placement for all Fall Assignments for Adjunct		
Spring Ancillary ESA (B2)	Fall Final Step Increment	Placement for all Spring Assignments for Adjunct		
EXAMPLES				
Standard ESA FY 23-24	Use Spring 2023 Final	All FTE through Spring 2023 is accounted for		
Fall 2023 ADJ Ancillary	Use Summer 2023 Final	All FTE through Summer 2023 is accounted for		
Spring 2024 ADJ Ancillary	Use Fall 2023 Final	Includes FTE accrued through Fall 2023		



Duties and Compensation

- Use the drop down to select one of the following:
 - Adjunct or ESA-Only Empl
 - Full-Time or Long-Term Temp
 - Summer Only
- Once an Employment category is selected-the toggle switch to add FTE or not becomes visible (default to No-meaning no FTE for this assignment) or choose YES for FTE is assigned.

Duties and Compensation

67% Law and 60% Rule Determination of duties creditable toward 67% law (part-time certificated) and 60% rule (full-time / LTT certificated and ALL summer assignments) will be reviewed for compliance by the District Human Resources Office. The 67% law limits the amount of FTE a part-time certificated employee can work and is mandated by Education Code 87470(a)(1) and 87482.5. Please see the 60% Rule / 67% Law information page for additional information. **Employees must not exceed FTE limits**.

Refer to Ancillary Activities for examples.

*Employment Category		
	*Employment Category	Full-Time or Long-Term 🗸
	Are duties creditable towards 60% Rule?	No



Compensation

					4 rows
Semester/Term 🛇	*Start Date ⇔	*End Date ≎	Hours for Term \Diamond	Term Cost 🛇	FTE 🗘
1 Summer - 2022	07/01/2022	08/17/2022	0.00	\$0.00	0.000000
2 Fall - 2022	08/18/2022	12/31/2022	0.00	\$0.00	0.000000
3 Spring - 2023	01/01/2023	05/18/2023	0.00	\$0.00	0.000000
4 Summer - 2023	05/19/2023	06/30/2023	0.00	\$0.00	0.000000
Total Cost	2				

Total Cost \$0.00

Complete the dates that apply

- Stipends are paid out in 1 month after completion of assignment
 - December for Fall
 - Start date 12/01/xx
 - May for Spring
 - Start date 05/01/20xx
- ESA Type in the hours

If Yes for credible duties, then the FTE will calculate automatically. Also, the AI will enter the FTE into Term Workload upon the ESA or Stipend being approved by HR.



eForm Breakdown	Total Cost
Budget Selection	Total Cost \$0.00
*Combination Code ◇ Account ◇ Department ◇ Project/Grant ◇ Fund Code ◇ Program Code ◇ Description ◇ Short Descr ◇ *Distribution Amount ◇ Insert A Row Delete A Row 1 Q, \$	
ESA Services Rendered	Total Distribution
ESA Employees: Use this section to provide a detailed description of services to be rendered on the ESA, including specific job duties. Include any other relevant information (i.e. a description and/or background information on the program or grant that the ESA was written for). LRCFT stipends do not require a detailed explanation other than the specific details of the stipend (i.e. Department Chair, Level I). "Detailed Description	Total Distribution % 0.00
 CRITERIA OF THE EMPLOYMENT SERVICE AGREEMENT - ACADEMIC (ESA) Either party may terminate this agreement at any time, with or without cause, effective immediately upon notifying the other party in writing of the contract termination. Compensation du This agreement contains the Entire Agreement and understanding between the parties. There are no oral understandings, terms or conditions, and neither party has relied upon any rep. It is understood that unless there is sufficient enrollment/workload to meet budgeted expense, this activity will be cancelled. ESA employees paid at an hourly rate are required to submit a timesheet for each month that services are rendered. Include the ESA number on the timesheet in the designated area. LRCFT stipends will be paid at the end of the applicable semester upon submission of a timesheet. This agreement is tentative with final approval upon the Human Resources Administrator's approval. 	

- Total Cost calculates for you
- Total distribution must equal 100%
- Budget select-will default
 Adjustment ESA's and
 populate the expected
 budget for stipends.
 - You can add a budget(s) then delete the Adjustment row for the ESA's.
- Enter your ESA description
- Click next or save if you need to step away



Budget Selection

	*Combination Code	\$	Account \Diamond
1	ADJUSTMENTS	Q	2109

Bud	get	Sel	ecti	ion
-----	-----	-----	------	-----

	Combination Code \Diamond	Account ♦	Department
1	140812AR.VI.SWPA08501485Y	1408	AR.VI.SWPA

*Detailed Description

 Default Account will populate—if says
 Adjustments you must add a valid budget and delete
 the Adjustment row I searched for the account code that was correct and deleted the Adjustment row Type the description here and then click>> NEXT



Select Workflow users and add Attachments

Select Workflow Approvers

Based on the division for this request, please select the ISA and Authorized Signer who will need to review this request. The Hiring Manager will also need to be selected from the prompt.



At this point you select who receives the ESA ISA>>Hiring Manager>>Authorized Signer

Only Complete the 2nd Authorized signer If the ESA will use a budget for a second location like our DO ones, then you would add an auth signer for that location

Employee Type	Name	Emplid
Hiring Manager	Edward Cullen	0001234
Hiring Manger	Bella Cullen	0000111
Auth Signer	Alice Hale	0000181
Auth Signer	Carlisle Cullen	0004321

First time ESA

File Attachments

The following forms are to be completed and attached. Refer to documentation checklist for more information. You may add additional documentation as ne

	Attachment Required	Action	Description ♦
1	0	Upload	Mandated Reporter Statement Form P-155
2	0	Upload	Employee FERPA Agreement Form
3	0	Upload	New Employee Training Checklist
4	0	Upload	Compliance Checklist (signed and dated by employee)

Required Documents

This is a first time ESA for a current employee, the documents that are needed are listed for uploading. You can save if you need to gather the documents, but you cannot submit.

Do Not upload placeholders of any type. We check the documents in HR and if they are not what we need, our process is to recycle the form back to campus.

Note: There is programming that uploads the attachments when we approve, therefore our only choice is to send it back to be corrected.



Exceptions – ESA's

• Interim Educational Administrators

- Retired returning managers in an Interim management position
- Faculty working as an Interim manager in June and/or July
- Use the Following:

Description	ARC	CRC	FLC	SCC	DO	Sal Plan	Grade	Step	Comp Rate
Interim Educational Administrators	00077836	00080262	00077917	00077849	N/A	ESA	001	1	Manually Enter

For the Comp Rate – Please contact HR at <u>hr-employeeagreements@losrios.edu</u>

- Faculty to Management are paid at their regular daily rate for up to 25 days in June and July
- Returning retirees are paid at least at their daily rate prior to retirement from the current management salary schedule



Exceptions – ESA's Hiring Committee – *FT Faculty off-contract*

LRCFT CBA:

- 2.3.1 Regular faculty who are off-contract and are not otherwise released from a summer assignment who serve on hiring committees during the summer may count this time worked as college service or be compensated for scheduled hiring committee meetings and interviews.
- Compensation shall be from the B2/B3 salary schedule class 1 step 1



Position description – ESA LRCFT committees/orientation

Position Numbers that pull– B2/B3 salary rates

Location	Position
ARC	83531
CRC	83532
DO	83533
FLC	83534
SCC	83536



Adjunct College Service

Pilot Program eff Fall 2023

Campus	ESA-Ancillary Work		PEX-Ancillary Work		
	VPI	VPSS	VPI	VPSS	
ARC	83660	83661	83662	83663	
CRC	83664	83665	83666	83667	
DO	83675		83676		
FLC	83668		836	569	
SCC	83670 83671		83672	83673	

Use the Adjuncts current Class/Step placement on B2/B3 Salary Schedule for the corresponding semester (Fall or Spring)



Hiring Information

HIRING INFORMATION				
ESA/PEX Number:	TEST			
Work Location:	American River College			
Division:	Instructional			
Position Number:	00083531 - ESA LRCFT committees/orientati			
Fiscal Year:	2024			

Important to use the correct position number and the correct fiscal year



Pay Date – ISA Update effective date of B2/B3 Salary Schedule

	·	
PAYMENT INFORMATION		
Hourly Rate or LRCFT Stipend?	Hourly Rate	
Class:	001	
Step:	1	
Hourly Rate:	\$41.27	
DUTIES AND COMPENSATION		
Employment Category:	Full-Time or Long-Term Temp	
Are duties creditable towards 60% Rule?	Yes	

The ISA assigned must update the payment date field to reflect the start date of the B2/B3 salary schedule.

Payment Information

PEX hourly rates are determined by the level of expertise. The pay rate an page. Please review the definitions and information provided to determine

For additional payment information, please review the Salary Schedules fr

Pav Date 08/17/2024 or LRCFT Hourly Rate Stipend?

Current/Past LRCCD Certificated Employees - hourly rates will be base will be determined by what the employee's placement was at the end of the

Class 001

Step 1

Hourly Rate \$41.27

Salary Administration Plan AJ3 Schedule B Couns/Coord/Nurs



B2/B3 Salary Schedule Payment Dates

FY dates	ESA Fiscal year	Payment date
07/01/2023 - 06/30/2024	2024	8/17/2023
07/01/2024 - 06/30/2025	2025	8/22/2024



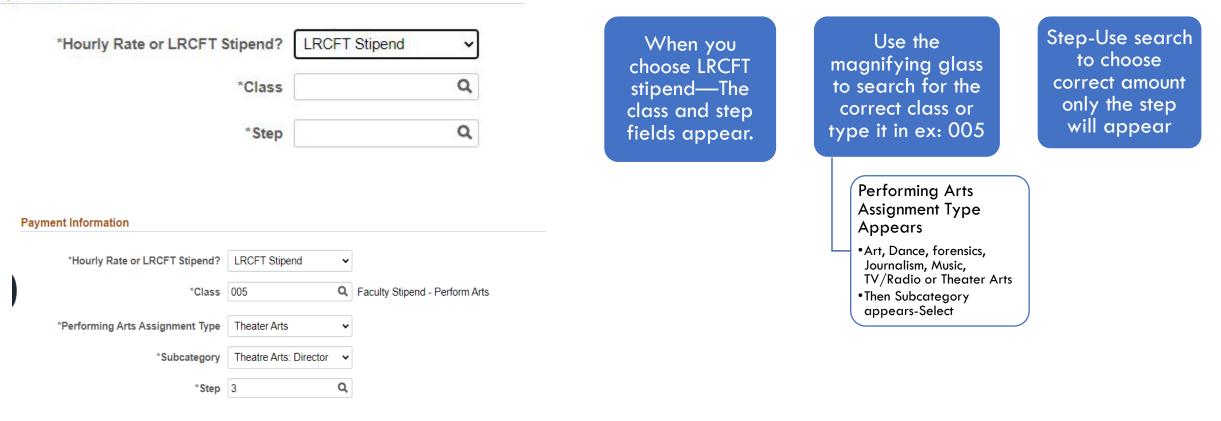
ESA Compensation – Add hours not a stipend

COMPENSATION							
Semester/Term	Start Date	End Date	Hours for Term	Term Cost	FTE		
Summer - 2023	7/1/2023	8/16/2023		\$0	0		
Fall - 2023	8/17/2023	12/31/2023		\$0	0		
Spring - 2024	5/1/2024	5/16/2024		\$0	0		
Summer - 2024	5/17/2024	5/31/2024	8.3	\$342.54	0.01272		
TOTAL COST				I	I		
Fotal Cost:		\$342.	54				



LRCFT Stipend

Payment Information



Differences from Hourly ESA



Stipend field Example

Compensation

Theater Arts Stipend - Example

insation		
	Percent of Stipend 🛇	Term Cost 🗘
er assignment or the answer is "ye	~	\$0.00
	~	\$0.00
Semester/Term ◇	1/2 Stipend 🗸	\$1,233.50
Summer - 2021	~	\$0.00
Fall - 2021		
Spring - 2022		
Summer - 2022		
Spring - 2022		



Coach Stipends

All stipend rates listed are based on 2022-23 Stipend salary schedule – Eff 08/17/2022 – FTE is calculated based on hourly rate Class I, Step 1 (41.27) on B2/B3 Salary schedule

Class 2-Head Coach High

	Sport									
Steps	Baseball	Basket Ba	Football	Hockey	Soccer	Softball	Track & Field	Volleyball	Wrestling	
1	\$8,294.00									
2	\$8,626.00									
3	\$8,971.00									
4	\$9,330.00									
5					\$9,7	03.00				

Location	Position
ARC	78305
CRC	77850
FLC	80916
SCC	78047

Class 3-Head Coach Low

	Sport						
Steps	Cross Country	Golf	Swimming	Tennis	Water Polo		
1	\$7,062.00						
2	\$7,344.00						
3	\$7,638.00						
4	\$7,944.00						
5			\$8,261.00				

Class 4-Assistant Coach

	Sport								
Steps	Baseball	Basketball	Football	Soccer	Softball	Track & Field			
1	\$3,764.00								



Class 5 – Arts & Media

All stipend rates listed are based on 2023-24 Stipend salary schedule – Eff 08/17/2023 –FTE is calculated based on hourly rate Class I, Step 1 (41.27) on B2/B3 Salary schedule **ARC**

	Art: Art Gallery Director	1/2 stipend 3/4 stipend full stipend	1020 1530 2040
Dance	Dance: Director	1/3 stipend 2/3 stipend full stipend	680 1360 2040
Forensics	Forensics: Coach	1/4 stipend 1/2 stipend 3/4 stipend full stipend	728.25 1456.5 2184.75 2913
	Forensics: Assistant Coach	1/3 stipend 2/3 stipend full stipend	680 1360 2040
	Forensics: Tournament Corrdinator/Debate	1/3 stipend 2/3 stipend full stipend	485.33 970.67 1456
Journalism	Journalism: Student Newspaper	1/3 stipend 2/3 stipend full stipend	971 1942 2913
	Journalism: Literary Journal Advisor	1/2 stipend full stipend	1456.5 2913
Music	Music: Director	1/4 stipend 1/2 stipend 3/4 stipend full stipend	728.25 1456.5 2184.75 2913

Theatre Arts		1/4 stipend	616.75
meatre Arts	Theatre Arts: Director 1	1/2 stipend	1233.5 1850.25
		3/4 stipend full stipend	2467
		1/4 stipend	616.75
	Theatre Arts: Technical Director	1/2 stipend	1233.5
		3/4 stipend full stipend	1850.25 2467
		lansapena	2107
		1/4 stipend	432
	Theatre Arts: Technical Director - Lighting	1/2 stipend 3/4 stipend	864 1296
	_	full stipend	1728
		1/4 stipend	432
	Theatre Arts: Technical Director - Scene/Set	1/2 stipend 3/4 stipend	864 1296
	-	full stipend	1728
		1/4 stipend	616.75 1233.5
	Theatre Arts: Musical Director	1/2 stipend 3/4 stipend	1850.25
	-	full stipend	2467
		1/4 stipend	432
	Theatre Arts: Vocal Director	1/2 stipend 3/4 stipend	864 1296
	-	full stipend	1728
		1/4 stipend	616.75
	Theatre Arts: Costumer	1/2 stipend 3/4 stipend	1233.5 1850.25
		full stipend	2467
		1/4 stipend	432
	Theatre Arts: Choregrapher	1/2 stipend 3/4 stipend	864 1296
		full stipend	1728
		1/4 stipend	616.75
	Theatre Arts: Promotions/Box Office	1/2 stipend 3/4 stipend	1233.5 1850.25
		full stipend	2467
TV/Radio		1/3 stipend	576
	TV/Radio: Program Producer	2/3 stipend full stipend	1152 1728
		run supend	1/28



Location

CRC

FLC

SCC

Position

77873

71491

77844

78306

Faculty Evaluator Stipend

Class 8

Step	Stipend Amount
1	\$50.00
2	\$100
3	\$150
4	\$200

Location	Position
ARC	77872
CRC	78307
FLC	78308
SCC	77877

\$ 50.00 stipend for each adjunct that is evaluated- for a faculty member that evaluates multiple Adjuncts you can use the extra steps to compensate for up to 4 evaluations on 1 ESA for a particular semester.



Foundation Stipend

Class 10

Step	Stipend	Note
1	\$634.20	15 hours
2	\$1,268.40	30 hours
3	\$1,691.20	40 hours
4	\$845.60	20 hours

Location	Position
ARC	82608
CRC	082609
FLC	82610
SCC	82611

Rate is based on Class II, Step 1 the above rates reflect B2 Sal Schedule 22-23 (38.21)



Submitted ESA

View Approval Route

ansaction / Signature Log Current Date Time	Step Title	User	Descri	ntion	Form Action
	Step The	User	Descri	ption	Form Action
05/02/2022 1:44:29PM	Initiated	W12	41406 Kenya	Runyan	Submit
Refresh Log	You ha	ve suc	cessfully subm	nitted your e	Form
Print Review/E	Edit Approvers				
Basic Sta	ge				
- G3FO	RM_ID=100445				
Basic P	ath				
	ending		Not Routed		
Christi ISA	ne DeCamp		√alerie Cox Hiring Manager	>	
DI N	ot Routed		Not Routed		
Randy ESA E	Allen polyee >		Valerie Cox Hirin <mark>g M</mark> anager	>	
ST N	ot Routed		Not Routed		
GT Te	st Account #3 ized Signer-Primary Location		No Approvers Found Authorized Signer - Oth	▶ Ner Location	

Steps you can take following submission

- After you submit your ESA, this is the last screen
 - You can print your ESA to PDF and save it
 - You can view the status of necessary approvals





LOS RIOS COMMUNITY COLLEGE DISTRICT Employee Service Agreement – Form ID 100445 Rehire ESA

ESA for Employee File

Print ESA to PDF to save for your files

EMPLOYEE		TION										
							30					
First Name:						Randy						
Preferred First Name:						Randy						
Middle Initial:						К.						
Last Name:						Allen	Allen					
Name Suffix												
HIRING INF	ORMATION	N										
ESA Number:						LJX03	LJX03					
Work Location:						Sacram	Sacramento City College					
Division:							Instructional					
Position Number:						000783	00078306 - Stipends-Arts					
						2022						
PAYMENT I	NFORMATI	ION										
Hourly Rate or LRCFT Stipend?						LRCFT	LRCFT Stipend					
Class:						005 - F	005 - Faculty Stipend - Perform Arts					
Assignment Type:						Journa	Journalism					
Subcategory:						Journa	Journalism: Student Newspaper					
Step:						3						
Full Stipend DUTIES AN			ON			\$2467						
Employment Category:						Full-Tin	Full-Time or LTT Faculty					
Are duties creditable towards 60% Rule?							No					
COMPENS							_		_			
Semester/Term			Start Date		End Date		Percent of Stipend		Term Cost		FTE	
Summer - 2021			7/1/2021		8/18/2021				\$0		0	
Fall - 2021			8/19/2021		12/31/2021				\$0		0	
Spring - 2022			5/1/2022		5/18/2022		Full Stipend		\$2467		.106503	
Summer - 2022			5/19/2022 6/30			2022			\$0		0	
TOTAL COS	ST											
Total Cost:						\$2467						
BUDGET S	ELECTION											
Combina tion Code	Account	Depa nt	artme			Fund Code	Program Code	Des on	cripti	Short Descr	Distribution n Amount	
130111S C.VI.OFF C100000 13N	1301	SC.VI.OFF 013N C		11		10000	Scc Stip	Arts end	Scc Arts S	2467		
TOTAL DIS	TRIBUTION	4										
		-				100%						
Total Distrib												

nttps://hrts5.losrios.edu/psc/staff/view/%7bV2%7dwr5rjwFflEsrqXQiM03kLx6RxrAzfyFnfyQQ.aKFNASovWjh_np9rZePGpFGcZOkT.Pz8Ngty7yhSU2tN... 1/

