

RIVERSIDE COMMUNITY COLLEGE DISTRICT
Board of Trustees – Regular Meeting – September 12, 2006 - 6:00 p.m.
Board Room AD122, Riverside City Campus

AGENDA

ORDER OF BUSINESS

Pledge of Allegiance

Anyone who wishes to make a presentation to the Board on an agenda item is requested to please fill out a “REQUEST TO ADDRESS THE BOARD OF TRUSTEES” card, available from the Public Affairs Officer. However, the Board Chairperson will invite comments on specific agenda items during the meeting before final votes are taken. Please make sure that the Secretary of the Board has the correct spelling of your name and address to maintain proper records. Comments should be limited to five (5) minutes or less.

Anyone who requires a disability-related modification or accommodation in order to participate in this meeting should contact Kristen Van Hala at (951) 222-8052 as far in advance of the meeting as possible.

I. Approval of Minutes – Regular meeting of August 29, 2006

II. Chancellor’s Reports

A. Communications

Chancellor will share general information to the Board of Trustees, including federal, state, and local interests and District information.

Information Only

1. “Recognition of Student Awards from the California Community College Satellite Network for Film and Video” – Dr. Daniel Castro, President, Riverside City College
2. “Parking Structure and Downtown Traffic Flow” – Dr. James Buisse, Vice Chancellor, Administration and Finance
3. “Riverside School for the Arts Update” – Dr. Salvatore G. Rotella, Chancellor, Riverside Community College District

- B.* Update on Chancellor Search
- Recommend reviewing and approving the qualifications for the new Chancellor.

Recommended action: Request for Approval

* Item added subsequent to posting the agenda.

III. Student Report

IV. Comments from the Public

V. Consent Items

A. Action

1. Personnel

- Appointments and assignments of academic and classified employees.

a. Academic Personnel

1. Appointments

- (a) Management (None)
- (b) Contract Faculty (None)
- (c) Long-Term, Temporary Faculty (None)
- (d) Special Assignments
- (e) Overload Assignments
- (f) Part-Time Faculty, Hourly Assignments
- (g) Child Development Center Hourly Employees
- (h) Extra-Curricular Activities, Academic Year 2006-07

2. Request for Federal Family and Medical Leave

3. Salary Placement Adjustment

b. Classified Personnel

1. Appointments

- (a) Management/Supervisory (None)
- (b) Management/Supervisory – Categorically Funded (None)
- (c) Classified/Confidential

- (d) Classified/Confidential – Categorically Funded (None)
- (e) Professional Experts (None)
- (f) Short Term
- (g) Temporary as Needed Student Workers (None)
- (h) Community Education Program – 2006 Fall Semester (None)
- (i) Special Assignments (None)

2. Separations

2. Purchase Order and Warrant Report

- a. Purchase Order and Warrant Report, June 1, 2006 – July 31, 2006 – All District Funds
- Purchase orders and warrant reports issued by the Business Office for the period June 1, 2006 through July 31, 2006.
- b. Purchase Order and Warrant Report, August 1 – 31, 2006 – All District Funds
- Purchase orders and warrant reports issued by the Business Office for the period August 1, 2006 through August 31, 2006.

3. Annuities

-Tax shelter annuities for employees, amendments and terminations.

4. Budget Adjustments (None)

5. Bid Awards (None)

6. Donations (None)

7. Out-of-State Travel

-Recommend approving out-of-state travel requests

8. Grants, Contracts and Agreements

- a. Agreement with Market-Based Solutions

- Recommend approving the agreement to prepare registration forms and to purchase emission credits.
- b. Agreement with The Counseling Team International
 - Recommend ratifying the agreement to provide pre-hire psychological testing for District College Safety and Police officers and reserve officers.
- c. Amendment to Agreement with Valley Health System
 - Recommend ratifying the amendment to an agreement to provide an additional clinical experience site for nursing students.
- d. Facility Agreement with Grand Terrace Healthcare Center
 - Recommend approving the agreement to provide clinical experience for nursing students.
- e. Agreement with CertainTeed Corporation
 - Recommend approving the agreement to provide training services for supervisory skills and lean manufacturing.
- f. Agreement with K & N Engineering, Inc.
 - Recommend approving the agreement to provide employment training services.
- g. Agreement with Pamela O'Banion
 - Recommend approving the agreement to provide curriculum development services.
- h. Amendment with Scott Janssen
 - Recommend approving the agreement to provide services as sound designer/operator for the production of "Assassins."
- i. Agreements for the Foster Youth Emancipation Program
 - Recommend approving the agreements to provide services that are youth-focused for the Foster Youth Emancipation Program.

- j. Memorandum of Understanding with The OASIS Perris Youth Opportunity Center
- Recommend approving the memorandum to provide services to youth between the ages of 14 and 21.
- k. Agreement with aha! Process, Inc.
- Recommend approving the agreement to facilitate a two-day VTEA state leadership workshop for administrators, faculty and staff.
- l. Agreement with Michael G. Dolence and Associates
- Recommend approving the agreement to provide services as principle investigators for the Community Planning Model Demonstration Project.
- m. Agreement with Marianne Smith
- Recommend approving the agreement to provide services as grant evaluator for the Child Care Access Means Parents In School/Self-Help Initiates Necessary Education (CCAMPIS/SHINE) grant.
- n. Agreement for the Performance Riverside Production of “Dreamgirls”
- Recommend approving the agreements to provide sound design and music directing/conducting services for the Performance Riverside production of “Dreamgirls.”
- o. Agreement with Jean Yves Tessier
- Recommend approving the agreement for lighting designer services for various Performance Riverside productions.
- p. Agreements with Appel Company
- Recommend ratifying the agreements to provide point of sale software and maintenance services for the Culinary Academy.
- q. Agreement with Riverside Marriott
- Recommend approving the agreement to provide a facility and refreshments for a one-day retreat.
- r. Agreement with Ivascu Consulting, LLC
- Recommend approving the agreement to provide maintenance services for technology systems used by the Office of Institutional Effectiveness.
- s. Agreement with Riverside County Superintendent of Schools

- Recommend approving the agreement to provide RCCD grounds keeping support services at the Moreno Valley Head Start site on the Moreno Valley Campus.
- t. Renewal Agreement with Thompson & Colegate LLP
 - Recommended approving the agreement to provide legal services for the District.
- u. Engagement of Legal Counsel – Burke, Williams & Sorensen, LLP
 - Recommended approving the agreement to retain the legal services of Burke, Williams & Sorensen, LLP, on an as- needed basis.

Recommended Action: Request for Approval / Ratification

- 9. Other Items
 - a. Resolution Regarding Appropriations Subject to Proposition 4 Gann Limitation – Resolution No. 1-06/07
 - Recommend adopting a resolution establishing the District’s 2006-2007 Gann Limit for the District.

Recommended Action: Request for Approval

B. Information

- 1. CCFS-311Q – Quarterly Financial Status Report for the Quarter Ended June 30, 2006
 - Informational report relative to the District’s financial status for the period ending June 30, 2006.
- 2. Matriculation Plans
 - Informational report defining the Matriculation process on each campus for an emerging three college system.

Information Only

VI. Board Committee Reports

- A. Academic Affairs and Student Services (None)
- B. Planning and Development (None)
- C. Personnel and Labor Relations
- D. Finance and Audit

Public Hearing – 2006-2007 Budget

1. Public Hearing Pursuant to Government Code Section 4217 and Proposal for the 2006-2007 Budget Adoption
- Recommend adopting the 2006-2007 Budget for the Riverside Community College District, following a public hearing on this matter.
2. Moreno Valley ECS Secondary Effects Project – Renovation of Early Childhood Studies Child Care Center
- Recommend authorizing the renovation of the Moreno Valley Early Childhood Studies Child Care Center, and the use of Measure C funds.

Recommended Action: Request for Approval

3. Measure C Project Expenditures
- A report on Measure C project expenditures was discussed at the September 5, 2006 Finance and Audit Committee Meeting.
Information Only

E. Legislative (None)

- F. Board of Trustees Committee Meeting Minutes
-Recommend receipt of Board committee minutes from the August 22, 2006 Academic Affairs and Student Services, Planning and Development, and Finance and Audit Committee meetings.
Information Only

VII. Administrative Reports

- A. Vice Chancellors
- B. Presidents/Provosts

VIII. Academic Senate Report

- A. Riverside Community College District/Norco Campus
- B. Moreno Valley Campus
- C. Riverside City College

IX. Business From Board Members

- A. Ad Hoc Committee on Governance in a Three-College District
- Committee members to report back to the Board.
Information Only

X. Closed Session

- A. - Public employee, discipline/dismissal/release pursuant to Government Code Section 54957.

XI. Adjournment

MINUTES OF THE REGULAR BOARD OF TRUSTEES
MEETING OF AUGUST 29, 2006

President Takano called the regular meeting of the Board of Trustees to order at 6:02 p.m., in Board Room AD122, Riverside City College.

CALL TO ORDER

Trustees Present

Ms. Kathleen Daley (arrived at 6:16 p.m.)
Ms. Mary Figueroa
Mr. Jose Medina
Ms. Grace Slocum
Mr. Mark Takano
Ms. Yajaira Tiscareño, Student Trustee

Trustees Absent

Staff Present

Dr. Salvatore G. Rotella, Chancellor
Dr. James Buysse, Vice Chancellor, Administration and Finance
Ms. Melissa Kane, Interim Vice Chancellor, Diversity and Human Resources
Dr. Linda Lacy, Vice Chancellor, Student Services and Operations
Dr. Ray Maghroori, Vice Chancellor, Academic Affairs
Dr. Daniel Castro, President, Riverside City College
Dr. Brenda Davis, President, Norco Campus
Dr. Irv Hendrick, Interim President, Moreno Valley Campus
Ms. Virginia MacDonald, Chief of Staff/Executive Assistant to the Chancellor
Mr. Jim Parsons, Associate Vice Chancellor, Public Affairs and Institutional Advancement
Ms. Sylvia Thomas, Associate Vice Chancellor, Instruction
Ms. Patricia Bufalino, President, Academic Senate, Moreno Valley Campus
Mr. Richard Mahon, President, Academic Senate, Riverside City College

Guests Present

Ms. Virginia Blumenthal, Committee Chair, Citizen's Bond Oversight Committee
Dr. Bob Bramucci, Dean, Open Campus
Ms. Shelagh Camak, Dean, Workforce Prep
Dr. Lisa Conyers, Vice President, Educational Services (Moreno Valley)
Dr. Ola Jackson, Associate Dean, Teacher Preparation and Education Programs
Dr. Marilyn Martinez-Flores, Associate Dean, College Program Support
Ms. Doretta Sowell, Purchasing Manager
Mr. Aan Tan, Associate Vice Chancellor, Facilities
Mr. Ron Vito, District Dean, Occupational Education

Mr. Mahon led in the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

Ms. Figueroa, seconded by Mr. Medina, moved that the Board of Trustees approve the minutes of the special meeting of June 13, 2006, the regular meeting of June 20, 2006, and the special meeting of July 24, 2006. Motion carried. (4 ayes, 1 absent [Daley])

Ms. Figueroa, seconded by Mr. Medina, moved that the Board of Trustees amend the agenda to consider item IX-A regarding the 2005-2006 Citizen's Bond Oversight Committee under the Chancellor's Reports. Motion carried. (4 ayes, 1 absent [Daley])

Mr. Parsons introduced Ms. Blumenthal who presented the Citizen's Bond Oversight Committee (CBOC) 2005-2006 annual report to the Board for information only. Following discussion, the Board approved the new and returning committee members.

Ms. Figueroa, seconded by Mr. Medina, moved that the Board of Trustees approve the reappointment of Brian Unitt, Virginia Blumenthal, and Peter Serbantes to second (two-year) terms of service on the CBOC and appoint Oliver Rocroi to an initial two-year term on the committee. Motion carried. (5 ayes)

Dr. Lacy presented the Dr. John W. Rice Diversity and Equity Award to the Board of Trustees. The Student Equity Task Force received the award at the July 10, 2006 presentation by the California Community College Board of Governors. The award is given to individuals and programs that have promoted and enhanced diversity and equity at the community college level in California.

Ms. Tiscareño reported on recent and planned ASRCC activities.

Ms. Figueroa, seconded by Mr. Medina, moved that the Board of Trustees:

MINUTES OF THE SPECIAL MEETING OF JUNE 13, 2006, THE REGULAR MEETING OF JUNE 20, 2006, AND THE SPECIAL MEETING OF JULY 24, 2006

AMENDED AGENDA

CHANCELLOR'S REPORTS

Citizen's Bond Oversight Committee 2005/06

California Community Colleges 2006 John W. Rice Diversity and Equity Award.

STUDENT REPORT

CONSENT ITEMS

Action

<p>Approve the amended listed academic and classified appointments, and assignment and salary adjustments; (Appendix No. 4)</p>	<p>Academic and Classified Personnel</p>
<p>Item II was deferred for consideration at the September 12, 2006 regular meeting.</p>	<p>Purchase Order and Warrant Report – All District Funds</p>
<p>Approve amendment to employment contracts and terminations as listed; (Appendix No. 5)</p>	<p>Annuities</p>
<p>Reject all bids and authorize re-bidding of the Cosmetology electrical and plumbing upgrade project;</p>	<p>Bid Awards</p>
<p>Accept the donated items as listed; (Appendix No. 6)</p>	<p>Donations</p>
<p>Grant the out-of-state travel as listed; (Appendix No. 7)</p>	<p>Out-of-State Travel</p>
<p>Approve the agreement, from July 1, 2006 to June 30, 2007 to provide information technology support services relative to the use of the County’s Galaxy System, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;</p>	<p>Agreement with the Riverside County Superintendent of Schools</p>
<p>Approve the agreement, from September 1, 2006 through September 30, 2006, for an amount not to exceed \$2,000.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;</p>	<p>Agreement with Kevin Fleming</p>
<p>Approve the agreements for October 1, 2006 to June 1, 2007, for amounts not to exceed \$4,000.00 and \$2,850.00 respectively, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;</p>	<p>Agreements for 2006-07 Dance Concert Series</p>
<p>Approve the agreement, from August 30, 2006 to August 31, 2007, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;</p>	<p>Agreement with Brunswick Moreno Valley Bowl</p>

Approve the agreement, from August 30, 2006 through September 1, 2007, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with Corona-Norco Unified School District for John F. Kennedy Middle College High School

Approve the revised agreement, from August 30, 2006 to September 1, 2007, at a cost not to exceed \$4,600.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Revised Agreement with Corona-Norco Unified School District for Norco High School

Ratify the agreement, from May 17, 2006 to July 8, 2006, at a cost not to exceed \$1,125.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with Wendy Arnott

Ratify the amendment, from August 25, 2006 through December 15, 2008, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Amendment with Riverside County Regional Medical Center

Ratify the agreement, for the period of July 1, 2006 through June 30, 2007, for an amount not to exceed \$1,600.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with Omnimusic

Ratify the agreement, for the term of July 3, 2006 through June 30, 2007, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with Luxfer Gas Cylinders

Approve the agreement, for a one-time use on October 24, 2006, for \$2,784.50, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with the City of Moreno Valley, Department of Parks and Recreation

Approve the agreement, from September 1, 2006 through June 30, 2007, for an amount not to exceed \$7,500.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with Matthew Mortimer

Approve the agreements, for the period of August 30, 2006 through June 30, 2007, for amounts not to exceed \$3,000.00, \$750.00, \$1,500.00, \$1,500.00, \$1,200.00, and \$3,000.00, respectively, and authorize the Vice Chancellor, Administration and Finance to sign the agreements;

Agreements for Foster and Kinship Care Education Program Workshops

Ratify the agreement, for the period of July 1, 2006 through June 30, 2007, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with the Community College Foundation

Approve the agreement, from August 30, 2006 through November 10, 2006, for \$4,000.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with Orlando Alexander

Approve the agreement, from August 30, 2006 through February 18, 2007, for \$5,630.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with Don LeMaster

Approve the agreement, from August 30, 2006 through January 31, 2007, for an amount not to exceed \$4,700.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with Sarah Stevenson

Ratify the agreement, from July 1, 2006 through June 30, 2007 for \$2,000.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with Joel Yanofsky

Ratify the agreements, from August 5, 2006 through September 24, 2006, for the amounts of \$2,500.00, \$4,000.00, \$5,000.00, \$1,500.00, \$2,500.00, and \$2,000.00, respectively, and authorize the Vice Chancellor, Administration and Finance, to sign the agreements;

Agreements for the Performance Riverside Production of "Damn Yankees"

Ratify the agreement, from August 1, 2006 through June 30, 2007, for an amount not to exceed \$3,000.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with Karen Wilson

Approve the agreement, for September 6, 2006 through October 29, 2006, for an amount not to exceed \$2,000.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with Robert Nafarrete

Approve the agreement, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with Liebert Cassidy Whitmore

Approve the agreement with The Liquidation Company to provide consignment services from July 1, 2006 through June 30, 2007, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with The Liquidation Company

Approve the addendum to the agreement with Dr. C. Michael Webster for facility and business planning services, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Amendment to the Agreement for Facilities and Business Planning Services

Authorize Bill Bogle Jr., District Controller, to sign vendor warrant orders, orders for salary payment, notices of employment, bank checks, purchase orders and grant documents;

Signature Authorization

Declare the property listed to be surplus, find that the property does not exceed the total value of \$45,000, and authorize the property to be consigned to The Liquidation Company to be sold on behalf of the District; (Appendix No. 8)

Surplus Property

Declare the property listed to be surplus, find that the property does not exceed the total value of \$5,000, and authorize the property to be donated to the Fender Museum of Music and Arts and the JFK High School to meet technology needs in their classrooms; (Appendix No. 9)

Motion carried. (5 ayes) (Ms. Slocum abstained on V-A-1-a and V-A-1-b)

Surplus Property - Donation

Information

In accordance with Board Policy 1042, the Chancellor has accepted the resignation of Dr. Elisabeth Thompson-Eagle, Associate Professor, Biology, effective August 16, 2006, for personal reasons, Ms. Barbara Brown, Reading Paraprofessional, effective June 30, 2006, for retirement, Ms. Cynthia Collins, Secretary IV, effective September 5, 2006, for personal reasons, Ms. Madeline Dibler, Academic Evaluations Specialist, effective September 30, 2006, for retirement, and Ms. Rebecca Jones, Secretary III, effective August 16, 2006, for personal reasons.

Separations

BOARD COMMITTEE REPORTS

Academic Affairs and Student Services

Mr. Medina, seconded by Ms. Figueroa, moved that the Board of Trustees approve the 2005-2008 Transfer Plan. Motion carried. (5 ayes)

2005-2008 RCCD
Transfer Center Plan

Mr. Medina, seconded by Ms. Slocum, moved that the Board of Trustees approve the agreement, from August 30, 2006 through June 30, 2008, at a cost not to exceed \$44,024.00 each year, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement. Motion carried. (5 ayes)

Agreement with
Loma Linda
University,
Department of
Psychology

Mr. Medina, seconded by Ms. Slocum, moved that the Board of Trustees approve the agreement, from September 1, 2006 through June 30, 2007, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement. Motion carried. (5 ayes)

Agreement with the
County of Riverside
Economic
Development Agency
for the Community
College Assistance
Center

Mr. Medina, seconded by Ms. Slocum, moved that the Board of Trustees approve the agreement, from August 30, 2006 through September 1, 2007 at a cost not to exceed \$96,000.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement. Motion carried. (5 ayes)

Agreement with
Fender Museum of
Music and the Arts

Mr. Medina, seconded by Ms. Slocum, moved that the Board of Trustees approve the agreement, from September 1, 2006 through December 1, 2006 for \$22,000.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement. Motion carried. (5 ayes)

Agreement with
Network International
Exports, Inc.

Mr. Medina, seconded by Ms. Slocum, moved that the Board of Trustees approve the agreement, from September 1, 2006 through June 30, 2007 at a cost of \$99,232.50, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement. Motion carried. (5 ayes)

Sublease Agreement
with the County of
Riverside Economic
Development Agency
for the Culinary
Academy

Mr. Medina, seconded by Ms. Slocum, moved that the Board of Trustees approve the agreement, from August 30, 2006 through June 13, 2008, at a cost not to exceed \$137,885.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement. Motion carried. (5 ayes)

Memorandum of
Understanding with
Jurupa Unified
School District
College Academies
Program

Mr. Medina, seconded by Ms. Slocum, moved that the Board of Trustees ratify the Memorandum of Understanding, from July 1, 2006 through June 30, 2007 at a cost of \$1.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement. Motion carried. (5 ayes)

Memorandum of
Understanding with
Jurupa Unified
School District for the
Rubidoux Annex

Planning and Development

Ms. Figueroa, seconded by Ms. Slocum, moved that the Board of Trustees approve the agreement with KCT Consultants, Inc., in the amount of \$191,586.50, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement. Motion carried. (5 ayes)

CEQA Amendment –
School for the
Performing and
Media Arts

Finance and Audit

Mr. Takano opened the public hearing at 7:32 p.m. No comments were made by the public, and the public hearing was closed at 7:33 p.m.

Public Hearing and
Agreement for Utility
Retrofit
Improvements

Ms. Daley, seconded by Ms. Figueroa, moved that the Board of Trustees approve the agreement with NORESCO Holdings, Inc., with a guaranteed maximum price of \$6,321,990, plus a 10% project contingency of \$695,400, to cover construction and project management expenses, Division of State Architect Fees (DSA) and unforeseen conditions, approve the use of CCC/IOU incentive funds in the amount of \$378,000, and Measure C funds in an amount not to exceed \$6,639,390 to fund the project, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement. Motion carried. (5 ayes)

Ms. Daley, seconded by Ms. Figueroa, moved that the Board of Trustees approve the agreement with ProWest Constructors for construction management services for the Center for Primary Education Project, and the agreement with Barnhart, Inc., for construction management services for the Nursing/Sciences Building Project, and the agreement with Keith Francis & Co., Inc. for construction management services for the Moreno Valley Phase III – Student Academic Services Facility Project, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement. Motion carried. (5 ayes)

Proposed
Agreements–
Construction
Management Services

Ms. Daley, seconded by Ms. Figueroa, moved that the Board of Trustees approve Change Order No. 1 for the Parking Structure Project, in the amount of \$532,163.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement. Motion carried. (5 ayes)

Change Order No. 1 –
Parking Structure
Project

Ms. Daley, seconded by Ms. Figueroa, moved that the Board of Trustees approve Change Order No. 1 for the Quad Modernization Project, in the amount of \$188,765.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement. Motion carried. (5 ayes)

Change Order No. 1 –
Quad Modernization
Project

Ms. Daley, seconded by Ms. Slocum, moved that the Board of Trustees approve the listed firms/individuals for hire for the Fiscal Year 2006-2007, and authorize staff to negotiate hourly rates for services to be provided on an as-needed basis. Motion carried. (5 ayes)

Contracting Services
for Fiscal Year 2006-
2007

Ms. Daley, seconded by Mr. Medina, moved that the Board of Trustees approve the agreement between Riverside Community College District and KCT Consultants, Inc. in the amount of \$15,500.00, with \$7,500 for the Nursing/Sciences Building Project and \$8,000.00 for the Moreno Valley Phase III – Student Academic Services Facility Project and authorize the Vice Chancellor, Administration and Finance, to sign the agreement. Motion carried. (5 ayes)

Agreement to Hire
KCT Consultants,
Inc. –
Nursing/Sciences
Building Project and
Moreno Valley Phase
III – Student
Academic Services
Facility Project

The Board received for information the minutes from the June 13, 2006 Academic Affairs and Student Services, Planning and Development, and Finance and Audit Committee Meetings.

Board of Trustees
Committee Meeting Minutes

ADMINISTRATIVE REPORTS

Dr. Maghroori recognized Dr. Bramucci for the award he received for the Open Campus program.

Vice Chancellors

Dr. Hendrick introduced Dr. Conyers as the new Vice President of Educational Services for the Moreno Valley Campus.

Presidents/Provosts

ACADEMIC SENATE REPORTS

Ms. Bufalino presented the report on behalf of the District and Moreno Valley Campus Academic Senate.

Mr. Mahon presented the report on behalf of the Riverside City College Academic Senate.

BUSINESS FROM BOARD MEMBERS

Ms Figueroa discussed some highlights from the Association of Community College Trustees 2006 Governance Leadership Institute that she attended from June 25-27, 2006 in Washington, D.C.

2006 Governance Leadership
Institute

The Board adjourned the meeting at 8:08 p.m.

ADJOURNMENT

RIVERSIDE COMMUNITY COLLEGE DISTRICT
HUMAN RESOURCES

Report No.: V-A-1-a

Date: September 12, 2006

Subject: Academic Personnel

1. Appointments

Board Policy 1040 authorizes the Chancellor (or designee) to make an offer of employment to a prospective employee, subject to final approval by the Board of Trustees.

It is recommended the following appointments be approved:

a. Management
(none)

b. Contract Faculty
(none)

c. Long-Term, Temporary Faculty
(none)

d. Special Assignments
Payment as indicated to the individuals specified on the attached list.

e. Overload Assignments

Fall Semester 2006

Name

Subject

Lewis Hall

Computer Information Systems

Janet Lehr

Computer Applications Technology

f. Part-Time Faculty, Hourly Assignments

Fall Semester 2006

The individuals specified on the attached list.

g. Child Development Center Hourly Employees

Fall Semester 2006

Name

Position

Lauren Rodriguez

Preschool Associate Teacher, hourly

Yolanda Uribe

Preschool Associate Teacher, hourly

h. Extra-Curricular Activities, Academic Year 2006-07

Name

Activity

Jose Moreno

Assistant Soccer Coach (replacing Whittie Thorton)

Report No.: V-A-1-a

Date: September 12, 2006

Subject: Academic Personnel

2. Request for Federal Family and Medical Leave

It is recommended the Board of Trustees grant Celia Brockenbrough, Associate Professor of Library Services, a leave under the Federal Family and Medical Leave Act of 1993, effective August 28, 2006, not to exceed the maximum allotment of 12 weeks.

3. Salary Placement Adjustment

At the meeting of June 20, 2006, the Board of Trustees approved the appointment of the following faculty member. The employee has provided appropriate verification of experience and/or coursework completed that will affect her salary placement.

It is recommended the Board of Trustees approve the adjustment of salary placement for the faculty member listed below, effective during the 2006-07 academic year:

<u>Name</u>	<u>From Column/Step</u>	<u>To Column/Step</u>
Adviye Tolunay Ryan	H-1	H-2

RIVERSIDE COMMUNITY COLLEGE DISTRICT
HUMAN RESOURCES

Report No.: V-A-1-b

Date: September 12, 2006

Subject: Classified Personnel

1. Appointments

In accordance with Board Policy 1040, the Chancellor recommends approval for the following appointments:

a. Management/Supervisory
(None)

b. Management/Supervisory – Categorically Funded
(None)

c. Classified/Confidential

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Salary</u>	<u>Action</u>
TBA	Secretary II – Rubidoux High School Annex	TBA	TBA	TBA

d. Classified/Confidential – Categorically Funded

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Salary</u>	<u>Action</u>
(None)				

e. Professional Experts
(None)

f. Short Term
Short-term appointments of individuals to serve on an hourly, as needed basis, as indicated on the attached list.

g. Temporary as Needed Student Workers
(None)

h. Community Education Program – 2006 Fall Semester
(None)

i. Special Assignments
(None)

Report No.: V-A-1-b

Date: September 12, 2006

Subject: Classified Personnel

2. Separations

Board policy 1042 authorizes the Chancellor to officially accept the resignation of an employee; and the Chancellor has accepted the following resignation;

It is recommended the Board of Trustees receive, for information only, the resignation of the individuals listed below, effective at the end of the workday:


<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Reason</u>
Virginia MacDonald	Chief of Staff	12/31/06	Retirement

Report No.: V-A-1-b

Date: September 12, 2006

Subject: Classified Personnel

Submitted by:



Melissa Kane
Interim Vice Chancellor, Diversity and
Human Resources

Transmitted to the Board by:



Salvatore G. Rotella

Concurred by:



Virginia MacDonald
Chief of Staff/Executive Assistant to
the Chancellor

Concurred by:

Daniel Castro
President, Riverside City College



Ray Maghroori
Vice Chancellor, Academic Affairs



Brenda Davis
President, Norco Campus

James L. Buysse
Vice Chancellor, Administration and Finance



Linda Lacy
Vice Chancellor, Student Services/Operations



Irving G. Hendrick
Interim President, Moreno Valley
Campus

RSA Program Development (Fall 2006)

Presentations of African culture, storytelling, blues and jazz vocals. Assist RSA with the development of RSA programs that address cross-cultural communication and diversity.

Karen Wilson – Paid as lump sum upon completion in the amount of \$971.46

Arranger for Vocal Jazz Ensemble (Fall 2006)

Arrange two vocal pieces.

Gerhard Guter – Paid as lump sum upon completion in the amount of \$750

Jurupa Early College Academies Program (Fall 2006)

Participate in program related activities. Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.

Joan Gibbons-Anderson – Total amount to be paid not to exceed \$1,295.28

David Mills – Total amount to be paid not to exceed \$1,295.28

Don Wilcoxson – Total amount to be paid not to exceed \$863.52

CIS Test Engine Development (Fall 2006)

Per VTEA Grant Proposal, design, develop, and deploy CIS 5/17A test engine.

Mark Lehr – Paid as lump sum upon completion in the amount of \$3,885

Reed Instrumentalist – “Assassins” (Fall 2006)

Charlie Richard – Paid as lump sum upon completion in the amount of \$900

ECERS-R Early Childhood Rating Scale-Revised (Fall 2006)

ECERS training, scoring techniques, classroom evaluation on all items and indicators, and Plan of Action document.

Lisa Beltran – Paid as lump sum upon completion in the amount of \$200

Samantha Esqueda – Paid as lump sum upon completion in the amount of \$200

Jennifer Gretz – Paid as lump sum upon completion in the amount of \$200

Denise Hays – Paid as lump sum upon completion in the amount of \$200

Susan Helm – Paid as lump sum upon completion in the amount of \$200

Regina Herbertson – Paid as lump sum upon completion in the amount of \$200

Christina Heredia – Paid as lump sum upon completion in the amount of \$200

Katrina Hertfelder – Paid as lump sum upon completion in the amount of \$200

Linda Martinez – Paid as lump sum upon completion in the amount of \$200

Lyneet Morales – Paid as lump sum upon completion in the amount of \$200

Jessica Pulido – Paid as lump sum upon completion in the amount of \$200

Juliana Ramos – Paid as lump sum upon completion in the amount of \$200

Lynette Ridgel – Paid as lump sum upon completion in the amount of \$200

Christina Rivera – Paid as lump sum upon completion in the amount of \$200

Nancy Straczek – Paid as lump sum upon completion in the amount of \$200

Carmen Tyrrel – Paid as lump sum upon completion in the amount of \$200

Sandra Weaver – Paid as lump sum upon completion in the amount of \$200

Emily Winsell – Paid as lump sum upon completion in the amount of \$200

Student Equity Program (Fall 2006)

Coordinate the implementation of the Norco Campus Student Equity Program. Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.

Jimmie Hill– Total amount to be paid not to exceed \$2,590.56

Stipend for Use of Online Materials (Fall 2006)

Richard Mahon – Paid as lump sum upon completion in the amount of \$200

NAME	SUBJECT
Abel, Michael	Administration of Justice
Abidin, Indahwati	English As A Second Language
Abu-Shabakeh, Antoine	Business Administration
Abu-Shabakeh, Katherine	English
Accomando, John	Italian
Acevedo, Roland	Administration of Justice
Acharya, Lalit	Speech Communication
Acosta, Christina	English
Adame, James	Dental Hygiene
Adams, Greg	Emergency Medical Services
Adling, Robert	Comp Applications and Office Tech
Afifi, Ahab	Anthropology
Afzal, Muhammad	Mathematics
Aguilar, Jairo	Mathematics
Aguilera, Adolfo	Physician Assistant
Ahmed, Kaisar	Mathematics
Ahmed, Shariq	Comp Applications and Office Tech
Aiyetiwa, Margaret	Nursing
Albert, Mary	Nursing
Aldridge, Lola	Physician Assistant
Alemu, Getahun	Computer Information Systems
Allahyari, Reza	Chemistry
Allen, Douglas	Fire Technology
Allen, Ericka	English
Allen, Judith	Nursing
Allgaier, Jennifer	Dance
Allison, Robert	Fire Technology
Alm, Mitchell	Administration of Justice
Almeida, Frank	Physical Education
Almquist, Debra	Physical Education
Almy, Janice	Reading
Altheide, Richard	Administration of Justice
Alvarez, Alexis	Sociology
Alvarez, Hansel	English
Alvarez, Veronica	Spanish
Alvarez, Vicente	Mathematics
Alverson, David	Music
Amajoyi, Barbara	Nursing
Andersen, Charles	Computer Information Systems
Anderson, David	Fire Technology
Anderson, John	Senior Citizen Education

NAME	SUBJECT
Anderson, Robert	English
Anderson-Culton, Rhonda	Early Childhood Studies
Andrade, Henry	Physical Education
Anemelu, Victoria	Mathematics
Angrimson-Evans, Sharon	Nursing
Anguiano, Rachel	English
Anich, Kathleen	Nursing
Arct, Michael	Microbiology
Ardis, Jule	Philosophy
Arias, Greg	Fire Technology
Arjmand, Shahriar	Mathematics
Arjmand, Shahriar	Mathematics
Arlandson, James	Humanities
Armatis, Dennis	Administration of Justice
Arnold, Homer	Art
Arrowood, Gayle	English
Ashe, Willa	Mathematics
Assumma, Frank	Administration of Justice
Assumma, Michael	Management
Augsdorfer, Michael	English
Austin, Sara	Philosophy
Avila, Alex	Psychology
Aycock, Rhonda	Guidance
Babcock, Todd	Physical Education
Baeza, Mario	Psychology
Bailey, Lynn	Nursing
Bainum, Pamela	Comp Applications and Office Tech
Baird, Curtis	Health Science
Bakas, David	Fire Technology
Baker, Deena	English
Baker, Kevin	Guidance
Balderrama, Sandra	Comp Applications and Office Tech
Ballard, Mark	Mathematics
Ballard, Timothy	English
Ballard, Rubye	Library
Ballester, Maria	Spanish
Baltazar, Jaime	Administration of Justice
Balteria, George	Engineering
Banales, Sergio	Administration of Justice
Bandyopadhyay, Bharati	Economics
Barajas, Norma	Cosmetology

NAME	SUBJECT
Barajas-Zapata, Lydia	Spanish
Barandiaran, Julissa	Nursing
Barbee, Michael	Physical Education
Barber, Keri	English
Barger, Lisa	Nursing
Barris, Mary	Computer Information Systems
Barton, Ann	Medical Assisting
Bates, Scott	Administration of Justice
Batman, Robert	Vocational Nursing
Baumgarten, Kim	Nursing
Baxter, Judith	Nursing
Beach, James	Mathematics
Beach, Joshua	English
Beaman, Kent	Biology
Beaumont, Melinda	Nursing
Beckham, Jack	English
Beckman, Duane	Administration of Justice
Beckwith, Theodore	Construction Technology
Bednarczyk, Denise	Physical Education
Behr, Richard	Administration of Justice
Bellenger, Joe	Mathematics
Beltz, Paul	Architecture
Bender, Carla	Photography
Bender, John	Management
Bender, Marc	Administration of Justice
Benito, Jeffrey	Physical Education
Bennett, Joe	Automotive Tech
Benoit, John	Computer Information Systems
Benson, Katherine	Speech Communication
Berber, Alicia	Physical Education
Berg, Kerry	Administration of Justice
Bergreen, Gary	Computer Information Systems
Berg-Ridenour, Sherryl	Business Administration
Berry, Thomas	Speech Communication
Bettencourt, Madeline	Cosmetology
Beyene, Yordanos	Computer Information Systems
Bhatia, Anish	Comp Applications and Office Tech
Bierich-Shahbazi, Jennifer	German
Bingham, Timothy	Fire Technology
Black, Alicia	Early Childhood Studies
Blackman, Susan	Engineering

NAME	SUBJECT
Blackmore, Lois	Senior Citizen Education
Blake, Ted	English
Blomdahl, Bruce	Administration of Justice
Boboye, Jackie	Guidance
Boehm, Robert	English
Boerner, Gerald	Computer Information Systems
Boerner, Grace	Computer Information Systems
Bolowich, Hans	Emergency Medical Services
Booth, Thomas	Emergency Medical Services
Boots, Kent	Administration of Justice
Borden, Thomas	Physical Education
Bosworth, Brian	Art
Bourbonnais, Melissa	Political Science
Bowyer, Kenneth	History
Boyd, John	Administration of Justice
Boydd, James	Administration of Justice
Boyer, Wayne	Nursing
Bradshaw, Lee Ann	Education
Bratton, Marc	Physician Assistant
Brautigam, Brian	Computer Information Systems
Bressler, Lawrence	Culinary Arts
Britt, Vivian	Library
Brock, Henry	Accounting
Brodi, Bernadette	Psychology
Broersma, Heather	Mathematics
Brophy, Gene	Reading
Brough, Robert	Administration of Justice
Broussard, Princess	Guidance
Brown, Amelia	English
Brown, Dennis	Physical Education
Brown, Leslie	Art
Brown, Marsha	Cosmetology
Brown, Mary	Nursing
Brown, Michelle	Physical Education
Brown, Robert	Political Science
Brown, Sonya	Real Estate
Browne, Vern	Computer Information Systems
Brown-Lowry, Tanya	Physical Education
Bruinius, Berniece	English
Bubello, Joyce	Sociology
Buchanan, Jamie	Psychology

NAME	SUBJECT
Buchmann, Peter	Mathematics
Buehler, Judy	Computer Information Systems
Buenrostro, Sandra	Counseling
Buenviaje, Dino	History
Buhr, Edward	Mathematics
Burton, Virlynn	Education
Bushman, Fran	Counseling
Bushman, Linda	Dental Hygiene
Buttermore, Jan	Computer Information Systems
Buttram, Shannon	Nursing
Calloway, Angela	Early Childhood Studies
Campbell, Dorman	Reading
Can, Minh	Mathematics
Canas, Fritzie	Counseling
Canizales, Michael	Administration of Justice
Cannon, Janet	Nursing
Cardenas, Yolanda	Spanish
Carlton, Robert	English
Carmello, Alice	Real Estate
Carpenter, Jason	Physical Education
Carpenter, Mark	Sociology
Carrigan, Ryan	Business Administration
Carrillo, Carmen	English
Carter, Adrienne	Medical Assisting
Case, Adam	Fire Technology
Casella, Daniel	Counseling
Casolaro, Rochelle	Computer Information Systems
Castano, Carolyn	Art
Castro, Maria	Physical Education
Center, Daymond	Fire Technology
Cerini, Bret	Fire Technology
Cescolini, Diana	Business
Chaffin, Deborah	English
Chambers, Bart	Administration of Justice
Chambers, Dean	Accounting
Chance, Patricia	English
Chang, Linda	Library
Charrette, Eric	Administration of Justice
Chasin, Richard	Music
Chavez, Anna	Dance
Chavez, Cynthia	Early Childhood Studies

NAME	SUBJECT
Chavez, Dolores	Mathematics
Chavez, Maureen	Education, Sub
Chen, An	Physical Education
Cheng, Chia	Psychology
Chiu, Kuei	Library
Cho, Yoon-Sung	Philosophy
Choi, Hong	Mathematics
Christensen, Gary	Theater
Christensen, William	Computer Information Systems
Christian, Anna	English
Christianson, Randall	Administration of Justice
Christman, Carl	Speech Communication
Christov, Romy	Geography
Ciccione, Casey	Administration of Justice
Ciovica, Camelia	French
Clarke, Wilton	Mathematics
Clayton, Lorri	Nursing
Cleary, Joseph	Administration of Justice
Clegg Haerich, Amy	Psychology
Clement, Cherry	Nursing
Clements, Charles	Fire Technology
Clements, Kristen	Fire Technology
Clingempeel, Harry	Computer Information Systems
Cochran, Curtis	Mathematics
Cohen, Deborah	Nursing
Cole, Edgar	Physical Science
Cole, Marsha	Early Childhood Studies
Collier, Steven	Computer Information Systems
Collins, Scot	Administration of Justice
Condon, James	English
Conley, Cynthia	Comp Applications and Office Tech
Conley, Gerald	Political Science
Conn, Lawrence	Psychology
Cook, Douglas	Automotive Tech
Cook, Jana	Administration of Justice
Copeland, Jeffrey	Emergency Medical Services
Coronado, Rita	English
Corselli, Nick	Health Science
Cortez, John	Fire Technology
Cortez, Shaylene	Comp Applications and Office Tech
Cortner, Kimberly	English

NAME	SUBJECT
Coryell, Jon	Emergency Medical Services
Cotton, Sarah	Biology
Cover, Jaime	Welding
Creed, Lorri	Administration of Justice
Creeden, Catherine	Guidance
Cretu, Camelia	Mathematics
Crist, Linda	Mathematics
Crockett, Catherine	Mathematics
Crosby, Dennis	Computer Information Systems
Cruz, Caroline	Cosmetology
Cubbage-Vega, April	Sociology
Culley, John	Art
Currie, Scott	Administration of Justice
Curtis, Theodore	Administration of Justice
Dail, James	English
Dailey, Bryan	Administration of Justice
Daneshbod, Yousef	Mathematics
D'Angelo, William	Administration of Justice
Daniel-Berhe, Square	Computer Information Systems
Daniels, Leland	Human Services
Danley, Hope	Political Science
Daraei, Kaykhosrow	Computer Information Systems
Darling, Linda	Cosmetology
Davalos, Elizabeth	Management
Davar, Mehrdad	Computer Information Systems
Davidson, Charlotte	English
Davis, Adam	Telecommunications
Davis, John	Psychology
Davis, Joyce	Library
Davis, Scott	Emergency Medical Services
Dayhoff, Ron	Administration of Justice
De La Cruz, Jennifer	Community Interpretation
De Loera-Moll, Ana	Spanish
Deal McWilliams, Elizabeth	Early Childhood Studies
Decarmo-Baker, Shirley	Cosmetology
Decker, Georgia	Spanish
Deets, Kristin	Speech Communication
Delarosa, John	Administration of Justice
Deleon-Callju, Roseanne	Senior Citizen Education
Delgado, Edward	Administration of Justice
Delgiudice, Joseph	Administration of Justice

NAME	SUBJECT
Denney, Jacqueline	Nursing
Despues, Desiree	Psychology
Devitt, Margot	Mathematics
DeWitt, Kathleen	Guidance
Deyo, Arthur	Fire Technology
Deyo, Bryan	Fire Technology
Diaz, Frederick	Spanish
Diaz, Steven	Fire Technology
Dickey, Stephen	Administration of Justice
Dillon, Kathryn	Senior Citizen Education
Dimaggio, Mark	Administration of Justice
Dimaio, Eric	Administration of Justice
Dismuke, Lori	Dance
Dohr, Ayumi	Japanese
Dohr, Michael	History
Domeneo, James	Administration of Justice
Dominguez, Diana	Mathematics
Donovan, Carole	Nursing
Donovan, Denise	Dance
Donovan, Martha	Biology
Dorado, David	Anatomy & Physiology
Doty, Ann	Physical Education
Dougherty, John	Mathematics
Doyle, John	Administration of Justice
Driver, Janet	Mathematics
Drobet, Brian	Mathematics
Droutsas, Mary	American Sign Language
Drumond, Carlos	Portuguese
Dudash, Leigh	Geography
Duffer, Roger	Music
Dufour, Leon	Construction Technology
Duller, Sarla	Nursing
Duncan, Terry	Emergency Medical Services
Dunks, Robert	English
Dunn, Paul	Computer Information Systems
Duvvuri, Indira	Computer Information Systems
Eastridge, Monica	Art
Eaton, Kimberly	Telecommunications
Eaves, Diana	Reading
Edmundson, Larry	Speech Communication
Edwards Bloom, Rona	Telecommunications

NAME	SUBJECT
Edwards, Benjamin	Mathematics
Elakodical, Joseph	Mathematics
Eldredge, Dee	Spanish
Ellaboudy, Sherif	Economics
Elliff, Eva	Art
Ellis, Stephen	Cosmetology
Elwell, Timothy	Administration of Justice
Eoff, Robert	Art
Erdle, Harvey	Physical Education
Esmay, William	Administration of Justice
Esquivel-Wessler, Raquel	Real Estate
Estes, Nancy	Music
Evans, Daniel	Journalism
Evans, Evan	Business Administration
Farhat, Daniel	Economics
Farrand, Catherine	Art
Farrell, Kathleen	English
Farris, Matthew	Photography
Fatseas, Christina	English As A Second Language
Fealy, Irina	English
Fehn, Mary	Nursing
Feller, Kimberly	Comp Applications and Office Tech
Fenton, Joshua	English
Ferguson, Rande	Fire Technology
Ferrigno, Natalie	Dental Hygiene
Fetherolf, Louis	Administration of Justice
Fick, Paul	Administration of Justice
Fiedler, Lori	Comp Applications and Office Tech
Filla, Jackie	Political Science
Fillippelli, Kristen	Physical Education
Finfrock, Douglas	Physical Education
Firtha, Christie	English
Fischer, Terry	Administration of Justice
Flanders, Mark	Art
Fleming, Michael	Speech Communication
Floerke, Jennifer	Speech Communication
Fontaine, Kristin	Nursing
Ford, Kelly	Theater
Foy, Jennifer	Real Estate
Franco, Nicolas	Counseling
Frank, Candace	English

NAME	SUBJECT
Franklin, Lee	Political Science
Franske, Lorelei	Construction Technology
Freim, Nicole	English
Friedman, Diana	Comp Applications and Office Tech
Fuentes, David	Spanish
Fulk, Forrest	Welding
Fuller, Babette	Comp Applications and Office Tech
Fultz, Michael	English
Funder, Patricia	Physical Education
Gaboury, Tammy	Cosmetology
Galusky, Preston	Biology
Galvez, Susanna	Guidance
Ganley, James	Administration of Justice
Garcia, Daniel	Administration of Justice
Garcia, Jacalyn	Art
Garcia, Nicole	Computer Information Systems
Garcia, Richard	Electronics
Garibay, Clara	Medical Assisting
Garrett, Karen	Music
Garrett, Susan	Art
Gartley, William	English
Garza, Nicolas	Anthropology
Geiger, Tonya	Nursing
Gelenchi, Fantahun	Mathematics
Gemende, Margarita	Administration of Justice
Gerger, Debra	Dental Hygiene
Gill, Harminder	Chemistry
Gilman, Mark	Fire Technology
Gingerella, Tamera	Physical Education
Giornalista, Nino	Telecommunications
Gitlin, Phyllis	Theater
Glass, Shirley	Vocational Nursing
Glazewski, Virginia	Healthcare Technician
Glenore, Denise	Nursing
Glover, Ronald	Electronics
Godwin, Scott	English
Golder, Patricia	English
Gonzales, Michon	Cosmetology
Gonzalez, Lawrence	Administration of Justice
Goodrich, Grace	Computer Information Systems
Goodrich, Ronald	Computer Information Systems

NAME	SUBJECT
Goodwin, Royce	Physical Education
Goodwyn, Michael	Speech Communication
Gordon, Cynthia	Philosophy
Gorian, Walda	Mathematics
Gourley, Matthew	Theater
Graham, Glen	Electronics
Grajeda, Ralph	Physical Education
Grant, Kalunda (Rae)	English
Graves, Monica	Early Childhood Studies
Greco, Daniela	Counseling
Greco, Elizabeth	Counseling
Green Hodges, Nicole	Art
Gregg, Alex	Fire Technology
Gressier, Pamela	Senior Citizen Education
Griggs, Frederick	Fire Technology
Groenhout, Christopher	Biology
Grossman, Walter	Geography
Gruentzel, Barbara	Reading
Guldhammer, Bente	Music
Gumpf, Janice	Nursing
Guter, Gerhard	Music
Guthrey, Delparde	Mathematics
Gutierrez, Jerry	Administration of Justice
Guzman, Vianet	Nursing
Hagar, Gary	Spanish
Hagopian, Verge	English
Hake, Mark	Administration of Justice
Hale, Tom	Education
Halili, Roberto	Sociology
Hall, Christie	Physical Education
Hall, David	Automotive Tech
Hall, Elizabeth	Reading
Hall, Sandra	History
Halldane, John	Mathematics
Hallsted, Christopher	English
Hamilton, Teresa	Nursing
Han, Phillip	Administration of Justice
Haney, Bernadette	English
Hannah, John	Dental Technology
Hannum, Natalie	Fire Technology
Hansen, Cheryl	Physical Education

NAME	SUBJECT
Hansler, Kathryn	English
Harold, Ryan	Emergency Medical Services
Harris, Alex	Administration of Justice
Harris, Vivian	Library
Harter, Douglas	Humanities
Harvey, Justin	Fire Technology
Hashemi, Seyed	Mathematics
Hass, Richard	Physical Education
Hathaway, Wilhelmina	Chemistry
Hatrak, Yvette	English
Hausfeld, Gretchen	Music
Haverkamp, Steve	Administration of Justice
Hawkins Russell, Hazel	Sociology
Hay, Laurie	American Sign Language
Hayes, Roger	Health Science
Hemborg, Kierstin	Education
Hernandez, Norseman	Spanish
Herr, Kerry	English
Herrera, Veronica	Spanish
Hewitt, Edwin	Graphics Technology
Hickerson, Mark	History
Hicks, Linda	Physical Education
Hill, Janet	Sociology
Hill, Leonard	Spanish
Hinckley, David	English
Ho, Hai	Physician Assistant
Hodson, Clay	Administration of Justice
Hokett, Norene	Speech Communication
Holm, David	Administration of Justice
Holmes, Laurie	Computer Information Systems
Holts, Elizabeth	Early Childhood Studies
Hoover, Jerry	Dental Technology
Hoover, Kent	Administration of Justice
Horowitz-Flournoy, Jan	Nursing
Horton, Jason	Administration of Justice
Hough, Kenneth	History
Howerton, Ray	Physical Education
Hoxmeier, Tony	Administration of Justice
Hoyle, Ilse	German
Hubenko, Alice	Mathematics
Hughes, Bradley	Physics

NAME	SUBJECT
Hunt, Marjorie	Psychology
Hurlbutt, Michelle	Dental Hygiene
Huseth, Scott	Computer Information Systems
Huyssoon, Sara	Computer Information Systems
Hwang, Chi-Chih	Computer Information Systems
Hyland, Thomas	Administration of Justice
Hynes, Samuel	Construction Technology
Ives, Frank	Mathematics
Jackson, Louis	Marketing
Jackson, Sally-Anne	English
Jacobsen, Renee	Geography
Jalayer, Lynsey	Physical Education
James, Edna	English
James, Hudena	Paralegal Studies
James, Marcia	Nursing
Jaquez, Manuel	Engineering
Jennings, Micheal	Fire Technology
Jensen, DeAnna	English
Jeremiah, Steven	Emergency Medical Services
Jernegan, Sabrina	Administration of Justice
Johansen, Judith	Music
Johansen, Kirsten	Dance
John, Christine	Cosmetology
Johnson, David	Physics
Johnson, Donna	Administration of Justice
Johnson, Jack	Psychology
Johnson, James	Administration of Justice
Johnson, Steve	Fire Technology
Johnson, Terry	English
Johnston, Jennifer	Early Childhood Studies
Johnston, Leticia	Spanish
Jones, Anthony	Physical Education
Jones, Janice	Reading
Jones, Merchell	Administration of Justice
Jones, Paula	Vocational Nursing
Jordon, Susan	Nursing
Jorgensen, Judy	Architecture
Joseph, Eugene	Anatomy & Physiology
Josker, David	Administration of Justice
Joyce, Michael	Administration of Justice
Juma, Leo	Biology

NAME	SUBJECT
Kahn, Dennis	Physical Education
Kahns, Roger	Health Science
Kaiser-Powell, Olga	Nursing
Kalpakoff, Sally	Mathematics
Kammel-Dodgen, Lisa	Cosmetology
Kats, Jacobus	Computer Information Systems
Kaufhold, Berkley	English
Kazsuk, Elizabeth	Sociology
Kearns, Timothy	Construction Technology
Keith, Thomas	Philosophy
Kelleher, Phillip	Fire Technology
Kelley, Michael	Physical Education
Kelly, Karen	Physical Education
Kenney, Robert	Administration of Justice
Kent, Michael	English
Kessler, Rebecca	Cosmetology
Kibby, Michael	Administration of Justice
Killien, Shauni	Microbiology
Kim, Jeong	Korean
Kim, Jung-Kwan	Computer Information Systems
Kim, Myong-Sook	Mathematics
Kim, Sun	Mathematics
Kimbrough, Pamela	Mathematics
Kipp, Ronald	Administration of Justice
Kirby, Barbara	Early Childhood Studies
Kirkpatrick, Allan	Sociology
Klug, Jeffrey	Administration of Justice
Knight, Carla	Emergency Medical Services
Knight, Wayne	Philosophy
Kobernik, Lynnette	Music
Koehler, Pamela	Administration of Justice
Koh, Soong-Hee	English As A Second Language
Kolodzik, Natalie	Nursing
Korson, Thomas	English
Koury, Michael	Fire Technology
Krajewski, Linda	Psychology
Kraus, Lee	English
Krivanek, Kenneth	English
Kroh, David	Administration of Justice
Kroh, Frances	Administration of Justice
Kruizenga-Muro, Denise	English

NAME	SUBJECT
Kubota, Howard	Business Administration
Kurland, Harvey	Senior Citizen Education
Kurs, Mitchell	American Sign Language
Kusy, Steven	Administration of Justice
Lafaurie, Delia	Sociology
Lafferty, Michael	Political Science
Lam, Wayne	Mathematics
Lamoureux, Kelly	Dance
Landen, Shelley	Nursing
Landry-Taylor, Lisa	Physician Assistant
Lane, Vita	Cosmetology
Lange, Mary	Nursing
Lansing, Sandra	English
Lape, Eric	Humanities
Lape, Stephanie	Humanities
Lash, Alan	Mathematics
Laski, Lisa	Comp Applications and Office Tech
Lee, Chang	Spanish
Lee, Ju-Sung	Mathematics
Lee, Stephen	Mathematics
Lei, Wei-Lin	Chinese
Leigh, Cynthia	History
Leivas, Michael	Real Estate
Lemieux, John	Automotive Tech
Lenton, John	Administration of Justice
Leon, Chris	Emergency Medical Services
Leon, Joyce	Comp Applications and Office Tech
Leon, Ralph	Mathematics
LeSueur, Summer	Dance
Levy, Andrew	Theater
Leyva, Robert	Counseling
Lewis, James	Real Estate
Limar-Jansen, Valjeania	Theater
Limbacher, Rhonda	Cosmetology
Lindner, Harold	Construction Technology
Lindsey, Daniel	Mathematics
Lindsey, Raymond	Music
Lingo, Marla	Administration of Justice
Link, Patricia	Construction Technology
Lio, Shoon	Sociology
Lippire, Kristine	Art

NAME	SUBJECT
Lively, Christine	American Sign Language
Locke, Sheila	Music
Loh Myers, Susan	English
Longanbach, Anne	History
Longway, Mark	Counseling
Lopez, Cruz	Mathematics
Lopez, Eduardo	Political Science
Lorenzi, Christine	English
Loverde, Andrew	English
Loya, Jason	Fire Technology
Lyon, Heather	Biology
Ma, Nan	English
Maas, John	Physics
MacKenzie, Carolyn	Comp Applications and Office Tech
Maddux, Michael	Administration of Justice
Madeira, Judy	Healthcare Technician
Maheshwari, Subodh	Senior Citizen Education
Mahon, Cynthia	Political Science
Mahoney, Paul	Physical Education
Mahony, Kathleen	Nursing
Maldonado, Teddi	Speech Communication
Manges, William	Computer Information Systems
Mann, David	Speech Communication
Manners, Tyler	English
Manous, Michael	English
Manross, Debra	Speech Communication
Marathe, Gopal	Biology
Margo, Jaqueline	Mathematics
Mariano, Merry	English
Marlo, Susan	Accounting
Marsh, Rebecca	English
Marshall, Gregory	History
Martinez, Cris	Administration of Justice
Martinez, David	Physical Education
Martinez, Fernando	Spanish
Martinez, Roman	Administration of Justice
Mason, Robert	Computer Information Systems
Matthews, Timothy	Nursing
Mauldin, Marcus	English
Mawn, Doris	Medical Assisting
May, Barbara	Art

NAME	SUBJECT
May, Michael	Accounting
Mayse, Susie	Music
McAllister, Dan	Administration of Justice
McBean, Mary	Nursing
McCarthy, Louis	Computer Information Systems
McConnell, Lisa	Administration of Justice
McCrary, Denise	Human Services
McCurdy, Patrick	Business
McDonald Sarep, Melissa	English As A Second Language
McDonald, Robert	Guidance
McEuen, Wendy	Nursing
McGhee, Stacy	Healthcare Technician
McGuire, Katherine	Art
McKinney, James	Mathematics
McKinney, Ted	Photography
McMains, Jason	Physical Education
McManus, Patrick	Administration of Justice
McManus, Timothy	Administration of Justice
McMurrich, Robert	Administration of Justice
McNamara, Joseph	Administration of Justice
McNaughton, Barry	Music
McSwain, Gayle	Physical Education
Mecham, Anthony	Fire Technology
Megas, Alexander	Music
Meier, Susan	History
Melendez, William	Fire Technology
Melgarejo, Francisco	Physical Education
Merrill, Valerie	Mathematics
Mettrick, Jon	Psychology
Meyer, Wally	Administration of Justice
Miano, Carla	Computer Information Systems
Micham, Wendy	Psychology
Millar, Alma	Speech Communication
Miller, Christopher	Fire Technology
Miller, Lori	English
Mitchell, James	English
Modzelewski, Ann	English
Moker, Richard	Administration of Justice
Money, Brian	Administration of Justice
Monroy, Julio	Spanish
Montemayor, Juan	Comp Applications and Office Tech

NAME	SUBJECT
Montenegro, Erika	English
Moore, Christine	Psychology
Moore, Robert	Administration of Justice
Moore, William	Computer Information Systems
Moreno, Oscar	Cosmetology
Morgan, Douglas	Humanities
Morris, Cynthia	Comp Applications and Office Tech
Moussaoui, Ali	Physics
Moustafa, Magda	English
Msahli, Zina	Arabic
Mudunuri, Bala	Mathematics
Mulhall, Michael	Emergency Medical Services
Mumford, Jennifer	Senior Citizen Education
Munoz, Miguel	Administration of Justice
Munroe, Carol	Cosmetology
Murillo, Charles	English
Murphy, Dennis	Emergency Medical Services
Murray, Matthew	English
Myers, Richard	English
Nadeau, Bouchra	French
Namekata, Douglas	Physical Education
Nanneman, Kathryn	English
Nash, Patrick	Administration of Justice
Navarro, Nidia	Guidance
Neglia, Philip	Administration of Justice
Nelson, Kristina	English
Nelson, Susan	Nursing
Ngo, Hai	Mathematics
Nguyen, Benny	Mathematics
Nguyen, Tim	Computer Information Systems
Nguyen, Trieu	Mathematics
Nguyen, Tung	Mathematics
Niebuhr, James	Art
Nielsen, Lawrence	Administration of Justice
Niswonger, Jerome	Business Administration
Nordbeck, Dana	Nursing
Norris, Windy	Speech Communication
Norton, Kent	Fire Technology
Norton, Kristen	Psychology
Norwine, Brent	Fire Technology
Nugent, Randall	Emergency Medical Services

NAME	SUBJECT
Nurick, Linda	English
Nwachuku, Ijeoma	Psychology
Nyberg, Crystal	Anatomy & Physiology
Nystrom, Genevieve	Early Childhood Studies
Odien, Jeffrey	English
Odil, Orby	Fire Technology
O'Donnell, Michael	Administration of Justice
Oepomo, Tedja	Mathematics
Ogbebor, Esohe	Nursing
Olds, Jennifer	English
Olin, Diane	Health Science
Oliva, Deborah	Administration of Justice
Oliver, Jesus	Mathematics
Oliver, Jesus	Mathematics
Oliver, Mark	Computer Information Systems
Oliver, Trudy	Early Childhood Studies
Oller, Jesse	Administration of Justice
Olson, Mark	Dance
Olson, Susan	Physical Education
O'Neal, John	Computer Information Systems
Orlijan, Kimberly	English
Orlijan, Kimberly	English
Orton, Renee	Speech Communication
Paine, Kristy	Administration of Justice
Pankowski, Franciszek	Mathematics
Pap, Dennis	Chemistry
Papas, Constantine	English
Paredes, Luis	Spanish
Paredes, Mark	Physical Education
Park, Steve	Mathematics
Parker, LaTonya	Counseling
Parker, Richard	Mathematics
Parkinson, Robert	Computer Information Systems
Parsley, Martie	Speech Communication
Parsons, Jimmy	Administration of Justice
Partridge, Jeffrey	Cosmetology
Pasaoa, Albert	Economics
Pattison, Anne	Counseling
Patton, Gary	Comp Applications and Office Tech
Pearson, Frank	Air Conditioning
Pedroja, Joy	English

NAME	SUBJECT
Peebles, Robert	Administration of Justice
Pehkonen, Julianne	Computer Information Systems
Pehkonen, Laura	Comp Applications and Office Tech
Pellerin, Travis	Art
Pemberton, Geoffrey	Fire Technology
Pendleton, Gary	English As A Second Language
Pentis, Carl	Business Administration
Perches, Carmen	Counseling
Pereida, Arthur	Fire Technology
Perez, Ann	Geology
Perez, David	English
Perez, Eduardo	Sociology
Perez, Ricky	Administration of Justice
Perez-Machon, Violeta	Spanish
Perotti, Robert	Fire Technology
Peters, Steven	Administration of Justice
Peterson, Frank	Business Administration
Peterson, Janet	Early Childhood Studies
Pico, Phillip	Administration of Justice
Pinson, John	English
Platske, Lisa	Management
Plesko, Susan	English
Podlesny, Bartlomiej	Mathematics
Ponder, Theodore	Culinary Arts
Pope, Laura	Cosmetology
Porter, Tigger	Fire Technology
Poston, James	Sociology
Potter, Mark	Administration of Justice
Pradia, Vivian	Administration of Justice
Preacher, Jon	Real Estate
Prince, Ellen	Dance
Prince, Gary	Comp Applications and Office Tech
Pritchard, Randy	Emergency Medical Services
Ptalis, Beth	English
Quinn, Judy	Administration of Justice
Qumsiya, John	Mathematics
Racataian, Cristian	Computer Information Systems
Racataian, Valentin	Mathematics
Rachal, Tracy	Reading
Rachele, Sharon	Anthropology
Radford, Charles	Administration of Justice

NAME	SUBJECT
Radford, Tracie	Cosmetology
Radtke, Wendy	Psychology
Rahman, Mustafizur	Mathematics
Rainey, Arthur	Computer Information Systems
Rajakone, Chrishantini	Economics
Ramalingam, Leah	CAT
Ramirez, Candace	English
Ramirez, Edward	Administration of Justice
Ramirez, Javier	Art
Ramos, Andre	Administration of Justice
Ramos, Sean	Administration of Justice
Ramseyer, Diana	English
Rangel, Francisco	Comp Applications and Office Tech
Rangel, Gladden	Reading
Rangel, Makeba	Reading
Rappaport, Robert	Fire Technology
Rawley, James	English
Rawlings, Phillip	Emergency Medical Services
Read, Patrick	Music
Redden, Ronald	Fire Technology
Redona, Jeff	Mathematics
Reed, Harold	Administration of Justice
Reed, Lawrence	English
Reed, Stephen	History
Reeves, Daniel	Administration of Justice
Reid, Mary	Administration of Justice
Reifschneider, Linda	Marketing
Reimer, Kimberly	Nursing
Reina, Dorothy	History
Rende, Mehrnoush	Cosmetology
Renney, Michael	Administration of Justice
Reyes, Ernesto	Mathematics
Reynolds, Vanessa	Physician Assistant
Ribaud, Jeffrey	Art
Ricard, Ronald	Computer Information Systems
Rice, Wallace	Administration of Justice
Richard, Robert	Emergency Medical Services
Richardson, David	Counseling
Riddell, Jeannette	English
Ridley, Roger	History
Riker, Arnold	Marketing

NAME	SUBJECT
Rivers Senghor, Diana	English As A Second Language
Roberts, Allison	Mathematics
Roberts, Johnny	Air Conditioning
Robinson, Jack	English
Robles, Antonette	Microbiology
Robles, Fred	Physical Education
Robles, Magdalena	Emergency Medical Services
Rodriguez, Gerardo	Administration of Justice
Rodriguez, Paul	Mathematics
Rogers, David	Automotive Body Tech
Rojo, Andy	Physical Education
Romero, Estrella	Speech Communication
Romero, Michael	Humanities
Rooney, Kristin	Dance
Rosales, David	Art
Rosenberg, Donald	Speech Communication
Ross, Al	Real Estate
Ross, Helen	Sociology
Rowe-Williams, Lisa	Administration of Justice
Rozo, Nelson	Administration of Justice
Rubino, Joseph	Guidance
Rubinoff, Martin	Physical Education
Russell, Christy	English
Russell, Dorothy	Administration of Justice
Russell, Scott	English
Russo, Rachele	Physical Education
Saadat, Ali	Mathematics
Saavedra, Mark	Physical Education
Sabet, Mark	Comp Applications and Office Tech
Sadatmand, Kamal	Mathematics
Sadiq, Fahima	Mathematics
Sadowski, Angela	Psychology
Saguar, Esther	Spanish
Sakoolpailoh, Ouayporn	Nursing
Salyer, Kimberly	Speech Communication
Samson, Danae	English
Sanchez, Ernest	Administration of Justice
Sanchez, Lizbeth	Spanish
Sandiford, Anderson	English
Sandusky, Clinton	Administration of Justice
Santucho, Sabrina	Dental Hygiene

NAME	SUBJECT
Saporito, Vincent	American Sign Language
Sargent, Marilyn	English
Sass, Margaret	Speech Communication
Sausser, Darrell	Music
Sayer, Carmella	English As A Second Language
Scanlon, Gail	Fire Technology
Scarano, Robert	Music
Scharff, Mira	Physical Education
Schmidt, Jasmine	Nursing
Schneidewind, Sandra	Dental Hygiene
Schoepflin, Leann	Dental Hygiene
Schroeder, Carrie	English
Schuh, Steven	Astronomy
Schultz, Garth	Computer Information Systems
Schwankle, David	English
Scott Coe, Justin	English
Scott, Graham	English
Scott, Jonathan	Business Administration
Scott, Ming-Yin	Accounting
Scott, Norman	Fire Technology
Scott-Coe, Jo	English
Scott-Gresham, Lujana	Administration of Justice
Seager, Michael	History
Searcy, Janet	Medical Assisting
Sebastian, Ilona	Cosmetology
Sell, Jeremy	English
Sendowsky, Guido	Physical Education
Sexton, Jennifer	Administration of Justice
Sferrazza, Mary	Senior Citizen Education
Shafer, Kenneth	History
Shaw, Richard	Music
Shefchik, Michael	Reading
Shelton, Jeanna	Dance
Shelton, Thomas	Administration of Justice
Sheppy, Robert	Computer Information Systems
Shrake, Creagan	Geography
Shumaker, Curtis	English
Siciliano Di Rende, Dana	English
Sievers, Robert	Auto Body Technology
Silva, Lavista	Music
Simon, Jacqueline	Speech Communication

NAME	SUBJECT
Singh, Padam	Mathematics
Skaggs, Ronald	Construction Technology
Skerbelis, Monika	Telecommunications
Skinner, Beth	Humanities
Slattery, Christy	Fire Technology
Sliva, Roger	Automotive Body Tech
Smith, Andrew	Accounting
Smith, Kendall	English
Smith, Mercedes	Cosmetology
Smith, Valerie	Guidance
Smyth, Pamela	English
Snell, Lea	Physical Education
Snitker, Nicole	Dental Hygiene
Snook, Robert	Administration of Justice
Snow, Margaret	Real Estate
Snyder, Matthew	English
Solorzano, Cesar	Spanish
Soltz, James	Administration of Justice
Soltz, Stephen	Fire Technology
Somers, Rita	English
Sorensen Nunez, Gayle	Early Childhood Studies
Soto, Nadia	Administration of Justice
Spidle, Lester	Administration of Justice
Spivacke, Rdean	Administration of Justice
Spooner, Susan	Nursing
Srivastava, Anjula	Mathematics
Stadick, Karen	Cosmetology
Stafford, Paula	Physician Assistant
Stark, Howard	Mathematics
Starwalker, Marilyn	American Sign Language
Stephens, Heather	Theater
Stevenson, Kathryn	English
Stoddard, Gwendolyn	English As A Second Language
Stone, David	Engineering
Stonebreaker, Andrew	Administration of Justice
Strang, Charles	Administration of Justice
Street, David	Administration of Justice
Stuart, Joseph	Administration of Justice
Sturdivant, Dansby	Music
Sugars, John	Greek
Sullivan, Eric	English

NAME	SUBJECT
Sullivan, John	English
Sullivan, William	Administration of Justice
Summers, Sue	Cosmetology
Sung, Mi Kyung	Speech Communication
Svonkin, Craig	English
Swanson, William	Psychology
Swartout, Jacqueline	Sociology
Sweeney, Caren	Art
Swenson, Linda	Dance
Swift, Starr	Air Conditioning
Syphus, Harry	English
Talarico, Michael	Administration of Justice
Talbert, Carmen	Comp Applications and Office Tech
Talward, Japdeep	Psychology
Tate, Curtiss	Emergency Medical Services
Tattoo, Madeleine	Early Childhood Studies
Taylor, Cynthia	Business Administration
Taylor, Frank	Administration of Justice
Taylor, Joshua	Psychology
Taylor, Robert	Dental Technology
Tayyar, Rana	Biology
Tedesco, Fred	Telecommunications
Teneyck, Michael	Accounting
Tennies, Michael	Human Services
Terrio, Frank	Administration of Justice
Tetirick, Thomas	Comp Applications and Office Tech
Tew, Merrill	Senior Citizen Education
Thomas, Latrice	Reading
Thomas, Wendy	Administration of Justice
Thompson, Darrelle	Computer Information Systems
Tilton, Dennis	English
Tilton, Roger	Psychology
Timmermans, Lambertus	Mathematics
Ting, Lycretia	Mathematics
Tingle, Terrence	Administration of Justice
Tinker, Alan	Administration of Justice
Tinker, Robert	Fire Technology
Tisdorn, Edvig	Physical Education
Tochtrop, Martin	Administration of Justice
Tombs, Terry	Anthropology
Torres, Marco	Biology

NAME	SUBJECT
Torrez, Michael	Chemistry
Tougas, David	English As A Second Language
Tougas, Lynette	English As A Second Language
Townsend, Norma	Music
Townsend, Toby	Philosophy
Tran, Jackie (Tien)	Mathematics
Tran, Victor	Mathematics
Travina, Lyudmila	Art
Trejo, Silvia	Guidance
Trinh, Tyler	Mathematics
Tuckerman, Daniel	Speech Communication
Turner, Kimberly	English
Turnier, Arthur	Administration of Justice
Tuthill, Louis	Sociology
Tyler, Stanley	Chemistry
Ukpo, Theresa	Health Science
Umali Kopp, Christine	Psychology
Uppala, Gurunatha	Mathematics
Valadez, Annemarie	Nursing
Valdezalvarez, Jorge	Mathematics
Van Lierop, Jeffrey	Fire Technology
Van Tine, Patricia	Health Care Technician
Van Winkle, Dennis	Paralegal Studies
Vanderhoof, George	Administration of Justice
Vandermeiden, Sharon	Art
Vandiver, Wesley	Administration of Justice
Varga, Charles	Administration of Justice
Vargo, Joseph	Journalism
Vasile, Dan	Physician Assistant
Vasquez, Alta	Computer Information Systems
Vasquez, Laura	English
Vaughan, John	Theater
Vega Sanchez, Mario	Community Interpretation
Vega, Eric	Sociology
Vejar, Irma	Spanish
Velarde-Petersen, Loreto	Spanish
Vennemann, Darlene	Paralegal Studies
Villasenor, Silvia	Health Science
Virzi, Susan	Speech Communication
Viswanath, Vish	Computer Information Systems
Vodhanel, Stephen	Computer Information Systems

NAME	SUBJECT
Vu, Frances	Sociology
Wager, Lastenia	English
Waggoner, Jean	English As A Second Language
Waggoner, Jennifer	Dance
Wagner, Eric	English
Wagner, Jeffrey	Culinary Arts
Wagstaff, Jerrin	Art
Wahba, Renee	Astronomy
Wait, Cynthia	Administration of Justice
Walag, Stephen	Photography
Walker, Michael	Psychology
Walsh, Sarah	Senior Citizen Education
Wang, Michael	Mathematics
Ward, Don	Education
Warden, Marine	Psychology
Waters, Christopher	Administration of Justice
Waters, Madeleine	English
Watrous, James	Computer Information Systems
Watson, Harry	Mathematics
Watt, Catherine	English
Webber, Diana	Dance
Weber, Herbert	Automotive Body Tech
Weiser, William	Fire Technology
Weniger, Marc	Business Administration
Wesche, Mitchell	Emergency Medical Services
Wettergreen, Amy	Nursing
Wheeler, Richard	Administration of Justice
White, Debra	Speech Communication
White, Jerry	Physical Education
White, Michael	Emergency Medical Services
Whitford, Kevin	Administration of Justice
Whitt, Ronald	Administration of Justice
Wickers, Rodney	Business Administration
Wiewall, Darcy	Anthropology
Wilde, Sean	Emergency Medical Services
Wiley, Duverick	Physical Education
Wilhite, Charles	Administration of Justice
Williams, Bruce	Comp Applications and Office Tech
Williams, Frances	Photography
Williams, Maria	Culinary Arts
Williams, Mark	Automotive Body Tech

NAME	SUBJECT
Williams, Richard	Computer Information Systems
Wilson, Bryan	Administration of Justice
Wilson, Gladys	Comp Applications and Office Tech
Wilson, James	Fire Technology
Wilson, Karen	Humanities
Wilson, Martena	Physical Education
Wintter-Williams, Marylin	English
Wood, Terry	Administration of Justice
Woodward, Paul	Vocational Nursing
Worby, Glen	Administration of Justice
Wright, Karen	Business Administration
Wright, Michael	Business Administration
Wu, Elva	Emergency Medical Services
Wu, Stephen	Emergency Medical Services
Wylldestar, Cornelia	Telecommunications
Yang, May	English
Yankee, Alan	Music
Yao, Chui	Mathematics
Ybarra, Daniel	Administration of Justice
Ybarra, Thomas	Administration of Justice
Yoshinaga, Ann	Fire Technology
Yount, Michael	Emergency Medical Services
Youtz, Vaughn	Photography
Zaleski, Katrina	English
Zardkoohi, Sohrab	Culinary Arts
Zardoost, Vahid	Computer Information Systems
Zeeb, John	Psychology
Zeller, Michael	Mathematics
Zentgraf, Bonita	Early Childhood Studies
Zmudka, Susan	Healthcare Technician
Zoumbos, Nickolas	Real Estate
Zurita, Marcial	Mathematics

EMPLOYED AS NEEDED
SALARY SCHEDULE FOR TEMPORARY, NON-CERTIFICATED, HOURLY EMPLOYEES
BOARD POLICY 4035

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Salary Policy 4035</u>
Steve Kusy	Academy Coordinator	07/31/06-06/30/07	\$25.00/hour
Jacob Perkió	Communication Assistant	08/28/06-06/30/07	\$7.75/hour
Cameron Young	Communication Assistant	08/28/06-06/30/07	\$7.75/hour
Mazetta Waites	Community Service Officer	07/01/06-06/30/07	\$14.00/hour
Sirbrinna Waldrop	Community Service Officer	07/01/06-06/30/07	\$14.00/hour
Shirly Ignatius	Computer Operator	10/01/06-06/30/07	\$15.00/hour
Linda McNeill-Fields	Contract Trainer Aide II	10/01/06-06/30/07	\$8.75/hour
Castella Ysaguirre	Contract Trainer V	10/01/06-06/30/07	\$50.00/hour
James Wright	Evaluator, AOJ	07/01/06-06/30/07	\$10.00/hour
Arlene Leon	Food Service Assistant	08/01/06-06/30/07	\$9.00/hour
Katherine Zook	Grant Facilitator	05/16/06-06/30/06	\$40.00/hour
Daniel Schultz	Instructional Aide I	07/01/06-06/30/07	\$6.75/hour
Frank Bell	Instructional Aide II	08/01/06-06/30/07	\$7.25/hour
Rebecca Starbuck-Anderson	Interpreter I	08/28/06-06/30/07	\$11.00/hour
Stephanie Sandoval	Interpreter III	08/17/06-06/30/07	\$18.00/hour
Marquis Harvey	Matriculation Assistant I	07/25/06-06/30/07	\$9.00/hour
Kathy Marin	Matriculation Assistant I	07/01/06-06/30/07	\$9.00/hour
Jason Glick	Matriculation Assistant III	09/01/06-06/30/07	\$10.00/hour
Pedro Arballo	Office Assistant I	08/23/06-06/30/07	\$9.00/hour
Alexander Huerta	Office Assistant I	08/07/06-06/30/07	\$9.00/hour
Roxana Lopez	Office Assistant I	08/14/06-06/30/07	\$9.00/hour
Marlaina Mortati	Office Assistant I	07/01/06-06/30/07	\$9.00/hour
Peter Naggi	Office Assistant I	08/01/06-06/30/07	\$9.00/hour
Minh Nguyen	Office Assistant I	08/01/06-06/30/07	\$9.00/hour
Teresa Full	Office Assistant II	08/28/06-06/30/07	\$10.50/hour

EMPLOYED AS NEEDED
SALARY SCHEDULE FOR TEMPORARY, NON-CERTIFICATED, HOURLY EMPLOYEES
BOARD POLICY 4035, CONT.

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Salary Policy 4035</u>
Steven Gonzalez	Office Assistant II	07/01/06-06/30/07	\$10.50/hour
Christina Gordon	Office Assistant II	08/16/06-06/30/07	\$10.50/hour
Angelic Lopez	Office Assistant II	09/09/06-06/30/07	\$10.50/hour
Akiyoshi Palomo Lemus	Office Assistant III	08/14/06-06/30/07	\$12.50/hour
Stephanie Stackhouse	Office Assistant III	08/14/06-06/30/07	\$12.50/hour
Juan Lopez	Office Assistant IV	09/09/06-06/30/07	\$14.00/hour
Dayna Herrera	Registered Nurse II	08/21/06-06/30/07	\$32.00/hour
Tony Yang	Research Intern	08/28/06-12/14/06	\$14.22/hour
Cynthia Lara	Stage Technician II	08/01/06-06/30/07	\$7.50/hour
Junius Pennison	Stage Technician III	07/31/06-06/30/07	\$8.50/hour
Lindsay Young	Stage Technician III	07/31/06-06/30/07	\$8.50/hour
Danyelle Wilson	Student Activities Assistant	07/01/06-06/30/07	\$10.50/hour
Angela Munoz	Theater Props/Outreach	07/31/06-06/30/07	\$10.50/hour
Alexandra Bashkirova	Tutor I	08/28/06-06/30/07	\$7.00/hour

VOLUNTEERS
BOARD RESOLUTION 10-97/98

<u>Name</u>	<u>Department</u>	<u>Effective Date</u>
Rudy Arguelles	Athletics	09/01/06-02/28/07
Randy Brooks	Athletics	09/02/06-03/02/07
Henry Citarella, Jr.	Athletics	09/02/06-03/02/07
Henry Citarella, Jr.	Athletics	09/02/06-03/02/07
Greta Cohen	Athletics	09/01/06-02/28/07
David Domagalski	Athletics	09/02/06-03/01/07
Richard Hubbard	Athletics	09/01/06-02/28/07
Edward King	Athletics	09/01/06-02/28/07
Kristen King	Athletics	09/01/06-02/28/07
Michael Leal	Athletics	09/01/06-02/28/07
Christina Leon	Athletics	09/02/06-03/02/07
George Metcalfe	Athletics	09/01/06-02/28/07
Jeff Newman	Athletics	09/01/06-02/28/07
Stephen Raburn	Athletics	09/01/06-02/28/07
Tyler Topp	Athletics	09/01/06-02/28/07
Joan Jackson	DSPS	08/29/06-12/31/06
Fernando Acosta	Health, Human & Public Services	08/28/06-12/31/06
Daniel Antis	Health, Human & Public Services	08/28/06-12/31/06
Guadalupe Banuelos	Health, Human & Public Services	08/28/06-12/31/06
Erin Blunck	Health, Human & Public Services	08/28/06-12/31/06
Jafari Brown	Health, Human & Public Services	08/28/06-12/31/06
Juan Corona	Health, Human & Public Services	08/28/06-12/31/06
Tim Doren	Health, Human & Public Services	08/28/06-12/31/06
Babajide Fajemisin	Health, Human & Public Services	08/28/06-12/31/06
Gustavo Gonzalez	Health, Human & Public Services	08/28/06-12/31/06
Ahmed Haggag	Health, Human & Public Services	08/28/06-12/31/06
Timothy Henry	Health, Human & Public Services	08/28/06-12/31/06
Casey Hewitt	Health, Human & Public Services	08/28/06-12/31/06
Trenton Honda	Health, Human & Public Services	08/28/06-12/31/06
Amanda Jacobs	Health, Human & Public Services	08/28/06-12/31/06
David Kowallis	Health, Human & Public Services	08/28/06-12/31/06
David Levine	Health, Human & Public Services	08/28/06-12/31/06
Adel Lozano	Health, Human & Public Services	08/28/06-12/31/06
Daniella Macho	Health, Human & Public Services	08/28/06-12/31/06
Lee Oliva	Health, Human & Public Services	08/28/06-12/31/06
Elmer Parwani	Health, Human & Public Services	08/28/06-12/31/06
Ana Rios	Health, Human & Public Services	08/28/06-12/31/06
Tim Roa	Health, Human & Public Services	08/28/06-12/31/06
Paul Rogers	Health, Human & Public Services	08/28/06-12/31/06

VOLUNTEERS
BOARD RESOLUTION 10-97/98, CONT.

<u>Name</u>	<u>Department</u>	<u>Effective Date</u>
Marco Serrano	Health, Human & Public Services	08/28/06-12/31/06
Hector Serrato	Health, Human & Public Services	08/28/06-12/31/06
Elena Summerlin	Health, Human & Public Services	08/28/06-12/31/06
Sean Totten	Health, Human & Public Services	08/28/06-12/31/06
Sandra Velazquez	Health, Human & Public Services	08/28/06-12/31/06
Bridey Abad	Nursing	08/28/06-12/10/06
James Achin	Nursing	08/28/06-12/10/06
Delon Acosta	Nursing	08/28/06-12/10/06
Griselda Acosta	Nursing	08/28/06-12/10/06
Jean Adair	Nursing	08/28/06-12/10/06
Olufunke Adewumi	Nursing	08/28/06-12/10/06
Darlene-Mae Agustin	Nursing	08/28/06-12/10/06
James Albertazzie	Nursing	08/28/06-12/10/06
Monica Alfaro	Nursing	08/28/06-12/10/06
Philip Alian	Nursing	08/28/06-12/10/06
Daisy Alvarado	Nursing	08/28/06-12/10/06
Cindy Angier	Nursing	08/28/06-12/10/06
Augustina Apeah	Nursing	08/28/06-12/10/06
Kristina Appelhof	Nursing	08/28/06-12/10/06
Gayle Arce	Nursing	08/28/06-12/10/06
Khrisna Arguelles	Nursing	08/28/06-12/10/06
Rachel Babin	Nursing	08/28/06-12/10/06
Todd Baca	Nursing	08/28/06-12/10/06
Lindsay Bacca	Nursing	08/28/06-12/10/06
Sean Bacca	Nursing	08/28/06-12/10/06
Gina Baerresen	Nursing	08/28/06-12/10/06
Esther Baez	Nursing	08/28/06-12/10/06
Danny Balles	Nursing	08/28/06-12/10/06
Fordyce Banaag	Nursing	08/28/06-12/10/06
Ella Barnum	Nursing	08/28/06-12/10/06
Jeanine Barragan	Nursing	08/28/06-12/10/06
Maria Barreto	Nursing	08/28/06-12/10/06
Jeanette Battles	Nursing	08/28/06-12/10/06
Geraldine Bautista	Nursing	08/28/06-12/10/06
Dominique Bazonos	Nursing	08/28/06-12/10/06
Shelly Becker	Nursing	08/28/06-12/10/06
Leslie Bennett	Nursing	08/28/06-12/10/06
Shannon Benson	Nursing	08/28/06-12/10/06
Demi Bermudez	Nursing	08/28/06-12/10/06
Lisa Bieszczad	Nursing	08/28/06-12/10/06
Brian Bischoff	Nursing	08/28/06-12/10/06

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<u>Name</u>	<u>Department</u>	<u>Effective Date</u>
Lindsey Bollschweiler	Nursing	08/28/06-12/10/06
Lelah Boone	Nursing	08/28/06-12/10/06
Vivian Brady	Nursing	08/28/06-12/10/06
Francine Bray	Nursing	08/28/06-12/10/06
Alicia Brown	Nursing	08/28/06-12/10/06
Erin Bucaro	Nursing	08/28/06-12/10/06
Amy Buckler	Nursing	08/28/06-12/10/06
Estela Burdette	Nursing	08/28/06-12/10/06
Virnaliza Buscagan	Nursing	08/28/06-12/10/06
Kathy Byloff	Nursing	08/28/06-12/10/06
Marci Cabral	Nursing	08/28/06-12/10/06
Ed Cagandahan	Nursing	08/28/06-12/10/06
John Cagandahan	Nursing	08/28/06-12/10/06
Sarah Cahoon	Nursing	08/28/06-12/10/06
Rhonda Caldwell	Nursing	08/28/06-12/10/06
Maria Campos	Nursing	08/28/06-12/10/06
Suzie Carter	Nursing	08/28/06-12/10/06
Steve Casarez	Nursing	08/28/06-12/10/06
Vernita Castro	Nursing	08/28/06-12/10/06
Ma Catalig	Nursing	08/28/06-12/10/06
Mario Cepeda	Nursing	08/28/06-12/10/06
Kelly Cheatham	Nursing	08/28/06-12/10/06
Sadie Chichakly	Nursing	08/28/06-12/10/06
Maria Chilico	Nursing	08/28/06-12/10/06
Beverly Chongwe	Nursing	08/28/06-12/10/06
Jennifer Church	Nursing	08/28/06-12/10/06
Melissa Clark	Nursing	08/28/06-12/10/06
Shawna Claunch	Nursing	08/28/06-12/10/06
Linda Clayton	Nursing	08/28/06-12/10/06
Renettha Contreras	Nursing	08/28/06-12/10/06
Lea Corby	Nursing	08/28/06-12/10/06
Alma Cordova	Nursing	08/28/06-12/10/06
Melinda Corea	Nursing	08/28/06-12/10/06
Ruby Corpin	Nursing	08/28/06-12/10/06
Karina Cover	Nursing	08/28/06-12/10/06
Julie Cox	Nursing	08/28/06-12/10/06
Maryann Cox	Nursing	08/28/06-12/10/06
Carina Cruz-Kroll	Nursing	08/28/06-12/10/06
Ruth Cuevas	Nursing	08/28/06-12/10/06
Katricia Culp	Nursing	08/28/06-12/10/06
Keith Cunningham	Nursing	08/28/06-12/10/06
Michelle Deal	Nursing	08/28/06-12/10/06

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<u>Name</u>	<u>Department</u>	<u>Effective Date</u>
Alejandra DeLaRosa	Nursing	08/28/06-12/10/06
Catherine DeLaVictoria	Nursing	08/28/06-12/10/06
Luisa DeLeon	Nursing	08/28/06-12/10/06
Dennis DeLote	Nursing	08/28/06-12/10/06
Cecila Deompoc	Nursing	08/28/06-12/10/06
Livia Desouza	Nursing	08/28/06-12/10/06
Jessica Dinga	Nursing	08/28/06-12/10/06
Julie Dixon	Nursing	08/28/06-12/10/06
John Dizon	Nursing	08/28/06-12/10/06
Amber Dodge	Nursing	08/28/06-12/10/06
William Donald	Nursing	08/28/06-12/10/06
Shannon Doss	Nursing	08/28/06-12/10/06
Katherine Driscoll	Nursing	08/28/06-12/10/06
Sakhile Dube	Nursing	08/28/06-12/10/06
Sarah Dulton	Nursing	08/28/06-12/10/06
Susan Edrada	Nursing	08/28/06-12/10/06
Katherine Enos	Nursing	08/28/06-12/10/06
Alan Estrada	Nursing	08/28/06-12/10/06
Rita Ethridge	Nursing	08/28/06-12/10/06
Michael Everly	Nursing	08/28/06-12/10/06
Thomas Falencik	Nursing	08/28/06-12/10/06
Ray Feliciano	Nursing	08/28/06-12/10/06
Candice Fenton	Nursing	08/28/06-12/10/06
Jennifer Ferguson	Nursing	08/28/06-12/10/06
Elizabeth Fernandez	Nursing	08/28/06-12/10/06
Maria Fernandez de Fiore	Nursing	08/28/06-12/10/06
Elizabeth Ferret	Nursing	08/28/06-12/10/06
Jonathan Ferry	Nursing	08/28/06-12/10/06
Marcella Fisk	Nursing	08/28/06-12/10/06
Paolo Flores	Nursing	08/28/06-12/10/06
Vanessa Fortine	Nursing	08/28/06-12/10/06
Sally Franklin	Nursing	08/28/06-12/10/06
Sarah Frey	Nursing	08/28/06-12/10/06
Gloriann Friedle	Nursing	08/28/06-12/10/06
Daniel Fromson	Nursing	08/28/06-12/10/06
Miranda Fugate	Nursing	08/28/06-12/10/06
Kimberly Fulmer	Nursing	08/28/06-12/10/06
Sarah Gagner	Nursing	08/28/06-12/10/06
Nicole Gambale	Nursing	08/28/06-12/10/06
Victoria Garza	Nursing	08/28/06-12/10/06
Desta Gebeyeou	Nursing	08/28/06-12/10/06
Gretchen Genato	Nursing	08/28/06-12/10/06

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<u>Name</u>	<u>Department</u>	<u>Effective Date</u>
Kathryn George	Nursing	08/28/06-12/10/06
Shannon Gerdes	Nursing	08/28/06-12/10/06
Stephanie Gibson	Nursing	08/28/06-12/10/06
Faith Gichohi	Nursing	08/28/06-12/10/06
Margaret Gillispie	Nursing	08/28/06-12/10/06
Jennifer Goodner	Nursing	08/28/06-12/10/06
Alex Gonzales	Nursing	08/28/06-12/10/06
Steve Gonzales	Nursing	08/28/06-12/10/06
Anne Green	Nursing	08/28/06-12/10/06
Ruby Grove	Nursing	08/28/06-12/10/06
Jessica Gruwell	Nursing	08/28/06-12/10/06
Ben Guadiz	Nursing	08/28/06-12/10/06
Lisa Gutierrez	Nursing	08/28/06-12/10/06
Rachel Gutierrez	Nursing	08/28/06-12/10/06
Kristin Haguewood	Nursing	08/28/06-12/10/06
Aubrey Halili	Nursing	08/28/06-12/10/06
Tamara Hall	Nursing	08/28/06-12/10/06
Alan Halsey	Nursing	08/28/06-12/10/06
Star Hammond	Nursing	08/28/06-12/10/06
Jenna Harmon	Nursing	08/28/06-12/10/06
Melanie Harriss	Nursing	08/28/06-12/10/06
Karen Hasson	Nursing	08/28/06-12/10/06
Suzanne Havlick	Nursing	08/28/06-12/10/06
Richard Hayatian	Nursing	08/28/06-12/10/06
Cheryl Haynes	Nursing	08/28/06-12/10/06
Joleen Hazelton	Nursing	08/28/06-12/10/06
Patricia Hedden	Nursing	08/28/06-12/10/06
Eric Hendricks	Nursing	08/28/06-12/10/06
Sandra Hernandez	Nursing	08/28/06-12/10/06
Tina Hernandez	Nursing	08/28/06-12/10/06
Pam Hesse	Nursing	08/28/06-12/10/06
Alison Higley	Nursing	08/28/06-12/10/06
Cheryl Hilt	Nursing	08/28/06-12/10/06
Emilee Hoenshell	Nursing	08/28/06-12/10/06
Richard Hof	Nursing	08/28/06-12/10/06
Kiera Hollidy	Nursing	08/28/06-12/10/06
Candace Hopkins	Nursing	08/28/06-12/10/06
Marissa Hopkins	Nursing	08/28/06-12/10/06
Christine Hora	Nursing	08/28/06-12/10/06
Shana Hsu	Nursing	08/28/06-12/10/06
Eva Huang	Nursing	08/28/06-12/10/06
Andrea Huerta	Nursing	08/28/06-12/10/06

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<u>Name</u>	<u>Department</u>	<u>Effective Date</u>
Sandra Hurtado	Nursing	08/28/06-12/10/06
Wanda Irby	Nursing	08/28/06-12/10/06
Katie Jackson	Nursing	08/28/06-12/10/06
Umi-Sisha Kabba-Riley	Nursing	08/28/06-12/10/06
Ratinder Kaur	Nursing	08/28/06-12/10/06
Susan Kazsuk	Nursing	08/28/06-12/10/06
Tabatha Kemp	Nursing	08/28/06-12/10/06
Melissa Kemper	Nursing	08/28/06-12/10/06
Mindy Klatt	Nursing	08/28/06-12/10/06
Gene Knott	Nursing	08/28/06-12/10/06
Melissa Lambert	Nursing	08/28/06-12/10/06
Curtis Lane	Nursing	08/28/06-12/10/06
Michelle Lanorias	Nursing	08/28/06-12/10/06
Deborah Larkin	Nursing	08/28/06-12/10/06
Holly Laster	Nursing	08/28/06-12/10/06
Shane Latham	Nursing	08/28/06-12/10/06
Cory Layman	Nursing	08/28/06-12/10/06
Staci LeBeau	Nursing	08/28/06-12/10/06
Jubin Lee	Nursing	08/28/06-12/10/06
Chrissy Leiteh	Nursing	08/28/06-12/10/06
Laura Lemus	Nursing	08/28/06-12/10/06
Nicole Leuer	Nursing	08/28/06-12/10/06
Jamie Lewis	Nursing	08/28/06-12/10/06
Xaoli Li	Nursing	08/28/06-12/10/06
King Lim	Nursing	08/28/06-12/10/06
Lindsay Lozano	Nursing	08/28/06-12/10/06
Lizlyn Lucrida	Nursing	08/28/06-12/10/06
Geneleen Luib	Nursing	08/28/06-12/10/06
Loise Lundberg	Nursing	08/28/06-12/10/06
Amy Lybarger	Nursing	08/28/06-12/10/06
Xochitl Madrigal	Nursing	08/28/06-12/10/06
Andrew Malintang	Nursing	08/28/06-12/10/06
Febby Mandalas	Nursing	08/28/06-12/10/06
Kris Manio	Nursing	08/28/06-12/10/06
Chirlaine Marine	Nursing	08/28/06-12/10/06
Pauline Marquez	Nursing	08/28/06-12/10/06
Diana Martinez	Nursing	08/28/06-12/10/06
Melissa Martinez	Nursing	08/28/06-12/10/06
Melissa Matthews	Nursing	08/28/06-12/10/06
Connie Matty	Nursing	08/28/06-12/10/06
Bonnie Mavi	Nursing	08/28/06-12/10/06
Teresa McDermott	Nursing	08/28/06-12/10/06

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<u>Name</u>	<u>Department</u>	<u>Effective Date</u>
Kelly McGuire	Nursing	08/28/06-12/10/06
Diana McHale	Nursing	08/28/06-12/10/06
Candace McMillan	Nursing	08/28/06-12/10/06
Lynn McMillan	Nursing	08/28/06-12/10/06
Bernadete McNurlan	Nursing	08/28/06-12/10/06
Richard Mears	Nursing	08/28/06-12/10/06
Arlene Medina	Nursing	08/28/06-12/10/06
Tiana Mejia	Nursing	08/28/06-12/10/06
Dora Mendoza	Nursing	08/28/06-12/10/06
Keaira Menefield	Nursing	08/28/06-12/10/06
Kimberly Kikaelian	Nursing	08/28/06-12/10/06
Kris Miller	Nursing	08/28/06-12/10/06
Amanda Miles	Nursing	08/28/06-12/10/06
Sharen Misa	Nursing	08/28/06-12/10/06
Sandra Mistretta	Nursing	08/28/06-12/10/06
Rochelle Mognaye	Nursing	08/28/06-12/10/06
Sophia Mondol	Nursing	08/28/06-12/10/06
Rick Monroe	Nursing	08/28/06-12/10/06
Amanda Moore	Nursing	08/28/06-12/10/06
Elisabeth Moore	Nursing	08/28/06-12/10/06
Rosalyn Moore	Nursing	08/28/06-12/10/06
Candy Moses	Nursing	08/28/06-12/10/06
Jennifer Moses-Sandoval	Nursing	08/28/06-12/10/06
Joseph Mungiri	Nursing	08/28/06-12/10/06
Frederick Murphy	Nursing	08/28/06-12/10/06
Pretty Musingarabwi	Nursing	08/28/06-12/10/06
Sahar Namvar	Nursing	08/28/06-12/10/06
Deborah Navarro	Nursing	08/28/06-12/10/06
Karen Navarro	Nursing	08/28/06-12/10/06
Lila Nawabi	Nursing	08/28/06-12/10/06
Margot Neuhoff	Nursing	08/28/06-12/10/06
Jane Ngo-Trieu	Nursing	08/28/06-12/10/06
Thuan Nguyen	Nursing	08/28/06-12/10/06
Cassandra Nissen	Nursing	08/28/06-12/10/06
Patrick Njuguna	Nursing	08/28/06-12/10/06
Dede Noer	Nursing	08/28/06-12/10/06
Leuanne Norris	Nursing	08/28/06-12/10/06
Kimana Nunez	Nursing	08/28/06-12/10/06
Anita O'Bryan	Nursing	08/28/06-12/10/06
Laura Oatman	Nursing	08/28/06-12/10/06
Ugochukwu Okpo	Nursing	08/28/06-12/10/06
Diana Oma	Nursing	08/28/06-12/10/06

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<u>Name</u>	<u>Department</u>	<u>Effective Date</u>
Kristen Ontiveros	Nursing	08/28/06-12/10/06
Olive Ora	Nursing	08/28/06-12/10/06
Ruth Ortega	Nursing	08/28/06-12/10/06
Cynthia Ortiz	Nursing	08/28/06-12/10/06
Jeanette Otwell	Nursing	08/28/06-12/10/06
Tiffany Ouellette	Nursing	08/28/06-12/10/06
Claudia Padilla	Nursing	08/28/06-12/10/06
Craig Paguyo	Nursing	08/28/06-12/10/06
Nathaniel Paguyo	Nursing	08/28/06-12/10/06
Sienna Palileo	Nursing	08/28/06-12/10/06
Cristina Palmerin	Nursing	08/28/06-12/10/06
Ronald Pang	Nursing	08/28/06-12/10/06
Dana Panlilio	Nursing	08/28/06-12/10/06
Dana Panos	Nursing	08/28/06-12/10/06
Melinda Parkin	Nursing	08/28/06-12/10/06
Geraldine Parsons	Nursing	08/28/06-12/10/06
Okpala Patience	Nursing	08/28/06-12/10/06
Stacie Paulsness	Nursing	08/28/06-12/10/06
Irene Perez	Nursing	08/28/06-12/10/06
Jeanna Perez	Nursing	08/28/06-12/10/06
Lisa Perini	Nursing	08/28/06-12/10/06
Stephanie Petenciano	Nursing	08/28/06-12/10/06
Similo Phakathi	Nursing	08/28/06-12/10/06
Kathy Phan	Nursing	08/28/06-12/10/06
Amandeep Phillon	Nursing	08/28/06-12/10/06
Alissa Pina	Nursing	08/28/06-12/10/06
Katrina Pinedo	Nursing	08/28/06-12/10/06
Marquelle Poole	Nursing	08/28/06-12/10/06
Paul Prado	Nursing	08/28/06-12/10/06
Jennie Price	Nursing	08/28/06-12/10/06
Nancy Punsalam	Nursing	08/28/06-12/10/06
Brandy Pyeatt	Nursing	08/28/06-12/10/06
Garret Quartana	Nursing	08/28/06-12/10/06
Maria Quinros	Nursing	08/28/06-12/10/06
Maria Quintos	Nursing	08/28/06-12/10/06
Aaron Quintyn	Nursing	08/28/06-12/10/06
Minette Ralleca	Nursing	08/28/06-12/10/06
Jemima Ramirez	Nursing	08/28/06-12/10/06
Orel Ramirez	Nursing	08/28/06-12/10/06
Cheryl Reece	Nursing	08/28/06-12/10/06
Sheri Reiakvam	Nursing	08/28/06-12/10/06
Cindy Rendon	Nursing	08/28/06-12/10/06

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<u>Name</u>	<u>Department</u>	<u>Effective Date</u>
Erwin Reyes	Nursing	08/28/06-12/10/06
Jose Reyes	Nursing	08/28/06-12/10/06
Mona Reyes	Nursing	08/28/06-12/10/06
Karen Richardson	Nursing	08/28/06-12/10/06
Paige Ritter	Nursing	08/28/06-12/10/06
Mariana Rocha	Nursing	08/28/06-12/10/06
Jorge Rodriguez	Nursing	08/28/06-12/10/06
Rebecca Roeder	Nursing	08/28/06-12/10/06
Natasha Rosales	Nursing	08/28/06-12/10/06
Mary Rubio	Nursing	08/28/06-12/10/06
Andrea Ruiz	Nursing	08/28/06-12/10/06
Carrie Salazar	Nursing	08/28/06-12/10/06
Bernadeth Salenga	Nursing	08/28/06-12/10/06
Erica Sanchez	Nursing	08/28/06-12/10/06
Maria Sanchez	Nursing	08/28/06-12/10/06
Melissa Sanchez	Nursing	08/28/06-12/10/06
Ruben Sanchez	Nursing	08/28/06-12/10/06
Natgely Santillan	Nursing	08/28/06-12/10/06
Amber Sargenti	Nursing	08/28/06-12/10/06
Jenette Schaffrath	Nursing	08/28/06-12/10/06
Donnelle Scherer	Nursing	08/28/06-12/10/06
Katy Schmidt	Nursing	08/28/06-12/10/06
Kirsten Seda	Nursing	08/28/06-12/10/06
Martha Serrano	Nursing	08/28/06-12/10/06
Samantha Sherlock	Nursing	08/28/06-12/10/06
Joshua Shimizu	Nursing	08/28/06-12/10/06
Karen Shultz	Nursing	08/28/06-12/10/06
Weslaynne Silva	Nursing	08/28/06-12/10/06
Jennifer Slusarczyk	Nursing	08/28/06-12/10/06
Kelly Smith	Nursing	08/28/06-12/10/06
Tamesha Smith	Nursing	08/28/06-12/10/06
Kristen Snavely	Nursing	08/28/06-12/10/06
Nikki Snelson	Nursing	08/28/06-12/10/06
Lillian Souza	Nursing	08/28/06-12/10/06
Catina Spaeth	Nursing	08/28/06-12/10/06
Sherry Sparks	Nursing	08/28/06-12/10/06
Troy Speckman	Nursing	08/28/06-12/10/06
Kimberly Spiehler	Nursing	08/28/06-12/10/06
Jennifer Stone	Nursing	08/28/06-12/10/06
Cody Stotts	Nursing	08/28/06-12/10/06
Rama Suhari	Nursing	08/28/06-12/10/06
Kelly Sullivan	Nursing	08/28/06-12/10/06

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<u>Name</u>	<u>Department</u>	<u>Effective Date</u>
Katrina Talley	Nursing	08/28/06-12/10/06
Gloria Tan	Nursing	08/28/06-12/10/06
Lee Tan	Nursing	08/28/06-12/10/06
Krizzette Tanwangco	Nursing	08/28/06-12/10/06
Jan Tarculas	Nursing	08/28/06-12/10/06
Leslie Teran	Nursing	08/28/06-12/10/06
Tesfamarian Tesfa	Nursing	08/28/06-12/10/06
Felicia Thompson	Nursing	08/28/06-12/10/06
Art Thowtho	Nursing	08/28/06-12/10/06
Douglas Titus	Nursing	08/28/06-12/10/06
Melissa Tolentino	Nursing	08/28/06-12/10/06
Angie Torres	Nursing	08/28/06-12/10/06
Melissa Trejo	Nursing	08/28/06-12/10/06
Cynthia Triana	Nursing	08/28/06-12/10/06
Duong Truong	Nursing	08/28/06-12/10/06
Jacyn Trzepacz	Nursing	08/28/06-12/10/06
Kimberly Tucker	Nursing	08/28/06-12/10/06
Charlotte Turner	Nursing	08/28/06-12/10/06
Maria Tutoki	Nursing	08/28/06-12/10/06
Kenia Urias	Nursing	08/28/06-12/10/06
Wendi Valdez	Nursing	08/28/06-12/10/06
Judith Valencia	Nursing	08/28/06-12/10/06
Loreno Valenzuela	Nursing	08/28/06-12/10/06
Heather VanDalsem	Nursing	08/28/06-12/10/06
Jamie Vandembush	Nursing	08/28/06-12/10/06
Cherrie Velante	Nursing	08/28/06-12/10/06
Crystal Veum	Nursing	08/28/06-12/10/06
Nishu Verma	Nursing	08/28/06-12/10/06
Margaret Vicente	Nursing	08/28/06-12/10/06
Stacey Villa	Nursing	08/28/06-12/10/06
Maria Villasenor	Nursing	08/28/06-12/10/06
Jose Villegas	Nursing	08/28/06-12/10/06
Lieu Vo	Nursing	08/28/06-12/10/06
Huyanh Vu	Nursing	08/28/06-12/10/06
Toni Waer	Nursing	08/28/06-12/10/06
Jennifer Waggoner	Nursing	08/28/06-12/10/06
Tiffany Wagter	Nursing	08/28/06-12/10/06
Jeremy Walde	Nursing	08/28/06-12/10/06
Juliana Walker	Nursing	08/28/06-12/10/06
Lucille Walund	Nursing	08/28/06-12/10/06
Linda Wang	Nursing	08/28/06-12/10/06
Teresa Weatherwax	Nursing	08/28/06-12/10/06

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<u>Name</u>	<u>Department</u>	<u>Effective Date</u>
Carin Wells	Nursing	08/28/06-12/10/06
Jennifer Wiens	Nursing	08/28/06-12/10/06
Sumedha Wijeratne	Nursing	08/28/06-12/10/06
Linon Wills-Stach	Nursing	08/28/06-12/10/06
Stephanie Wilson	Nursing	08/28/06-12/10/06
Jarrold Wood	Nursing	08/28/06-12/10/06
Brittany Woodford	Nursing	08/28/06-12/10/06
Shannon Woods	Nursing	08/28/06-12/10/06
Melissa Woulf	Nursing	08/28/06-12/10/06
Wenjia Yuan	Nursing	08/28/06-12/10/06
Trinidad Zamora	Nursing	08/28/06-12/10/06
Chris Zukowski	Nursing	08/28/06-12/10/06

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No. V-A-2-a

Date: September 12, 2006

Subject: Purchase Order and Warrant Report, June 1, 2006 – July 31, 2006 -- All District Funds

Background: The attached Purchase Order and Warrant Report –All District Funds is submitted to comply with Education Code Sections 81656 and 85231. It was previously presented to the Board at the August 29, 2006, meeting, but action was not taken at that time to provide the Board with additional time for review. The Purchase Orders and Purchase Order Additions, totaling \$13,585,586 requested by District staff and issued by the Business Office, have been reviewed to verify that budgeted funds are available in the appropriate categories of expenditure.

District Warrant Claims (numbers 77457-81104) totaling \$13,330,776 have been reviewed by the Business Office to verify that monies are available in the appropriate Funds for payment of these warrants. The Riverside County Office of Education's audit program also has reviewed these claims.

Recommended Action: It is recommended that the Board of Trustees approve/ratify the Purchase Orders and Purchase Order Additions totaling \$13,585,586 and District Warrant Claims totaling \$13,330,776.

Salvatore G. Rotella
Chancellor

Prepared by: Doretta Sowell
Purchasing Manager

Purchase Order and Warrant Report - All District Funds
 Purchase Orders \$1000 and over
 6/01/06 thru 7/31/06

PO#	Fund	Department	Vendor	Description	Amount
B0000001	11	Community Outreach	Costco	Other Supplies	1,000
B0000002	11	Institutional Research	Office Depot	Other Supplies	1,000
B0000003	11	Student Services	Office Depot	Other Supplies	1,500
B0000010	11	Community Outreach	Office Depot	Other Supplies	1,000
B0000011	11	Community Outreach	Reliable Office Solutions	Other Supplies	1,000
B0000018	11	Community & Economic Development	American Express Co.	Conferences	1,500
B0000019	33	Early Childhood Studies	Costco	Other Supplies	1,000
B0000020	33	Early Childhood Studies	Smart & Final	Other Supplies	1,200
B0000021	33	Early Childhood Studies	Staters Bros. Markets	Other Supplies	1,200
B0000023	11	Chancellor's Office	Mission Inn	Other Travel Expenses	1,000
B0000024	11	Chancellor's Office	Friends of Earth	Other Supplies	1,000
B0000025	11	Chancellor's Office	Party Plus Rentals	Other Supplies	1,250
B0000026	11	Chancellor's Office	Wells Fargo Bank	Conferences	16,000
B0000027	11	Chancellor's Office	Corporate Express	Other Supplies	2,500
B0000027	11	Board of Trustees	Corporate Express	Other Supplies	1,000
B0000028	11	Chancellor's Office	McGrath's Catering	Other Supplies	6,000
B0000029	11	Chancellor's Office	Riverside Mission Florist, Inc.	Other Supplies	1,000
B0000030	11	Chancellor's Office	City Cuisine/Taste Catering	Other Supplies	1,000
B0000034	11	Occupational Education	Binder Products	Purchase/Cost of Goods Sold	2,500
B0000035	1i	Occupational Education	Dynamic Bindery, Inc.	Purchase/Cost of Goods Sold	10,000
B0000036	11	Occupational Education	Unisource Worldwide, Inc.	Purchase/Cost of Goods Sold	10,000
B0000037	11	Occupational Education	Kelly Paper Company	Purchase/Cost of Goods Sold	10,000
B0000038	11	Occupational Education	Enovation Graphic Systems	Purchase/Cost of Goods Sold	10,000
B0000040	11	Information Services	Office Depot	Other Supplies	1,500
B0000041	11	Printing & Graphics	CMS/California Media Services	Purchase/Cost of Goods Sold	2,500
B0000042	11	Performance Riverside	Inland Empire Magazine	Advertising	3,000
B0000043	11	Administration & Finance	Matulich, John M.	Health & Welfare Benefits, Retired Emplo	2,130
B0000044	11	Administration & Finance	Woolley, Gordon	Health & Welfare Benefits, Retired Emplo	2,500
B0000045	11	Administration & Finance	Kane, Marilyn	Health & Welfare Benefits, Retired Emplo	1,070
B0000047	11	Open Campus	Reliable Office Solutions	Other Supplies	2,500

Purchase Order and Warrant Report - All District Funds
 Purchase Orders \$1000 and over
 6/01/06 thru 7/31/06

PO#	Fund	Department	Vendor	Description	Amount
B0000054	11	Open Campus	Base Camp Premium	Other Supplies	1,200
B0000055	12	Open Campus	Datatel, Inc.	Computer Software Maint/License	18,250
B0000063	11	Information Services	Open Text Corporation	Computer Software Maint/License	26,021
B0000064	11	Information Services	Collegenet, Inc.	Computer Software Maint/License	8,194
B0000065	11	Information Services	Datatel, Inc.	Computer Software Maint/License	56,673
B0000066	11	Information Services	Roc Software Systems, Inc.	Computer Software Maint/License	2,900
B0000067	11	Information Services	Hewlett-Packard Company	Computer Software Maint/License	19,380
B0000074	11	Mathematics	Office Depot	Other Supplies	4,000
B0000076	12	Health Services	Loma Linda Center for Health	Doctors/Nurses	29,925
B0000076	12	Health Services-MV	Loma Linda Center for Health	Doctors/Nurses	9,975
B0000079	12	Health Services	Merck & Company, Inc.	Health Supplies	5,000
B0000079	12	Health Services-Norco	Merck & Company, Inc.	Health Supplies	2,500
B0000079	12	Health Services-MV	Merck & Company, Inc.	Health Supplies	2,500
B0000080	12	Health Services	Sanofi Pasteur, Inc.	Health Supplies	2,000
B0000080	12	Health Services-Norco	Sanofi Pasteur, Inc.	Health Supplies	1,000
B0000080	12	Health Services-MV	Sanofi Pasteur, Inc.	Health Supplies	1,000
B0000081	12	Health Services	Moore Medical Corporation	Health Supplies	2,500
B0000081	12	Health Services-Norco	Moore Medical Corporation	Health Supplies	1,250
B0000081	12	Health Services-MV	Moore Medical Corporation	Health Supplies	1,250
B0000082	12	Health Services	Edwards Medical Supply	Health Supplies	1,000
B0000083	12	Health Services	Allscriptis Pharmaceuticals, Inc	Health Supplies	3,500
B0000083	12	Health Services-Norco	Allscriptis Pharmaceuticals, Inc	Health Supplies	1,750
B0000083	12	Health Services-MV	Allscriptis Pharmaceuticals, Inc	Health Supplies	1,750
B0000085	11	Purchasing	Advanced Copy Systems	Repairs - Parts	14,000
B0000086	11	Purchasing	Scantron Service Group	Repairs - Parts	1,000
B0000087	11	Purchasing	Reliable Office Solutions	Repairs - Parts	12,000
B0000088	11	Purchasing	Ikon Office Solutions, Inc.	Repairs - Parts	1,400
B0000089	11	Purchasing	Corporate Copy Systems	Repairs - Parts	3,000
B0000090	11	Purchasing	Canon Business Solutions- West, Inc	Repairs - Parts	9,500
B0000091	11	Purchasing	Oce	Repairs - Parts	2,000
B0000092	11	Purchasing	Empire Office Machines	Repairs - Parts	1,000
B0000093	11	Purchasing	Business Machines Consultants	Repairs - Parts	1,000

Purchase Order and Warrant Report - All District Funds
 Purchase Orders \$1000 and over
 6/01/06 thru 7/31/06

PO#	Fund	Department	Vendor	Description	Amount
B0000095	11	Purchasing	Press Enterprise	Advertising	5,500
B0000097	12	Health Services	Office Depot	Other Supplies	2,500
B0000097	12	Health Services-Norco	Office Depot	Other Supplies	1,250
B0000097	12	Health Services-MV	Office Depot	Other Supplies	1,250
B0000098	11	Information Services	Office Depot	Other Supplies	3,000
B0000100	11	Information Services	MWB Business Systems	Rents and Leases	3,025
B0000101	11	Information Services	Office Depot	Other Supplies	4,000
B0000102	11	Accounting Services	Sparkletts	Purchase/Cost of Goods Sold	18,000
B0000104	11	Facilities	Terminix	Repairs - Parts	5,000
B0000105	11	Facilities	Prudential Overall Supply	Laundry and Cleaning	2,500
B0000106	11	Facilities	Ernest Paper Products, Inc.	Custodial Supplies	60,000
B0000107	11	Facilities	Unisource Worldwide, Inc.	Custodial Supplies	6,000
B0000108	11	Facilities	Waxie Sanitary Supply	Custodial Supplies	25,000
B0000109	11	Facilities	Office Depot	Other Supplies	1,500
B0000110	11	Facilities	Frank's Auto Glass	Custodial Supplies	1,500
B0000111	11	Facilities	Inland Lighting Supplies, Inc.	Custodial Supplies	6,000
B0000112	11	Facilities	Home Depot	Custodial Supplies	1,500
B0000115	12	Matriculation	Reliable Office Solutions	Other Supplies	1,000
B0000116	12	Matriculation	Accuplacer	Tests	20,000
B0000117	12	Matriculation	Office Depot	Other Supplies	1,000
B0000118	33	Early Childhood Studies	Staters Bros. Markets	Paper Products	1,450
B0000121	11	Admissions & Records	Herff Jones	Commencement	10,000
B0000122	33	Early Childhood Studies	Sysco Corp.	Paper Products	11,800
B0000123	11	Occupational Education	Printers Electric Company, Inc.	Repairs - Parts	1,000
B0000130	11	Occupational Education	Pacesetter Graphic Service	Purchase/Cost of Goods Sold	2,500
B0000131	11	Occupational Education	Perfect Impressions	Purchase/Cost of Goods Sold	2,500
B0000132	11	Occupational Education	Riverside Bindery Specialties	Purchase/Cost of Goods Sold	10,000
B0000133	11	Occupational Education	Spicers Paper, Inc.	Purchase/Cost of Goods Sold	10,000
B0000135	11	Occupational Education	Inx International Ink Co.	Purchase/Cost of Goods Sold	2,500
B0000136	11	Occupational Education	Inland Envelope Company	Purchase/Cost of Goods Sold	5,000
B0000137	11	Admissions & Records	Card Integrators	Other Supplies	1,000

Purchase Order and Warrant Report - All District Funds
 Purchase Orders \$1000 and over
 6/01/06 thru 7/31/06

PO#	Fund	Department	Vendor	Description	Amount
B0000138	11	Admissions & Records	Reliable Office Solutions	Other Supplies	2,500
B0000141	11	Admissions & Records	Matrix Imaging Products, Inc	Other Services-Documents Imaging	3,500
B0000142	11	RCCD Foundation	Office Depot	Other Supplies	1,000
B0000144	11	Counseling	Office Depot	Other Supplies	2,500
B0000148	11	Facilities Norco	Hydro-Scape Products, Inc.	Grounds/Garden Supplies	5,000
B0000149	11	Facilities Norco	Home Depot	Grounds/Garden Supplies	2,500
B0000150	11	Facilities Norco	Corona Norco Lawnmower, Inc.	Repairs - Parts	3,600
B0000151	11	Facilities Norco	Double D Rentals, Inc.	Rents and Leases	1,800
B0000153	11	Facilities Norco	B & K Electric Wholesale	Repairs - Parts	2,500
B0000154	11	Facilities Norco	Grillo Filter Sales	Repairs - Parts	1,000
B0000155	11	Facilities Norco	Norco Ace Hardware	Repairs - Parts	2,000
B0000157	11	Facilities Norco	Refrigeration Supplies	Repairs - Parts	3,000
B0000158	11	Facilities Norco	Waxie Sanitary Supply	Custodial Supplies	4,500
B0000159	11	Facilities Norco	Patriot Packaging & Supplies	Custodial Supplies	10,500
B0000160	11	Facilities Norco	Chevron and Texaco Card Services	Other Transportation Supplies	4,000
B0000161	11	Facilities Norco	Warren Bros	Other Services-Tractor Work	1,500
B0000162	11	RCCD Foundation	Office Depot	Other Supplies	1,000
B0000163	11	Facilities	Service 1st	Repairs - Parts	12,000
B0000166	11	Facilities	Oasis Growers, Inc	Grounds/Garden Supplies	1,000
B0000167	11	Facilities	Western Farm Service, Inc.	Grounds/Garden Supplies	3,000
B0000168	11	Facilities	T & R Nursery	Grounds/Garden Supplies	1,000
B0000169	11	Facilities	Staples, Inc.	Other Supplies	2,000
B0000170	11	Facilities	Home Depot	Grounds/Garden Supplies	6,000
B0000171	11	School of the Arts	City of Riverside	Electricity	2,400
B0000175	11	Communications & Web Develop	Tri Valley Internet, Inc	Consultants	40,000
B0000176	12	EOPS	Barnes & Noble	Book Grants	150,000
B0000177	11	Performing Arts	Home Depot	Theatre Supplies	3,000
B0000178	11	Performing Arts	Riverside Community College	Theatre Supplies	2,500
B0000179	11	President Norco	Portable Storage Corp.	Rents and Leases	3,250
B0000181	11	Facilities	Horizon Distributors Inc	Repairs - Parts	8,000
B0000182	11	Facilities	John Deere Landscapes, Inc.	Repairs - Parts	3,000
B0000183	11	Facilities	AAA Portable Restroom Co.	Other Services-Portable Restrooms	1,920

Purchase Order and Warrant Report - All District Funds
 Purchase Orders \$1000 and over
 6/01/06 thru 7/31/06

PO#	Fund	Department	Vendor	Description	Amount
B0000184	11	Facilities	Trugreen Chemlawn	Other Services-Lawn Service	2,000
B0000185	11	Facilities	Lawn Tech Equipment	Repairs - Parts	6,000
B0000187	11	Facilities	Mariposa Horticultural Enterprises	Other Services-Tree Service	20,000
B0000190	11	Administration & Finance	Southwest Airlines	Conferences	2,700
B0000193	11	Facilities Norco	Sunstate Equipment Co.	Rents and Leases	1,200
B0000194	11	Facilities Norco	Western DC Systems	Repairs - Parts	2,100
B0000196	11	Facilities Norco	Terminix	Other Services-Pest Control	1,000
B0000197	11	Facilities Norco	Action Door Controls, Inc.	Repairs - Parts	1,000
B0000201	11	Facilities Norco	Inland Lighting Supplies, Inc.	Repairs - Parts	1,000
B0000202	12	School of the Arts	Office Depot	Other Supplies	2,000
B0000204	12	Workforce Preparation	Reliable Office Solutions	Other Supplies	1,452
B0000205	11	Assessment / Accountability	Office Depot	Other Supplies	2,000
B0000208	11	Performance Riverside	Office Depot	Other Supplies	1,000
B0000208	11	Performance Riverside	Office Depot	Other Supplies	1,000
B0000212	11	Performing Arts	Office Depot	Other Supplies	1,000
B0000217	11	Facilities	Riverside Patio 'N Pool	Repairs - Parts	1,000
B0000219	12	EOPS	Office Depot	Other Supplies	5,000
B0000221	11	Facilities	Office Depot	Other Supplies	1,000
B0000222	11	Open Campus	Office Depot	Other Supplies	1,000
B0000224	12	Workforce Preparation	Reliable Office Solutions	Other Supplies	2,000
B0000226	11	President Norco	Oce Financial Services, Inc.	Other Supplies	14,731
B0000227	11	President Norco	Office Depot	Rents and Leases	1,000
B0000230	11	Student Services	Office Depot	Other Supplies	1,000
B0000239	11	Allied Health	American Express Co.	Conferences	5,000
B0000240	11	Performance Riverside	V & S Video Productions	Filming	2,200
B0000241	11	Facilities	OfficeMax	Other Supplies	1,500
B0000244	11	Open Campus	Learning Resources Network, Inc.	Memberships	25,395
B0000247	11	Open Campus	Appraisal Foundation	Instructional Supplies	5,000
B0000249	11	Grants & Contract Services	Office Depot	Other Supplies	3,000
B0000250	11	Open Campus	Riverside Unified School District	Rents and Leases	1,500
B0000253	11	Open Campus	Press Enterprise	Advertising	2,000
B0000254	11	Performing Arts	Press Enterprise	Advertising	5,000

Purchase Order and Warrant Report - All District Funds
 Purchase Orders \$1000 and over
 6/01/06 thru 7/31/06

PO#	Fund	Department	Vendor	Description	Amount
B0000256	12	VTEA	Reliable Office Solutions	Other Supplies	6,000
B0000257	12	VTEA	Reliable Office Solutions	Repairs - Parts	1,000
B0000258	12	VTEA	Crafton Hills College	Other Travel Expenses	1,700
B0000260	11	Campus Police	Riverside County Sheriffs Dept	Other Services-Booking & Warrant Fees	4,000
B0000261	11	Communications & Web Develop	Tri Valley Internet, Inc	Consultants	40,000
B0000262	11	International Students	Office Depot	Other Supplies	3,000
B0000263	11	Facilities	Office Depot	Other Supplies	1,500
B0000264	11	Allied Health	Office Depot	Other Supplies	1,500
B0000270	11	Finance	Office Depot	Other Supplies	7,000
B0000271	11	Campus Police	Office Depot	Other Supplies	3,000
B0000273	11	Customized Solutions	Office Depot	Other Supplies	2,000
B0000279	11	Community & Economic Develop	Office Depot	Other Supplies	1,000
B0000282	11	Accounting Services	Reliable Office Solutions	Other Supplies	1,500
B0000283	11	Performance Riverside	BMI Supply	Theatre Supplies	5,000
B0000284	11	Performance Riverside	Home Depot	Other Supplies	4,000
B0000285	11	Facilities	Home Depot	Repairs - Parts	6,000
B0000289	11	Dean of Instruction	Office Depot	Other Supplies	4,500
B0000290	11	Facilities-MV	Home Depot	Grounds/Garden Supplies	3,500
B0000295	11	Grants & Contract Services	Corporate Express	Other Supplies	1,000
B0000298	11	Administrative Support Center	Reliable Office Solutions	Other Supplies	1,000
B0000299	11	Administrative Support Center	Office Depot	Other Supplies	1,000
B0000302	11	Academy / Criminal Services	Reliable Office Solutions	Other Supplies	7,250
B0000304	12	VTEA	Reliable Office Solutions	Other Supplies	1,000
B0000305	12	VTEA	Reliable Office Solutions	Other Supplies	1,000
B0000308	11	Auxiliary Business Services	Office Depot	Other Supplies	1,000
B0000310	11	Academy / Criminal Services	FedEx Kinko's	Copying and Printing	2,000
B0000311	11	Warehouse	United Parcel Service	Postage	2,200
B0000320	11	Performance Riverside	Shure Inc.	Repairs - Parts	1,500
B0000321	11	Performance Riverside	Muzak	Theatre Supplies	1,000
B0000322	11	Performance Riverside	Medic Batteries	Theatre Supplies	2,500
B0000323	11	Performance Riverside	Synergistic Mailing Services	Postage	9,000
B0000324	11	Performance Riverside	Swiss Cleaners	Laundry and Cleaning	1,600

Purchase Order and Warrant Report - All District Funds
 Purchase Orders \$1000 and over
 6/01/06 thru 7/31/06

PO#	Fund	Department	Vendor	Description	Amount
B0000325	11	Performance Riverside	Ryder Truck Rental, Inc.	Transportation Contracts	1,500
B0000325	11	Performance Riverside	Ryder Truck Rental, Inc.	Transportation Contracts	1,500
B0000326	11	Performance Riverside	Riverside Marriott	Other Travel Expenses	25,000
B0000327	11	Performance Riverside	Riverside Community College	Theatre Supplies	4,500
B0000329	11	Performance Riverside	Pacer Global Logistics	Transportation Contracts	2,000
B0000336	12	Health Services	Darby Drug Co., Inc.	Other Supplies	2,500
B0000336	12	Health Services-Norco	Darby Drug Co., Inc.	Other Supplies	1,250
B0000336	12	Health Services-MV	Darby Drug Co., Inc.	Other Supplies	1,250
B0000341	11	Human Resources	Corporate Express	Other Supplies	4,000
B0000342	12	Campus Student Services-Norco	Office Depot	Other Supplies	2,000
B0000343	12	Campus Student Services-Norco	Barnes & Noble	Book Grants	11,755
B0000344	11	Human Resources	State of California	Fingerprints	15,000
B0000345	11	Human Resources	Computerized Diagnostic Imaging	Physicals	1,500
B0000346	11	Human Resources	Installation Pros, Inc.	Repairs - Parts	2,100
B0000349	11	Facilities	Best Floor Machines	Custodial Supplies	2,500
B0000350	11	Allied Health	WallCur, Inc.	Instructional Supplies	1,000
B0000351	11	Allied Health	A & G Jones Dry Cleaning Inc	Laundry and Cleaning	1,000
B0000352	11	Allied Health	Riverside Community Hospital	Instructional Supplies	1,000
B0000353	11	Allied Health	Moore Medical Corporation	Instructional Supplies	8,500
B0000354	11	Facilities	Yamas Controls So. Cal., Inc.	Repairs - Parts	2,240
B0000354	11	Facilities Norco	Yamas Controls So. Cal., Inc.	Repairs - Parts	2,240
B0000354	11	Facilities-MV	Yamas Controls So. Cal., Inc.	Repairs - Parts	2,240
B0000355	11	Facilities	Thyssenkrupp Elevator	Repairs - Parts	5,750
B0000356	11	Facilities	Integritime Solutions, Inc	Computer Software Maint/License	1,167
B0000358	11	Facilities	Independent Air Group, Inc	Repairs - Parts	5,000
B0000359	11	Open Campus	Plus Media	Instr Media Material	2,000
B0000361	11	Applied Technology	Hobart Corporation	Repairs - Parts	1,200
B0000362	11	Applied Technology	Bryan Exhaust Service Inc.	Repairs - Parts	1,200
B0000363	11	Applied Technology	Industrial Electric Service	Repairs - Parts	3,400
B0000364	11	Applied Technology	JC's Grease Buyer	Repairs - Parts	1,300
B0000365	11	Applied Technology	Mike Staudt Restaurant Repair	Repairs - Parts	1,000

Purchase Order and Warrant Report - All District Funds
 Purchase Orders \$1000 and over
 6/01/06 thru 7/31/06

PO#	Fund	Department	Vendor	Description	Amount
B0000366	11	Applied Technology	Anderson Plumbing	Repairs - Parts	1,500
B0000369	11	Applied Technology	Thermal-Cool Heating & Air	Repairs - Parts	2,000
B0000370	11	Facilities	Magnuson Tire & Wheel Inc	Repairs - Parts	1,000
B0000379	11	Allied Health	Riverside County Regional Med Ctr	Instructional Supplies	3,000
B0000380	11	Allied Health	Arch Wireless	Other Services-Cell Phones	2,500
B0000381	11	Facilities	Squires Lumber Company Inc.	Repairs - Parts	5,000
B0000384	11	Facilities	Same Day Signs	Repairs - Parts	1,300
B0000386	11	Allied Health	Environmental Management	Waste Disposal	2,500
B0000387	11	Facilities	Yamas Controls So. Cal., Inc.	Repairs - Parts	1,000
B0000389	11	Facilities	Roto-Rooter Service	Repairs - Parts	4,000
B0000390	11	Facilities	Burke Engineering, Co.	Repairs - Parts	4,000
B0000391	11	Facilities	California Tool & Welding	Repairs - Parts	1,200
B0000392	11	Facilities	Clark Security Products	Repairs - Parts	4,000
B0000394	11	Facilities	Consolidated Electrical Distributor	Repairs - Parts	10,000
B0000395	11	Facilities	Dunn-Edwards Paint Corp.	Repairs - Parts	4,000
B0000396	11	Facilities	Frazer Industries, Inc.	Repairs - Parts	1,500
B0000397	11	Facilities	WW Grainger, Inc.	Repairs - Parts	10,000
B0000398	11	Facilities	Inland Lighting Supplies, Inc.	Repairs - Parts	10,000
B0000400	11	Facilities	KH Metals and Supply	Repairs - Parts	3,500
B0000402	11	Facilities	Jack Lindgren Builders Hardware	Repairs - Parts	4,000
B0000403	11	Facilities	Lawson Products, Inc.	Repairs - Parts	3,000
B0000404	11	Facilities	Don La Force Associates, Inc.	Repairs - Parts	1,800
B0000405	11	Facilities	Advanced Electrical Contracting Inc	Repairs - Parts	5,000
B0000406	11	Facilities	Benrich Service Company, Inc.	Repairs - Parts	4,300
B0000407	11	Facilities	Carns Rooter, Inc.	Repairs - Parts	3,000
B0000408	11	Facilities	Parts Plus	Repairs - Parts	11,000
B0000410	11	Facilities	Empire Oil	Other Transportation Supplies	31,000
B0000411	11	Facilities	Frank's Auto Glass	Repairs - Parts	2,000
B0000412	11	Physical Education	Pat Leon's Exercise Equipment	Repairs - Parts	6,000

Purchase Order and Warrant Report - All District Funds
 Purchase Orders \$1000 and over
 6/01/06 thru 7/31/06

PO#	Fund	Department	Vendor	Description	Amount
B0000413	11	Facilities	Exxon Mobil Fleet	Other Transportation Supplies	1,000
B0000414	11	Facilities	Chevron and Texaco Card Services	Other Services - Gasoline	10,200
B0000415	11	Facilities	Fritts Ford	Repairs - Parts	3,000
B0000417	11	Facilities	Riverside Electric Motors	Repairs - Parts	1,000
B0000418	11	Facilities-MV	KH Metals and Supply	Repairs - Parts	1,000
B0000419	11	Facilities	Refrigeration Supplies	Repairs - Parts	4,000
B0000421	11	Facilities	RSC Equipment Rental	Rents and Leases	3,500
B0000422	11	Facilities	Powell Pipe & Supply Company	Repairs - Parts	9,000
B0000424	11	Health,Human & Public Services	Reliable Office Solutions	Instructional Supplies	1,800
B0000425	11	Mathematics, Science & PE	Reliable Office Solutions	Other Supplies	2,700
B0000427	11	Facilities Norco	Restroom Specialty Company	Custodial Supplies	1,800
B0000428	11	Facilities	Electronics Warehouse	Maintenance Supplies	1,000
B0000431	11	Facilities	Grillo Filter Sales	Repairs - Parts	2,000
B0000432	11	Facilities-MV	Ewing Irrigation Products	Grounds/Garden Supplies	2,000
B0000433	12	President Moreno Valley	Barnes & Noble	Other Supplies	1,200
B0000436	11	Facilities	Culligan	Repairs - Parts	1,000
B0000438	11	Grants & Contract Services	Staples, Inc.	Other Supplies	1,000
B0000439	11	Facilities	Chemco Products Company	Repairs - Parts	14,626
B0000442	11	Grants & Contract Services	American Express Co.	Conferences	10,000
B0000453	11	Administration & Finance	PARS	Professional Services	27,948
B0000454	11	Finance	Braymer, Patricia	Other Services-Consultant	16,000
B0000459	11	Performance Riverside	O D Music, Inc.	Other Services-Equity Actor Services	59,000
B0000461	11	Open Campus	Synergistic Mailing Services	Postage	20,000
B0000463	11	Academy / Criminal Services	Home Depot	Instructional Supplies	5,000
B0000464	11	Facilities Norco	T & R Nursery	Grounds/Garden Supplies	1,000
B0000465	11	Facilities	Kuma Tire Distributors	Repairs - Parts	1,000
B0000466	11	Facilities	Auto Tech	Repairs - Parts	3,000
B0000467	11	Facilities-MV	T & R Nursery	Grounds/Garden Supplies	1,000
B0000471	11	Administration & Finance	Magnon Property Management	Other-District Office	90,000
B0000472	11	Human Resources	Jobelephant.Com Inc.	Advertising	100,000
B0000478	11	Facilities-MV	Western Farm Service, Inc.	Grounds/Garden Supplies	1,000
B0000479	11	Facilities-MV	Hydro-Scape Products, Inc.	Grounds/Garden Supplies	2,000
B0000480	11	Facilities-MV	A M Leonard Inc,	Grounds/Garden Supplies	1,000

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PO#	Fund	Department	Vendor	Description	Amount
B0000481	11	Facilities-MV	Horizon Distributors Inc	Grounds/Garden Supplies	1,000
B0000482	11	Facilities-MV	Inland Lighting Supplies, Inc.	Repairs - Parts	2,000
B0000483	11	Facilities-Norco	JSI Industries, Inc.	Repairs - Parts	1,000
B0000484	11	Facilities-MV	JSI Industries, Inc.	Repairs - Parts	1,000
B0000485	11	Facilities-MV	Powell Pipe & Supply Company	Repairs - Parts	1,500
B0000486	11	Facilities-MV	Shiffler Equipment Sales, Inc.	Repairs - Parts	1,000
B0000487	11	Facilities-MV	Sunnymead Electrical and Lighting	Repairs - Parts	3,000
B0000488	11	Facilities-MV	Sunnymead Ace Hardware	Repairs - Parts	2,000
B0000489	11	Facilities-MV	Universal Specialties, Inc	Repairs - Parts	2,000
B0000490	11	Facilities-MV	Vista Paint	Repairs - Parts	1,000
B0000491	11	Facilities-MV	AAA Electric Motors Sales	Repairs - Parts	1,000
B0000492	11	Facilities-MV	WW Grainger, Inc.	Repairs - Parts	1,000
B0000493	11	Facilities-MV	Western DC Systems	Repairs - Parts	2,800
B0000494	11	Facilities-MV	Grillo Filter Sales	Repairs - Parts	1,000
B0000497	11	Facilities-MV	Apple Valley Communications	Repairs - Parts	1,000
B0000498	11	Facilities-MV	Refrigeration Supplies	Repairs - Parts	1,000
B0000500	11	Academy / Criminal Services	Riverside County Sheriffs Dept	Rents and Leases	5,900
B0000501	11	Academy / Criminal Services	Riverside County Sheriffs Dept	Lecturers	1,000
B0000502	11	Academy / Criminal Services	Counseling Team International	Consultants	1,800
B0000503	11	Academy / Criminal Services	Fitness Repair Shop, Inc	Repairs - Parts	2,000
B0000504	11	Academy / Criminal Services	Riverside County Sheriffs Dept	Other Services-Academy Coordinator	1,000
B0000505	11	Academy / Criminal Services	Riverside County Information	Telephone	3,400
B0000506	11	Academy / Criminal Services	Michael G. Dolence and Assoc.	Consultants	28,500
B0000507	11	Facilities	AMP Mechanical, Inc.	Repairs - Parts	3,000
B0000508	11	Facilities-MV	RSC Equipment Rental	Rents and Leases	3,000
B0000511	11	Finance	Archive Management Inc.	Other Services-Document Storage	19,000
B0000513	11	Facilities-MV	Empire Mowers, Inc	Repairs - Parts	1,500
B0000514	11	Facilities-MV	Lawn Tech Equipment	Repairs - Parts	1,500
B0000519	11	Facilities-MV	Burke Engineering, Co.	Repairs - Parts	4,000
B0000522	11	Facilities-MV	Keenan Supply San Bernardino	Repairs - Parts	1,000
B0000523	11	Facilities-MV	JD Lock & Key	Repairs - Parts	1,000
B0000524	11	Facilities-MV	Carns Rooter, Inc.	Repairs - Parts	1,000
B0000525	11	Facilities-MV	Stanley Access Technologies	Repairs - Parts	1,000

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PO#	Fund	Department	Vendor	Description	Amount
B0000527	11	Facilities-MV	Clean Source	Custodial Supplies	1,000
B0000528	11	Facilities-MV	Waxie Sanitary Supply	Custodial Supplies	6,300
B0000529	11	Facilities-MV	Patriot Packaging & Supplies	Custodial Supplies	9,000
B0000545	11	Campus Police	Pacific Parking Systems, Inc.	Other Supplies	7,000
B0000546	11	Campus Police	O'Neil Product Development, Inc.	Copying and Printing	4,000
B0000548	11	Campus Police	Woodcrest Uniforms	Other Supplies	1,350
B0000549	11	Campus Police	Traffic Control Service, Inc.	Other Supplies	5,000
B0000551	11	Campus Police	Counseling Team International	Pre-Employment Testing	3,000
B0000554	11	Campus Police	City of Inglewood	Other Services-Process Citations	41,000
B0000555	11	Campus Police	County of Riverside Purchasing	Repairs - Parts	20,000
B0000556	12	Campus Police	12th Street Cleaners	Laundry and Cleaning	4,000
B0000557	11	Purchasing	Apperson Print Management	Purchase/Cost of Goods Sold	2,000
B0000558	11	Administrative Support Center	American Business Systems	Other Supplies	1,000
B0000559	12	VTEA	CCCAOE	Other Services-Staff Development	1,000
B0000560	12	VTEA	Hilton Hotel	Other Services-Regional Meetings	12,000
B0000561	12	VTEA	College of the Desert	Other Travel Expenses	2,000
B0000562	12	VTEA	Riverside Marriott	Other Services-Occ Ed Retreat	3,000
B0000563	12	Campus Student Services-Norco	Costco	Other Supplies	6,600
B0000564	12	Campus Student Services-Norco	Enterprise Rent-A-Car	Transportation Contracts	1,700
B0000565	11	Chemistry	Sargent-Welch	Instructional Supplies	3,000
B0000567	12	Campus Student Services-Norco	Inland Empire Stages, Ltd.	Transportation Contracts	15,400
B0000570	11	Applied Technology	Canon Financial Services, Inc.	Rents and Leases	4,149
B0000571	11	Performance Riverside	Vaughan, John	Professional Services	12,000
B0000572	11	Performance Riverside	Miller, Emily	Professional Services	4,000
B0000576	11	Physical Science	Spitz, Inc.	Repairs - Parts	7,210
B0000578	11	Physical and Life Sciences-Norco	24 Hour Fitness, Inc.	Rents and Leases	28,000
B0000579	11	Facilities	Best Temporary Services	Temporary Services	10,000
B0000583	11	Board of Trustees	Best, Best & Krieger	Legal	100,000
B0000584	11	Administration & Finance	Murdock, Walrath & Holmes	Consultants	31,700
B0000585	11	Administration & Finance	Office Depot	Other Supplies	1,000
B0000586	61	Risk Management	Southern California Risk Management	Claims Expense	46,000
B0000587	12	Auxiliary Business Services	County of Riverside	Fee Collection Parking Citations	50,000
B0000589	11	Auxiliary Business Services	Brink's Inc.	Other Services-Courier Service	10,048

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PO#	Fund	Department	Vendor	Description	Amount
B0000590	11	Athletics	Enterprise Rent-A-Car	Transportation Contracts	3,000
B0000591	11	Athletics	Clover, James B.	Doctors/Nurses	7,250
B0000592	11	Athletics	Clover, James B.	Physicals	4,100
B0000593	11	Administrative Support Center	Kelly Paper Company	Copying and Printing	1,000
B0000594	11	Administrative Support Center	DHL Express (USA), Inc.	Postage	7,500
B0000595	11	Administrative Support Center	Quality Imaging Supplies	Other Supplies	1,000
B0000596	11	Administrative Support Center	American Business Systems	Other Supplies	1,000
B0000597	11	Administrative Support Center	Federal Express	Postage	5,000
B0000598	11	Administrative Support Center	Inland Presort & Mailing Services	Postage	5,000
B0000599	11	Administrative Support Center	California Overnight	Postage	1,000
B0000600	11	Business, Engineering & Info Tech	Office Depot	Instructional Supplies	12,349
B0000602	11	Business & Computer IS-MV	Reliable Office Solutions	Other Supplies	1,450
B0000609	12	Community & Economic Develop	Orange County Business Council	Rents and Leases	1,500
B0000612	12	Workforce Preparation	Budget Inn	Other Travel Expenses	2,500
B0000614	11	Purchasing	Archive Management Inc.	Purchase/Cost of Goods Sold	1,000
B0000615	11	Purchasing	Xpedx	Purchase/Cost of Goods Sold	5,000
B0000616	11	Purchasing	Kelly Paper Company	Purchase/Cost of Goods Sold	20,000
B0000617	11	Purchasing	Unisource Worldwide, Inc.	Purchase/Cost of Goods Sold	60,000
B0000618	11	Board of Trustees	Ahern, Adcock, Devlin, LLP	Audit	38,030
B0000618	11	Auxiliary Business Services	Ahern, Adcock, Devlin, LLP	Audit	5,360
B0000618	32	Food Services	Ahern, Adcock, Devlin, LLP	Audit	2,120
B0000619	11	Facilities	Basic Backflow	Repairs - Parts	1,575
B0000619	11	Facilities-MV	Basic Backflow	Repairs - Parts	1,130
B0000620	11	Facilities	Amtech Elevator Services	Repairs - Parts	13,610
B0000620	11	Facilities Norco	Amtech Elevator Services	Repairs - Parts	7,490
B0000620	11	Facilities-MV	Amtech Elevator Services	Repairs - Parts	6,420
B0000622	11	Health, Human & PS-MV	Henry Schein Inc.	Instructional Supplies	6,000
B0000624	11	Health, Human & PS-MV	Oral-B	Instructional Supplies	2,000
B0000626	11	Health, Human & PS-MV	Henry Schein Inc.	Repairs - Parts	10,000
B0000627	11	Health, Human & PS-MV	March Joint Powers Authority	Rents and Leases	59,000
B0000628	11	Health, Human & PS-MV	Atech Sterile Solutions	Repairs - Parts	1,000
B0000629	11	Health, Human & PS-MV	Reliable Office Solutions	Other Supplies	2,500
B0000630	11	Health, Human & PS-MV	Reliable Office Solutions	Other Supplies	1,500

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PO#	Fund	Department	Vendor	Description	Amount
B0000631	11	Health, Human & PS-MV	Moore Medical Corporation	Instructional Supplies	3,000
B0000634	11	Health, Human & PS-MV	Reliable Office Solutions	Instructional Supplies	4,500
B0000636	11	Health, Human & PS-MV	Reliable Office Solutions	Other Supplies	2,000
B0000637	11	Learning Resource Center	Amazon.Com Credit	Instr Media Material	1,000
B0000638	11	Life Sciences	Ward's Natural Science Estab	Instructional Supplies	1,500
B0000640	12	Library	Amazon.Com Credit	Books/New and Expanded Library	1,000
B0000644	11	Mathematics, Science & PE-MV	Emergency Medical Products, Inc	Instructional Supplies	2,000
B0000649	11	Mathematics, Science & PE-MV	Fisher Scientific	Instructional Supplies	3,000
B0000652	11	Mathematics, Science & PE-MV	Reliable Office Solutions	Other Supplies	1,000
B0000653	11	Mathematics, Science & PE-MV	Reliable Office Solutions	Other Supplies	1,000
B0000654	11	Occupational Education	Valley Printers	Purchase/Cost of Goods Sold	20,000
B0000658	11	Allied Health	Moore Medical Corporation	Instructional Supplies	1,000
B0000662	12	Allied Health	Riverside County Regional Med Ctr	Instructional Supplies	1,000
B0000664	11	Mathematics, Science & PE-MV	Ward's Natural Science Estab	Instructional Supplies	5,000
B0000665	11	Mathematics, Science & PE-MV	Moore Medical Corporation	Instructional Supplies	1,000
B0000669	11	Mathematics, Science & PE-MV	Fisher Scientific	Instructional Supplies	2,000
B0000677	11	Open Campus	San Bernardino Comm College Dist	Other Services-KVCR Telecourses	4,600
B0000681	11	Performing Arts	Otter Distributors	Instructional Supplies	1,000
B0000682	11	Performing Arts	Nick Rail Music, Inc.	Instructional Supplies	1,000
B0000683	11	Performing Arts	Advanced Copy Systems	Repairs - Parts	1,000
B0000684	11	Performing Arts	Jim's Music Center, Inc.	Instructional Supplies	1,000
B0000686	11	Academy / Criminal Services	Riverside County Fire Department	Other Services-FireTech Coordinator	133,600
B0000690	11	Academy / Criminal Services	LN Curtis	Instructional Supplies	1,900
B0000691	11	Academy / Criminal Services	Mallory Fire	Repairs - Parts	4,850
B0000694	11	Academy / Criminal Services	Riverside County Fire Department	Lecturers	2,000
B0000695	11	Academy / Criminal Services	Dept of Forestry & Fire Protection	Other-Fire Academy Certificates	6,500
B0000706	11	Social & Behavioral Sciences	Office Depot	Instructional Supplies	1,530
B0000707	11	Dean of Instruction	Magic Garden and Landscape	Other Services-MEC Landscape Maint.	3,200
B0000709	12	Dean of Education	Reliable Office Solutions	Other Supplies	1,000
B0000710	12	Trio Program - Norco	Adventures In Advertising Corporation	Other Supplies	6,000
B0000711	12	Trio Program - Norco	Staples, Inc.	Other Supplies	1,500
B0000713	12	Trio Program - Norco	Lamp Post Pizza	Food	1,450
B0000714	12	Trio Program - Norco	Boston Market Corporation	Food	2,000

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PO#	Fund	Department	Vendor	Description	Amount
B0000715	12	Trio Program - Norco	Norco's 6th St. Famous Deli	Food	2,150
B0000716	12	Trio Program - Norco	Obee's Soup-Salad-Subs	Food	1,000
B0000723	12	VTEA	Vot Systems, Inc	Other Services-Website Hosting	7,350
B0000724	12	VTEA	Grossmont-Cuyamaca Community	Other Services-Joint Advisory Comm.	2,000
B0000725	12	VTEA	Palo Verde Community College	Other Services-Tech Prep Activities	64,000
B0000726	12	VTEA	College of the Desert	Other Services-Tech Prep Activities	64,000
B0000729	12	President Norco	Office Depot	Other Supplies	1,000
B0000736	11	Counseling-Norco	Office Depot	Other Supplies	1,000
B0000737	11	Campus Student Services-Norco	Office Depot	Other Supplies	1,000
B0000744	11	Health, Human & PS-MV	Vaezazizi, Reza	Consultants	17,000
B0000745	11	Health, Human & PS-MV	Life Assist, Inc.	Instructional Supplies	3,000
B0000746	11	Health, Human & PS-MV	Firstline, LLC	Instructional Supplies	2,000
B0000751	11	Customized Solutions	Global Learning Partners, Inc.	Other Services-Training	1,600
B0000757	33	Early Childhood Studies-Norco	Smart & Final	Meals Needy Children	2,500
B0000764	11	Performance Riverside	Theatre Company, the	Costume Rentals	10,000
B0000765	11	Chancellor's Office	Lexus Financial Services	Rents and Leases	6,357
B0000766	11	Public Affairs & Institutional Adv	Press Enterprise	Advertising	10,000
B0000768	11	Public Affairs & Institutional Adv	AT&T	Advertising	2,000
B0000769	11	Public Affairs & Institutional Adv	Nanc E & Company Graphic Design	Other Services-Design Services	2,500
B0000770	11	Public Affairs & Institutional Adv	Geographics	Other Services-Design Services	5,000
B0000771	11	Public Affairs & Institutional Adv	KCAL Radio	Advertising	1,994
B0000781	11	Board of Trustees	RCC Foundation	Conferences	2,500
B0000785	11	Facilities	La Sierra Fire Equipment	Repairs - Parts	3,500
B0000786	11	Facilities	Fire Protection Services	Repairs - Parts	2,500
B0000787	11	Facilities	Apple Valley Communications	Other Services-Alarm Services	10,000
B0000788	11	Facilities	Safety Kleen Corporation	Other Supplies	2,000
B0000789	12	Community & Economic Develop	Orange County Business Council	Rents and Leases	7,500
B0000790	12	Community & Economic Develop	Bonnand, George	Other Services-Presenter	10,400
B0000791	12	Community & Economic Develop	Hunt, David R.	Other Services-Presenter	10,400
B0000792	12	Community & Economic Develop	Zahraee, Mohammad A.	Other Services-Presenter	5,150
B0000793	12	Community & Economic Develop	Doolittle, Glenn	Other Services-Presenter	2,650
B0000794	11	Customized Solutions	Training Dynamics	Other Services-Training Services	2,200
B0000797	11	International Students	International Education Service	Advertising	4,600

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PO#	Fund	Department	Vendor	Description	Amount
B0000800	12	Dean of Education	Office Depot	Other Supplies	2,000
B0000802	12	EOPS	Barnes & Noble	Other Supplies	1,539
B0000803	12	EOPS	Barnes & Noble	Book Grants	22,600
B0000804	12	EOPS	Riverside Transit Agency	Transportation/Bus Passes	6,800
B0000805	32	Food Services	Jim Jones Maintenance	Repairs - Parts	1,000
B0000806	32	Food Services	Scantron Corporation	Other Supplies	6,575
B0000807	32	Food Services	Hanigan Business forms, Inc.	Other Supplies	1,200
B0000808	32	Food Services	Pro Clean, Inc.	Repairs - Parts	2,600
B0000809	32	Food Services	American Point of Sale	Other Supplies	1,400
B0000810	32	Food Services	Comet School Supplies, Inc.	Other Supplies	2,000
B0000811	11	Mathematics, Science & PE-MV	24-Hour Fitness	Rents and Leases	13,000
B0000816	12	Workforce Preparation	Barnes & Noble	Instructional Supplies	1,000
B0000817	12	Workforce Preparation	Office Depot	Other Supplies	2,000
C0001004	12	Community & Economic Develop	Regents - UC	Professional Research Staff	34,998
C0001008	12	President	Corona - Norco Unified School Dist.	Perform Services	25,500
C0001015	12	School of The Arts	Stevenson, Sarah	Research Services	4,525
C0001026	11	Assessment / Accountability	Omnipatform Software Corporation	Web Development for Accreditation	17,000
C0001060	11	Board of Trustees	Korn/Ferry International	Professional Services	75,000
C0001063	12	VTEA	G-Cube	Video Production	6,000
C0001068	12	VTEA	Organizational Consulting Services	Presenter Tech Prep Workshops	4,000
C0001072	11	Facilities	ASR Constructors, Inc.	Improvements District Office	327,000
C0001073	12	Facilities-MV	ASR Constructors, Inc.	MEC Parking Lot Project	111,000
C0001074	11	Performing Arts	Ben Bollinger Productions	Scenery Rental	1,200
C0001076	11	Performance Riverside	Fullerton Civic Light Opera	Scenic Set & Props For "Damn Yankee"	11,467
C0001077	11	Information Services	NEC Unified Solutions, Inc.	PBX Maintenance Contract	61,179
C0001077	11	Information Services-Norco	NEC Unified Solutions, Inc.	PBX Maintenance Contract	11,396
C0001077	11	Information Services-MV	NEC Unified Solutions, Inc.	PBX Maintenance Contract	13,110
C0001078	11	Performing Arts	Henson, Mark	Musical Director	2,000
C0001079	11	Performing Arts	Krinke, Lynda	Costume Designer	2,000
C0001080	11	Dean of Education	Mobile Modular Management Corp	Lease Agreement for Modular Office	2,101
C0001081	12	Health Services	Loma Linda Univ Medical Center	Supplies	39,900
C0001083	11	Performing Arts	Gallardo, Samantha	Stage Manager	1,000
C0001085	11	Performance Riverside	Laguna Playhouse, The	Production of "Charlotte's Web"	8,000

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C0001087	11	Performance Riverside	Jones, Kerry	Scenic Painter	6,000
C0001088	11	Performance Riverside	V & S Video Productions	Video Recording Services	2,200
C0001089	11	Information Services	SK Telecon, Inc.	Cabling Maintenance Contract	112,800
C0001089	11	Information Services-MV	SK Telecon, Inc.	Cabling Maintenance Contract	15,000
C0001089	11	Information Services-Norco	SK Telecon, Inc.	Cabling Maintenance Contract	15,000
C0001090	11	Performance Riverside	California Theatre Center	Production "The Elves & Shoemaker"	8,500
C0001091	11	Performance Riverside	The Center	Production "Letters Harriet Tubman"	2,075
C0001092	11	Performance Riverside	Onstage Musicals	Performance "Pops All Star Orchestra"	14,000
C0001093	11	Open Campus	Edwards, Nancy F.	Community Education Presenter	1,000
C0001095	11	Open Campus	Mansfield, William L.	Community Education Presenter	20,000
C0001096	11	Open Campus	Hollywood Film Institute	Community Education Presenter	3,000
C0001097	11	Open Campus	Kuffel Creek	Community Education Presenter	1,000
C0001098	41	Facilities Norco	TBP Architects	Norco Phase III Project	371,506
C0001099	41	Facilities	Walton, Richard	Consulting Services	3,915
C0001100	41	Facilities	TBP Architects	Riverside School for the Arts Project	185,276
C0001101	11	Open Campus	Law Office of Michael G Gouveia	Community Education Presenter	1,000
C0001102	11	Open Campus	Education To Go	Community Education Presenter	10,000
C0001103	11	Open Campus	National Capital Funding	Community Education Presenter	6,000
C0001104	11	Open Campus	Destination Science	Community Education Presenter	10,000
C0001105	11	Open Campus	WHA Companies	Community Education Presenter	10,000
C0001106	11	Open Campus	Soft-Train	Community Education Presenter	10,000
C0001107	11	Open Campus	Stage Presence Studio of the Arts	Community Education Presenter	10,000
C0001108	11	Open Campus	Southern Ca Reading & Math Clinics	Community Education Presenter	10,000
C0001109	41	Facilities Norco	Vantage Technology Consulting Group	Community Education Presenter	25,000
C0001110	11	Open Campus	Marshall Reddick Seminars	Norco Phase III Project	66,505
C0001111	11	Open Campus	Noriega, Marshall	Community Education Presenter	2,000
C0001112	41	Facilities	Vantage Technology Consulting Group	Community Education Presenter	10,000
C0001113	11	Open Campus	Notary Public Seminars, Inc	Quad IT Technology	27,094
C0001114	11	Open Campus	LTM Associates	Community Education Presenter	30,000
C0001116	11	Open Campus	Mays, James	Community Education Presenter	2,000
C0001117	11	Open Campus	Kidz Behind the Scenes TV Workshop	Community Education Presenter	40,000
C0001118	11	Open Campus	Christensen, Bobbie	Community Education Presenter	1,000
C0001119	11	Open Campus	Cook, David	Community Education Presenter	1,000
				Community Education Presenter	2,000

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PO#	Fund	Department	Vendor	Description	Amount
C0001120	11	Open Campus	Computrax, Inc.	Community Education Presenter	8,000
C0001121	11	Open Campus	Coast Traffic School	Community Education Presenter	1,000
C0001122	11	Open Campus	Center for Healthcare Ed., Inc	Community Education Presenter	2,000
C0001123	11	Open Campus	California Mind Institute	Community Education Presenter	5,000
C0001124	11	Open Campus	Bowman, Gary	Community Education Presenter	3,000
C0001125	11	Open Campus	Balloons by Alice Lyons	Community Education Presenter	2,000
C0001126	11	Open Campus	Adney, Curtis M.	Community Education Presenter	1,500
C0001129	11	Open Campus	D & D's Dance Center	Community Education Presenter	10,000
C0001132	11	Information Services	GFI USA, Inc.	Maintenance Agreement	1,300
C0001134	11	Performance Riverside	O D Music, Inc.	Production Services	59,000
C0001135	11	Facilities	Higginson+Cartozian Architects, Inc	Construction Services	5,000
C0001136	11	Information Services	Western Data Enterprises, Inc	Computer Equipment Maintenance	78,690
C0001136	11	Information Services-Norco	Western Data Enterprises, Inc	Computer Equipment Maintenance	27,090
C0001136	11	Information Services-MV	Western Data Enterprises, Inc	Computer Equipment Maintenance	23,220
C0001140	41	Facilities	P2S Engineering, Inc	Infrastructure Studies Project	85,000
C0001141	41	Facilities	GKK Works	Design Plans - Nursing/Science	4,876,260
C0001142	41	Facilities	KCT Consultants, Inc.	Infrastructure Studies Project	153,700
C0001143	41	Facilities	Foundation for California	Facility Condition Assessment	28,410
C0001144	41	Facilities	Security by Design	Infrastructure Studies Project	32,400
C0001146	41	Facilities-MV	Higginson+Cartozian Architects, Inc	ECS Secondary Effects Project	19,000
C0001147	41	Facilities	John R. Byerly, Inc.	Quad Remodel Project	37,007
C0001148	41	Facilities	Guerra, Patricia	Labor Compliance Program Services	12,550
C0001150	11	Chancellor's Office	Community College League	Consulting Services	24,800
C0001151	11	Counseling	Eureka	Software Maintenance	6,659
C0001152	11	Physical Science	Spitz, Inc.	Preventive Maintenance Agreement	7,210
P0001099	11	Applied Technology	Mike Staudt Restaurant Repair	Repairs - Parts	5,540
P0001158	11	Assessment / Accountability	National Student Clearinghouse	Periodicals/Magazines	1,505
P0001330	11	Mathematics, Sci & Info Systems-MV	Pasco	Instructional Supplies	2,120
P0001529	11	Facilities Norco	Terminix	Other Services-Pest Removal	3,350
P0001565	12	Dean of Education	Office Depot	Other Supplies	3,300
P0001629	12	VTEA	Elsevier Health Science	Lecturers	2,704
P0001651	11	Allied Health	Office Depot	Other Supplies	2,580
P0001719	11	Community Outreach	Office Depot	Other Supplies	1,339

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PO#	Fund	Department	Vendor	Description	Amount
P0001772	11	Physical and Life Sciences	Fisher Scientific	Instructional Supplies	9,772
P0001890	11	Facilities-MV	Don La Force Associates, Inc.	Repairs - Parts	5,200
P0001897	11	Social & Behavioral Sciences-Norco	Office Depot	Periodicals/Magazines	5,540
P0001933	11	Facilities	Don La Force Associates, Inc.	Repairs - Parts	7,694
P0002106	11	RCCD Foundation	Office Depot	Other Supplies	1,300
P0002120	12	Upward Bound-Norco	Eagle Glen	Food - Awards Dinner	4,884
P0002129	11	Occupational Education	CMS/California Media Services	Repairs - Parts	4,544
P0002129	11	Applied Technology	CMS/California Media Services	Repairs - Parts	5,426
P0002153	41	Early Childhood Studies-Norco	Safespace Concepts, Inc	Equip Additional \$200-\$4999	1,762
P0002325	11	Campus Police	Golden Pacific Systems	Other Supplies	1,228
P0002325	12	Campus Police	Golden Pacific Systems	Other Supplies	24,347
P0002360	12	Dean of Education	Pip Printing of Riverside	Copying and Printing	1,002
P0002392	11	Facilities Norco	Highsmith Company, Inc.	Repairs - Parts	1,780
P0002563	11	Auxiliary Business Services	Office Depot	Equip Additional \$200-\$4999	1,000
P0002596	11	Physical and Life Sciences-Norco	Fisher Scientific	Instructional Supplies	1,672
P0002747	11	Information Services	Technology Integration Group	Comp Equip Additional \$200-\$4999	6,077
P0002951	11	Facilities	Scott Equipment, Inc	Repairs - Parts	1,714
P0003255	12	Workforce Preparation	CDW-G	Comp Equip Additional \$5000 >	6,901
P0003277	11	Applied Technology	KH Metals and Supply	Instructional Supplies	1,813
P0003324	11	Business, Engineering & Info Tech	WW Grainger, Inc.	Instructional Supplies	1,113
P0003325	11	Business, Engineering & Info Tech	Enco Manufacturing Co.	Instructional Supplies	1,058
P0003327	32	Food Services	Coffee Bean International	Food	2,000
P0003328	12	Physical Education	Sports Imports	Instructional Supplies	1,111
P0003330	11	RCCD Foundation	Geographics	Copying and Printing	1,092
P0003333	11	Arts, Humanities & World Lang-Norco	Office Depot	Instructional Supplies	1,530
P0003336	11	Art	Dick Blick Company, Inc.	Instructional Supplies	2,109
P0003341	11	Arts, Humanities & World Lang-Norco	CDW-G	Instructional Supplies	1,000
P0003343	11	Dean of Instruction-Norco	Troxell Communications, Inc.	Instructional Supplies	1,000
P0003343	11	Physical and Life Sciences-Norco	Troxell Communications, Inc.	Instructional Supplies	1,366
P0003346	11	Arts, Humanities & World Lang-Norco	Troxell Communications, Inc.	Instructional Supplies	2,148
P0003348	11	Health, Human & Public Services-MV	Lesser, Donna	Conferences	1,619
P0003352	12	Grants & Contract Services	National Parenting Institute	Instructional Supplies	3,900
P0003353	11	Communications & Web Development	Computerland of Shigpn Valley	Software <\$200	5,486

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PO#	Fund	Department	Vendor	Description	Amount
P0003356	11	Life Sciences	K-Log, Inc.	Instructional Supplies	1,234
P0003357	11	Athletic Director	Meier, Barry	Conferences	1,018
P0003369	12	Physical Education	Patt Corporation	Instructional Supplies	2,728
P0003371	11	Information Services	Nexus Is, Inc	Repairs - Parts	3,165
P0003384	11	Counseling	A Stitch Above	Other Supplies	1,146
P0003385	11	Applied Technology	Electromechanical Services	Repairs - Parts	1,238
P0003413	11	Performing Arts	Jim's Music Center, Inc.	Instructional Supplies	1,340
P0003418	11	President Moreno Valley	Advanced Electrical Contracting Inc	Fixtures & Fixed Equipment	1,552
P0003421	11	Chancellor's Office	Power Mac Pac, Inc	Comp Equip Replacement \$200-\$4999	6,627
P0003441	11	Chancellor's Office	Rotella, Salvatore G.	Conferences	1,802
P0003450	11	Communications & Web Development	Dong, Darren	Conferences	1,225
P0003453	12	President Norco	Aycock, Gregory	Conferences	1,200
P0003466	11	Chemistry	Pleasant, Joan	Conferences	1,200
P0003469	11	Chancellor's Office	MacDonald, Virginia	Conferences	1,754
P0003477	11	Health, Human & Public Services-MV	Theford, Teresa	Conferences	1,312
P0003480	11	Counseling-MV	Bridges,Com	Computer Software Maint/License	1,169
P0003487	61	Risk Management	Frank's Auto Glass	Damage Personal Property	1,957
P0003488	12	Campus Police	Weldon, Williams & Lick	Other Supplies	4,554
P0003493	11	Dean of Instruction	National Comm Coll Hispanic Council	Conferences	1,200
P0003505	11	Life Sciences	Steris Corporation	Repairs - Parts	4,121
P0003506	12	President Norco	Tegrity, Inc.	Other Services-Website Hosting	1,920
P0003507	11	Academy / Criminal Services	San Diego Police Equipment	Instructional Supplies	4,728
P0003511	11	Facilities	AMP Mechanical, Inc.	Repairs - Parts	4,930
P0003514	11	Facilities	National Rent A Fence	Rents and Leases	1,005
P0003528	11	Counseling	Office Depot	Other Supplies	1,080
P0003533	41	Facilities	SK Telecon, Inc.	Engineering	2,850
P0003535	11	Counseling	Office Depot	Other Supplies	1,000
P0003545	11	Facilities	Ecology Control Industries	Other Services-Haz Material Removal	7,295
P0003546	11	Counseling	Sunward Travel	Conferences	2,342
P0003549	11	Learning Resource Center	Ambassador Books and Media	Instr Media Material	1,340
P0003550	11	Performing Arts	Sea Breeze Records	Instructional Supplies	3,296
P0003553	11	Facilities	LGP Engineering & Construction Inc.	Repairs - Parts	9,700
P0003556	11	Academy / Criminal Services	LN Curtis	Equip Additional \$200-\$4999	43,152

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PO#	Fund	Department	Vendor	Description	Amount
P0003557	11	Facilities	Mariposa Horticultural Enterprises	Other Services-Tree Trimming	2,675
P0003561	12	VTEA	Ages	Computer Software Maint/License	1,334
P0003562	12	VTEA	Apple Computer, Inc.	Comp Equip Additional \$200-\$4999	1,075
P0003564	12	VTEA	Harris Infosource	Computer Software Maint/License	1,078
P0003565	12	VTEA	Minitab, Inc.	Computer Software Maint/License	1,347
P0003568	12	President Norco	Tegrity, Inc.	Computer Software Maint/License	10,235
P0003570	11	Dean Health Sciences Programs	Gateway Companies, Inc.	Comp Equip Additional \$200-\$4999	1,651
P0003571	11	Campus Police	Pacific Parking Systems, Inc.	Other Services-Parking Dispensers	8,400
P0003572	11	Academic Affairs	Synergistic Mailing Services	Other Services-Sum06 Reg Post Cards	4,900
P0003575	11	Accounting Services	Office Depot	Equip Replacement \$200-\$4999	1,077
P0003580	12	Dean of Education	Ocean Institute	Other Travel Expenses	1,150
P0003583	12	Allied Health	Troxell Communications, Inc.	Equip Additional \$5000 >	9,999
P0003585	12	Allied Health	Hill-Rom	Other Instructional Supplies	11,528
P0003587	12	Allied Health	Integrated Media Systems	Equip Additional \$200-\$4999	30,666
P0003589	11	Performance Riverside	Tickets.Com	Comp Equip Additional \$200-\$4999	6,989
P0003594	32	Food Services	State Board of Equalization	Sales Tax	2,264
P0003595	12	Allied Health	Medical Resource USA	Equip Additional \$200-\$4999	2,726
P0003598	11	Facilities	MTM Technologies, Inc.	Fixtures & Fixed Equipment	79,149
P0003599	12	Allied Health	CDW-G	Equip Additional \$200-\$4999	9,442
P0003600	11	Admissions & Records	Xap Corporation	Computer Software Maint/License	2,525
P0003601	12	Allied Health	Medical Resource USA	Equip Additional \$200-\$4999	1,540
P0003602	11	Facilities	AMP Mechanical, Inc.	Repairs - Parts	2,219
P0003604	11	Facilities	AMP Mechanical, Inc.	Repairs - Parts	2,481
P0003605	61	Risk Management	Waxie Sanitary Supply	Damage Personal Property	1,665
P0003607	11	Information Services	Faronics Technologies USA Inc	Computer Software Maint/License	6,536
P0003608	11	Information Services	Datatel, Inc.	Conferences	1,296
P0003610	12	Allied Health	Laerdal Medical Corporation	Equip Additional \$200-\$4999	8,289
P0003611	12	Allied Health	Laerdal Medical Corporation	Equip Additional \$5000 >	41,193
P0003617	11	Facilities Norco	Western Farm Service, Inc.	Grounds/Garden Supplies	1,463
P0003618	12	VTEA	College of the Desert	Other Travel Expenses	5,389
P0003619	11	Human Resources	Rhyne, Jeffrey	Travel Exp Candidate	1,039
P0003620	11	Public Affairs & Institutional Advancement	Press Enterprise	Advertising	2,000
P0003621	11	Facilities-MV	LGP Engineering & Construction Inc.	Repairs - Parts	1,300

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PO#	Fund	Department	Vendor	Description	Amount
P0003625	12	Community & Economic Development	Electronic School Supply, Inc	Instructional Supplies	1,348
P0003626	12	Allied Health	Hospital Systems, Inc	Equip Additional \$200-\$4999	28,200
P0003627	12	Allied Health	D.R.E., Inc	Equip Additional \$200-\$4999	6,663
P0003628	12	Community & Economic Development	Parallax, Inc	Instructional Supplies	3,355
P0003636	11	Facilities Norco	Contract Carpet	Remodel Projects	3,802
P0003638	11	Academy	San Diego Police Equipment	Instructional Supplies	4,728
P0003639	12	Community & Economic Development	Corona, Robert	Conferences	1,485
P0003641	11	Administrative Support Center	US Postmaster	Postage	5,000
P0003651	12	Community & Economic Development	Slayton, Deborah	Conferences	1,120
P0003652	11	Dean of Faculty	Flick, Arend	Conferences	1,000
P0003664	11	Public Affairs & Institutional Advancement	Clear Channel Broadcasting, Inc.	Advertising	5,655
P0003665	41	Facilities Norco	Fineline Interiors Inc.	Remodel Projects	5,974
P0003666	11	Administration & Finance	Prudential Financial	Other Benefits, Other CE Employees	21,000
P0003667	11	Chancellor's Office	Loma Linda Univ Medical Center	Physicals	1,658
P0003671	11	Administrative Support Center	US Postmaster	Postage	1,000
P0003674	11	Community & Economic Development	ACCCA	Conferences	1,650
P0003676	12	Community & Economic Development	Display Tech Exhibits	Other Supplies	1,020
P0003678	11	Allied Health	Marriott	Conferences	2,246
P0003679	11	Information Services	Tier Technologies, Inc	Computer Software Maint/License	13,093
P0003680	11	Associate VC, Instruction	Dell Computers	Equip Additional \$200-\$4999	2,459
P0003682	41	Library	Graham Design	Other-Quad Secondary Effects	59,000
P0003683	41	Facilities Norco	Culver - Newlin	Remodel Projects	19,560
P0003687	12	Workforce Preparation	SVM, LLP	Other Supplies	10,030
P0003689	41	Facilities Norco	Modernair	Remodel Projects	1,200
P0003690	41	Facilities Norco	Modernair	Remodel Projects	1,200
P0003691	41	Facilities Norco	Contract Carpet	Remodel Projects	3,800
P0003692	41	Facilities Norco	Contract Carpet	Remodel Projects	4,000
P0003694	41	Facilities Norco	Contract Carpet	Remodel Projects	2,500
P0003696	12	VTEA	All State Police Equipment Co	Equip Additional \$200-\$4999	5,029
P0003698	11	Academic Affairs	Valley Printers, Inc.	Copying & Printing	30,000
P0003699	11	Open Campus	Scantron Service Group	Repairs - Parts	1,130
P0003706	11	Open Campus	Respondus	Computer Software Maint/License	3,142
P0003712	11	Academic Affairs	Synergistic Mailing Services	Other Services-Sum06 Reg	4,100

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PO#	Fund	Department	Vendor	Description	Amount
P0003718	41	Facilities Norco	SK Telecon, Inc.	Remodel Projects	4,500
P0003719	41	Facilities Norco	Advanced Electrical Contracting Inc	Remodel Projects	6,990
P0003720	11	Public Affairs & Institutional Advance	Creative Digital Solutions, LLC	Other Services-Design Facilities 5 yr Plan	13,000
P0003732	11	Information Services	Escoto, Jose	Conferences	1,597
P0003733	11	Information Services	Conley, Cynthia	Conferences	1,597
P0003734	11	Information Services	Paschke, Kathryn	Conferences	1,091
P0003739	11	Open Campus	Faulknerloser, Kurt	Conferences	1,670
P0003740	41	Facilities Norco	Fineline Interiors Inc.	Remodel Projects	5,797
P0003741	11	Counseling	Marmalade Toque	Other Supplies	4,582
P0003742	41	Facilities Norco	Fineline Interiors Inc.	Remodel Projects	10,907
P0003743	41	Facilities Norco	Fineline Interiors Inc.	Remodel Projects	19,088
P0003744	41	Facilities Norco	Fineline Interiors Inc.	Remodel Projects	7,310
P0003749	11	Communications & Web Development	Adobe Enterprize	Other Services-Developer Program	1,611
P0003754	11	Facilities-MV	Contract Carpet	Remodel Projects	9,445
P0003755	11	Facilities-MV	Contract Carpet	Remodel Projects	4,765
P0003756	11	Information Services	Sysix Technologies	Repairs - Parts	18,802
P0003758	12	Allied Health	Elsevier Health Science	Comp Equip Additional \$200-\$4999	1,616
P0003761	11	Facilities	RSC Equipment Rental	Rents and Leases	1,240
P0003764	12	Dean of Education	Advanced Copy Systems	Repairs - Parts	1,152
P0003769	12	Allied Health	Troxell Communications, Inc.	Equip Additional \$200-\$4999	3,957
P0003771	11	International Students	Jacobsen, Marylin	Scouting	3,940
P0003785	11	President	Corporate Express	Equip Replacement \$200-\$4999	5,468
P0003786	12	President Norco	Coe, William	Instructional Supplies	2,969
P0003792	11	President	Belson Outdoors, Inc.	Other Supplies	5,224
P0003793	11	Communications & Web Development	Geographics	Other Services-Web Development	16,970
P0003800	12	Campus Student Services-Norco	Sea World Group Sales	Other Travel Expenses	1,186
P0003801	12	Grants & Contract Services	Hilton Hotel	Conferences	1,059
P0003802	11	Information Services	Verizon	Rents and Leases	1,212
P0003803	11	Open Campus	Foundation for California	Other-Datatel Hosting	67,408
P0003804	11	Open Campus	Iparadigms, LLC	Computer Software Maint/License	12,400
P0003812	12	Community & Economic Development	Ocean State Electronics	Instructional Supplies	1,346
P0003813	12	Histry, Philsphy, Humn, Ethnic Studies	S.Mile Direkj Corp	Instructional Supplies	3,014
P0003824	12	Workforce Preparation	SVM, LLP	Other Supplies	3,634

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PO#	Fund	Department	Vendor	Description	Amount
P0003825	12	Workforce Preparation	Staters Bros. Markets	Other Supplies	1,000
P0003831	11	RCCD Foundation	RCC Foundation	Other Services-Major Gift Campaign	13,166
P0003833	11	RCCD Foundation	RCC Foundation	Consultants	12,430
P0003834	11	RCCD Foundation	RCC Foundation	Other Services-Major Gift Campaign	16,450
P0003835	11	RCCD Foundation	RCC Foundation	Consultants	13,231
P0003838	11	Performing Arts	Samuel French, Inc.	Rents and Leases	2,100
P0003839	11	Dean of Instruction	ACCCA	Conferences	1,400
P0003845	11	Risk Management	Advanced Copy Systems	Repairs - Parts	15,085
P0003847	11	Associate VC, Instruction	Reliable Office Solutions	Other Supplies	1,236
P0003849	12	Workforce Preparation	Riverside Marriott	Other Services-Annual Emancipation Ever	11,173
P0003850	12	Workforce Preparation	Riverside Marriott	Other Services-Workshop & Banquet	2,800
P0003855	11	Human Resources	Javaheripour, Gholam	Travel Exp Candidate	1,187
P0003856	12	Campus Police	Twin Graphics	Copying and Printing	1,897
P0003875	41	Facilities	Beco Electric Co, Inc	Fixtures & Fixed Equipment	1,100
P0003877	12	Campus Police	SCAQMD	Other-Registration Filing Fee	1,154
P0003878	12	Dean of Education	Alvord Unified School District	Other Services-Articulation Workshop	1,734
P0003892	11	Student Financial Services	Student Title IV Federal Grant	Other Services- R2T4 Reimbursement	11,132
P0003903	11	Administrative Support Center	US Postmaster	Postage	5,000
P0003904	11	Information Services	Sehi Computer Products, Inc.	Computer Software Maint/License	10,941
P0003905	11	Public Services/Criminal Justice	Michael G. Dolence and Assoc.	Consultants	11,500
P0003908	12	Workforce Preparation	Reliable Office Solutions	Other Supplies	1,452
P0003912	11	Academy	Riverside County Sheriffs Dept	Rents and Leases	2,719
P0003913	11	Contracts and Legal Svcs.	Gateway Companies, Inc.	Comp Equip Additional \$200-\$4999	1,071
P0003915	12	Campus Student Services-Norco	Gateway Companies, Inc.	Comp Equip Additional \$200-\$4999	2,900
P0003917	12	Campus Student Services-Norco	Gateway Companies, Inc.	Comp Equip Additional \$200-\$4999	2,756
P0003918	12	Campus Student Services-Norco	Gateway Companies, Inc.	Comp Equip Additional \$200-\$4999	2,687
P0003921	11	Administrative Support Center	US Postmaster	Postage	20,000
P0003925	11	Academy	FedEx Kinko's	Copying and Printing	1,837
P0003926	12	Campus Student Services-Norco	USA Bus Charter	Other Travel Expenses	4,286
P0003928	11	Chancellor's Office	City of Moreno Valley	Rents and Leases	1,520
P0003930	12	Campus Student Services-Norco	MBNA/American Business Card	Other Travel Expenses	1,380
P0003931	12	Campus Student Services-Norco	Sunward Adventures	Other Travel Expenses	3,600
P0003933	12	Campus Student Services	Moore, John	Other Travel Expenses	2,400

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PO#	Fund	Department	Vendor	Description	Amount
P0003935	12	Facilities-MV	Tri Lake Consultants	Construction Contract	2,220
P0003936	11	RCCD Foundation	Ray & Associates, Inc.	Equip Additional \$200-\$4999	2,042
P0003937	11	RCCD Foundation	Gateway Companies, Inc.	Comp Equip Additional \$200-\$4999	1,709
P0003939	11	President Norco	Clarke & Associates	Consultants	44,125
P0003940	12	Campus Student Services	Coventry Motor Inn	Other Travel Expenses	5,160
P0003941	12	Workforce Preparation	Budget Inn	Other Travel Expenses	1,090
P0003949	11	Student Financial Services	Marriott	Conferences	1,361
P0003953	11	Grants & Contract Services	Clarke & Associates	Consultants	41,058
P0003954	11	President Moreno Valley	Clarke & Associates	Consultants	43,894
P0003956	11	Facilities	Trugreen Chemlawn	Other Services-Lawn Chemicals	2,000
P0003959	11	Performing Arts	DB Mix, Inc	Professional Services	2,500
P0003973	11	Information Services	SK Telecon, Inc.	Equip Additional \$200-\$4999	4,500
P0003973	11	Information Services-Norco	SK Telecon, Inc.	Equip Additional \$200-\$4999	2,783
P0003973	11	Information Services-MV	SK Telecon, Inc.	Equip Additional \$200-\$4999	2,783
P0003974	11	Facilities	Ray & Associates, Inc.	Equip Additional \$5000 >	6,325
P0003976	12	VTEA	Doral Desert Princess Resort	Other Services	1,296
P0003978	32	Food Services	State Board of Equalization	Sales Tax	2,927
P0003983	11	Information Services	Datatel, Inc.	Computer Software Maint/License	216,975
P0003989	12	Allied Health	Office Depot	Equip Additional \$200-\$4999	1,598
P0003994	11	Open Campus	MBNA/American Business Card	Conferences	1,295
P0003996	12	VTEA	Finner, Richard	Conferences	1,055
P0003997	12	VTEA	Tegrity, Inc.	Comp Equip Additional \$5000 >	41,789
P0004001	11	Associate VC, Instruction	NEC Unified Solutions, Inc.	Equip Additional \$200-\$4999	4,145
P0004009	11	Chancellor's Office	Accrediting Commission	Memberships	14,783
P0004012	12	Workforce Preparation	Riverside Transit Agency	Transportation/Bus Passes	1,032
P0004018	12	Community & Economic Develop	Williamson, Jeffrey	Conferences	5,670
P0004024	12	Grants & Contract Services	Cobro Consulting, LLC	Consultants	2,000
P0004028	12	Allied Health	Office Depot	Equip Additional \$200-\$4999	1,685
P0004030	11	Business Operations-Norco	Corporate Express	Equip Additional \$200-\$4999	3,676
P0004031	11	Business Operations-Norco	Gateway Companies, Inc.	Comp Equip Additional \$200-\$4999	2,553
P0004031	11	Vice President Ed Services-Norco	Gateway Companies, Inc.	Comp Equip Additional \$200-\$4999	2,553
P0004032	11	Performing Arts	Fullerton College	Theatre Supplies	3,550
P0004036	11	Applied Technology	Appel Company	Repairs - Parts	1,062

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PO#	Fund	Department	Vendor	Description	Amount
P0004038	11	Physical Education	Center for Healthcare Ed., Inc	Other Services-BLS Certificates	3,240
P0004039	11	Physical Education	American Red Cross	Other-Program Fees	3,240
P0004041	11	Physical Education	Medco Supply Company	Instructional Supplies	2,247
P0004043	11	Athletics	Orange Empire Conference	Memberships	4,400
P0004044	11	Athletics	Mission Football Conference	Memberships	2,000
P0004045	11	Athletics	Medco Supply Company	Instructional Supplies	1,500
P0004046	11	Athletics	Medco Supply Company	Health Supplies	17,416
P0004048	11	Facilities-MV	Western DC Systems	Repairs - Parts	12,626
P0004049	11	Academic Affairs	Inland Presort & Mailing Services	Other Services-Mailing	22,341
P0004050	11	Facilities-MV	Advanced Electrical Contracting Inc	Repairs - Parts	2,628
P0004058	41	Facilities	Alcorn Fence Company	Other-Metal Guard Rail above ECS	6,375
P0004061	11	Human Resources	Council on Education In Management	Conferences	2,688
P0004062	11	Allied Health	Marriott	Conferences	1,024
P0004063	11	Associate VC, Instruction	Spectrum Industries	Instructional Supplies	3,287
P0004066	11	Athletics	Hillyard Floor Care Supplies	Custodial Supplies	6,751
P0004068	12	Workforce Preparation	Redleaf Press	Reference Books	1,476
P0004072	12	Allied Health	SK Telecon, Inc.	Fixtures & Fixed Equipment	3,696
P0004077	11	Administrative Support Center	American Business Systems	Repairs - Parts	3,470
P0004078	11	Associate VC, Instruction	SK Telecon, Inc.	Equip Additional \$200-\$4999	3,664
P0004079	12	Allied Health	Tri-Anim Health Services	Equip Additional \$200-\$4999	5,398
P0004080	12	VTEA	Coast Community College District	Other Services-Statewide Staff Develop.	10,000
P0004083	11	Board of Trustees	Burke, Williams and Sorensen LLP	Legal	50,000
P0004084	11	Admissions & Records	Perfect form Business Services, Inc	Copying and Printing	4,239
P0004095	11	Allied Health	Assessment Technologies Inst. LLC.	Tests	6,840
P0004099	11	Institutional Research	SPSS, Inc.	Computer Software Maint/License	3,265
P0004100	11	Community & Economic Develop	Premier Service Bank	Other Services - Industry Breakfast	1,500
P0004101	11	Chancellor's Office	Conahac/University of Arizona	Memberships	1,500
P0004108	12	VTEA	Bearcom	Equip Additional \$200-\$4999	2,355
P0004112	12	Allied Health	Canon Business Solutions- West, Inc	Equip Additional \$5000 >	7,844
P0004113	12	Community & Economic Develop	WCIS, Inc	Repairs - Parts	1,045
P0004115	12	VTEA	Citrus Community College District	Other Services-Leadership Institute	4,730
P0004116	12	VTEA	Cal Olympic Safety	Equip Additional \$200-\$4999	2,918
P0004124	11	Athletics	91 Express Logistics	Transportation Contracts	1,500

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PO#	Fund	Department	Vendor	Description	Amount
P0004126	12	Student Services-Norco	Adventures In Advertising Corporation	Other Supplies	1,624
P0004140	11	Customized Solutions	March Joint Powers Authority	Rents and Leases	2,634
P0004140	11	Community & Economic Develop	March Joint Powers Authority	Rents and Leases	5,267
P0004140	11	Dean of Instruction-MV	March Joint Powers Authority	Rents and Leases	26,335
P0004140	12	Community & Economic Develop	March Joint Powers Authority	Rents and Leases	5,267
P0004142	11	Administrative Support Center	United States Postal Service	Postage	10,000
P0004145	11	Administrative Support Center	United States Postal Service	Postage	10,000
P0004146	11	Open Campus	Annenberg/Cpb	Other-Fall Telecourse License Fees	5,853
P0004147	12	Allied Health	JD Lock & Key	Fixtures & Fixed Equipment	2,225
P0004148	11	Human Resources	Stephen C. Kuhn & Associates, Inc.	Consultants	29,686
P0004149	11	Board of Trustees	ACCT	Memberships	3,586
P0004150	11	Facilities	JD Lock & Key	Fixtures & Fixed Equipment	3,051
P0004152	61	Risk Management	Gateway Companies, Inc.	Comp Equip Replacement \$200-\$4999	2,077
P0004153	12	Workforce Preparation	Canyon Crest Travel, Inc	Other Travel Expenses	1,594
P0004155	11	RCCD Foundation	RCC Foundation	Equip Additional \$200-\$4999	24,017
P0004156	11	Dean of Instruction-Norco	Corporate Express	Equip Additional \$200-\$4999	1,936
P0004159	61	Risk Management	Advanced Electrical Contracting Inc	Fixtures & Fixed Equipment	2,855
P0004161	11	Customized Solutions	Frost & Sullivan	Other Services-Subscription	10,000
P0004162	11	Physical Science	Enterprise Rent-A-Car	Transportation Contracts	1,150
P0004163	11	Facilities	Contract Carpet	Fixtures & Fixed Equipment	4,894
P0004166	12	VTEA	Insight Media	Instr Media Material	3,798
P0004168	11	Administrative Support Center	US Postmaster	Postage	60,000
P0004169	61	Risk Management	AMP Mechanical, Inc.	Fixtures & Fixed Equipment	18,920
P0004181	12	EOPS	CCCEOPSA	Conferences	1,600
P0004192	12	EOPS	Hyatt Regency	Conferences	1,599
P0004195	12	Workforce Preparation	California Youth Connection	Other Travel Expenses	1,080
P0004196	12	Workforce Preparation	Abbate, Nicole	Other Travel Expenses	1,000
P0004197	12	Workforce Preparation	Hilton Hotel	Other Travel Expenses	1,979
P0004198	12	VTEA	Laerdal Medical Corporation	Comp Equip Additional \$5000 >	27,124
P0004204	11	Cosmetology	Jazz-Z Beauty Products	Equip Additional \$200-\$4999	2,904
P0004208	11	Open Campus	United States Postal Service	Postage	18,000

Purchase Order and Warrant Report - All District Funds
 Purchase Orders \$1000 and over
 6/01/06 thru 7/31/06

PO#	Fund	Department	Vendor	Description	Amount
Additions to Approved/Ratified Purchase Orders of \$1,000 and Over					
P57029	11	Physical Facilities Planning	Allan Petersen & Associates	All Other Contract	3,279
P61025	32	Food Services	American Paper & Plastics	Paper Products	6,500
P61028	32	Food Services	Joseph Webb Foods	Kitchen Expendables	2,750
P61030	32	Food Services	Pepsi-Cola	Paper Products	11,000
P61031	32	Food Services	Select Produce, Inc.	Food	4,000
P61032	32	Food Services	Sysco Corp.	Kitchen Expendables	6,000
P61034	11	Chancellor's Office	Wells Fargo Bank	Conferences	4,500
P61040	11	Warehouse	Unisource Worldwide, Inc.	Purchase/Cost of Goods Sold	5,000
P61047	11	Printing and Graphics Center	Enovation Graphic Systems	Repairs - Parts	5,000
P61048	11	Equipment Maintenance	AMP Mechanical, Inc.	Repairs - Parts	4,996
P61095	11	Logistical Services	Canon Business Solutions- West, Inc	Repairs - Parts	2,700
P61097	11	Logistical Services	Advanced Copy Systems	Repairs - Parts	1,500
P61104	11	Printing and Graphics Center	Unisource Worldwide, Inc.	Purchase/Cost of Goods Sold	4,236
P61105	11	Printing and Graphics Center	Spicers Paper, Inc.	Purchase/Cost of Goods Sold	9,255
P61108	11	Printing and Graphics Center	Dynamic Bindery, Inc.	Purchase/Cost of Goods Sold	15,000
P61111	11	Printing and Graphics Center	INX International Ink Co.	Purchase/Cost of Goods Sold	1,000
P61121	11	Printing and Graphics Center	Inland Envelope Company	Purchase/Cost of Goods Sold	3,057
P61128	33	Child Development Centers	Sysco Corp.	Other Supplies	1,146
P61139	11	Facilities	Inland Lighting Supplies, Inc.	Repairs - Parts	1,559
P61166	12	Health Services	Moore Medical Corporation	Health Supplies	3,000
P61167	12	Health Services	Allscripts Pharmaceuticals, Inc	Health Supplies	1,672
P61176	11	Open Campus	Govconnection, Inc.	Repairs - Parts	14,000
P61194	11	Equipment Maintenance	Same Day Signs	Repairs - Parts	3,336
P61224	11	Equipment Maintenance	Chemco Products Company	Repairs - Parts	2,270
P61226	11	Equipment Maintenance	Thyssenkrupp Elevator	Repairs - Parts	2,026
P61288	11	Accounting Services	Oce Financial Services, Inc.	Copying and Printing	16,288
P61310	11	Chemistry, General	Sargent-Welch	Instructional Supplies	1,297

Purchase Order and Warrant Report - All District Funds
 Purchase Orders \$1000 and over
 6/01/06 thru 7/31/06

PO#	Fund	Department	Vendor	Description	Amount
P61365	11	Customized Solutions	Global Learning Partners, Inc.	Contract Ed Instr Supplies	5,000
P61382	11	Personnel Management	State of California	Fingerprints	4,200
P61435	11	Performance Riverside	Riverside Community College	Theatre Supplies	1,300
P61440	11	Commencement	Herff Jones	Commencement	2,000
P61498	12	Instructional Support-VTEA Title I	Reliable Office Solutions	Equip Additional \$200-\$4999	3,800
P61597	11	Vehicle Maintenance	Chevron and Texaco Card Services	Other Transportation Supplies	1,000
P61641	11	District Institutional Research	Reliable Office Solutions	Comp Equip Replacement \$200-\$4999	1,186
P61644	12	Placement Program - Matriculation	The College Board	Tests	13,145
P61664	11	Custodial Services	Ernest Paper Products, Inc.	Repairs - Parts	3,500
P61684	11	Information Technology, General	Reliable Office Solutions	Other Supplies	1,350
P61701	11	Hazardous Materials	Environmental Management	Other Services-Removal	4,129
P61712	11	Facilities	Refrigeration Supplies	Repairs - Parts	1,100
P61740	11	Custodial Services	Waxie Sanitary Supply	Custodial Supplies	3,237
P61777	11	Business and Commerce, General	Office Depot	Instructional Supplies	2,296
P61843	11	Custodial Services	Unisource Worldwide, Inc.	Repairs - Parts	3,540
P61853	11	Dental Hygiene	Henry Schein Inc.	Instructional Supplies	8,193
P61857	11	English	Office Depot	Other Supplies	1,050
P61910	11	Police Academy	Riverside County Sheriffs Dept	Other Services-Academy Coordinator	29,551
P61929	11	Financial Aid Administration	Office Depot	Other Supplies	2,296
P61939	11	Music - Symphony Strings	Shattinger Music	Instructional Supplies	3,300
P61948	11	Facilities	B & K Electric Wholesale	Repairs - Parts	2,020
P62041	11	Art	Office Depot	Other Supplies	1,836
P62131	12	EOPS- Care	Barnes & Noble	Other Supplies	4,476
P62132	12	EOPS- Care	Barnes & Noble	Book Grants	5,505
P62134	41	Facilities Planning - La Sierra	Clayson Mann Yaeger & Hansen	Legal	4,583
P62144	11	Microbiology	Fisher Scientific	Instructional Supplies	1,000
P62178	11	Music	Otter Distributors	Instructional Supplies	4,692
P62191	32	Food Services	Morgan Services, Inc.	Laundry and Cleaning	4,000
P62193	32	Food Services	California Deli Distributors, Inc.	Food	2,000
P62196	32	Food Services	Riverside Dairy Farms	Food	1,000
P62243	11	Logistical Services	Archive Management Inc.	Other Services-Document Storage	2,586
P62329	11	Fire Technology	Riverside County Fire Dept.	Lecturers	4,854

Purchase Order and Warrant Report - All District Funds
 Purchase Orders \$1000 and over
 6/01/06 thru 7/31/06

PO#	Fund	Department	Vendor	Description	Amount
P62858	12	Disabled Students	EZ Captioning	Other Services-Captioning	5,000
P63060	11	Campus Security	Reliable Office Solutions	Other Supplies	1,974
P63301	12	Grants Dept - Calworks Child Develop	Barnes & Noble	Instructional Supplies	3,349
P63495	11	Open Campus	Youngerman, Stephen	Professional Services	1,116
P64324	11	Facilities	Best Temporary Services	Temporary Services	10,844
B0000017	11	Associate VC, Instruction	Reliable Office Solutions	Other Supplies	1,100
B0000049	11	Open Campus	GovConnection, Inc.	Repairs - Parts	2,000
P0001150	11	Facilities	GLP Engineering, Inc.	Engineering	3,870
P0001300	12	Physical Education	Troxell Communications, Inc.	Equip Additional \$200-\$4999	15,969
P0001456	11	Counseling	Office Depot	Other Supplies	2,394
P0001457	11	Admissions & Records	Office Depot	Other Supplies	1,324
P0001887	11	RCCD Foundation	Office Depot	Other Supplies	1,308
P0001983	11	Administration & Finance	Magnon Property Management	Other-District Office	16,864
P0002214	12	EOPS	Soady Associates	Other Supplies	1,345
P0002263	11	Dean Academic Innovative Prog	OfficeMax	Other Supplies	1,598
P0002304	11	Chancellor's Office	Win, Maung	Other Travel Expenses	1,617
P0002377	12	Early Childhood Studies	CM School Supply Company	Other Supplies	2,654
P0002435	11	Facilities-MV	Contract Carpet	Remodel Projects	11,560
P0002495	11	Dean Health Sciences Programs	Office Depot	Other Supplies	1,153
P0002575	11	Learning Resource Center	A A Equipment Rental Co., Inc.	Repairs - Parts	3,014
P0002698	12	Learning Resource Center	Troxell Communications, Inc.	Equip Additional \$200-\$4999	2,565
P0002766	12	Chemistry	Lab Safety Supply	Equip Replacement \$200-\$4999	1,947
P0002871	11	Arts, Humanities & World Lang	CDW-G	Instructional Supplies	6,070
P0002889	12	Grants & Contract Services	Office Depot	Equip Additional \$200-\$4999	5,201
P0002952	61	Risk Management	Roger Clark Associates, LLC	Other Services - Engineer Accident Recons	2,269
P0002966	11	Athletics	Office Depot	Other Supplies	1,459
P0002985	12	Mathematics, Science & IS-MV	Fisher Scientific	Equip Additional \$200-\$4999	11,901
P0003106	11	Open Campus	Notary Public Seminars Online.Com	Professional Services	1,660
P0003256	11	Life Sciences	Fisher Scientific	Instructional Supplies	2,892
P0003285	11	Athletics	Rogers Athletic Co	Equip Additional \$200-\$4999	2,789
P0003304	11	Business, Engineering & Info Tech	Royal Wholesale Electric	Instructional Supplies	1,927
P0003323	11	Applied Technology	Shamrock Co., the	Instructional Supplies	1,127
P0003347	11	Dean of Instruction-Norco	Carolina Biological Supply Co	Instructional Supplies	3,953

Purchase Order and Warrant Report - All District Funds
 Purchase Orders \$1000 and over
 6/01/06 thru 7/31/06

PO#	Fund	Department	Vendor	Description	Amount
P0003350	11	Physical and Life Sciences-Norco	Carolina Biological Supply Co	Instructional Supplies	5,466
P0003351	12	Grants & Contract Services	Social Studies School Service	Instructional Supplies	2,085
P0003429	12	Workforce Preparation	National Pen Company	Other Supplies	1,400
P0003440	12	Health Services	Health Edco	Other Supplies	1,171
P0003440	12	Health Services-Norco	Health Edco	Other Supplies	1,171
P0003440	12	Health Services-MV	Health Edco	Other Supplies	1,171
P0003452	11	International Students	Jacobsen, Marylin	Conferences	1,597
P0003483	11	Board of Trustees	Figueroa, Mary	Other Travel Expenses	2,154
P0003584	12	Allied Health	Troxell Communications, Inc.	Equip Additional \$200-\$4999	19,213
P0003622	12	Allied Health	Laerdal Medical Corporation	Equip Additional \$200-\$4999	5,764
P0003637	11	Associate VC, Instruction	Troxell Communications, Inc.	Equip Additional \$200-\$4999	18,580
P0003669	11	Information Services-MV	AO Communications	Equip Additional \$200-\$4999	3,020
P0003670	11	Information Services-Norco	AO Communications	Equip Additional \$200-\$4999	3,020
P0003760	11	Assessment / Accountability	University of Memphis	Other Services-Survey Scanning	2,155
P0003767	12	Allied Health	Troxell Communications, Inc.	Equip Additional \$200-\$4999	1,247
P0003768	12	Allied Health	Troxell Communications, Inc.	Equip Additional \$200-\$4999	1,978
P0003863	11	Dean of Instruction-Norco	Lindsay, Dawn S.	Conferences	1,106
P0003864	11	Board of Trustees	Takano, Mark	Other Travel Expenses	1,327
P0003876	11	Information Services	Hilton Hotel	Conferences	1,569
P0003879	12	Allied Health	Fineline Interiors Inc.	Remodel Projects	1,540
P0003880	12	Allied Health	Action Door Controls, Inc.	Remodel Projects	17,046
P0003882	12	Allied Health	Sundown Window Tinting	Remodel Projects	2,657
P0003883	12	Allied Health	Advanced Electrical Contracting Inc	Remodel Projects	1,435
P0003884	12	Allied Health	Siemens Building Technologies, Inc.	Remodel Projects	1,830
P0003885	12	Allied Health	Siemens Building Technologies, Inc.	Remodel Projects	1,584
P0003886	12	Allied Health	Fineline Interiors Inc.	Remodel Projects	3,305
P0003887	12	Allied Health	Ray & Associates, Inc.	Remodel Projects	2,450
P0003895	11	Applied Technology	Moghaddam, Mohammad B.	Conferences	1,448
P0003902	12	Allied Health	Advanced Electrical Contracting Inc	Remodel Projects	2,670

Purchase Order and Warrant Report - All District Funds
 Purchase Orders \$1000 and over
 6/01/06 thru 7/31/06

PO#	Fund	Department	Vendor	Description	Amount
				Subtotal (Pages 1-27)	12,680,879
				Subtotal (Pages 27-31)	517,065
				Purchase Orders \$1,000 and Over	13,197,944
				Purchase Orders under \$1,000	387,642
				Grand Total	13,585,586

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No. V-A-2-b

Date: September 12, 2006

Subject: Purchase Order and Warrant Report, August 1-31, 2006 -- All District Funds

Background: The attached Purchase Order and Warrant Report-All District Funds is submitted to comply with Education Code Sections 81656 and 85231. The Purchase Orders and Purchase Order Additions, totaling \$3,907,685 requested by District staff and issued by the Business Office, have been reviewed to verify that budgeted funds are available in the appropriate categories of expenditure.

District Warrant Claims (numbers 81105-82892) totaling \$4,504,283 have been reviewed by the Business Office to verify that monies are available in the appropriate Funds for payment of these warrants. The Riverside County Office of Education's audit program also has reviewed these claims.

Recommended Action: It is recommended that the Board of Trustees approve/ratify the Purchase Orders and Purchase Order Additions totaling \$3,907,685 and District Warrant Claims totaling \$4,504,283.

Salvatore G. Rotella
Chancellor

Prepared by: Doretta Sowell
Purchasing Manager

Purchase Order and Warrant Report - All District Funds
 Purchase Orders \$1000 and over
 8/1/06 thru 8/29/06

PO#	Fund	Department	Vendor	Description	Amount
B0000821	11	Applied Technology	Office Depot	Other Supplies	1,500
B0000822	11	Applied Technology	Finish Masters	Instructional Supplies	3,000
B0000825	11	Conservatory Theater Norco	Portable Storage Corp.	Rents and Leases	1,170
B0000826	11	Health, Human & Public Services	Reliable Office Solutions	Instructional Supplies	10,000
B0000829	11	Human Resources	Stephen C. Kuhn & Associates, Inc.	Consultants	50,204
B0000830	11	Facilities	Environmental Management	Other Services-Haz. Material Removal	33,500
B0000831	12	Grants & Contract Services	Office Depot	Other Supplies	1,000
B0000836	11	Facilities	Plumbmaster, Inc	Repairs - Parts	1,000
B0000839	11	Art	Synergistic Mailing Services	Other Services-Mailing	1,000
B0000840	61	Risk Management	Adjusters Investigations	Claims Expense	5,000
B0000847	11	Art	Aardvark Clay & Supplies	Instructional Supplies	1,000
B0000848	11	English/Speech/Communications	Office Depot	Instructional Supplies	4,000
B0000849	11	English/Speech/Communications	Office Depot	Other Supplies	3,000
B0000851	11	Library	Corporate Express	Other Supplies	2,000
B0000858	11	Library	CDW-G	Other Supplies	2,500
B0000860	61	Risk Management	Office Depot	Other Supplies	2,500
B0000861	61	Risk Management	Carl Warren & Co.	Legal	5,000
B0000862	61	Risk Management	Central Occupational Medicine	Claims Expense	5,000
B0000863	61	Risk Management	Lewis,Brishois,Brigaard & Smith	Legal	50,000
B0000864	32	Food Services	Morgan Services, Inc.	Laundry and Cleaning	30,500
B0000865	32	Food Services	Pest Machine	Other Services-Pest Control	2,950
B0000866	32	Food Services	Airgas-West	Food	1,000
B0000867	32	Food Services	Bon Appetit	Food	17,500
B0000868	32	Food Services	Coffee Bean International	Food	7,000
B0000869	32	Food Services	Donut City	Food	4,000
B0000870	32	Food Services	Haralambos Beverage Co.	Food	6,300
B0000871	32	Food Services	Interstate Brands Corp.	Food	14,600
B0000872	32	Food Services	Ling's	Food	11,500
B0000873	32	Food Services	Riverside Dairy Farms	Food	10,000
B0000874	32	Food Services	Select Produce, Inc.	Food	32,000
B0000875	32	Food Services	Super Snak Club	Food	22,700
B0000876	61	Risk Management	Fonda & Fraser LLP	Legal	2,000
B0000877	61	Risk Management	Kopy Kat - Litigation Support Svcs	Other-Copy Case Retrieval	1,500

Purchase Order and Warrant Report - All District Funds
 Purchase Orders \$1000 and over
 8/1/06 thru 8/29/06

PO#	Fund	Department	Vendor	Description	Amount
B0000878	11	Altrnmatve Action	Jobelephant.Com Inc.	Advertising	10,000
B0000882	11	Athletics	Riddell All American	Repairs - Parts	1,000
B0000884	11	Open Campus	Valley Printers, Inc.	Printing Class Schedule	94,000
B0000886	11	Mathematics, Science & PE	Fisher Scientific	Instructional Supplies	1,000
B0000887	11	Mathematics, Science & PE	Carolina Biological Supply Co	Instructional Supplies	1,000
B0000890	11	Customized Solutions	Boylan Management Institute	Other Services	3,300
B0000890	11	Customized Solutions	Training Dynamics	Other Services	2,200
B0000891	12	Disabled Student Services	Office Depot	Other Supplies	1,000
B0000897	12	Campus Police	Riverside Cyclery	Repairs - Parts	1,500
B0000899	61	Risk Management	Roger Clark Associates, LLC	Legal	3,000
B0000900	12	President Moreno Valley	Office Depot	Other Supplies	1,000
B0000901	11	Performance Riverside	Vaughan, John	Professional Services	2,500
B0000902	32	Food Services	Joseph Webb Foods	Kitchen Expendables	171,500
B0000905	11	Academy / Criminal Services	Riverside County Sheriffs Dept	Rents and Leases	630,000
B0000906	11	Academy / Criminal Services	Riverside County Sheriffs Dept	Other Services-Acad Continuity Officer	110,000
B0000907	11	Academy / Criminal Services	Riverside County Sheriffs Dept	Other Services-Academy Coordinator	316,900
B0000908	11	Library	Swank Motion Pictures, Inc	Rents and Leases	1,267
B0000909	11	Customized Solutions	ACT	Other	4,000
B0000911	11	Facilities	Ahem Rentals, Inc	Rents and Leases	2,500
B0000912	11	Performance Riverside	O D Music, Inc.	Other Services-Equity Actor Services	50,000
B0000913	11	Chancellor's Office	American Express Co.	Conferences	3,000
B0000916	32	Food Services	Sysco Corp.	Other Supplies	107,500
B0000917	32	Food Services	Pepsi-Cola	Paper Products	184,300
B0000918	32	Food Services	California Deli Distributors, Inc.	Food	67,300
B0000920	11	Applied Technology	E/D Service	Repairs - Parts	1,500
B0000932	11	Facilities	Hertz Equipment Rental	Rents and Leases	1,000
B0000933	11	Customized Solutions	Global Learning Partners, Inc.	Other Services-Training	2,000
B0000934	11	Performing Arts	Balanced Body Inc.	Instructional Supplies	1,500
B0000935	11	Administrative Support Center	US Postmaster	Postage	100,000
B0000943	12	Student Services	Office Depot	Other Supplies	1,500
B0000944	12	Dean of Education	Office Depot	Other Supplies	1,300
B0000948	33	Early Childhood Studies	CM School Supply Company	Other Supplies	2,000
B0000952	11	Applied Technology	FIRS Environmental Inc.	Repairs - Parts	1,000

Purchase Order and Warrant Report - All District Funds
Purchase Orders \$1000 and over
8/1/06 thru 8/29/06

PO#	Fund	Department	Vendor	Description	Amount
B0000956	11	Community Outreach	National Pen Company	Other Supplies	3,000
B0000958	11	Board of Trustees	Reid & Hellyer	Consultants	5,000
B0000960	11	Health,Human & Public Services	Reliable Office Solutions	Other Supplies	1,200
B0000961	11	Learning Resource Center	Electronics Warehouse	Other Supplies	1,000
B0000962	11	Learning Resource Center	Home Depot	Other Supplies	1,500
B0000963	11	Information Systems & Technology	Office Depot	Other Supplies	1,000
B0000964	11	Applied Technology	Stater Bros. Markets	Instructional Supplies	2,650
B0000966	11	Applied Technology	Murray's Hotel & Restaurant	Instructional Supplies	7,070
B0000967	11	Applied Technology	Sysco Corp.	Instructional Supplies	55,100
B0000968	11	Applied Technology	Smart & Final	Instructional Supplies	1,500
B0000969	11	Applied Technology	Sara Lee Corporation	Instructional Supplies	2,700
B0000971	11	Applied Technology	United Fresh Produce, Inc.	Food	15,500
B0000972	11	Applied Technology	Worldwide Produce	Food	10,000
B0000973	11	Applied Technology	Culligan	Repairs - Parts	1,870
B0000976	12	Workforce Preparation	Barnes & Noble	Instructional Supplies	1,000
B0000978	12	Campus Police	Reliable Office Solutions	Other Supplies	1,500
B0000980	11	Finance	MBNA/American Business Card	Conferences	1,285
B0000981	11	Counseling	Costco	Other Supplies	1,000
B0000983	11	Performing Arts	JW Pepper & Son, Inc.	Instructional Supplies	1,000
B0000985	12	Communications & Web Development	American Express Co.	Conferences	2,000
B0000989	12	Health Services	Quest Diagnostic	Other Services	4,000
B0000990	11	Health,Human & Public Services	Riverside County Sheriffs Dept	Rents and Leases	180,000
B0000991	11	Health,Human & Public Services	Moore Medical Corporation	Instructional Supplies	3,000
B0000992	12	VTEA	Amazon.Com Credit	Reference Books	1,000
B0000993	11	Communications	Gardena Valley News, Inc	Copying and Printing	2,000
B0000996	32	Food Services	American Paper & Plastics	Kitchen Expendables	20,000
B0000999	11	Applied Technology	Dish Factory	Instructional Supplies	6,300
B0001005	11	Cosmetology	Express Linen Company	Instructional Supplies	7,500
B0001013	11	Cosmetology	Jazz-Z Beauty Products	Instructional Supplies	1,000
B0001014	11	Cosmetology	Maly's	Instructional Supplies	6,000
B0001016	11	Cosmetology	Marianna, Inc. - West	Instructional Supplies	5,000
B0001018	11	Cosmetology	Sally Beauty Supply	Instructional Supplies	5,000
B0001019	11	Cosmetology	Salon Partners	Instructional Supplies	5,000

Purchase Order and Warrant Report - All District Funds
 Purchase Orders \$1000 and over
 8/1/06 thru 8/29/06

PO#	Fund	Department	Vendor	Description	Amount
C0001153	11	Mathematics, Science & PE	Steris Corporation	Preventative Maintenance	4,799
C0001154	11	Campus Police	ADT Security	Alarm Monitoring	23,245
C0001155	41	Facilities	M-F/Bechard & Associates	Engineering Services	28,450
C0001157	11	Administration & Finance	Webster, C. Michael	Planning Services	55,300
C0001158	11	Human Resources	Stephen C. Kuhn & Associates, Inc.	Classification & Compensation Studies	50,204
C0001159	11	Performance Riverside	Smith, Scott	Musical Director, Damn Yankees	5,000
C0001160	12	Dean of Education	Riggs, Laurie	Consultant Agreement	19,143
C0001161	11	Library	3M Customer Service	Security System Service Contract	2,203
C0001162	11	Library	ADT Security	Maintenance & Service	7,717
C0001163	11	Library	3M Customer Service	Maintenance & Service	1,201
C0001164	11	International Students	Jang, Dr. John	Consulting Services	7,000
C0001166	11	Customized Solutions	Inland Empire Economic Partnership	Services Agreement	5,000
C0001167	41	Campus Police	Eneritech Systems, Inc	Emergency Phones Contract	379,717
C0001170	11	Information Services	MTM Technologies, Inc.	Cisco Maintenance Contract	155,047
C0001171	11	Information Services	MTM Technologies, Inc.	APC Maintenance Renewal	36,867
C0001172	11	Auxiliary Business Services	Protection Service Industries, L.P.	Upgrade - Security System	1,795
C0001173	12	Administration & Finance	Ferguson Group, LLC	Washington Representative RCC District	96,000
C0001174	11	Performance Riverside	Hinrichsen, Greg	Director, Damn Yankees	4,000
C0001175	11	Performance Riverside	Munich, Christina	Lighting Designer, Damn Yankees	2,000
C0001176	11	Performance Riverside	Alexander, Orlando	Choreographic Services	4,000
C0001177	11	Health, Human & Public Services	Loo, Lawrence	Medical Director Services	17,000
C0001178	12	Allied Health	Compel	Ladder Rack & Cable Systems	6,760
P0004214	11	Academy / Criminal Services	Gateway Companies, Inc.	Comp Equip Replacement \$200-\$4999	1,545
P0004217	11	Information Services	NCS Pearson, Inc.	Software <\$200	2,752
P0004228	11	Information Services	Selhi Computer Products, Inc.	Computer Software Maint/License	11,467
P0004231	11	Physical and Life Sciences	Fisher Scientific	Instructional Supplies	3,946
P0004235	11	President Norco	Apple Valley Communications	Equip Replacement \$5000 >	12,147
P0004237	11	Public Affairs & Institutional Advance	Clear Channel Broadcasting, Inc.	Advertising	6,795
P0004246	12	School of The Arts	Mission Inn	Other Services-Curriculum Devel Conf	4,392
P0004249	11	Information Services	GovPlace	Computer Software Maint/License	15,331
P0004250	11	Information Services	Datatel, Inc.	Computer Software Maint/License	6,659
P0004251	11	Information Services	I-Silver, Inc.	Computer Software Maint/License	2,595
P0004253	11	Information Services	NETVision, Inc.	Computer Software Maint/License	4,839

Purchase Order and Warrant Report - All District Funds
 Purchase Orders \$1000 and over
 8/1/06 thru 8/29/06

PO#	Fund	Department	Vendor	Description	Amount
P0004254	11	Information Services	Syncsort, Inc.	Computer Software Maint/License	28,981
P0004255	11	Information Services	Source Technology	Computer Software Maint/License	3,723
P0004256	11	Information Services	Technology Integration Group	Computer Software Maint/License	26,855
P0004257	11	Information Services	WildPackets, Inc.	Computer Software Maint/License	1,634
P0004258	11	Student Services	Corporate Express	Equip Additional \$200-\$4999	3,465
P0004259	12	VTEA	Professional Development Software	Computer Software Maint/License	1,036
P0004261	11	Physical Education	Ken's Sporting Goods	Instructional Supplies	3,664
P0004266	11	Information Services	West Coast Technology	Computer Software Maint/License	3,674
P0004267	11	Information Services	Somix Technologies, Inc.	Computer Software Maint/License	1,325
P0004270	11	Information Services	Technology Integration Group	Comp Equip Additional \$200-\$4999	1,459
P0004272	11	Performance Riverside	Tickets.Com	Computer Software Maint/License	14,371
P0004276	12	Affirmative Action	New World Language Services, Inc	Interpreter Services	1,000
P0004280	11	Board of Trustees	Association of Governing Boards	Other Supplies	2,025
P0004281	11	Public Affairs & Institutional Advance	Uniquescreen Media	Advertising	1,660
P0004283	12	Dean of Education	Spectrum Industries	Equip Additional \$200-\$4999	6,789
P0004284	11	Public Affairs & Institutional Advance	Rocky Mountain Images, Inc.	Advertising	4,643
P0004285	11	Public Affairs & Institutional Advance	Kolar/Kcal	Advertising	4,100
P0004286	11	Public Affairs & Institutional Advance	Word Mill Publishing	Advertising	3,000
P0004289	12	VTEA	United States Postal Service	Postage	1,800
P0004291	12	Campus Student Services	Hatcher, Jevon	Other Travel Expenses	2,438
P0004292	11	Physical and Life Sciences	Sargent-Welch	Instructional Supplies	1,802
P0004293	11	Physical and Life Sciences	Ward's Natural Science Estab	Instructional Supplies	1,555
P0004294	11	Physical and Life Sciences	Fisher Scientific	Instructional Supplies	1,792
P0004296	12	School of The Arts	Quin, Carolyn	Conferences	1,102
P0004297	12	Disabled Student Services	Chaks, Leslie	Conferences	1,023
P0004301	11	Information Services	Internet Security Systems, Inc.	Computer Software Maint/License	1,779
P0004302	11	Chancellor's Office	Community College League	Memberships	23,570
P0004303	12	Communications & Web Development	Advanced Electrical Contracting	Other Services-Electrical	1,167
P0004309	11	Public Affairs & Institutional Advance	Geographics	Copying and Printing	15,096
P0004314	11	Mathematics, Science & PE	Hardy Diagnostics	Instructional Supplies	1,357
P0004325	12	Facilities	March Joint Powers Authority	Construction Contract	2,220
P0004327	11	Chancellor's Office	Pala Mesa Resort	Conferences	1,000
P0004336	11	Customized Solutions	Global Learning Partners, Inc.	Other Services-Training	1,724

Purchase Order and Warrant Report - All District Funds
 Purchase Orders \$1000 and over
 8/1/06 thru 8/29/06

PO#	Fund	Department	Vendor	Description	Amount
P0004340	12	VITA	Educational Global Technologies	Computer Software Maint/License	1,560
P0004342	11	Dean of Instruction	Lindsay, Dawn S.	Conferences	1,054
P0004346	12	President Norco	Bader, Melissa	Conferences	1,605
P0004349	11	Chancellor's Office	Rotella, Salvatore G.	Conferences	2,022
P0004361	11	Public Affairs & Institutional Advance	Cinema Screen Media	Advertising	1,408
P0004363	11	English/Speech/Communications	SK Telecon, Inc.	Fixtures & Fixed Equipment	2,850
P0004372	11	Public Affairs & Institutional Advance	KCXX-FM/KATY-FM	Advertising	2,300
P0004373	12	Campus Student Services	Compansol	Consultants	5,695
P0004374	11	Open Campus	Augusoft, Inc.	Computer Software Maint/License	7,500
P0004375	61	Risk Management	Adjusters Investigations	Claims Expense	5,000
P0004385	11	Institutional Research	Board of Governors	All Other Contract	3,700
P0004386	12	Facilities	S & S Grading and Paving, Inc.	Construction Contract	14,400
P0004395	41	Facilities	LSA Associates, Inc	Engineering	2,820
P0004396	11	Affirmative Action	Mendio Publishing Service	Advertising	2,450
P0004405	11	Information Services	SK Telecon, Inc.	Fixtures & Fixed Equipment	4,490
P0004406	12	VTEA	Dentrix Dental Systems, Inc	Computer Software Maint/License	30,403
P0004411	12	Allied Health	Nexus Is, Inc	Comp Equip Additional \$200-\$4999	1,402
P0004416	11	Facilities	Contract Carpet	Fixtures & Fixed Equipment	1,330
P0004435	11	Information Services	Impex Technologies	Computer Software Maint/License	20,000
P0004436	11	Information Services	West Coast Technology	Computer Software Maint/License	7,013
P0004437	11	Athletics	Culligan	Repairs - Parts	1,585
P0004438	11	Performance Riverside	Gateway Companies, Inc.	Equip Replacement \$200-\$4999	1,609
P0004439	11	Library	3M Customer Service	Repairs - Parts	1,759
P0004442	12	Communications & Web Development	Centradex, Inc.	Computer Software Maint/License	1,250
P0004443	11	Facilities	WW Grainger, Inc.	Custodial Supplies	1,550
P0004447	11	Facilities	Agua Mansa	Waste Disposal	15,000
P0004452	11	Information Services	West Coast Technology	Computer Software Maint/License	1,500
P0004454	12	Communications & Web Development	Hilton Hotel	Conferences	1,395
P0004455	11	Campus Business Operations	Gateway Companies, Inc.	Equip Additional \$200-\$4999	2,659
P0004457	11	Information Services	CDW-G	Computer Software Maint/License	34,982
P0004460	11	Chancellor's Office	Accrediting Commission	Memberships	1,183
P0004468	11	Board of Trustees	Association of Community	Other Travel Expenses	2,300
P0004470	11	Campus Business Operations	Office Depot	Comp Equip Replacement \$200-\$4999	1,832

Purchase Order and Warrant Report - All District Funds
 Purchase Orders \$1000 and over
 8/1/06 thru 8/29/06

PO#	Fund	Department	Vendor	Description	Amount
P0004476	12	Communications & Web Development	American Express Co.	Conferences	1,500
P0004477	11	Business, Engineering & Info Tech	Culver - Newlin	Equip Additional \$200-\$4999	2,138
P0004478	12	Campus Student Services	Sehi Computer Products, Inc.	Comp Equip Replacement \$200-\$4999	4,156
P0004479	11	Physical and Life Sciences	Culver - Newlin	Equip Additional \$200-\$4999	3,233
P0004480	32	Food Services	State Board of Equalization	Sales Tax	1,073
P0004484	12	Communications & Web Development	Small Business Development Ctr	Conferences	1,485
P0004486	11	Physical and Life Sciences	Gateway Companies, Inc.	Comp Equip Additional \$200-\$4999	7,525
P0004488	41	Facilities Norco	Corporate Express	Equip Additional \$200-\$4999	3,115
P0004490	12	Communications & Web Development	Network International Exports	Consultants	4,435
P0004492	11	Performing Arts	Balanced Body Inc.	Instructional Supplies	1,500
P0004494	12	Workforce Preparation	SVM, LLP	Transportation/Bus Passes	1,305
P0004496	12	Disabled Student Services	Canyon Crest Country Club	Other Supplies	1,344
P0004497	12	Health Services	Student Insurance	Student Insurance	74,258
P0004498	11	Risk Management	Alliance of Schools Cooperative	Liability Insurance	452,274
P0004499	11	Human Resources	Law Offices of Adam Green	Legal	3,195
P0004506	11	Campus Business Operations	Culver - Newlin	Equip Additional \$200-\$4999	1,168
P0004512	61	Risk Management	Sandusky, Clinton	Damage Personal Property	1,960
P0004513	12	Disabled Student Services	E/Z Captioning	Other Services-Closed Captioning	65,000
P0004514	11	Assessment / Accountability	Kaufman, Kristina	Conferences	1,041
P0004518	11	Chancellor's Office	Council for Higher Education	Memberships	1,365
P0004530	12	Health Services	American College Health Association	Other Supplies	1,387
P0004535	11	Performance Riverside	Amlon Industries, Inc.	Other Supplies	2,000
P0004544	12	Communications & Web Development	Industrial Arts Supply Company	Equip Additional \$200-\$4999	3,391
P0004546	11	Open Campus	Creech, John	Professional Services	1,142
P0004547	11	Facilities	Thyssenkrupp Elevator	Repairs - Parts	1,274
P0004548	11	Chancellor's Office	Community College League	Memberships	9,425
P0004549	11	Chancellor's Office	National Center for Academic Transition	Memberships	5,000
P0004550	11	Chancellor's Office	RCC Foundation	Other Supplies	3,770
P0004554	12	Communications & Web Development	Gateway Companies, Inc.	Comp Equip Additional \$200-\$4999	1,811
P0004556	12	Workforce Preparation	Office Depot	Equip Additional \$200-\$4999	1,035
P0004559	11	Information Services	Computerland of Silicon Valley	Computer Software Maint/License	77,065
P0004564	11	International Students	Study In The Usa, Inc.	Advertising	18,400
P0004567	12	Workforce Preparation	Target	Other Services-Living Exp Gift Cards	1,000

Purchase Order and Warrant Report - All District Funds
 Purchase Orders \$1000 and over
 8/1/06 thru 8/29/06

PO#	Fund	Department	Vendor	Description	Amount
P0004570	12	Campus Student Services	Council For Opportunity In	Conferences	2,220
P0004571	11	Administrative Support Center	Broad Vision, Inc	Computer Software Maint/License	2,304
P0004575	11	Facilities	AMP Mechanical, Inc.	Remodel Projects	1,422
P0004576	12	Allied Health	Siemens Building Technologies, Inc.	Remodel Projects	3,389
P0004587	41	Facilities Noreo	Fineline Interiors Inc.	Remodel Projects	1,020
P0004596	12	VTEA	Medical Resource Usa	Equip Additional \$200-\$4999	2,208
P0004599	12	Title V - Moreno Valley	GTCC CalComp	Instructional Supplies	2,846
P0004614	12	Workforce Preparation	Stater Bros. Markets	Food	1,000
P0004616	11	Administration & Finance	Union Bank of California #13159404	Other Benefits, Other CE Employees	381,465
P0004619	12	VTEA	Gateway Companies, Inc.	Comp Equip Additional \$200-\$4999	54,014
P0004621	11	President Moreno Valley	Big Red Apple	Rents and Leases	2,721
P0004626	11	Public Affairs & Institutional Advance	Synergistic Mailing Services	Other Services-Expect Success @ RCC	5,200
P0004637	12	VTEA	San Bernardino Comm College Dist	Other Services-Sponsored Bus Press	4,500
P0004647	61	Risk Management	Segura, Gustavo	Damage Personal Property	2,369
P0004651	11	Public Affairs & Institutional Advance	Latin American Perspectives	Advertising	1,000
P0004657	12	Communications & Web Development	Lowe, Charles	Other Services-Training	4,700
P0004663	11	Grants & Contract Services	Council For Resource Development	Conferences	1,410
P0004664	11	Open Campus	Gateway Companies, Inc.	Comp Equip Additional \$200-\$4999	1,693
P0004667	33	Early Childhood Studies	Leader Services	Other Services-Medi Cal Admin Claiming	1,174

Purchase Order and Warrant Report - All District Funds
 Purchase Orders \$1000 and over
 8/1/06 thru 8/29/06

PO#	Fund	Department	Vendor	Description	Amount
B0000055	12	Open Campus	Datatel, Inc.	Computer Software Maint/License	17,978
B0000137	11	Admissions & Records	Card Integrators	Other Supplies	2,000
B0000193	11	Facilities Norco	Sunstate Equipment Co.	Rents and Leases	1,300
B0000220	11	President Norco	Corporate Express	Other Supplies	1,000
B0000221	11	Facilities	Office Depot	Other Supplies	2,000
B0000281	11	Finance	Corporate Express	Other Supplies	3,300
B0000289	11	Dean of Instruction	Office Depot	Other Supplies	4,500
B0000310	11	Academy / Criminal Services	FedEx Kinko's	Copying and Printing	5,000
B0000323	11	Performance Riverside	Synergistic Mailing Services	Other Services	9,000
B0000329	11	Performance Riverside	Pacer Global Logistics	Transportation Contracts	2,400
B0000340	33	Early Childhood Studies	Terminix	Other Services-Pest Control	2,095
B0000357	11	Facilities	Kone, Inc.	Repairs - Parts	2,100
B0000448	11	Facilities	Tire Pros	Other Transportation Supplies	1,200
B0000461	11	Open Campus	Synergistic Mailing Services	Other Services-Mailing	20,000
B0000483	11	Facilities	JSI Industries, Inc.	Repairs - Parts	1,000
B0000513	11	Facilities	Empire Mowers, Inc	Repairs - Parts	1,500
B0000522	11	Facilities	Keenan Supply San Bernardino	Repair Parts	1,000
B0000621	11	Facilities	AMP Mechanical, Inc.	Repairs - Parts	116,130
B0000635	11	Health, Human & Public Services	Reliable Office Solutions	Other Supplies	2,500
B0000658	12	Allied Health	Moore Medical Corporation	Instructional Supplies	1,000
B0000660	12	Allied Health	Office Depot	Instructional Supplies	4,500
B0000662	12	Allied Health	Riverside County Regional Med Ctr	Instructional Supplies	1,000
B0000711	12	Campus Student Services	Staples, Inc.	Other Supplies	2,000
B0000730	11	Admissions & Records	Reliable Office Solutions	Other Supplies	1,500
B0000763	12	Campus Police	Galls	Other Supplies	1,500
B0000798	12	Dean of Education	Office Depot	Other Supplies	1,000
B0000799	12	Dean of Education	Office Depot	Other Supplies	1,500
P0003915	12	Campus Student Services	Gateway Companies, Inc.	Comp Equip Replacement \$200-\$4999	2,900
P0003917	12	Campus Student Services	Gateway Companies, Inc.	Comp Equip Replacement \$200-\$4999	2,756
P0003918	12	Campus Student Services	Gateway Companies, Inc.	Comp Equip Replacement \$200-\$4999	2,687

Additions to Approved/Ratified Purchase Orders of \$1,000 and Over

Purchase Order and Warrant Report - All District Funds
 Purchase Orders \$1,000 and over
 8/1/06 thru 8/29/06

PO#	Fund	Department	Vendor	Description	Amount
P0004027	12	Workforce Preparation	Skills Tutor	Computer Software Maint/License	3,916
P0004036	11	Applied Technology	RCC Revolving Fund	Repairs - Parts	1,062
P0004053	11	Campus Police	Shell Oil Company	Other Transportation Supplies	10,800
				Subtotal (Pages 1-8)	3,502,613
				Subtotal (Page 9-10)	234,124
				Purchase Orders \$1,000 and Over	3,736,737
				Purchase Orders under \$1,000	170,948
				Grand Total	3,907,685

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-3

Date: September 12, 2006

Subject: Annuities

Background: The staff listed on the attached report have requested that their employment contracts be changed to reflect adjustment to their annuities.

Recommended Action: It is recommended that the Board of Trustees approve Amendment to Employment Contracts and terminations as per attached list.

Salvatore G. Rotella
Chancellor

Prepared by: Ed Godwin
Director, Administrative Services

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Report No.: V-A-7

Date: September 12, 2006

Subject: Out-of-State Travel

Board Policy 7011 establishes procedures for reimbursement for out-of-state travel expenses; and the Board of Trustees must formally approve out-of-state travel beyond 500 miles; It is recommended that out-of-state travel be granted to:

Retroactive:

- 1) Ms. Denise Indermuehle, instructor, nursing education, to travel to Gatesville, Texas, September 12-15, 2006, to attend SimBaby Training with Laerdal Corporation (Ms. Indermuehle will be attending for Ms. Anita Kinser whose travel was previously approved by the Board.) There is no cost to the District.

Revisions:

- 1) At the meeting of June 20, 2006, the Board of Trustees approved out-of-state travel for Dr. Siobh an Frietas, assistant professor, chemistry, to travel to Lafayette, Indiana, July 30-August 3, 2006, to attend the 19th Biennial Conference on Chemical Education. Estimated cost: \$1,154.70. Funding sources: \$200.00 from the general fund, and \$954.70 to be paid by the employee. The funding sources changed to \$1,000.00 from the general fund, and \$154.70 to be paid by the employee.

Current:

- 1) Ms. Amy Cardullo, director, RCCD Foundation, to travel to Washington, D.C., October 31-November 4, 2006, to attend the 40th Annual Council for Resource Development Conference. Estimated cost: \$2,114.42. Funding source: the general fund.
- 2) Dr. Marie Colucci, associate professor, nursing education, to travel to New York City, New York, September 27-30, 2006, to attend the National League for Nursing Education Summit 2006, Transformation Begins With You Conference. Estimated Cost: \$2,630.25. Funding source: \$200.00 from the general fund, and \$2,430.25 to be paid by the employee.
- 3) Mr. Robert Corona, director, Center for International Trade and Development, to travel to Guangzhou and Shanghai, China, October 15-30, 2006, to attend the China Canton Fair Matchmaking and Sourcing Trade Mission Phase 1 and 2, and the China Education Expo Catalog Show. Estimated cost: \$4,739.42. (\$4,000.00 conference fee includes air fare and hotel costs.) Funding source: the Center for International Trade and Development grant funds.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Report No.: V-A-7

Date: September 12, 2006

Subject: Out-of-State Travel (continued)

- 4) Ms. Julie Crippin, analyst/programmer, information services, to travel to Reston, Virginia, October 1-5, 2006, to attend Datatel Technical Training Week. Estimated cost: \$3,082.59. (\$2,350.00 conference fee.) Funding source: the general fund.
- 5) Ms. Diane Dieckmeyer, assistant professor, reading, to travel to Austin, Texas, October 18-21, 2006, to attend the College Reading and Learning Association Conference. Estimated cost: \$1,313.48. Funding source: Title V grant funds.
- 6) Dr. Debbie DiThomas, associate vice chancellor, student services and operations, to travel to Phoenix, Arizona, November 12-15, 2006, to attend the Strategic Enrollment Management Conference. Estimated cost: \$2,304.57. Funding source: the general fund.
- 7) Ms. Mary Figueroa, Member, Board of Trustees, to travel to San Antonio, Texas, October 28-30, 2006, to attend the Hispanic Association of Colleges and Universities 20th Annual Conference. Estimated cost: \$1,917.80. Funding source: the general fund.
- 8) Ms. Kathy Havener, assistant professor, nursing education, to travel to New York City, New York, September 27-30, 2006, to attend the National League for Nursing Education Summit 2006. Estimated cost: \$960.00. Funding source: \$200.00 from the general fund, and \$760.00 to be paid by the employee.
- 9) Mr. Rick Herman, director, software development, information services, to travel to Denver, Colorado, October 23-25, 2006, to attend the Training Solutions Conference and Expo. Estimated cost: \$2,513.00. Funding source: the general fund.
- 10) Mr. Henry Jackson, associate professor, applied technology, to travel to Atlanta, Georgia, October 20-November 2, 2006, to attend the FabTech International and American Welding Society Welding Show. Estimated cost: \$2,420.00. Funding source: ASRCC/Vocational Industry Club Association Trust funds.
- 11) Ms. Ola Jackson, associate dean, teacher preparation and education programs, to travel to Kansas City, Missouri, November 4-7, 2006, to attend the Supplemental Instruction Supervisor Workshop. Estimated cost: \$1,420.89. Funding source: Title V grant funds.
- 12) Ms. Marilyn Jacobsen, director, Center for International Students and Programs, to travel to Jiangmen, China, October 22-29, 2006, for the 10th Anniversary of the Riverside/Jiangmen Sister City Program. Estimated cost: \$2,385.00. Funding source: the general fund.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Report No.: V-A-7

Date: September 12, 2006

Subject: Out-of-State Travel (continued)

- 13) Mr. Stephen Kennedy, instructor, applied technology, to travel to Portland, Oregon, November 12-15, 2006, to attend the International Association of General Motors Automotive Service Education Program. Estimated cost: \$1,184.50. Funding source: the general fund.
- 14) Mr. Phillip Kelleher, Jr., director, fire technology/fire academy program, to travel to Colorado Springs, Colorado, October 2-5, 2006, to attend the Homeland Defense Symposium. Estimated cost: \$2,417.24. Funding source: the general fund.
- 15) Mr. Richard Kile, analyst/programmer, information services, to travel to Reston, Virginia, October 1-5, 2006, to attend Datatel Technical Training Week. Estimated cost: \$3,000.00 (\$2,350.00 conference fee.) Funding source: the general fund.
- 16) Mr. Jose Medina, Member, Board of Trustees, to travel to San Antonio, Texas, October 28-30, 2006, to attend the Hispanic Association of Colleges and Universities 20th Annual Conference. Estimated cost: \$1,917.80. Funding source: the general fund.
- 17) Ms. Delores Middleton, assistant professor, physician assistants program, to travel to De Montcalm, Quebec, October 24-29, 2006, to attend the 2006 Physician Assistant Education Association Annual Education Forum and Exhibits. Estimated cost: \$2,397.57. Funding source: the general fund.
- 18) Dr. Chris Nollette, emergency medical services instructor/paramedic program director, to travel to Dallas, Texas, November 19-22, 2006, to attend the 2006 Texas Emergency Medical Services Conference. There is no cost to the District.
- 19) Ms. Rey O'Day, producing/artistic director, Performance Riverside/Riverside School for the Arts, to travel to New York City, New York, October 5-9, 2006, to attend the National Alliance for Musical Theatre Fall Conference: Focusing on the Aspects of New Musical Theatre Production. Estimated cost: \$2,250.00. Funding source: Fund for the Improvement of Education No. 2 grant funds.
- 20) Ms. Sheila Pisa, associate professor, math, to travel to Irving, Texas, October 8-9, 2006, to attend The Redesign Alliance Planning Meeting. Estimated cost: \$343.60. Funding source: the general fund.
- 21) Dr. Carolyn Quin, dean, Riverside School for the Arts, to travel to Miami Beach, Florida, October 10-16, 2006, to attend the International Network of Schools for the Advancement of Arts Education Contemporary Arts: Implications of Arts Education Conference. Estimated cost: \$2,509.69. Funding source: No. 223 Fund for the Improvement of Education No. 2 grant funds.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Report No.: V-A-7

Date: September 12, 2006

Subject: Out-of-State Travel (continued)

- 22) Dr. Carolyn Quin, dean, Riverside School for the Arts, to travel to Boston, Massachusetts, November 7-11, 2006, to attend the 2006 Council of Colleges of Arts and International Council of Fine Arts Deans Annual Joint Meeting. Estimated cost: \$2,249.69. Funding source: No. 223 Fund for the Improvement of Education No. 2 grant funds.
- 23) Mr. Henry Rogers, director, Center for Applied Competitive Technology, to travel to Orlando, Florida, October 9-12, 2006, to attend the 2006 Business and International Education Director's Conference. Estimated cost: \$1,823.23. Funding source: Title VI-B grant funds.
- 24) Mr. Henry Rogers, director, Center for Applied Competitive Technology, to travel to Washington, D.C., October 18-20, 2006, to attend the Advanced Technological Education Principal Investigators Conference. Estimated cost: \$660.74. Funding source: National Science Foundation grant funds.
- 25) Chancellor Salvatore Rotella to travel to Florence, Italy, October 23-November 6, 2006, to participate in the Study Abroad Program. Estimated cost: \$2,500.00. (\$1,200.00 for partial hotel and air fare costs to be reimbursed by the Centers for Academic Programs Abroad.) Funding sources: the general fund.
- 26) Dr. Heather Smith, assistant professor, biology, to travel to Washington, D.C., September 3-8, 2006, to attend the FY 2006 Grantees' Conference United States Department of Agriculture/Cooperative State Research Education and Extension Service Grantsmanship Workshop. Estimated cost: \$1,824.80. Funding sources: \$1,000.00 from the United States Department of Agriculture/Cooperative State Research Education and Extension Service grant funds, and \$824.80 to be paid by the employee.
- 27) Ms. Katie Smith, associate professor, teacher preparation and education programs, to travel to Kansas City, Missouri, November 4-7, 2006, to attend the Supplemental Instruction Supervisor Workshop. Estimated cost: \$1,369.93. Funding source: Title V grant funds.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Report No.: V-A-7

Date: September 12, 2006

Subject: Out-of-State Travel

- 28) Ms. Theka Watts, user support coordinator, information services, to travel to Denver, Colorado, October 23-25, 2006, to attend the Training Solutions Conference and Expo. Estimated cost: \$2,513.00. Funding source: the general fund.

Salvatore G. Rotella
Chancellor

Prepared by: Michelle Haeckel
Administrative Secretary III

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-8-a

Date: September 12, 2006

Subject: Agreement with Market-Based Solutions

Background: Attached for the Board's review and consideration is an agreement between Riverside Community College District and Market-Based Solutions. Under the terms of this agreement, Market-Based Solutions will assist RCCD with the preparation of the rule 2202, On-Road Motor Vehicle Mitigation Options, registration forms and will sell to the District emission credits pursuant to South Coast Air Quality Management District ("SCAQMD"). Purchasing emissions credits through Market-Based Solutions significantly reduces fines that RCCD would otherwise pay to SCAQMD. The emissions credits purchased cover all three campuses. The term of the agreement is from October 1, 2006 through September 30, 2007. The net total due is \$40,325.00, due and payable by October 12, 2006. Funding source: General Fund.

Market-Based Solutions is offering a one-year agreement as an option to the usual three-year agreement. A new vendor may therefore be considered for the next fiscal period. This agreement has been reviewed by Ed Godwin, Director, Administrative Services, and approved by Linda Lacy, Vice Chancellor, Student Services and Operations.

Recommended Action: It is recommended the Board of Trustees approve the agreement, from October 1, 2006 through September 30, 2007, for an amount not to exceed \$40,325.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Lee Wagner
Chief of College Safety and Police

AGREEMENT TO PURCHASE *one year's compliance*
EMISSION CREDITS

The Company identified on Attachment 1 hereto (hereinafter referred to as the "Company") seeks to acquire Emission Credits to be applied pursuant to South Coast Air Quality Management District ("SCAQMD") Rule 2202, On-Road Motor Vehicle Mitigation Options ("Rule 2202").

Market-Based Solutions, Inc. ("MBS"), a California Corporation, generates Emission Credits pursuant to the requirements of Rule 2202.

THEREFORE, MBS and Company agree as follows:

1. Registration Form. As directed by Company, MBS shall assist Company with the preparation of the Rule 2202 registration form, including the calculation of the Emission Reduction Targets ("ERTs"), for submittal by Company to the SCAQMD. Should Company request MBS's assistance in calculating its ERTs, Company shall provide MBS with accurate information on which to base such calculations. Company shall be solely responsible for the accuracy and adequacy of such information, which shall include daily average commute vehicle trips and employee commute trips during the Peak Window as determined pursuant to Rule 2202. Company shall be responsible for submitting the registration form and any required supporting documentation, paying any associated SCAQMD fees, and satisfying any other applicable requirements of Rule 2202.
2. Emission Credits. MBS shall generate, and Company shall purchase from MBS, Emission Credits useable during the time periods and in the amounts specified in Attachment 1 hereto. Such Emission Credits may be used or transferred pursuant to any applicable SCAQMD rule or regulation.
3. Payment. Company shall remit to MBS the Total Contract Amount specified in Attachment 1 hereto concurrently with the execution and return of this agreement. Payment may be mailed to MBS as indicated in Paragraph 5 below. Payment is due within thirty (30) days of invoice date.
4. Termination. In the event MBS is unable to generate Emission Credits useable during the time periods and in the amounts specified in Attachment 1 hereto within the timeframe stipulated by the SCAQMD for Company to surrender Emission Credits pursuant to Rule 2202, then this agreement shall terminate. Upon such termination, all payments shall be adjusted on a pro rata basis based upon the ratio of the amount of Emission Credits generated by MBS for Company prior to such termination date relative to the Emission Credits specified in Attachment 1. Excess payments, if any, received by MBS shall be refunded to Company within ten (10) days of any such termination. Company shall remit to MBS within ten (10) days of any such termination any unpaid adjusted payment balance. Upon such termination, the liability or obligation of either

party under this agreement shall be limited to remitting the payment adjustments required herein. Notwithstanding the foregoing, the provisions contained in paragraphs 6, 8, 9 and 10 below shall remain operative and in full force and effect regardless of any termination of this agreement.

5. Notices. All invoices, payments or other communications should be sent to the following addresses or to such other location as either party may provide to the other from time to time:

If to Company:

Notice Address as specified in Attachment 1 hereto

If to MBS:

Market-Based Solutions
P.O. Box 29486
Los Angeles, CA 90029-0486
Attention: Contract Administration

6. Changes in Regulations. Company acknowledges that the SCAQMD may amend or rescind any of its regulations or administrative guidelines at anytime. Any such amendment or rescission could impact Company's ability to use the Emission Credits purchased pursuant to this agreement or the adequacy of such Emission Credits to satisfy SCAQMD regulatory requirements. Company shall indemnify and hold harmless MBS from any claim, loss, or liability which Company may assert against MBS as a result of any such amendment or rescission.
7. Waiver of Performance. Waiver of performance of any obligations by either party shall not be a waiver of performance of any other obligation or a future waiver of the same obligation.
8. Governing Law. The validity and interpretation of this agreement shall be governed by the internal laws of the State of California applicable to agreements made and to be fully performed therein, without giving effect to the principles of conflicts of laws. If any provision of this agreement is deemed to be invalid, prohibited or otherwise unenforceable, such provision shall be ineffective as to the extent of such prohibition or invalidity without invalidating the remainder of such provision or the remaining provisions hereof.
9. Arbitration. The parties agree that all disputes arising out of or relating to this agreement shall be settled by arbitration, in Los Angeles, California, before the Judicial Arbitration and Mediation Service ("JAMS") pursuant to the rules of that association. The parties agree that the decision of the arbitrator shall be final and binding on each of the parties. The prevailing party to such arbitration shall be entitled to reimbursement of any and all

one year's compliance

Attachment 1

Company: Riverside Community College District - Riverside Campus

Notice Address:

Riverside Community College District - Riverside Campus
4800 Magnolia Avenue
Riverside, CA 92506-1299
Attn: Sgt. Richard Henry

Emission Credits to be purchased:

VOC Emission Credits –

1,313 pounds useable to meet the 2006 ERT

Nox Emission Credits –

1,422 pounds useable to meet the 2006 ERT

CO Emission Credits, or equivalent inter-pollutant crediting or offsets –

14,109 pounds useable to meet the 2006 ERT

Total Contract Payments: \$30,005.00

one year's compliance

Attachment 1

Company: Riverside Community College District - Moreno Valley Campus

Notice Address:

Riverside Community College District - Moreno Valley Campus
16130 Lasselle Street
Moreno Valley, CA 92551
Attn: Sgt. Richard Henry

Emission Credits to be purchased:

VOC Emission Credits –

210 pounds useable to meet the 2006 ERT

NOx Emission Credits –

228 pounds useable to meet the 2006 ERT

CO Emission Credits, or equivalent inter-pollutant crediting or offsets –

2,257 pounds useable to meet the 2006 ERT

Total Contract Payments: \$4,800.00

one year's compliance

Attachment 1

Company: Riverside Community College District - Norco Campus

Notice Address:

Riverside Community College District - Norco Campus
2001 Third Street
Norco, CA 92860
Attn: Sgt. Richard Henry

Emission Credits to be purchased:

VOC Emission Credits –

242 pounds useable to meet the 2006 ERT

NOx Emission Credits –

262 pounds useable to meet the 2006 ERT

CO Emission Credits, or equivalent inter-pollutant crediting or offsets –

2,596 pounds useable to meet the 2006 ERT

Total Contract Payments: \$5,520.00



South Coast
 Air Quality Management District
 21865 Copley Drive, Diamond Bar, CA 91765-4182
 (909) 396-2000 • www.aqmd.gov

MSERC TRANSACTION REGISTRATION

A Transaction Registration Fee as specified in Rule 309(c)(5), or Rule 308 (n) if applicable, is required from the buyer/ transferee with the submittal of this form. (Note: This fee is not required if the buyer/transferee is a Rule 2202 regulated worksite and the emission credits are intended to be used for Rule 2202 compliance within the credit submittal cycle.)

Name of Buyer/Transferee	<u>Riverside Community College District</u>	Account ID#	<u>17911</u>
Address:	<u>Riverside City Campus</u>		
	<u>4800 Magnolia Avenue</u>		
	<u>Riverside, CA 92506-1299</u>		
Name of Seller/Transferor	<u>Market-Based Solutions, Inc.</u>	Account ID#	<u>107337</u>
Address:	<u>P.O. Box 29486</u>		
	<u>Los Angeles, CA 90029-0486</u>		
	<u>Attn: Cristina Rivas</u>		

Credit Source Code *	Credit Issuance Date **	Credit Valid Date **	Credit Expiration Date **	VOC (Total in Lbs)	NOx (Total in Lbs)	CO (Total in Lbs)	PM (Total in Lbs)
SEE ATTACHMENT							

* The credit source code is assigned by the AQMD at the time the credits are issued. The source code can be up to 10 characters and identifies the type of credits (such as mobile source credits) followed by the rule used to generate the credits.

**If there are credits with different issuance, valid and expiration dates, please list them on the second page of this form and transfer the total amounts here.

Type of Transaction (Please check all that apply)	
<input type="checkbox"/> Undesignated Account to Rule 2202 Regulated Worksite	<input checked="" type="checkbox"/> Rule 2202 Broker Account to Rule 2202 Regulated Worksite (or vice versa). Submit this form to Attention: Antonio Thomas - Transportation
<input type="checkbox"/> Undesignated Account to Rule 2202 Broker Account	<input type="checkbox"/> Inter-pollutant Crediting
<input type="checkbox"/> Undesignated Account to Rule 2202 AQIP (AQMD Acct ID #999999)	<input type="checkbox"/> Other _____ (please specify)

I certify that I am authorized to make this submission on behalf of the affected registered holders of the MSERCs listed herein. I certify that the statements are true, accurate, and complete to the best of my knowledge.

Authorized Representative of Buyer/Transferee
 James Buysse
 Vice Chancellor of Administration and Finance
 Title

Authorized Representative of Seller/Transferor
 Cristina Rivas
 Contract Administrator
 Title

Signature _____ Date _____

Signature _____ Date _____



South Coast
 Air Quality Management District
 21865 Copley Drive, Diamond Bar, CA 91765-4182
 (909) 396-2000 • www.aqmd.gov

MSERC TRANSACTION REGISTRATION

A Transaction Registration Fee as specified in Rule 309(c)(5), or Rule 308 (n) if applicable, is required from the buyer/ transferee with the submittal of this form. (Note: This fee is not required if the buyer/transferee is a Rule 2202 regulated worksite and the emission credits are intended to be used for Rule 2202 compliance within the credit submittal cycle.)

Name of Buyer/Transferee Riverside Community College District Account ID# 119158
 Address: Norco Campus
2001 Third Street
Norco, CA 92860

Name of Seller/Transferor Market-Based Solutions, Inc. Account ID# 107337
 Address: P.O. Box 29486
Los Angeles, CA 90029-0486
Attn: Cristina Rivas

Credit Source Code *	Credit Issuance Date **	Credit Valid Date **	Credit Expiration Date **	VOC (Total in Lbs)	NOx (Total in Lbs)	CO (Total in Lbs)	PM (Total in Lbs)
SEE ATTACHMENT							

* The credit source code is assigned by the AQMD at the time the credits are issued. The source code can be up to 10 characters and identifies the type of credits (such as mobile source credits) followed by the rule used to generate the credits.

**If there are credits with different issuance, valid and expiration dates, please list them on the second page of this form and transfer the total amounts here.

Type of Transaction (Please check all that apply)	
<input type="checkbox"/> Undesignated Account to Rule 2202 Regulated Worksite	<input checked="" type="checkbox"/> Rule 2202 Broker Account to Rule 2202 Regulated Worksite (or vice versa). Submit this form to Attention: Antonio Thomas - Transportation
<input type="checkbox"/> Undesignated Account to Rule 2202 Broker Account	<input type="checkbox"/> Inter-pollutant Crediting
<input type="checkbox"/> Undesignated Account to Rule 2202 AQIP (AQMD Acct ID #999999)	<input type="checkbox"/> Other _____ (please specify)

I certify that I am authorized to make this submission on behalf of the affected registered holders of the MSERCs listed herein. I certify that the statements are true, accurate, and complete to the best of my knowledge.

Authorized Representative of Buyer/Transferee
 James Buysse
 Vice Chancellor of Administration and Finance
 Title

Authorized Representative of Seller/Transferor
 Cristina Rivas
 Contract Administrator
 Title

 Signature Date

 Signature Date



South Coast
Air Quality Management District
 21865 Copley Drive, Diamond Bar, CA 91765-4182
 (909) 396-2000 • www.aqmd.gov

MSERC TRANSACTION REGISTRATION

A Transaction Registration Fee as specified in Rule 309(c)(5), or Rule 308 (n) if applicable, is required from the buyer/ transferee with the submittal of this form. (Note: This fee is not required if the buyer/transferee is a Rule 2202 regulated worksite and the emission credits are intended to be used for Rule 2202 compliance within the credit submittal cycle.)

Name of Buyer/Transferee	Riverside Community College District	Account ID#	119157
Address:	Moreno Valley Campus		
	16130 Lasselle Street		
	Moreno Valley, CA 92551		
Name of Seller/Transferor	Market-Based Solutions, Inc.	Account ID#	107337
Address:	P.O. Box 29486		
	Los Angeles, CA 90029-0486		
	Attn: Cristina Rivas		

Credit Source Code *	Credit Issuance Date **	Credit Valid Date **	Credit Expiration Date **	VOC (Total in Lbs)	NOx (Total in Lbs)	CO (Total in Lbs)	PM (Total in Lbs)
SEE ATTACHMENT							

* The credit source code is assigned by the AQMD at the time the credits are issued. The source code can be up to 10 characters and identifies the type of credits (such as mobile source credits) followed by the rule used to generate the credits.

**If there are credits with different issuance, valid and expiration dates, please list them on the second page of this form and transfer the total amounts here.

Type of Transaction (Please check all that apply)	
<input type="checkbox"/> Undesignated Account to Rule 2202 Regulated Worksite	<input checked="" type="checkbox"/> Rule 2202 Broker Account to Rule 2202 Regulated Worksite (or vice versa). Submit this form to Attention: Antonio Thomas - Transportation
<input type="checkbox"/> Undesignated Account to Rule 2202 Broker Account	<input type="checkbox"/> Inter-pollutant Crediting
<input type="checkbox"/> Undesignated Account to Rule 2202 AQIP (AQMD Acct ID #999999)	<input type="checkbox"/> Other _____ (please specify)

I certify that I am authorized to make this submission on behalf of the affected registered holders of the MSERCs listed herein. I certify that the statements are true, accurate, and complete to the best of my knowledge.

Authorized Representative of Buyer/Transferee
 James Buysse
 Vice Chancellor of Administration and Finance
 Title

Authorized Representative of Seller/Transferor
 Cristina Rivas
 Contract Administrator
 Title

Signature _____ Date _____

Signature _____ Date _____



July 26, 2006

Riverside Community College District
4800 Magnolia Avenue
Riverside, CA 92506-1299
Attn: Sgt. Richard Henry

one year's compliance

INVOICE

<u>DATE</u>	<u>PRODUCT OR SERVICE</u>	<u>TOTAL AMOUNT</u>
7/26/06	Agreement to Purchase Emission Credits Rule 2202 Year 2006 Compliance	
	<i>RIVERSIDE CAMPUS (Based upon 625 peak employees)</i> 2006 Rule 2202 Compliance*	\$30,005.00
	*Total usable to meet ERT: VOC 1,313 pounds, NOx 1,422 pounds, CO 14,109 pounds.	
	<i>NORCO CAMPUS (Based upon 115 peak employees)</i> 2006 Rule 2202 Compliance*	\$ 5,520.00
	*Total usable to meet ERT: VOC 242 pounds, NOx 262 pounds, CO 2,596 pounds.	
	<i>MORENO VALLEY CAMPUS (Based upon 100 peak employees)</i> 2006 Rule 2202 Compliance*	\$ 4,800.00
	*Total usable to meet ERT: VOC 210 pounds. NOx 228 pounds, CO 2,257 pounds.	
	<u>NET TOTAL DUE</u>	<u>\$40,325.00</u>

Please remit payment to: Market-Based Solutions, Inc.
P.O. Box 29486
Los Angeles, CA 90029-0486
Attn: Contract Administration
Telephone: 818-543-5925 x111
Tax ID# 95-4443403

Terms: Total invoice due October 12, 2006

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-8-b

Date: September 12, 2006

Subject: Agreement with The Counseling Team International

Background: Attached for the Board's review and consideration is a renewal of an existing agreement between Riverside Community College District and The Counseling Team International to provide pre-hire psychological testing for Riverside Community College District, Department of Safety and Police officers and reserve officers. The term of the agreement is from July 1, 2006 through June 30, 2007, at a flat rate of \$225.00 per applicant for each psychological evaluation, not to exceed \$5,000.00. Funding source: General Fund.

This agreement has been reviewed by Ruth Adams, Director of Contracts, Compliance and Legal Services/Assistant to the Chancellor, and Linda Lacy, Vice Chancellor of Student Services/Operations.

Recommended Action: It is recommended that the Board of Trustees ratify this agreement for, the term of July 1, 2006 through June 30, 2007, at a cost not to exceed \$5,000.00 per year, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Lee Wagner
Chief of College Safety and Police

AGREEMENT FOR SERVICES BETWEEN
THE COUNSELING TEAM INTERNATIONAL
AND
RIVERSIDE COMMUNITY COLLEGE DISTRICT

This Agreement is made and entered into by and between The Counseling Team International (TCTI) and Riverside Community College District (RCCD). The parties agree as follows:

TERM. The term of this agreement shall be from July 1, 2006, through June 30, 2007.

SCOPE OF SERVICES. TCTI will provide Pre-hire Psychological Testing for applicants of police officer positions with RCCD.

COMPENSATION. TCTI will be compensated at a flat rate of \$225.00 per applicant, not to exceed \$5,000.00. TCTI will provide an invoice within 7 days of seeing a client to RCCD, showing the name of the applicant(s) tested and the date on which the testing took place.

INDEPENDENT CONTRACTOR It is understood and agreed that TCTI, and its employees, is an independent contractor and that no employer-employee relation exists between the parties hereto.

HOLD HARMLESS. TCTI hereby agrees to defend, indemnify and hold harmless RCCD from any liability or damages RCCD may suffer as a result of claims, demands, costs or judgments against it resulting from the negligence or willful misconduct of TCTI and/or its employees resulting from the performance of this contract.

INSURANCE. TCTI shall maintain in full force and effect, at all times during the term of this agreement, a policy of liability insurance, or self-insurance, covering all of its operations including, but not limited to professional liability, with no less than \$1,000,000 coverage per occurrence. A copy of the certificate evidencing said insurance, or self-insurance, shall be provided to RCCD within ten (10) days of the signing of this agreement and TCTI shall notify RCCD in writing at least thirty (30) days in advance of cancellation, modification or reduction in coverage.

LICENSES. TCTI shall, throughout the performance of this Agreement, hold and maintain any and all applicable licenses, permits and/or certificates necessary for the performance of services under this Agreement. TCTI shall notify RCCD immediately, in writing, of any inability to obtain or maintain such licenses, permits or agreements.

CONFIDENTIALITY. TCTI agrees to maintain appropriate confidentiality of applicant information.

ASSIGNMENT. This Agreement shall not be assigned by TCTI, either in whole or in part, without the prior written consent of RCCD.

TERMINATION. This Agreement may be terminated by either party by giving thirty (30) days written notice of intention to terminate.

NOTICES. All correspondence and notices required or contemplated by this Agreement shall be delivered to the respective parties at the addresses set forth below and are deemed submitted one day after their deposit in the United States mail, postage prepaid:

RCCD
Dr. James Buysse
Riverside Community College District
4800 Magnolia Ave.
Riverside, CA 92506-1299

TCTI
Nancy K. Bohl, Ph.D.
The Counseling Team International
1881 Business Center Dr., Ste. 11
San Bernardino, CA 92408

With a copy to:

Chief Lee Wagner
Riverside Community College District
4800 Magnolia Ave.
Riverside, CA 92506-1299

GOVERNING LAW. This Agreement shall be governed by and construed in accordance with the laws of the State of California.

THE parties duly authorized representatives execute this Agreement as follows:

RIVERSIDE COMMUNITY COLLEGE
DISTRICT

THE COUNSELING TEAM
INTERNATIONAL

By: _____
James L. Buysse, Vice Chancellor,
Administration and Finance

By: _____
Nancy K. Bohl, Ph.D.
Director

Date: _____

Date: _____

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-8-c

Date: September 12, 2006

Subject: Amendment to Agreement with Valley Health System

Background: Presented for the Board's review and consideration is a proposed amendment to the agreement between Riverside Community College District and Valley Health System to add Hemet Valley Healthcare Center as an additional clinical experience site for nursing students. Clinical experience is required by both nursing accrediting bodies. The term of this amendment is effective as of February 19, 2006 with automatic annual renewals. Funding source: No cost to the District.

This amendment has been reviewed by Ed Godwin, Director, Administrative Services, Sylvia Thomas, Associate Vice Chancellor, Instruction, Virginia McKee-Leone, Interim Vice President, Academic Affairs.

Recommended Action: It is recommended that the Board of Trustees ratify the amendment, from February 19, 2006 with automatic annual renewals, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the amendment.

Salvatore G. Rotella
Chancellor

Prepared by: Sandra Baker
District Dean, School of Nursing

Amendment to Agreement
for Educational Clinical Affiliation

Valley Health System, a California local health care district, hereinafter referred to as "District" and the undersigned educational facility, hereinafter referred to as "College", agree as follows:

1. Relationship of Parties. The parties agree that the provisions of that certain Agreement between them, dated February 19, 2002, executed April 18, 2002, and Amended April 18, 2004, April 1, 2005, and February 19, 2006, shall continue in effect except as amended as follows. A copy of this Amendment shall be attached to the original Agreement and incorporated therein by this reference.
2. Amendment. The parties agree to amend the Agreement as follows:
 - A. Amend the Agreement to add Hemet Valley Healthcare Center, a skilled nursing facility, located at 371 Weston Place, Hemet, California 92543.
3. Effective. This Amendment is effective as of February 19, 2006.
4. Construction. In the event of any conflict or inconsistency between the provisions of this Amendment and the original Agreement, the provisions of this Amendment shall control.

Executed at Hemet, California.

VALLEY HEALTH SYSTEM

Date: _____

By: _____
James W. Maki
Chief Executive Officer

Riverside Community College District

Date: _____

By: _____
Dr. James Buysse
Vice Chancellor, Administration and Finance

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-8-d

Date: September 12, 2006

Subject: Facility Agreement with Grand Terrace Healthcare Center

Background: Presented for the Board's review and consideration is a proposed facility agreement between Riverside Community College District and Grand Terrace Healthcare Center to provide clinical experience for nursing students. Clinical experience is required by both nursing accrediting bodies. The term of this agreement is September 13, 2006 with automatic annual renewals. Funding source: No cost to the District.

This facility agreement has been reviewed by Ed Godwin, Director, Administrative Services, Sylvia Thomas, Associate Vice Chancellor, Instruction, Virginia McKee-Leone, Interim Vice President, Academic Affairs.

Recommended Action: It is recommended that the Board of Trustees approve the facility agreement, from September 13, 2006 with automatic annual renewals, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Sandra Baker
District Dean, School of Nursing

COLLEGE/CLINICAL FACILITY AGREEMENT

THIS AGREEMENT shall become effective as of the 13 day of September, 2006, by and between the RIVERSIDE COMMUNITY COLLEGE DISTRICT, Riverside, California, hereinafter referred to as the "COLLEGE," and the Grand Terrace Healthcare Center, herein referred to as the "CLINICAL FACILITY."

WITNESSETH:

WHEREAS, the COLLEGE maintains a student Registered Nurse Program, and a student Vocational Nurse Program both of which are herein combined and referred to as the "Nursing Program," and

WHEREAS, the Nursing Program has certain requirements for students to gain clinical experience while enrolled in the program, and

WHEREAS, the CLINICAL FACILITY maintains facilities which lend themselves to said clinical experience for students, and

WHEREAS, the COLLEGE and CLINICAL FACILITY desire to cooperate in the Nursing Program and to use the facilities of both institutions in connection therewith, and

WHEREAS, the CLINICAL FACILITY will retain ultimate responsibility for the care of the client, including adequate staffing requirements.

NOW, THEREFORE, IT IS AGREED:

1. The COLLEGE shall assume full responsibility for the Nursing Program for preparation of practitioners at beginning (staff) position in nursing service.
2. The COLLEGE shall be responsible for the development, organization, and implementation of the Nursing Program curriculum under the direction of a qualified professional nurse educator.
3. The COLLEGE shall select, test, and supervise students enrolled in the Nursing Program, and retained in it throughout the period of time prescribed for its completion.

4. The COLLEGE shall provide certificated instructors to teach all prescribed courses in the Nursing Program, including any instruction or training which may be carried on at the CLINICAL FACILITY. Such instructors, and the Director of the Nursing Program, shall be named, appointed, and assigned by the COLLEGE in accordance with its established procedures for employment of instructional personnel. The instructor/student ratio will not exceed the ratio listed for the Nursing Program in accordance with the various nursing and health accrediting agencies' policies.

5. The COLLEGE will provide each new instructor an opportunity to participate in an orientation to the CLINICAL FACILITY. This orientation will be arranged through mutual agreement between the COLLEGE and the CLINICAL FACILITY.

6. The COLLEGE shall provide instructional supplies and equipment needed for the Nursing Program, except those which the CLINICAL FACILITY hereinafter specifically agrees to provide.

7. The COLLEGE shall provide administrative functions, including enrollment, academic counseling, scheduling, attendance, accounting, and achievement records in connection with the Nursing Program, similar to those maintained for all other students in the Riverside Community College District.

8. The COLLEGE shall furnish copies of class schedules and student rotations in clinical assignments, reviewed by the Director of the Nursing Program after consultation with the Director of Nursing in the CLINICAL FACILITY.

9. The CLINICAL FACILITY shall provide the following:

- (a) Full cooperation on its part to help insure success of the Nursing Program;

- (b) The cooperation and counsel of the CLINICAL FACILITY administrative and professional staffs in the conduct of the Nursing Program;
- (c) Adequate space for individual and group conferences and reference space for the part of the Nursing Program to be carried on in the CLINICAL FACILITY;
- (d) Equipment and supplies needed for clinical instruction within the individual or several clinical divisions of the CLINICAL FACILITY where students are assigned.
- (e) Access to CLINICAL FACILITY policy and nursing procedure guides.
- (f) One nurse to function as preceptor during specific student practice session(s) as required for such specific areas of training. Nurses employed by the CLINICAL FACILITY and serving as “preceptors” will be selected in accordance with program/course requirements and CLINICAL FACILITY recommendations.
- (g) As broad an experience as possible with opportunities for observation, participation, and independent activity involving client contact through the program(s) offered by the CLINICAL FACILITY.
- (h) Use of the CLINICAL FACILITY library resources and other educational materials.
- (i) Ultimate control and responsibility for supervision and oversight of client care at all times.

10. The COLLEGE shall have the right to requisition medical and surgical equipment from CLINICAL FACILITY Central Supply for use in connection with the Nursing Program. The cost of such use shall be borne by the COLLEGE and shall be subject to rules and regulations affecting all other users.

11. The COLLEGE shall have the right to requisition expendable drugs from the CLINICAL FACILITY pharmacy for normal demonstration purposes. The cost of such drugs shall be borne by the COLLEGE.

12. The facilities for clinical experience in the care of clients shall be provided and included in the Nursing Program only upon mutual agreement of the CLINICAL FACILITY and COLLEGE.

13. Should emergency treatment be necessary for students in event of accident or sudden illness, the cost of such treatment shall be covered under the COLLEGE'S worker's compensation coverage by filing a completed claim form with the COLLEGE'S Risk Management Department.

14. Both parties agree that the standards of the Nursing Program shall be maintained at a level equal to or exceeding those required by the California Board of Registered Nursing, California Board of Vocational Nursing and Psychiatric Technicians and National League for Nursing Accrediting Commission.

15. It is understood that students participating in the Nursing Program are not employees of the CLINICAL FACILITY, but shall be subject to and shall abide by all CLINICAL FACILITY rules and regulations including but not limited to the CLINICAL FACILITY'S rules and regulations, the Blood Borne Pathogen Control Plan, regulations governing national (Joint Commission on Accreditation of Healthcare organizations JCAHO), and state accreditation and licensing, and those governing professional conduct, confidentiality,

affirmative action, and substance abuse. In the event that a student fails or refuses to do so, the CLINICAL FACILITY reserves the right to refuse the use of its facilities to such students.

16. The number of students participating in the Nursing Program who are assigned to the CLINICAL FACILITY shall be determined by mutual agreement of the parties.

17. Each student shall provide to COLLEGE documentation of health status including, but not limited to: a current health examination by a healthcare provider; annual documentation of a negative TB test, proof of current CPR certification, current immunizations for Rubella, Rubeola, Mumps, Varicella, Tetanus and Hepatitis B.

18. Confirm that students understand that during participation in this Program they shall drive personal vehicles only in furtherance of that practice for homecare visits. Students are not authorized to drive any CLINICAL FACILITY vehicle, but may ride in such vehicles during their participation in this Program when driven by a Riverside Community College District approved driver.

19. A strict code of confidentiality is to be maintained. All information obtained from client records is to be held in confidence. No copies of client records shall be made, and no records or copies thereof are to be removed from the CLINICAL FACILITY. COLLEGE shall require its students and faculty placed at CLINICAL FACILITY to maintain confidentiality of each patient's records pursuant to State and Federal laws regarding confidentiality of patient information and records. Clients shall not be identified in any manner in reports or case studies undertaken by students. In the event of an accident or incident, the client may be identified in the District's confidential internal records only. Students and instructors of the COLLEGE may inform the Dean/Director of Nursing Education and the Risk Management of COLLEGE regarding incidents or issues related to students and Instructor performance under this Agreement, but COLLEGE shall maintain all such information in confidence. The COLLEGE and its employees, agents or students having any access to records

of CLINICAL FACILITY'S clients shall observe all Federal, State and County regulations concerning the security and confidentiality of records including but not limited to, the Health Insurance Portability and Accountability Act (HIPAA) of 1996. CLINICAL FACILITY may require that a confidentiality agreement be executed by any individual accessing CLINICAL FACILITY resources under the terms and intent of this Agreement. In the event of lack of compliance with such request by CLINICAL FACILITY, access under this Agreement will be denied.

20. The COLLEGE and its employees, agents or students accessing CLINICAL FACILITY resources hereunder shall not discriminate in the provision of services, allocation of benefits, accommodation in facilities, or employment of personnel on the basis of ethnic group identification, race, color, creed, ancestry, religion, national origin, sexual preference, sex, age (over 40), marital status, medical condition, or physical or mental handicap, and shall comply with all other requirements of law regarding nondiscrimination and affirmative action including those laws pertaining to the prohibition of discrimination against qualified handicapped persons in all programs or activities.

For the purpose of this Agreement, distinctions on the grounds of race, religion, color, sex, national origin, age, or physical or mental handicap include, but are not limited to, the following:

- (a) Denying an eligible person or providing to an eligible person any services or benefit which is different, or is provided in different manner or at a different time from that provided to other eligible persons under this Agreement.
- (b) Subjecting an eligible person to segregation or separate treatment in any manner related to his receipt of any service, except when necessary for infection control.

- (c) Restricting an eligible person in any way in the enjoyment of any advantage or privilege enjoyed by others receiving a similar service or benefit.
- (d) Treatment of an eligible person differently from others in determining whether he satisfied any eligibility, membership, or other requirement or condition which individuals must meet in order to be provided a similar service or benefit.
- (e) The assignment of times or places for the provision of services on the basis of race, religion, color, sex, national origin, age, or physical or mental handicap of the eligible person to be served.

21. Students enrolled in the Nursing Program are provided coverage under the COLLEGE'S personal malpractice and liability insurance in accordance with EXHIBIT A attached hereto and thereby incorporated herein. CLINICAL FACILITY shall be given notice, in writing, at least thirty (30) days in advance of cancellation, modification or reduction in coverage. COLLEGE shall meet insurance requirements through self-insurance or the purchase of coverage from a California Joint Powers Insurance Authority.

22. The COLLEGE shall indemnify and hold the CLINICAL FACILITY, its officers, agents and employees, free and harmless from any liability whatsoever, including but not limited to wrongful death, based or asserted, upon any acts or omissions of any student, COLLEGE instructor, or personnel assigned to the CLINICAL FACILITY by the COLLEGE, relating to or in any way connected with or arising from the training of any student, during the period of time that the students assigned by the COLLEGE participate in the approved program of the CLINICAL FACILITY. The COLLEGE shall have the right to conduct any investigation necessary to implement this provision.

23. The COLLEGE shall further indemnify and hold the CLINICAL FACILITY, its officers, agents, and employees free and harmless from any liability whatsoever, including but not limited to worker's compensation for any injury, illness, or wrongful death of any student, COLLEGE instructor or personnel based or asserted in any claim or action by any student, COLLEGE instructor or personnel, their personal representative or heir, for any injury, illness, or wrongful death of any student, COLLEGE instructor or personnel during the period of time that they are assigned by the COLLEGE to participate in the approved program of the CLINICAL FACILITY. The COLLEGE shall have the right to conduct any investigation necessary to implement this provision.

24. The CLINICAL FACILITY shall indemnify and hold the COLLEGE, its officers, agents, and employees free and harmless from any liability whatsoever, including but not limited to wrongful death, based or asserted, upon any acts or omissions of any employee of the CLINICAL FACILITY, relating to or in any way connected with or arising from the training of any student, during the period of time that the students assigned by the COLLEGE participate in the approved program of the CLINICAL FACILITY.

25. The CLINICAL FACILITY shall further indemnify and hold the COLLEGE, its officers, agents, and employees free and harmless from any liability whatsoever, including worker's compensation for any injury, illness, or wrongful death of any CLINICAL FACILITY employee based or asserted in any claim or action by any CLINICAL FACILITY employee, personal representative, or heir of any CLINICAL FACILITY employee during the period of time that the students assigned by the COLLEGE participate in the approved program of the CLINICAL FACILITY.

26. This Agreement shall be effective upon execution and shall continue in force for a one-year period from the date of execution and shall be renewed automatically each year thereafter unless terminated according to the conditions so stated herein. The agreement

may be terminated by either party at any time without cause giving (90) ninety days written notice to the other party. Upon written notice to the other party provided that in the event of termination, those students enrolled at the time in the COLLEGE Nursing Program will be permitted to complete their training under this agreement.

27. The CLINICAL FACILITY may provide training experience to students in other healthcare fields offered by the COLLEGE upon receipt by the CLINICAL FACILITY or requests for such training and administrative evaluations of the availability of CLINICAL FACILITY resources for the provision of such training. Any agreements to provide such additional areas of training may be incorporated into this Agreement through the attachment hereto of administrative letters setting forth terms and conditions specifically related to those areas of training and in accordance with the original terms and intent hereof.

28. This Agreement is intended by the Parties hereto as a final expression of their understanding with respect to the subject matter hereof and as a complete and exclusive statement of the terms and conditions thereof, and supersedes any and all prior and contemporaneous agreements and understandings, oral or written, in connection herewith other than as set forth in Paragraph 26 of this Agreement. This Agreement may be changed or modified only upon the written consent of the Parties hereto other than for procedural modifications not affecting the original intent of this Agreement which may be administratively implemented by mutual approval of the respective program directors of the CLINICAL FACILITY and COLLEGE.

29. Severability. If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.

30. Notices. Any notices required to be given under this Agreement shall be given by regular mail, postage prepaid, addressed as follows:

COLLEGE

Riverside Community College District
School of Nursing
4800 Magnolia Avenue
Riverside, California 92506-1299

CLINICAL FACILITY

Grand Terrace Healthcare Center
1200 Mt. Vernon Avenue
Grand Terrace, CA 92313-5174

or to such other address(es) as the Parties may hereafter designate.

31. Jurisdiction, Venue, Attorney's Fees: This Agreement is to be construed under the laws of the State of California. The Parties agree to the jurisdiction and venue of the appropriate courts in the County of Riverside, State of California. Should action be brought to enforce to interpret the provisions of the Agreement, the prevailing party shall be entitled to attorney's fees in addition to whatever other relief is granted.

IN WITNESS WHEREOF, the parties have executed this agreement.

RIVERSIDE COMMUNITY COLLEGE DISTRICT

By: _____

Name: Dr. James Buysse

Title: Vice Chancellor, Administration & Finance

Date:

GRAND TERRACE HEALTHCARE CENTER

By: _____

Name:

Title: Administrator

Date: _____

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-8-e

Date: September 12, 2006

Subject: Agreement with CertainTeed Corporation

Background: Attached for the Board's review and consideration is an agreement between Riverside Community College District and CertainTeed Corporation. The District shall provide training services for supervisory skills and lean manufacturing. This training will consist of eight four hour sessions for a total of 32 hours, RCCD will receive \$10,000.00 for providing this training for the term of September 13, 2006 through November 21, 2006. Funding source: No cost to the District.

This agreement has been reviewed by Sylvia Thomas, Associate Vice Chancellor of Instruction, and Ed Godwin, Director, Administrative Services. The activities outlined in the agreement are considered low risk in nature.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, for the term of September 13, 2006 through June 30, 2007, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: John Tillquist
Dean, Business, Information Systems and Economic Development
Robert Grajeda
Director, Corporate and Business Development

RIVERSIDE COMMUNITY COLLEGE DISTRICT
EDUCATIONAL SERVICES AGREEMENT

This agreement is entered into this September 13, 2006 between Riverside Community College District, hereinafter referred to as "District," and CertainTeed Corporation hereinafter referred to as "Contractor".

1. The District shall provide the course(s) and services as specified in the attached Schedule(s) and course document(s), if any, and at the times, dates, and locations indicated therein. The course(s) and services, course document(s), if any, and course schedule(s) so specified will hereinafter be referred to as the "Course."
2. The Contractor agrees to accept the Course and agrees to pay the District for services rendered in accordance with the provisions of the attached Schedule A.
3. The District will conduct the Course.
4. The District will report attendance (if applicable) and provide performance records to the Contractor within five working days of Course completion.
5. Students/trainees will not receive unit(s) of credit.
6. This Agreement includes the provisions of the attached Schedule(s) and course documents, if any, which are made a part of this Agreement herein by this reference. All attached Schedule(s) and course document(s) must be individually initialed and dated by both parties to this Agreement.
7. The term of this Agreement shall be from September 13, 2006, through June 30, 2007.
8. The Contractor agrees not to enter into competitive agreements with the contract trainer/s and/or the Riverside Community College District from the date of this agreement, until two years after the completion of this agreement.
9. This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the subject and purpose of this Agreement. Each party to this Agreement acknowledges and agrees that no representations, inducements, promises, or agreements, oral or otherwise, have been made by any party, or by anyone acting on behalf of any party, which are not embodied herein, and agrees that no other agreement, statement, or promise not contained herein shall be valid or binding. The parties hereto agree that this Agreement constitutes the sole and entire understanding and agreement among the signatories and all parties represent and warrant that they are not

relying on any promises, representations, or agreements other than those expressly set forth in this Agreement.

10. The District shall hold harmless, indemnify and defend the Contractor against any liability, including reasonable attorney fees, arising out of negligent acts, errors or omissions of the District, its employees, or agents. The Contractor shall hold harmless, indemnify and defend the District against any liability, including reasonable attorney fees, arising out of negligent acts, errors or omissions of the Contractor, his employees, or agents.
11. This Agreement is subject to amendment only with the unanimous consent of all the signatories and any amendment must be in writing and signed by all parties hereto.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date and year written above.

DISTRICT

CONTRACTOR

Dr. James Buisse
Vice Chancellor, Administration & Finance

Henry R. Blauvelt
Site Manager

Riverside Community College District
Customized Solutions for Business & Industry

SCHEDULE A
SERVICES & COMPENSATION

This schedule sets forth the compensation payable for services rendered in accordance with the terms and provisions of the Employment Training Panel Agreement (#ET06-0122) between the Riverside Community College District, hereinafter referred to as "District," and the State of California, and the Educational Services Agreement dated the September 13, 2006, between the District and CertainTeed Corporation hereinafter referred to as "Contractor". This Schedule is incorporated into and, by this reference, made a part of the Agreement referenced above and all terms, referenced and defined in Agreement, apply hereto.

The District agrees to provide the following services, in accordance with the following terms, provisions, and conditions:

Name of program: Supervisory Skills and Lean Manufacturing

Class Size: 20

Training Schedule: September 13 through November 21, 2006
Eight 4 hour sessions for a total of 32 hours

- Fee:
- Costs incurred by Contractor contingent upon the number of students completing training and 90-day retention.
 - If wage requirements are not met following the 90-day retention period, costs will be incurred by Contractor at a rate of \$456 per student.
 - If a student does not attend at least 24 hours of training, costs will be incurred by Contractor at a rate of \$456 per student.
 - Contractor will be charged at the rate of \$13.00 per training hour for the hours more than 24 but less than 32 not completed by each student enrolled.
 - Not to exceed \$10,000.00

- Terms:
- Minimum Contractor contribution to be paid prior to the first day of training.
 - Invoicing for any additional payment due the District will occur at the end of the scheduled training.

District initials

Date

Contractor initials

Date

Send payment to:
Accounts Receivable
Riverside Community College District
4800 Magnolia Avenue
Riverside, CA 92506

Bill to:
CertainTeed Corporation
235 Radio Road
Corona, CA 92879-1725
Attn: Juanita Rodriguez

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-8-f

Date: September 12, 2006

Subject: Agreement with K & N Engineering, Inc.

Background: Attached for the Board's review and consideration is an agreement between Riverside Community College District and K & N Engineering, Inc. The District shall provide employment training panel services as noted in schedule A for a fee of \$20,000.00. The term of the agreement is from September 13, 2006 through June 30, 2007. Funding source: No cost to the District.

This agreement has been reviewed by Sylvia Thomas, Associate Vice Chancellor of Instruction, and Ed Godwin, Director, Administrative Services. The activities outlined in the agreement are considered low risk in nature.

Recommended Action: It is recommended that the Board of Trustees approve the agreement for the term of September 13, 2006 through June 30, 2007, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: John Tillquist
Dean, Business, Information Systems and Economic Development
Robert Grajeda
Director, Corporate and Business Development

RIVERSIDE COMMUNITY COLLEGE DISTRICT
EDUCATIONAL SERVICES AGREEMENT

This agreement is entered into this 13th day of September, 2006 between Riverside Community College District, hereinafter referred to as "District," and K & N Engineering, Inc. hereinafter referred to as "Contractor".

1. The District shall provide the course(s) and services as specified in the attached Schedule(s) and course document(s), if any, and at the times, dates, and locations indicated therein. The course(s) and services, course document(s), if any, and course schedule(s) so specified will hereinafter be referred to as the "Course."
2. The Contractor agrees to accept the Course and agrees to pay the District for services rendered in accordance with the provisions of the attached Schedule A.
3. The District will conduct the Course.
4. The District will report attendance (if applicable) and provide performance records to the Contractor within five working days of Course completion.
5. Students/trainees will not receive unit(s) of credit.
6. This Agreement includes the provisions of the attached Schedule(s) and course documents, if any, which are made a part of this Agreement herein by this reference. All attached Schedule(s) and course document(s) must be individually initialed and dated by both parties to this Agreement.
7. The term of this Agreement shall be from September 13, 2006, through June 30, 2007.
8. The Contractor agrees not to enter into competitive agreements with the contract trainer/s and/or the Riverside Community College District from the date of this agreement, until two years after the completion of this agreement.
9. This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the subject and purpose of this Agreement. Each party to this Agreement acknowledges and agrees that no representations, inducements, promises, or agreements, oral or otherwise, have been made by any party, or by anyone acting on behalf of any party, which are not embodied herein, and agrees that no other agreement, statement, or promise not contained herein shall be valid or binding. The parties hereto agree that this Agreement constitutes the sole and entire understanding and agreement among the signatories and all parties represent and warrant that they are not relying on any promises, representations, or agreements other than those expressly set forth in this Agreement.

10. The District shall hold harmless, indemnify and defend the Contractor against any liability, including reasonable attorney fees, arising out of negligent acts, errors or omissions of the District, its employees, or agents. The Contractor shall hold harmless, indemnify and defend the District against any liability, including reasonable attorney fees, arising out of negligent acts, errors or omissions of the Contractor, his employees, or agents.
11. This Agreement is subject to amendment only with the unanimous consent of all the signatories and any amendment must be in writing and signed by all parties hereto.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date and year written above.

DISTRICT

CONTRACTOR

Dr. James Buysse
Vice Chancellor, Administration & Finance

Eileen Siefert
Customer Support & Training Director

Riverside Community College District
Customized Solutions for Business & Industry

SCHEDULE A
SERVICES & COMPENSATION

This schedule sets forth the compensation payable for services rendered in accordance with the terms and provisions of the Employment Training Panel Agreement (#ET06-0122) between the Riverside Community College District, hereinafter referred to as "District," and the State of California, and the Educational Services Agreement dated the 13th of September, 2006, between the District and K & N Engineering, Inc. hereinafter referred to as "Contractor". This Schedule is incorporated into and, by this reference, made a part of the Agreement referenced above and all terms, referenced and defined in Agreement, apply hereto.

The District agrees to provide the following services, in accordance with the following terms, provisions, and conditions:

Name of program: Business Writing

Class Size: 2 classes with 20 participants each, with a total of 64 class hours

Training Schedule: September 27, 2006 – December 1, 2006

- Fee:
- Costs incurred by Contractor contingent upon the number of students completing training and 90-day retention.
 - If wage requirements are not met following the 90-day retention period, costs will be incurred by Contractor at a rate of \$456 per student.
 - If a student does not attend at least 24 hours of training, costs will be incurred by Contractor at a rate of \$456 per student.
 - Contractor will be charged at the rate of \$13.00 per training hour for the hours more than 24 but less than 32 not completed by each student enrolled.
 - Not to exceed \$20,000.00

- Terms:
- Minimum Contractor contribution to be paid prior to the first day of training.
 - Invoicing for any additional payment due the District will occur at the end of the scheduled training.

Contractor initials

Date

District initials

Date

Bill to:
K & N Engineering, Inc.
1455 Citrus Street
Riverside, CA 92507
Attn: Eileen Siefert

Send payment to:
Accounts Receivable
Riverside Community College District
4800 Magnolia Avenue
Riverside, CA 92506

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-8-g

Date: September 12, 2006

Subject: Agreement with Pamela O'Banion

Background: Attached for the Board's review and consideration is an agreement between Riverside Community College District and Pamela O'Banion. The contractor shall provide curriculum development services for a proposed banking program. The cost of the contract shall not exceed \$2,200.00, for the term of September 13, 2006 through October 1, 2006. Funding source: General Fund.

The vendor in this contract is a consultant that makes or participates in the making of decisions that may foreseeable have a material effect on financial interests of the District. As such the vendor may be subject to Section II, 8 of the Regulations for Board Policy 1080, Conflict of Interest Code. The staff recommends that the Board deem the vendor as a "Designated Employee" for purposed of the Conflict of Interest Code. This agreement has been reviewed by Sylvia Thomas, Associate Vice Chancellor of Instruction, Ed Godwin, Director, Administrative Services, and Ruth Adams, Director of Contracts, Compliance and Legal Services/Assistant to the Chancellor. The activities outlined in the agreement are considered low risk in nature.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, for the term of September 13, 2006 through October 1, 2006, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: John Tillquist
Dean, Business, Information Systems and Economic Development

RIVERSIDE COMMUNITY COLLEGE DISTRICT
EDUCATIONAL SERVICES AGREEMENT

This agreement is entered into this *13th* day of September, between Riverside Community College District, hereinafter referred to as "District," and Pamela O'Banion hereinafter referred to as "Contractor".

1. The Contractor shall provide the services as specified in the attached Schedule(s) and supporting document(s), if any, and at the times, dates, and locations indicated therein. The services, supporting document(s), if any, and schedule(s) so specified will hereinafter be referred to as the "Services."
2. The District agrees to accept the Services and agrees to pay the Contractor for services rendered in accordance with the provisions of the attached Schedule A.
3. The Contractor will provide the Services.
4. The Contractor will report and provide performance records to the District within five working days of Services completion.
5. This Agreement includes the provisions of the attached Schedule(s) and supporting documents, if any, which are made a part of this Agreement herein by this reference. All attached Schedule(s) and supporting document(s) must be individually initialed and dated by both parties to this Agreement.
6. The term of this Agreement shall be from September 13, 2006 through October 1, 2006.
7. The Contractor agrees not to enter into competitive agreements with the contract trainer/s and/or the Riverside Community College District from the date of this agreement, until two years after the completion of this agreement.
8. This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the subject and purpose of this Agreement. Each party to this Agreement acknowledges and agrees that no representations, inducements, promises, or agreements, oral or otherwise, have been made by any party, or by anyone acting on behalf of any party, which are not embodied herein, and agrees that no other agreement, statement, or promise not contained herein shall be valid or binding. The parties hereto agree that this Agreement constitutes the sole and entire understanding and agreement among the signatories and all parties represent and warrant that they are not relying on any promises, representations, or agreements other than those expressly set forth in this Agreement.
9. The District shall hold harmless, indemnify and defend the Contractor against any liability, including reasonable attorney fees, arising out of negligent acts, errors or omissions of the District, its employees, or agents. The Contractor shall hold harmless,

indemnify and defend the District against any liability, including reasonable attorney fees, arising out of negligent acts, errors or omissions of the Contractor, his employees, or agents.

10. This Agreement is subject to amendment only with the unanimous consent of all the signatories and any amendment must be in writing and signed by all parties hereto.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date and year written above.

DISTRICT

CONTRACTOR

By: _____
Signature

By: _____
Signature

Vice Chancellor Administration & Finance
Title

Vice-President, Learning Dept., Altura FCU
Title

Riverside Community College District
Customized Solutions for Business & Industry

SCHEDULE A
SERVICES & COMPENSATION

This schedule sets forth the compensation payable for services rendered in accordance with the terms and provisions of the Educational Services Agreement, dated September 13, 2006 between the Riverside Community College District and Pamela O'Banion, here referred to as "Contractor". This Schedule is incorporated into and, by this reference, made a part of the Agreement referenced above and all terms, referenced and defined in Agreement, apply hereto.

The District agrees to provide the following services, in accordance with the following terms, provisions, and conditions:

Name of program: Proposed Banking Program Requirements and Qualification

Schedule:

1. Attend Banking Advisory Board Meeting, 11:30 to 1:30 on September 6, 2006
2. New course requirements for proposed banking program to be identified and qualified by September 15, 2006.
3. Course outlines of record and new syllabi by October 1, 2006.

Fee: Not to exceed \$ 2,200

100% payable upon completion of assessment

District initials

Date

Contractor initials

Date

Bill to:

Vice-Chancellor Academic Affairs
Riverside Community College District
4800 Magnolia Avenue
Riverside, CA 92506

Send payment to:

Pamela O'Banion
12680 Memorial Way Apt. #3026
Moreno Valley, CA 92553

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-8-h

Date: September 12, 2006

Subject: Agreement with Scott Janssen

Background: Presented for the Board's review and consideration is an agreement between Riverside Community College District and Scott Janssen to provide services as the sound designer/operator for the RCC Theatre Department Off-Broadway Series production of "Assassins." These services will be used to mount a production for five performances. The term of the agreement is for October 22, 2006 through October 29, 2006, for a fee of \$2,000.00. Funding source: General Fund.

The vendor in this contract is a consultant who does not make or participate in the making of decisions that may foreseeably have a material effect on financial interests of the District. As such the vendor is not subject to Section II, 8 of the Regulations for Board Policy 1080, Conflict of Interest Code. This event does not involve minors; therefore the Child Abuse Reporting Act is not relevant. The agreement has been reviewed by Sylvia Thomas, Associate Vice Chancellor of Instruction, and Ed Godwin, Director, Administrative Services.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, for October 22, 2006 through October 29, 2006, for an amount not to exceed \$2000.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Virginia McKee-Leone
Interim Vice President, Academic Affairs
Jodi Julian
Associate Professor, Theatre

AGREEMENT BETWEEN SCOTT JANSSEN
AND RIVERSIDE COMMUNITY COLLEGE DISTRICT

THIS AGREEMENT is made and entered into on this 13th day of September 2006 by and between SCOTT JANSSEN hereinafter referred to as "Consultant" and RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "District".

The parties hereto mutually agree as follows:

1. The consultant agrees to provide the following services:
 - a. Sound Designer/Operator for the RCC Theatre Department Off-Broadway Series production of "Assassins" with scheduled performances October 27 through October 29, 2006. Provide all necessary sound design/operation responsibilities to facilitate the performance of "Assassins" beginning October 22, 2006.
2. The services outlined in Paragraph 1, section b will be provided at Riverside Community College. The District shall provide the Consultant adequate working conditions and support as appropriate to conduct the services outlined in Paragraph 1 section b.
3. The services rendered by the Consultant are subject to review and supervision by the District's Chancellor and other designated representatives of the District.
4. Payment in consideration of this agreement shall not exceed \$2,000.00.
5. It is mutually agreed and understood that, during the term of this Agreement, RCCD shall indemnify and hold the Consultant and its officers, directors, agents, affiliates and employees, harmless from all claims, actions and judgments, including attorney fees, costs and interest and related expenses for losses, liability, damages and costs and expenses of any kind in any way caused by, related to, or arising out of the acts or omissions of the RCCD, the instructors, employees and students, arising out of, under, pursuant to or in connection with this Agreement.

It is mutually agreed and understood that, during the term of this Agreement, the Consultant shall indemnify and hold RCCD, its Board of Trustees, officers, employees and students harmless from all claims, actions and judgments, including attorney fees, costs and interest and related expenses for losses, liability, damages and costs and expenses of any kind in any way caused by, related to, or arising out of the acts or omissions of the Consultant, its officers and employees, arising out of, under, pursuant to or in connection with this Agreement.

6. Consultant shall not discriminate against any person in the provision of services or employment of persons on the basis of race, color, national origin or ancestry, religion, physical handicap, medical condition, marital status or sex.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the day and year first above written.

Scott Janssen

Riverside Community College District

Consultant Signature

James L. Buysse
Vice Chancellor, Administration and Finance

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-8-i

Date: September 12, 2006

Subject: Agreements for the Foster Youth Emancipation Program

Background: Attached for the Board's review and consideration are agreements between Riverside Community College District and the College of the Desert and Mt. San Jacinto Community College District. These agreements provide for services to pre-and pos-emancipated foster youth in the Riverside or San Bernardino areas which will result in healthy, self-sufficient young adults. The terms for the agreements are September 13, 2006 through June 30, 2009. Total funds provided by the agreements are \$62,500.00, and \$64,000.00, per year, respectively. Funding source: Foster Youth Emancipation Program.

These agreements have been reviewed by Sylvia Thomas, Associate Vice Chancellor of Instruction, and Ruth Adams, Director of Contracts, Compliance and Legal Services/Assistant to the Chancellor.

Recommended Action: It is recommended that the Board of Trustees approve these agreements, for the terms of September 13, 2006 through June 30, 2009, in the amounts of \$62,500.00, and \$64,000.00, respectively, and authorize the Vice Chancellor, Administration and Finance, to sign the agreements.

Salvatore G. Rotella
Chancellor

Prepared by: Shelagh Camak
District Dean, Workforce Development
Michael Wright
Director, Workforce Preparation Grants and Contracts

Interagency Sub-Contract Agreement
Between
Riverside Community College District
And
College of the Desert

This Agreement, entered into this September 13, 2006, between Riverside Community College District, whose address is 4800 Magnolia Avenue, Riverside, California, 92506, hereinafter referred to as "RCCD" and College of the Desert, whose address is 43-500 Monterey Avenue, Palm Desert, CA 92260, hereinafter referred to as "COD".

ARTICLE I. TERM OF CONTRACT

- 1.01 This Agreement is effective to cover activities beginning September 13, 2006, and will continue in effect until June 30, 2009. This sub-contract may be renewed if RCCD's contract with Riverside County Department of Public Social Services (DPSS) is renewed.

ARTICLE II. SERVICES TO BE PERFORMED BY COD

- 2.01 COD agrees to perform the services specified in the " Scope of Services " attached to this Agreement as "Exhibit A" and incorporated by reference herein.

ARTICLE III. COMPENSATION

- 3.01 In consideration for the services to be performed by the COD, RCCD shall pay COD as described in "Exhibit B" attached hereto and incorporated by reference herein.

ARTICLE IV. OBLIGATIONS OF COD

- 4.01 Minimum Amount of Service. COD agrees to devote its best efforts to performance of the services outlined in "Exhibit A" on behalf of Riverside Community College District. COD may represent, perform services for, and be employed by such additional clients, persons, or companies as COD, in COD's sole discretion, sees fit.
- 4.02 Time for Performance of Services. COD shall meet with RCCD and complete deliverables as outlined in "Exhibit A."

- 4.03 Workers' Compensation. COD agrees to provide workers' compensation insurance for all its employees and agrees to hold harmless and indemnify RCCD for any and all claims arising out of any inquiry, disability or death.
- 4.04 Indemnification and Hold Harmless. COD shall indemnify and hold RCCD, its Trustees, officers, agents, employees and independent contractors, free and harmless from any liability whatsoever, based or asserted upon any acts or omission of COD, its agents, employees, subcontractors and independent contractors, for property damage, bodily injury, or death (COD's employees included or any other element of damage of any kind or nature, relating to or in anywise connected with or arising from the performance of the services contemplated hereunder, and COD shall defend, at its expense, including without limitation, attorney fees (attorney to be selected by RCCD), RCCD, its officers, agents, employees and independent contractors, in any legal actions based upon such alleged acts or omissions. The obligations to indemnify and hold RCCD free and harmless herein shall survive until any and all claims, actions and causes of action with respect to any and all such alleged acts or omissions are fully and finally barred by the applicable statute of limitations.
- 4.05 Assignment. Although it is understood that COD may utilize the services of others in the process of gathering information to be used in the preparation of the deliverable, it is agreed that the final deliverable product will remain the sole obligation of COD and responsibility for its completion and delivery may not be delegated to any other party.
- 4.06 Treatment of RCCD Information. COD shall regard all RCCD data and information used in the work performed under this agreement as confidential, and will comply with all Family Educational Rights and Privacy Act (FERPA) regulations regarding privacy of student data.
- 4.06.1 Additional Insured. COD shall procure and maintain comprehensive general liability insurance coverage that shall protect RCCD from claims for damages for personal injury, including, but no limited to, accidental or wrongful death, as well as from claims for

property damage, which may arise from COD's activities as well as RCCD's activities under this contract. Such insurance shall name RCCD as an additional insured with respect to this agreement and the obligations of RCCD hereunder. Such insurance shall provide for limits of not less than \$1,000,000.

4.07 Intellectual Property. All intellectual property, including but not limited to, any material subject to copyright or patent, or any other intellectual product developed pursuant to or under this Agreement, shall be the property of RCCD.

4.09 ADA/FEHA. The Contractor recognizes that as a federal and state government contractor or subcontractor, RCCD is obligated to comply with certain laws and regulations of the federal and state government regarding equal opportunity and affirmative action. When applicable, the Contractor agrees that, as a government subcontractor, the following are incorporated herein as though set forth in full: the non-discrimination and affirmative action clauses contained in Executive Order 11246, as amended by Executive Order 11375, relative to equal employment opportunity for all persons without regard to race, color, religion, sex or national origin, and the implementing rules and regulations contained in Title 41, part 60 of the Code of Federal Regulations, as amended; the non-discrimination and affirmative action clause contained in the Rehabilitation Act of 1973, as amended, as well as the Americans With Disabilities Act relative to the employment and advancement in employment of qualified individuals with disabilities, and the implementing rules and regulations in Title 41, part 60-741 and 742 of the Code of Federal Regulations; the non-discrimination and affirmative action clause of the Vietnam Era Veterans Readjustment Assistance Act of 1974 relative to the employment and advancement in employment of qualified special disabled veterans and Vietnam era veterans without discrimination, and the implementing rules and regulations in Title 41, part 60-250 of the Code of Federal Regulations; and the non-discrimination clause required by California Government Code Section 12900 relative to equal employment opportunity for all persons without regard to race, religion, color, national origin, ancestry, physical handicap, medical condition, marital status, age, or sex, and the

implementing rules and regulations of Title 2, Division 4, Chapter 5 of the California Code of Regulations. The Contractor, as a government subcontractor, further agrees that when applicable it shall provide the certification of non-segregated facilities required by Title 41, part 60-1.8(b) of the Code of Federal Regulations.

ARTICLE V. OBLIGATIONS OF RCCD

- 5.01 Cooperation of RCCD. RCCD agrees to comply with all reasonable requests of the COD and provide access to all documents reasonably necessary to the performance of COD's duties under this Agreement.
- 5.02 Use of Project Deliverables. COD hereby agrees that all written materials related to the work and produced as a result of this Agreement shall remain the sole property of the RCCD and may be used by the RCCD for any and all desired purposes.

ARTICLE VI. TERMINATION OF AGREEMENT

- 6.01 Termination Upon Notice. Notwithstanding any other provision of this Agreement, either party hereto may terminate the sections of this Agreement at any time upon 60 days written notice to the other.

ARTICLE VII. GENERAL PROVISIONS

- 7.01 Entire Agreement of the Parties. This Agreement supersedes any and all Agreements, either oral or written, between the parties hereto with respect to the rendering of services by COD for RCCD and contains all the covenants and agreements between the parties with respect to the rendering of such services in any manner whatsoever. Each party to this Agreement acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which are not embodied herein, and that no other agreement, statement or promise not contained in this Agreement shall be valid or binding. Any modification of this Agreement will be effective only if it is in writing, signed by the party to be charged.
- 7.02 Governing Law. This Agreement will be governed by and construed in accordance with the laws of the State of California.

7.03 Independent Sub-Contractor. COD, and its officers, employees, and agents, shall act in an independent capacity during the term of this agreement and not as officers, employees or agents of RCCD.

Signature Authorization Page

Riverside Community College District

College of the Desert

James L. Buisse
Vice Chancellor, Administration and Finance

Date

Date

EXHIBIT A

Riverside Community College District Interagency Sub-Contract Agreement with College of the Desert

SCOPE OF SERVICES

GENERAL RESPONSIBILITIES

COD shall:

- A. Identify a single point of contact to meet monthly with RCCD, or more frequently as needed, to monitor the implementation and performance of this agreement.
- B. Provide services that are youth-focused, strength-based, and affirming, which result in a healthy, self-sufficient young adult.
- C. Services shall address contemporary needs, be relevant and consistent with each youth's Transitional Independent Living Plan (TILP).
- D. Maximize opportunities to provide integrated, coordinated, and easily accessible services and resources for youth.
- E. Will make the following services available to all referred ILP youth:
 1. Independent Living Skills: Seven Core Competencies
Will make available to youth the seven core competencies as identified by individual needs and goals documented in each youth's Transitional Independent Living Plan.
These competencies include, but are not limited to:
 - Education
 - Career development
 - Assistance in obtaining services that promote health, and safety skills
 - Daily living skills
 - Financial resources
 - Housing information
 - Mentoring:
 2. Implement methods that increase youth's interest and participation in ILP services.
 3. Provide EC services in English and in Spanish, as needed.

4. Develop a case file or case record for each youth referred. All services received by each youth will be documented in the youth's case file.
5. Collaborate with community partners, private agencies, other caregivers, and stakeholders to make available comprehensive emancipation services to all referred youth.
6. Will provide an overview of ILP services available to Foster Youth and work collaboratively with group home staff and other caregivers to elicit the youth's participation.
7. Confirm that all employees or individuals providing service under this agreement pass a criminal background clearance. Individuals with criminal convictions may only be exempted by joint consultation with DPSS.
8. Employ an EC who meets the following educational requirements: Bachelors degree in sociology, social work, or a related field, and one (1) to two (2) years experience desirable in the human services field. Must possess a basic understanding of adolescent and child abuse issues, and be a minimum age of twenty-one (21).
9. Ensure that the Emancipation Coach is available to offer required services to youth living in the South Western regions of Riverside County and capable of providing routine face-to-face contact.
10. The Emancipation Coach must receive a minimum of one (1) hour of supervision per week and keep abreast of current best practices in child abuse and adolescent issues and other topics related to youth emancipation through conferences and seminars.
11. Make all reasonable efforts to contact each referred youth living in Riverside and San Bernardino counties within ten (10) working days of the DPSS referral date to set an appointment for an intake interview.
12. Develop a procedure for scheduling all activities and maintaining accurate records of all services provided.
13. Follow existing process for issuing cash incentives, youth payments for specific direct services, or commodity purchases.
14. Maintain a saving account for each youth through Altura Credit Union. Monetary incentives shall be directly deposited into each youth's ILP savings account. Final incentives will be given to the youth at the time of their emancipation.

15. Contribute to the quarterly newsletter, which contains information and resources useful to ILP youth working towards emancipation and independent living.
16. Coordinate the transportation of youth to EC coaching sessions, seminars, workshops, and major events as necessary by issuing bus passes or bus tickets to after-care youth or other youth as designated by DPSS.
17. Assist in maintaining and updating an ILP resource directory and emancipation binder, which contains community resources and links of value to youth. The resource manual will be updated at least once per year and distributed to DPSS social workers and DOP probation officers.
18. Follow the established written procedures for reporting all special incidents that occur during the performance of duties. Special incidents include but are not limited to matters involving personal safety, emotional distress, inappropriate staff or participant behavior, alcohol or substance abuse, etc. Special incident reports will be submitted within 72 hours after the incident occurred directly to the DPSS Regional Manager assigned oversight of the ILP Program.
19. Follow established written procedures on instructing staff on how to recognize and report child abuse and neglect consistent with Section 11165 of the California Penal Code.
20. Actively work to secure employment opportunities for and train youth to obtain and maintain jobs, and whenever possible employ emancipated youth, and develop and implement apprenticeship programs with other suitable employers.
21. Provide assistance, resources, and/or refer youth, as needed, to the following individual services:
 - Parenting classes;
 - Specialized services to pregnant and/or parenting youth;
 - Specialized services to those who are developmentally challenged;
 - Practical needs such as clothing, food, housing, and transportation after emancipation;
 - Employment; includes job search preparation, job search, job acquisition;
 - Education; includes development and implementation of a post-emancipation educational or vocational plan; completion and submission of admission materials;
 - Financial aid; includes the completion and submission of financial aid applications;
 - Health and mental health services;
 - Legal services;

Collaborate with and/or make referrals to other agencies, which provide services, as identified in the approved case plan.

22. Seminars, Workshops, and Event Planning

- a. COD shall offer regularly scheduled workshops accessible to youth living in the South Western region of Riverside County. Workshops should be provided in the evenings and/or on Saturdays to facilitate youth access. A sufficient number of Life skills workshops shall be offered so that no youth will wait more than forty-five (45) days after being referred to receive this service:
 - (1) Be scheduled for maximum effect. For example, high school seniors who are plan on attending vocational school or college need assistance in applying for educational financial aid; a workshop which includes the completion of financial aid applications should be held a minimum of sixty (60) days prior to the date for submitting these forms.
 - (2) Accommodate youth who have self-identified as having learning disabilities or who are developmentally delayed. Such youth shall be accommodated to maximize their learning and participation.
- b. Seminars and workshops are to be no more than three (3) hours in length. There must be one adult staff person for every 10 youth in attendance. Provide an evening meal for youth attending workshops, seminars and special events occurring during the evening hours; breakfast and/or lunch for youth attending half-day or all-day events
- c. Each youth attending the seminar, workshop, or event sign-in on the Seminar/Workshop/Event Sign-In Sheet, attached hereto as Exhibit A.
- d. Seminars and workshops may include presentations of introductory topics to more than thirty-six (36) participants if the experiential, learning, and discussion breakout phases are limited to thirty-six (36) youth.
- e. Topics for Life Skills workshops or special events shall include, but are not limited to:

Computer/Internet Skills
Interpersonal/Social Skills
Consumer Education
Educational Enhancement
Employment
Money Management, Including Credit Management
Pregnancy Prevention
College/Scholarship Information
Cultural Awareness
Nutrition
Self-Esteem/Personal Growth
Income Tax Responsibilities
Auto/Health Insurance
Cultural Awareness
Daily Living Skills
Survival Skills
Choices and Consequences
Housing Issues and Concerns
Community Resources
Housekeeping Concerns

- f. Will assist in planning the logistics, notifying participants, creating and mailing invitations and flyers, and acquiring the venues needed for seminars, workshops, and major events.
- g. Secure speakers and trainers for all seminars, workshops, major and special events who are motivated and well versed in the contemporary challenges faced by youth.
- h. Encourage the collaboration of the California Youth Connection (CYC), Riverside Chapter, in the planning of events, seminars, workshops, major and special events.

- i. COD will assist in conducting three (3) major events during each contract year:

Emancipation Event

Will assist in coordinating an Emancipation Event once a year during the month of May to recognize all Riverside County ILP youth who will emancipate that year. The purpose of the event is to acknowledge their emancipation and to encourage them in achieving their personal goals. The event shall involve a reception and ceremony.

Education Event

Will assist in coordinating an Education Event once a year. The purpose of this event is to help youth understand the value and how to access vocational or college education. The one-day event shall involve a series of brief classes on financial aid, college options, preparation for college, and other issues relating to continuing education.

Employment Event

Will assist in coordinating an Employment Event once a year. The purpose of this event is to help youth understand job preparation and job searching skills. This one-day event shall involve a series of brief classes on resume writing, applications, and other job skills. DPSS and DOP shall provide a list of youth eligible to attend.

23. Youth will be provide with wallet-size reference cards with key resources and telephone numbers, including the contact information of their assigned EC.

24. Emancipation Coach

- a. The goal of the Emancipation Coach (EC) is to provide a consistent, safe adult mentoring relationship easily accessible to each youth. In the context of this mentoring relationship the EC will motivate youth; guide, direct, and teach youth; support and advocate for youth; coordinate, arrange or purchase needed services or commodities for that youth; participate in each youth's Emancipation Conference; and continually evaluate the effectiveness of each youth's emancipation plan. This is a long-term supportive relationship which begins prior to the youth's emancipation and continues until they reach their 21st birthday.
- b. The EC will mentor youth on subjects that are appropriate for their situation and may include but are not limited to the following topics:

- Daily Living Skills;
 - Survival Skills;
 - Facilitate the understanding of family-of-origin relationships
 - Values Clarification
 - Choices and Consequences
 - Pregnancy Prevention
 - Housing Issues and Concerns
 - Transportation
 - Entertainment and Recreation
 - Community Resources
 - Housekeeping Concerns
 - Food Management
 - Food Bank, Shelter Resources, and Housing Information
- c. ECs shall be accessible to youth from their office or while in the field and will inform youth of their hours of availability.
- d. The EC shall provide direct assistance and advocacy relating to education, financial aid, medical services, housing, and transportation needs.

25. Youth in Pre-Emancipation Status

- a. For youth in pre-emancipation status who live in Riverside or San Bernardino County, COD will provide face-to-face coaching interactions in which there is one (1) EC to one (1) youth. There will be two (2) face-to-face contacts for each 90-day period. For youth living outside of South Western Riverside County, telephone contact between the EC and the youth may be substituted for face-to-face contact,
- c. Consistent with AB 408, EC's shall work with youth in identifying and linking a significant adult relationship for each youth prior to emancipation.
- d. ECs shall assist youth in obtaining Medi-Cal benefits, social security card, CA ID, and original birth certificates, prior to their emancipation from the foster care system.
- e. If appropriate, prior to their eighteenth (18th) birthday, the EC shall provide each youth with information necessary to obtain Adult Mental Health Services.
- f. The EC shall discuss the housing needs of each youth four months prior to their exit from out-of-home care.

- g. ECs shall contact the assigned DPSS social worker or DOP ILP coordinator by telephone or email at least once per month to review the emancipation progress and concerns of each youth. Contact may be more frequent depending on the needs and circumstances of that youth.

26. Youth Emancipation Conferences

- a. Collaborate with the assigned social worker and/or DOP ILP Coordinator to schedule a Youth Emancipation Conference (YEC) for each eligible youth 17 to 17.5 years old residing in Riverside or San Bernardino County. The objective of the YEC is to evaluate and plan each youth's readiness for emancipation. The YEC is a youth-centered, strength-based process, which brings together all significant people identified by the youth as belonging to their support system.
- b. The YEC must include the youth, youth's EC, DPSS social worker or DOP probation officer when appropriate, and the youth's court appointed special advocate (CASA) if available.
- c. The YEC has four components:
 - (1) Review, evaluate, and/or update the current Transitional Independent Living Plan (TILP); review and discuss individual goals, strengths, and areas of needed assistance;
 - (2) Develop and implement strategies, which support each youth in achieving their TILP goals;
 - (3) Confirm or assist in establishing a significant, life-long adult relationship for that youth which will continue with them after emancipation; and
 - (4) Verify that youth has obtained a Medi-Cal, SSN card, California driver's license or identification, and original birth certificate. Additionally, verify that youth has resources to replace documents in the event they are lost.
- d. Youth Emancipation Conferences may be held at locations, which facilitates that youth's and adult supporter's access and participation. A follow-up Youth Emancipation Conference may be scheduled 6 months prior to the youth's emancipation.

27. Youth in Post-Emancipation Status

- a. For youth in post-emancipation status who live in Riverside or San Bernardino County, COD will provide face-to-face coaching interactions in which there is one (1) EC to one (1) youth. There will be two (2) face-to-face contacts for each 90-day period. For youth living outside of South Western Riverside County, telephone contact between the EC and the youth may be substituted for face-to-face contact.
- b. Eligible after-care youth not living in Riverside County, will be offered incentives and assistance for helping them achieve their post-emancipation goals.
- c. An assessment of independent living skills will be conducted using an assessment tool approved by the California Department of Public Social Services as reflected in policy section 31-236 (56)(A). Examples of approved assessment tools include: Daniel Memorial Institute Independent Living Assessment for Life Skills, Ansel-Casey Skills Assessment, Philip Roy Life Skills Curriculum, or the Community College Foundation Life Skills Assessment Pre and Post Questionnaires. This assessment shall be used to determine the nature and level of services to be provided to each youth and shall include:
 - Documentation Status
 - Educational Status
 - Vocational Status
 - Financial Status
 - Employment Status
 - Assessment of independent living skills by using the Daniel Memorial (modified version) to each youth.

On an as-needed basis the EC shall administer the following assessments:

- Vocational Assessments
 - Educational Assessments
 - Psychological Assessments
 - Gang Assessments
- d. The EC will create, develop, or revise the TILP to address the post-emancipation needs of that youth. Each TILP must have time-limited goals to equip the young adult with the skills and resources necessary for self-sufficiency prior to their 21st birthday. The EC shall review, reassess, and revise the TILP every six months so that the needs of the young adult are best served.
 - e. Provide emergency shelter, food, and clothing to youth that are experiencing a personal crisis. The EC will provide these resources within 24 hours of request.

RCC shall establish a plan for addressing the emergency needs of a minimum of ten youth at any given time.

- f. The EC shall provide linkage to and develop resources for mental health and health resources for emancipated youth. The EC shall refer youth with special health and mental health care needs, including mental illness, chronic health needs, and assistance with medications to the appropriate provider for services.
- g. For those youth who did not plan to attend a vocational school, community college, university or receive military training, The EC shall re-assess interest in pursuing post-secondary education within 90 days of emancipation. The EC shall provide in-depth information to the youth on at least 10 vocational training options within 180 days of emancipation.
- h. Assist youth in applying for educational and/or vocational financial aid, entrance to post-secondary educational and training institutions, and employment.

28. Incentive Management

- a. Youth participating in this program are eligible to receive cash incentives for participation in major events and payment for certain expenses. Incentives and payments are to be submitted, approved, and paid through a process established by the Contractor. The Contractor may provide funds to youth for:
 - Bus passes.
 - Housing rental deposits and fees.
 - Housing utility deposits and fees.
 - Work-related equipment and supplies.
 - Training-related equipment and supplies.
 - Education-related equipment and supplies.

Examples include:

Emergency food, clothing, shelter.
Emergency transportation costs
Uniforms, work tools, first year union dues
Limited tuition and educational expenses
Tutorial expenses
Crisis counseling
College or vocational textbooks
School and/or application fees

Driver's training
Reimbursement for California ID or Driver's License

- b. Incentives provided to Emancipated Youths under the Emancipated Youth Stipend (EYS) budget category must clearly be tied a specific Emancipated Youth and claimed under the Emancipated Youth Stipend budget category.

29. Data Collection Requirements

- a. The Contractor shall ensure that all data collection practices preserve client confidentiality.

FISCAL PROVISIONS

A. MAXIMUM AMOUNT

Total payments under this Agreement shall not exceed \$187,500. The maximum amount for fiscal year 2006/07 is \$62,500. The maximum amount for fiscal year 2007/08 is \$62,500, and the maximum amount for fiscal year 2008/09 is \$62,500.

B. METHOD, TIME, AND SCHEDULE/CONDITION OF PAYMENTS

1. The initial claiming period shall include the period beginning September 13, 2006, through June 30, 2007. All other claims shall be submitted no later than thirty (30) days after the claiming period (calendar month) in which the services were provided.
2. Submit all claims for payment and supporting documents that correspond to the Line Item Budget, Exhibit B, for the claiming period. If the required supporting documentation or actual receipts are not provided, payment may be delayed until the report or receipts are received by RCCD.
3. The Contractor will submit an estimated claim for the month of June to be received by RCC no later than June 7, 2007, in order to capture that month's payment in that fiscal year. Actual billing for June shall be submitted no later than July 30, reimbursing RCCD for any overpayment for that month, or requesting payment of the under-billed amount. All claims related to the contract will be submitted within thirty (30) calendar days of the end of this Agreement.
4. Emancipated Youth Stipends (EYS) claimed must be for services provided to Emancipated Youth. Incentives claimed under the EYS Incentives budget line item for emancipated youth must be for a specific youth.

5. No payment will be made to the during periods in which the COD has ceased operations or has discontinued services agreed upon in the contract.

C. LINE ITEM BUDGET

DPSS will pay the Contractor for services performed under this Agreement according to the Line Item Budget in Exhibit B, attached hereto and incorporated herein by this reference.

E. RECORDS, INSPECTIONS, AND AUDITS

1. COD shall maintain auditable books, records, documents, and other evidence pertaining to costs and expenses in this Agreement. The COD shall maintain these records for three (3) years after final payment has been made or until all pending County, state, and federal audits, if any, are completed, whichever is later.
2. Any authorized representative of the County of Riverside, the State of California, and the federal government shall have access to any books, documents, papers, electronic data, and other records, which these representatives may determine to be pertinent to this Agreement for performing an audit, evaluation, inspection, review, assessment, or examination. These representatives are authorized to obtain excerpts, transcripts, and copies, as they deem necessary. Further, these authorized representatives shall have the right at all reasonable times to inspect or otherwise evaluate the work performed, or being performed, under this Agreement and the premises in which it is being performed.

This access to records includes, but is not limited to, service delivery, referral, financial, and administrative documents for three (3) years after final payment is made, or until all pending DPSS, state, and federal audits are completed, whichever is later.

3. Should the Contractor disagree with any audit conducted by DPSS, the Contractor shall have the right to employ a licensed, Certified Public Accountant (CPA) to prepare and file with DPSS a certified financial and compliance audit that is in compliance with generally-accepted government accounting standards of related services provided during the term of this Agreement. The Contractor shall not be reimbursed by DPSS for such an audit.
4. In the event the Contractor does not make available its books and financial records at the location where they are normally maintained, the Contractor agrees to pay all necessary and reasonable expenses, including legal fees, incurred by DPSS in conducting any audit.

F. DISALLOWANCE

In the event the COD receives a payment for services under this Agreement which is later disallowed for nonconformance within the terms and conditions herein by Riverside County DPSS, COD shall promptly refund the disallowed amount to RCCD on request, or at its option, RCCD may offset the amount disallowed from any payment due to the COD.

G. AVAILABILITY OF FUNDS

Obligation for payment under this Agreement is contingent upon availability of funds from which payment can be made.

EXHIBIT B

Interagency Sub-Contract Agreement
Between Riverside Community College District
And College of the Desert

COMPENSATION

Within ten working days of the approval of this contract by the RCCD and COD Board of Trustees, COD will submit a budget to RCCD that will not total more than \$62,500.00.

1. As compensation for the services to be rendered, RCCD shall pay to COD an amount equal the amount of total expenditures related to the services provided to youth via this contract. Total expenditures shall not exceed \$62,500.00. This agreed upon total includes all COD outlays (time, travel, materials, etc.). Payment shall be made in arrears upon submission of an invoice; COD will use the forms created and approved by RCCD for any and all invoices submitted.
2. If COD does not complete all of the services specified, COD will be paid an amount commensurate with expenses incurred and directly related to the services that were provided.

MINAR/WORKSHOP/EVENT

EXHIBIT C
 SIGN-IN SHEET
 TITLE: _____

Date: _____ 20 ____

	<u>Client Name/Nombre del Cliente</u> (please print/letra de molde por favor)	<u>Emancipation Status</u> (Check One)	
		<u>Pre</u>	<u>Post</u>
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Start Time: _____ End Time: _____ Total: _____ (Hrs.)
 Facilitator/Instructor Printed Name Facilitator/Instructor Signature Date

Interagency Sub-Contract Agreement
Between
Riverside Community College District
And
Mt. San Jacinto Community College District

This Agreement, entered into this September 13, 2006, between Riverside Community College District, whose address is 4800 Magnolia Avenue, Riverside, California, 92506, hereinafter referred to as "RCCD" and Mt. San Jacinto College, whose address is 1499 North State Street, San Jacinto, CA 92583-2399, hereinafter referred to as "MSJC".

ARTICLE I. TERM OF CONTRACT

- 1.01 This Agreement is effective to cover activities beginning September 13, 2006, and will continue in effect until June 30, 2009. This sub-contract may be renewed if RCCD's contract with Riverside County Department of Public Social Services (DPSS) is renewed.

ARTICLE II. SERVICES TO BE PERFORMED BY MSJC

- 2.01 MSJC agrees to perform the services specified in the " Scope of Services " attached to this Agreement as "Exhibit A" and incorporated by reference herein.

ARTICLE III. COMPENSATION

- 3.01 In consideration for the services to be performed by the MSJC, RCCD shall pay MSJC as described in "Exhibit B" attached hereto and incorporated by reference herein.

ARTICLE IV. OBLIGATIONS OF MSJC

- 4.04 Minimum Amount of Service. MSJC agrees to devote its best efforts to performance of the services outlined in "Exhibit A" on behalf of Riverside Community College District. MSJC may represent, perform services for, and be employed by such additional clients, persons, or companies as MSJC, in MSJC's sole discretion, sees fit.
- 4.05 Time for Performance of Services. MSJC shall meet with RCCD and complete deliverables as outlined in "Exhibit A."

- 4.06 Workers' Compensation. MSJC agrees to provide workers' compensation insurance for all its employees and agrees to hold harmless and indemnify RCCD for any and all claims arising out of any inquiry, disability or death.
- 4.04 Indemnification and Hold Harmless. MSJC shall indemnify and hold RCCD, its Trustees, officers, agents, employees and independent contractors, free and harmless from any liability whatsoever, based or asserted upon any acts or omission of MSJC, its agents, employees, subcontractors and independent contractors, for property damage, bodily injury, or death (MSJC's employees included or any other element of damage of any kind or nature, relating to or in anywise connected with or arising from the performance of the services contemplated hereunder, and MSJC shall defend, at its expense, including without limitation, attorney fees (attorney to be selected by RCCD), RCCD, its officers, agents, employees and independent contractors, in any legal actions based upon such alleged acts or omissions. The obligations to indemnify and hold RCCD free and harmless herein shall survive until any and all claims, actions and causes of action with respect to any and all such alleged acts or omissions are fully and finally barred by the applicable statute of limitations.
- 4.05 Assignment. Although it is understood that MSJC may utilize the services of others in the process of gathering information to be used in the preparation of the deliverable, it is agreed that the final deliverable product will remain the sole obligation of MSJC and responsibility for its completion and delivery may not be delegated to any other party.
- 4.08 Treatment of RCCD Information. MSJC shall regard all RCCD data and information used in the work performed under this agreement as confidential, and will comply with all Family Educational Rights and Privacy Act (FERPA) regulations regarding privacy of student data.
- 4.08.1 Additional Insured. MSJC shall procure and maintain comprehensive general liability

insurance coverage that shall protect RCCD from claims for damages for personal injury, including, but not limited to, accidental or wrongful death, as well as from claims for property damage, which may arise from MSJC's activities as well as RCCD's activities under this contract. Such insurance shall name RCCD as an additional insured with respect to this agreement and the obligations of RCCD hereunder. Such insurance shall provide for limits of not less than \$1,000,000.

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employment opportunity for all persons without regard to race, religion, color, national origin, ancestry, physical handicap, medical condition, marital status, age, or sex, and the implementing rules and regulations of Title 2, Division 4, Chapter 5 of the California Code of Regulations. The Contractor, as a government subcontractor, further agrees that when applicable it shall provide the certification of non-segregated facilities required by Title 41, part 60-1.8(b) of the Code of Federal Regulations.

ARTICLE V. OBLIGATIONS OF RCCD

- 5.03 Cooperation of RCCD. RCCD agrees to comply with all reasonable requests of the MSJC and provide access to all documents reasonably necessary to the performance of MSJC's duties under this Agreement.
- 5.04 Use of Project Deliverables. MSJC hereby agrees that all written materials related to the work and produced as a result of this Agreement shall remain the sole property of the RCCD and may be used by the RCCD for any and all desired purposes.

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- 6.02 Termination Upon Notice. Notwithstanding any other provision of this Agreement, either party hereto may terminate the sections of this Agreement at any time upon 60 days written notice to the other.

ARTICLE VII. GENERAL PROVISIONS

- 7.01 Entire Agreement of the Parties. This Agreement supersedes any and all Agreements, either oral or written, between the parties hereto with respect to the rendering of services by MSJC for RCCD and contains all the covenants and agreements between the parties with respect to the rendering of such services in any manner whatsoever. Each party to this Agreement acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which are not embodied herein, and that no other agreement, statement or promise not contained in this Agreement shall be valid or binding. Any modification of this Agreement will be effective only if it is in writing, signed by the party to be charged.

- 7.04 Governing Law. This Agreement will be governed by and construed in accordance with the laws of the State of California.
- 7.05 Independent Sub-Contractor. MSJC, and its officers, employees, and agents, shall act in an independent capacity during the term of this agreement and not as officers, employees or agents of RCCD.

Signature Authorization Page

Riverside Community College District

Mt. San Jacinto Community College District

James L. Buysse
Vice Chancellor, Administration and Finance

Date

Date

EXHIBIT A

Riverside Community College District Interagency Sub-Contract Agreement with Mt. San Jacinto Community College District

SCOPE OF SERVICES

GENERAL RESPONSIBILITIES

MSJC shall:

- E. Identify a single point of contact to meet monthly with RCCD, or more frequently as needed, to monitor the implementation and performance of this agreement.
- F. Provide services that are youth-focused, strength-based, and affirming, which result in a healthy, self-sufficient young adult.
- G. Services shall address contemporary needs, be relevant and consistent with each youth's Transitional Independent Living Plan (TILP).
- H. Maximize opportunities to provide integrated, coordinated, and easily accessible services and resources for youth.
- E. Will make the following services available to all referred ILP youth:
 - 1. Independent Living Skills: Seven Core Competencies
Will make available to youth the seven core competencies as identified by individual needs and goals documented in each youth's Transitional Independent Living Plan. These competencies include, but are not limited to:
 - Education
 - Career development
 - Assistance in obtaining services that promote health, and safety skills
 - Daily living skills
 - Financial resources
 - Housing information
 - Mentoring:
 - 24. Implement methods that increase youth's interest and participation in ILP services.
 - 25. Provide EC services in English and in Spanish, as needed.

26. Develop a case file or case record for each youth referred. All services received by each youth will be documented in the youth's case file.
27. Collaborate with community partners, private agencies, other caregivers, and stakeholders to make available comprehensive emancipation services to all referred youth.
28. Will provide an overview of ILP services available to Foster Youth and work collaboratively with group home staff and other caregivers to elicit the youth's participation.
29. Confirm that all employees or individuals providing service under this agreement pass a criminal background clearance. Individuals with criminal convictions may only be exempted by joint consultation with DPSS.
30. Employ an EC who meets the following educational requirements: Bachelors degree in sociology, social work, or a related field, and one (1) to two (2) years experience desirable in the human services field. Must possess a basic understanding of adolescent and child abuse issues, and be a minimum age of twenty-one (21).
31. Ensure that the Emancipation Coach is available to offer required services to youth living in the South Western regions of Riverside County and capable of providing routine face-to-face contact.
32. The Emancipation Coach must receive a minimum of one (1) hour of supervision per week and keep abreast of current best practices in child abuse and adolescent issues and other topics related to youth emancipation through conferences and seminars.
33. Make all reasonable efforts to contact each referred youth living in Riverside and San Bernardino counties within ten (10) working days of the DPSS referral date to set an appointment for an intake interview.
34. Develop a procedure for scheduling all activities and maintaining accurate records of all services provided.
35. Follow existing process for issuing cash incentives, youth payments for specific direct services, or commodity purchases.
36. Maintain a saving account for each youth through Altura Credit Union. Monetary incentives shall be directly deposited into each youth's ILP savings account. Final incentives will be given to the youth at the time of their emancipation.

37. Contribute to the quarterly newsletter, which contains information and resources useful to ILP youth working towards emancipation and independent living.
38. Coordinate the transportation of youth to EC coaching sessions, seminars, workshops, and major events as necessary by issuing bus passes or bus tickets to after-care youth or other youth as designated by DPSS.
39. Assist in maintaining and updating an ILP resource directory and emancipation binder, which contains community resources and links of value to youth. The resource manual will be updated at least once per year and distributed to DPSS social workers and DOP probation officers.
40. Follow the established written procedures for reporting all special incidents that occur during the performance of duties. Special incidents include but are not limited to matters involving personal safety, emotional distress, inappropriate staff or participant behavior, alcohol or substance abuse, etc. Special incident reports will be submitted within 72 hours after the incident occurred directly to the DPSS Regional Manager assigned oversight of the ILP Program.
41. Follow established written procedures on instructing staff on how to recognize and report child abuse and neglect consistent with Section 11165 of the California Penal Code.
42. Actively work to secure employment opportunities for and train youth to obtain and maintain jobs, and whenever possible employ emancipated youth, and develop and implement apprenticeship programs with other suitable employers.
43. Provide assistance, resources, and/or refer youth, as needed, to the following individual services:
 - Parenting classes;
 - Specialized services to pregnant and/or parenting youth;
 - Specialized services to those who are developmentally challenged;
 - Practical needs such as clothing, food, housing, and transportation after emancipation;
 - Employment; includes job search preparation, job search, job acquisition;
 - Education; includes development and implementation of a post-emancipation educational or vocational plan; completion and submission of admission materials;
 - Financial aid; includes the completion and submission of financial aid applications;
 - Health and mental health services;
 - Legal services;

Collaborate with and/or make referrals to other agencies, which provide services, as identified in the approved case plan.

44. Seminars, Workshops, and Event Planning
- a. MSJC shall offer regularly scheduled workshops accessible to youth living in the South Western region of Riverside County. Workshops should be provided in the evenings and/or on Saturdays to facilitate youth access. A sufficient number of Life skills workshops shall be offered so that no youth will wait more than forty-five (45) days after being referred to receive this service:
 - (1) Be scheduled for maximum effect. For example, high school seniors who are plan on attending vocational school or college need assistance in applying for educational financial aid; a workshop which includes the completion of financial aid applications should be held a minimum of sixty (60) days prior to the date for submitting these forms.
 - (2) Accommodate youth who have self-identified as having learning disabilities or who are developmentally delayed. Such youth shall be accommodated to maximize their learning and participation.
 - b. Seminars and workshops are to be no more than three (3) hours in length. There must be one adult staff person for every 10 youth in attendance. Provide an evening meal for youth attending workshops, seminars and special events occurring during the evening hours; breakfast and/or lunch for youth attending half-day or all-day events
 - c. Each youth attending the seminar, workshop, or event sign-in on the Seminar/Workshop/Event Sign-In Sheet, attached hereto as Exhibit A.
 - d. Seminars and workshops may include presentations of introductory topics to more than thirty-six (36) participants if the experiential, learning, and discussion breakout phases are limited to thirty-six (36) youth.
 - e. Topics for Life Skills workshops or special events shall include, but are not limited to:

Computer/Internet Skills
Interpersonal/Social Skills
Consumer Education
Educational Enhancement
Employment
Money Management, Including Credit Management
Pregnancy Prevention
College/Scholarship Information
Cultural Awareness
Nutrition
Self-Esteem/Personal Growth
Income Tax Responsibilities
Auto/Health Insurance
Cultural Awareness
Daily Living Skills
Survival Skills
Choices and Consequences
Housing Issues and Concerns
Community Resources
Housekeeping Concerns

- f. Will assist in planning the logistics, notifying participants, creating and mailing invitations and flyers, and acquiring the venues needed for seminars, workshops, and major events.
- g. Secure speakers and trainers for all seminars, workshops, major and special events who are motivated and well versed in the contemporary challenges faced by youth.
- h. Encourage the collaboration of the California Youth Connection (CYC), Riverside Chapter, in the planning of events, seminars, workshops, major and special events.

- i. MSJC will assist in conducting three (3) major events during each contract year:

Emancipation Event

Will assist in coordinating an Emancipation Event once a year during the month of May to recognize all Riverside County ILP youth who will emancipate that year. The purpose of the event is to acknowledge their emancipation and to encourage them in achieving their personal goals. The event shall involve a reception and ceremony.

Education Event

Will assist in coordinating an Education Event once a year. The purpose of this event is to help youth understand the value and how to access vocational or college education. The one-day event shall involve a series of brief classes on financial aid, college options, preparation for college, and other issues relating to continuing education.

Employment Event

Will assist in coordinating an Employment Event once a year. The purpose of this event is to help youth understand job preparation and job searching skills. This one-day event shall involve a series of brief classes on resume writing, applications, and other job skills. DPSS and DOP shall provide a list of youth eligible to attend.

45. Youth will be provide with wallet-size reference cards with key resources and telephone numbers, including the contact information of their assigned EC.

24. Emancipation Coach

- e. The goal of the Emancipation Coach (EC) is to provide a consistent, safe adult mentoring relationship easily accessible to each youth. In the context of this mentoring relationship the EC will motivate youth; guide, direct, and teach youth; support and advocate for youth; coordinate, arrange or purchase needed services or commodities for that youth; participate in each youth's Emancipation Conference; and continually evaluate the effectiveness of each youth's emancipation plan. This is a long-term supportive relationship which begins prior to the youth's emancipation and continues until they reach their 21st birthday.
- f. The EC will mentor youth on subjects that are appropriate for their situation and may include but are not limited to the following topics:

- Daily Living Skills;
 - Survival Skills;
 - Facilitate the understanding of family-of-origin relationships
 - Values Clarification
 - Choices and Consequences
 - Pregnancy Prevention
 - Housing Issues and Concerns
 - Transportation
 - Entertainment and Recreation
 - Community Resources
 - Housekeeping Concerns
 - Food Management
 - Food Bank, Shelter Resources, and Housing Information
- g. ECs shall be accessible to youth from their office or while in the field and will inform youth of their hours of availability.
- h. The EC shall provide direct assistance and advocacy relating to education, financial aid, medical services, housing, and transportation needs.

25. Youth in Pre-Emancipation Status

- a. For youth in pre-emancipation status who live in Riverside or San Bernardino County, MSJC will provide face-to-face coaching interactions in which there is one (1) EC to one (1) youth. There will be two (2) face-to-face contacts for each 90-day period. For youth living outside of South Western Riverside County, telephone contact between the EC and the youth may be substituted for face-to-face contact,
- c. Consistent with AB 408, EC's shall work with youth in identifying and linking a significant adult relationship for each youth prior to emancipation.
- d. ECs shall assist youth in obtaining Medi-Cal benefits, social security card, CA ID, and original birth certificates, prior to their emancipation from the foster care system.
- h. If appropriate, prior to their eighteenth (18th) birthday, the EC shall provide each youth with information necessary to obtain Adult Mental Health Services.
- i. The EC shall discuss the housing needs of each youth four months prior to their exit from out-of-home care.

- j. ECs shall contact the assigned DPSS social worker or DOP ILP coordinator by telephone or email at least once per month to review the emancipation progress and concerns of each youth. Contact may be more frequent depending on the needs and circumstances of that youth.

26. Youth Emancipation Conferences

- a. Collaborate with the assigned social worker and/or DOP ILP Coordinator to schedule a Youth Emancipation Conference (YEC) for each eligible youth 17 to 17.5 years old residing in Riverside or San Bernardino County. The objective of the YEC is to evaluate and plan each youth's readiness for emancipation. The YEC is a youth-centered, strength-based process, which brings together all significant people identified by the youth as belonging to their support system.
- b. The YEC must include the youth, youth's EC, DPSS social worker or DOP probation officer when appropriate, and the youth's court appointed special advocate (CASA) if available.
- c. The YEC has four components:
 - (1) Review, evaluate, and/or update the current Transitional Independent Living Plan (TILP); review and discuss individual goals, strengths, and areas of needed assistance;
 - (2) Develop and implement strategies, which support each youth in achieving their TILP goals;
 - (3) Confirm or assist in establishing a significant, life-long adult relationship for that youth which will continue with them after emancipation; and
 - (4) Verify that youth has obtained a Medi-Cal, SSN card, California driver's license or identification, and original birth certificate. Additionally, verify that youth has resources to replace documents in the event they are lost.
- d. Youth Emancipation Conferences may be held at locations, which facilitates that youth's and adult supporter's access and participation. A follow-up Youth Emancipation Conference may be scheduled 6 months prior to the youth's emancipation.

27. Youth in Post-Emancipation Status

- a. For youth in post-emancipation status who live in Riverside or San Bernardino County, MSJC will provide face-to-face coaching interactions in which there is one (1) EC to one (1) youth. There will be two (2) face-to-face contacts for each 90-day period. For youth living outside of South Western Riverside County, telephone contact between the EC and the youth may be substituted for face-to-face contact.
- d. Eligible after-care youth not living in Riverside County, will be offered incentives and assistance for helping them achieve their post-emancipation goals.
- e. An assessment of independent living skills will be conducted using an assessment tool approved by the California Department of Public Social Services as reflected in policy section 31-236 (56)(A). Examples of approved assessment tools include: Daniel Memorial Institute Independent Living Assessment for Life Skills, Ansel-Casey Skills Assessment, Philip Roy Life Skills Curriculum, or the Community College Foundation Life Skills Assessment Pre and Post Questionnaires. This assessment shall be used to determine the nature and level of services to be provided to each youth and shall include:
 - Documentation Status
 - Educational Status
 - Vocational Status
 - Financial Status
 - Employment Status
 - Assessment of independent living skills by using the Daniel Memorial (modified version) to each youth.

On an as-needed basis the EC shall administer the following assessments:

- Vocational Assessments
 - Educational Assessments
 - Psychological Assessments
 - Gang Assessments
- d. The EC will create, develop, or revise the TILP to address the post-emancipation needs of that youth. Each TILP must have time-limited goals to equip the young adult with the skills and resources necessary for self-sufficiency prior to their 21st birthday. The EC shall review, reassess, and revise the TILP every six months so that the needs of the young adult are best served.
 - e. Provide emergency shelter, food, and clothing to youth that are experiencing a personal crisis. The EC will provide these resources within 24 hours of request.

RCC shall establish a plan for addressing the emergency needs of a minimum of ten youth at any given time.

- f. The EC shall provide linkage to and develop resources for mental health and health resources for emancipated youth. The EC shall refer youth with special health and mental health care needs, including mental illness, chronic health needs, and assistance with medications to the appropriate provider for services.
- g. For those youth who did not plan to attend a vocational school, community college, university or receive military training, The EC shall re-assess interest in pursuing post-secondary education within 90 days of emancipation. The EC shall provide in-depth information to the youth on at least 10 vocational training options within 180 days of emancipation.
- h. Assist youth in applying for educational and/or vocational financial aid, entrance to post-secondary educational and training institutions, and employment.

28. Incentive Management

- a. Youth participating in this program are eligible to receive cash incentives for participation in major events and payment for certain expenses. Incentives and payments are to be submitted, approved, and paid through a process established by the Contractor. The Contractor may provide funds to youth for:
 - Bus passes.
 - Housing rental deposits and fees.
 - Housing utility deposits and fees.
 - Work-related equipment and supplies.
 - Training-related equipment and supplies.
 - Education-related equipment and supplies.

Examples include:

Emergency food, clothing, shelter.
Emergency transportation costs
Uniforms, work tools, first year union dues
Limited tuition and educational expenses
Tutorial expenses
Crisis counseling
College or vocational textbooks
School and/or application fees

Driver's training
Reimbursement for California ID or Driver's License

- b. Incentives provided to Emancipated Youths under the Emancipated Youth Stipend (EYS) budget category must clearly be tied a specific Emancipated Youth and claimed under the Emancipated Youth Stipend budget category.

29. Data Collection Requirements

- a. The Contractor shall ensure that all data collection practices preserve client confidentiality.

FISCAL PROVISIONS

A. MAXIMUM AMOUNT

Total payments under this Agreement shall not exceed \$192,000. The maximum amount for fiscal year 2006/07 is \$64,000. The maximum amount for fiscal year 2007/08 is \$64,000, and the maximum amount for fiscal year 2008/09 is \$64,000.

B. METHOD, TIME, AND SCHEDULE/CONDITION OF PAYMENTS

6. The initial claiming period shall include the period beginning September 13, 2006, through June 30, 2007. All other claims shall be submitted no later than thirty (30) days after the claiming period (calendar month) in which the services were provided.
7. Submit all claims for payment and supporting documents that correspond to the Line Item Budget, Exhibit B, for the claiming period. If the required supporting documentation or actual receipts are not provided, payment may be delayed until the report or receipts are received by RCCD.
8. The Contractor will submit an estimated claim for the month of June to be received by RCC no later than June 7, 2007, in order to capture that month's payment in that fiscal year. Actual billing for June shall be submitted no later than July 30, reimbursing RCCD for any overpayment for that month, or requesting payment of the under-billed amount. All claims related to the contract will be submitted within thirty (30) calendar days of the end of this Agreement.
9. Emancipated Youth Stipends (EYS) claimed must be for services provided to Emancipated Youth. Incentives claimed under the EYS Incentives budget line item for emancipated youth must be for a specific youth.

10. No payment will be made to the during periods in which the MSJC has ceased operations or has discontinued services agreed upon in the contract.

C. LINE ITEM BUDGET

DPSS will pay the Contractor for services performed under this Agreement according to the Line Item Budget in Exhibit B, attached hereto and incorporated herein by this reference.

E. RECORDS, INSPECTIONS, AND AUDITS

1. MSJC shall maintain auditable books, records, documents, and other evidence pertaining to costs and expenses in this Agreement. The MSJC shall maintain these records for three (3) years after final payment has been made or until all pending County, state, and federal audits, if any, are completed, whichever is later.
2. Any authorized representative of the County of Riverside, the State of California, and the federal government shall have access to any books, documents, papers, electronic data, and other records, which these representatives may determine to be pertinent to this Agreement for performing an audit, evaluation, inspection, review, assessment, or examination. These representatives are authorized to obtain excerpts, transcripts, and copies, as they deem necessary. Further, these authorized representatives shall have the right at all reasonable times to inspect or otherwise evaluate the work performed, or being performed, under this Agreement and the premises in which it is being performed.

This access to records includes, but is not limited to, service delivery, referral, financial, and administrative documents for three (3) years after final payment is made, or until all pending DPSS, state, and federal audits are completed, whichever is later.

3. Should the Contractor disagree with any audit conducted by DPSS, the Contractor shall have the right to employ a licensed, Certified Public Accountant (CPA) to prepare and file with DPSS a certified financial and compliance audit that is in compliance with generally-accepted government accounting standards of related services provided during the term of this Agreement. The Contractor shall not be reimbursed by DPSS for such an audit.
4. In the event the Contractor does not make available its books and financial records at the location where they are normally maintained, the Contractor agrees to pay all necessary and reasonable expenses, including legal fees, incurred by DPSS in conducting any audit.

F. DISALLOWANCE

In the event the MSJC receives a payment for services under this Agreement which is later disallowed for nonconformance within the terms and conditions herein by Riverside County DPSS, MSJC shall promptly refund the disallowed amount to RCCD on request, or at its option, RCCD may offset the amount disallowed from any payment due to the MSJC.

G. AVAILABILITY OF FUNDS

Obligation for payment under this Agreement is contingent upon availability of funds from which payment can be made.

EXHIBIT B

Interagency Sub-Contract Agreement
Between Riverside Community College District
And Mt. San Jacinto Community College District

COMPENSATION

Within ten working days of the approval of this contract by the RCCD and MSJC Board of Trustees, MSJC will submit a budget to RCCD that will not total more than \$64,000.00.

1. As compensation for the services to be rendered, RCCD shall pay to MSJC an amount equal the amount of total expenditures related to the services provided to youth via this contract. Total expenditures shall not exceed \$64,000.00. This agreed upon total includes all MSJC outlays (time, travel, materials, etc.). Payment shall be made in arrears upon submission of an invoice; MSJC will use the forms created and approved by RCCD for any and all invoices submitted.
2. If MSJC does not complete all of the services specified, MSJC will be paid an amount commensurate with expenses incurred and directly related to the services that were provided.

MINAR/WORKSHOP/EVENT

EXHIBIT C
 SIGN-IN SHEET

TITLE: _____

Date: _____ 20____

	<u>Client Name/Nombre del Cliente</u> (please print/letra de molde por favor)	<u>Emancipation Status</u> (Check One)	
		<u>Pre</u>	<u>Post</u>
20.			
21.			
22.			
23.			
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35.			
36.			
37.			
38.			

Start Time: _____ End Time: _____ Total: _____ (Hrs.)
 Facilitator/Instructor Printed Name Facilitator/Instructor Signature Date

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-8-j

Date: September 12, 2006

Subject: Memorandum of Understanding with The OASIS Perris Youth Opportunity Center

Background: Attached for the Board's review and consideration is the Memorandum of Understanding between Riverside Community College District and The OASIS Perris Youth Opportunity Center. This memorandum provides for a comprehensive array of outreach, education, and guidance services to youth between the ages of 14 and 21. The term for this Memorandum is September 13, 2006 through June 30, 2007, with automatic renewal for the next two years. All services will be provided on an in-kind basis. Funding source: No cost to the District.

This Memorandum of Understanding has been reviewed by Sylvia Thomas, Associate Vice Chancellor of Instruction, and Ruth Adams, Director of Contracts, Compliance and Legal Services/Assistant to the Chancellor.

Recommended Action: It is recommended that the Board of Trustees approve this Memorandum of Understanding, for the term September 13, 2006 through June 30, 2007, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Shelagh Camak
District Dean, Workforce Development
Michael Wright
Director, Workforce Preparation Grants and Contracts

MEMORANDUM OF UNDERSTANDING
between
The OASIS Perris Youth Opportunity Center
and
Riverside Community College District

Parties

The Oasis Perris Youth Opportunity Center, described hereinafter as “AGENCY,” is the lead administrative entity, authorized and existing under the Workforce Investment Act (WIA) of 1998. Riverside Community College District, described hereinafter as “PARTNER,” is a service provider. PARTNER and AGENCY enter into this Memorandum of Understanding (MOU) documenting their PARTNERSHIP regarding the comprehensive array of year-round services to youth aged 14 – 21 years old operated by PARTNER.

IT IS UNDERSTOOD AND AGREED AS FOLLOWS:

1. Term

The term of this MOU shall commence when the MOU is signed by AGENCY and PARTNER. The MOU shall remain in effect until June 30, 2007 and shall thereafter automatically renew for successive two-year terms, unless terminated by the repeal of WIA, by action of any applicable law, or otherwise in accordance with this section. Either party may terminate this MOU by giving written notice of intent to withdraw at least 90 calendar days in advance of the effective withdrawal date. Notice shall be given to the party at the address set forth below.

The site location for AGENCY services will be at: 351 Wilkerson Avenue, Suite F, Perris CA 92570.

The site location for PARTNER services will be at:
Moreno Valley Campus, 16130 Lasselle Street, Moreno Valley, CA 92551.

PARTNER’s Administrative Offices: 4800 Magnolia Avenue, Riverside CA 92506.

2. Description of Services

A. PARTNER Responsibilities:

1. Partner will provide post-secondary college awareness/preparation workshops to youth who are considering college as a career readiness option. Services should include, but are not limited to the following:

- a) Workshop which will focus on financial aid overview, RCC enrollment process, and RCC occupational programs.
 - b) A minimum of 4 workshops shall be scheduled throughout the fiscal year.
2. Partner will provide college campus tours to the Oasis youth as a means of outreach.
 3. Partner will provide access to guest speakers who are willing to speak to The Oasis youth about possible career paths.
 4. Partner will provide access to professional staff to offer support services through tutoring. Tutoring services shall be rendered at The Oasis Youth Center a minimum of once per week.

B. AGENCY Responsibilities:

1. AGENCY will provide resource facilities and core services at local centers and job placement assistance for Riverside County residents.
2. AGENCY will coordinate training on the services and procedures associated with intake, enrollment and performance outcomes under WIA regulations.
3. AGENCY will establish a reporting criteria and format for the collection of data, information or documents to substantiate the successful PARTNERship.
4. AGENCY will create a referral form to be used in the process between the collaboration to ensure the tracking of referrals is being compiled.

3. Costs of Services

This MOU is a no cost MOU. Services as outlined in this agreement will be provided by PARTNER at no cost to AGENCY.

4. Disallowed Activities

The following activities are disallowed under this Memorandum of Understanding:

1. Political activities (WIA 195 (6)).
2. Charging participants a fee for placement or referral into a WIA activity (WIA) 195 (5).
3. Displacement of employees by any WIA participants [WIA 181 (b) (2) & (3)].
4. The promotion or deterrence of union organization [WIA 181 (B) (7)].

5. Referrals

The parties agree to make written referrals to one another for services and activities to individuals, where appropriate. Referrals shall be made with respect to each party's target group, eligibility requirements, and performance standards and expectations.

The parties will jointly develop and implement mutually acceptable processes for intake and referral and will train their staff on the services of each participating PARTNER. The parties agree to evaluate this process periodically and to modify it based on changing requirements and/or agreed upon needed improvements.

6. Licenses

PARTNER, its employees, and agents, shall maintain professional licenses required by local, State, and Federal laws at all times while performing services under this MOU.

7. Amendments

The parties may amend this MOU at any time during its term. The amendment(s) must be in writing and a copy of the amended MOU shall be forwarded to the county within 10 days of execution.

8. Criminal Background Checks

PARTNER shall conduct criminal background checks through the California Department of Justice of all employees providing services to the Agency pursuant to Education Code 45125.1. PARTNER shall provide a signed certification stating that criminal background checks have been conducted and that no employee has been convicted of any serious or violent felonies, as specified in Penal Code Sections 1192.7 (c) and 667.5 (c), respectively. PARTNER shall also provide a list of all employees providing services to the Agency.

9. Confidentiality

The parties will share information regarding clients, applicants, and other customers only to the extent that such sharing does not violate WIA, other applicable statutes or ethical standards or requirements. All such shared information shall remain private and confidential, shall not be published by either party, and shall not be shared with, divulged, or given to individuals or groups not a party to this MOU. A client must be informed in writing that the parties intend to share information about him or her and consent in writing thereto before that information may be shared.

10. Indemnification

AGENCY agrees to indemnify and hold harmless the PARTNER, its officers, employees, agents, and volunteers from any and all liabilities for injury to persons and damage to property arising out of any negligent act or omission of AGENCY in connection with this Memorandum of Understanding.

PARTNER agrees to indemnify and hold harmless AGENCY from any and all liabilities for injury to persons and damage to property arising out of any negligent act or omission of the PARTNER, its officers, employees, agents or volunteers in connection with this Memorandum of Understanding.

In the event PARTNER and/or AGENCY is found to be comparatively at fault for any claim, action, loss or damage which results from their respective obligations under this Memorandum of Understanding, PARTNER and/or AGENCY shall indemnify the other to the extent of its comparative fault.

11. Insurance

PARTNER and AGENCY will maintain general liability, and Workers' Compensation Insurance. The degree of coverage should commensurate the types of service, the population to be served, and the level of potential risks. The PARTNER and AGENCY warrant they have adequate general liability and Workers' Compensation to provide coverage for liabilities arising out of the PARTNER'S and AGENCY'S performance of this Memorandum of Understanding. Both PARTNER and AGENCY will provide copies of said insurance policies to each other.

12. Mutual Responsibilities:

Health and Safety Standards

Both parties will ensure that all facilities meet health and safety standards established under state and federal law [WIA 181 (B) (4) & CFR 667.274].

Discrimination Clause

The parties to this MOU shall not unlawfully discriminate, harass, or allow harassment against any employee, applicant for employment, or participant for services provided under this MOU because of race, color, age, religion, sex, national origin, disability, political affiliation or belief, and for beneficiaries only, citizenship or participation in the WIA Title 1 financially assisted program or activity as specified in Section 188 of WIA.

Parties to this MOU will assure compliance with the American with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as applicable regulations and guidelines issued pursuant to ADA.

13. Dispute Resolution Process

The PARTNER agrees to use the Local Workforce Investment Area's grievance process to resolve disputes.

14. Conformity with Applicable Law

In providing all services under this MOU, the PARTNER shall abide by all applicable Federal, State, and local statutes, ordinances, rules, regulations, and standards, as well as the standards and requirements imposed upon the Agency by Federal and/or State agencies providing funding to the Agency for the purchase of supplemental services.

15. Governing Law

This MOU shall be governed by and construed in accordance with the laws of the State of California.

16. Termination

This MOU may be terminated by either party by giving 30 days written notice by certified mail of intention to terminate, such period beginning upon receipt of notice.

Notwithstanding any of the provisions of this MOU, PARTNER'S rights under this MOU shall immediately terminate (except for fees accrued prior to the date of termination) in the event of PARTNER'S bankruptcy, death or disability, fraud, dishonesty, or a willful or material breach of this MOU by PARTNER or, at Agency's election, in the event of PARTNER'S unwillingness or inability for any reason whatsoever to perform the duties hereunder. In such event, PARTNER shall be entitled to no further compensation under this MOU, it being the intent that PARTNER shall be paid as specified in Sections 3 and 4 only during such period that PARTNER shall, in fact, be performing the duties hereunder.

17. Sole Agreement

This Agreement is the only MOU between the parties relating to the subject hereof.

IN WITNESS WHEREOF, the duly authorized representative of each party does hereby sign and date this document as set forth below.

NAME of AGENCY

Dated: _____ By: _____

Authorized Signatory of AGENCY, Title

Print Name, Title: _____

Riverside Community College District

Dated: _____ By: _____

Print Name, Title: James L. Buysse, Vice Chancellor, Administration and Finance

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-8-k

Date: September 19, 2006

Subject: Agreement with aha! Process, Inc.

Background: Attached for the Board's review and consideration is an agreement between Riverside Community College District and aha! Process, Inc. for Sue Nelle DeHart, speaker, to facilitate a two-day workshop on "A Framework for Understanding Poverty" and "Learning Structures" for faculty, staff, and administrators from community colleges and high schools within Riverside and San Bernardino counties, on November 1-2, 2006, at a cost of \$4,200 plus estimated expenses of \$1,000.00. Funding source: VTEA State Leadership (Desert Regional Consortium).

The consultant identified in this contract does not make or participate in the making of decisions that may foreseeably have a material effect on financial interests of the District. As such, the consultant is not subject to Section II, 8 of the Regulations for Board Policy 1080, Conflict of Interest Code. This agreement has been reviewed by Sylvia Thomas, Associate Vice Chancellor, Instruction, and Ed Godwin, Director, Administrative Services.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, from November 1, 2006 through November 2, 2006, for \$4,200.00 plus expenses, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Ron Vito
District Dean, Occupational Education

CONTRACT FOR CONSULTING SERVICES

This contract is an understanding and agreement between aha! Process, Inc. and Riverside Community College District regarding a workshop/training program.

CONSULTANT: Dr. Sue Nelle DeHart

WORKSHOP ID: SND110106

CLIENT: Riverside Community College District

CLIENT CONTACT: Julie Pehkonen

DATES: November 1-2, 2006

TIME: 8:30 a.m. to 3:30 p.m.
Timeframes different than those specified must be approved

CONSULTING SERVICE: Day One and Day Two workshops
A Framework for Understanding Poverty and Learning Structures

AUDIENCE SIZE: Not to exceed 200 participants in Day Two

FEES AND EXPENSES: \$2,100.00 (Two Thousand One Hundred Dollars) per day plus expenses. CONTRACT TOTAL: \$4,200.00 (Four Thousand Two Hundred Dollars) total for two days plus expenses. (Expenses include travel, airport parking, rental car/taxi, hotel, and meals. aha! Process, Inc. will be responsible for making travel arrangements, reserving the right to use the airline of choice, when air travel is required. Because of travel between and among presentation sites, aha! Process, Inc. needs to be responsible for travel arrangements. Hotel accommodations must provide a safe, clean environment; all rooms must be accessible from an inside corridor. aha! Process, Inc. reserves the right to seek such a hotel, up to a cost of \$200.00 per night. The client will also be responsible for the payment of any state and local taxes that are incurred.)

MATERIAL REQUIREMENT: Understanding Learning: the How, the Why, the What book and Learning Structures workbook must be purchased for \$10.00 per set for each person participating the Learning Structures workshop.

- VIDEOTAPING/AUIIOTAPNG:** Videotaping is not allowed; audio taping by an individual for personal use, but not for commercial use, is permitted.
- COPYRIGHTED MATERIAL:** aha! Process, Inc. retains all the rights and privileges associated with their copyrighted materials, books, and intellectual property related to this workshop.
- LIMITATION OF LIABILITY:** aha! Process, Inc. reserves the right to provide an alternate consultant if the designated Consultant is unavailable for any reason. In no event will aha! Process, Inc. or the Consultant be responsible for any costs or expenses incurred by Client with respect to any workshop, or the cancellation or rescheduling of any workshop, even if such costs or expenses were foreseeable. The liability of aha! Process, Inc. and the Consultant hereunder is limited in all circumstances to such portion of the daily fee (\$2,100.00 per day) as is actually paid by Client hereunder, if the workshop is cancelled due to the inability of the Consultant to present the workshop because of illness or travel delays, there will be no charge to the Client, and neither aha! Process, Inc. nor the Consultant will be liable for any other actual, incidental or consequential damages. Neither aha! Process, Inc. nor the Consultant will be liable for failure to perform any of its obligations hereunder if such performance is delayed or prevented by matters outside of its reasonable control, including without limitation weather conditions, travel delay or cancellation, power outages, strikes or labor actions, illness or Acts of God. in any such event, aha! Process, Inc. and the Consultant will use reasonable efforts to provide advance notice to Client, to minimize or recover expenses which Client is required to reimburse to aha! Process, Inc. or Consultant hereunder with respect to any portion of the workshop which is delayed or cancelled and to reschedule the workshop to a mutually convenient date.
- CANCELLATION FEE:** If the contract is not received 60 days prior to the workshop, the workshop is cancelled, If the contract is cancelled 60 days or less prior to the workshop, payment will be required for any travel expense already incurred by the consultant.

PAYMENT: Due to aha! Process, Inc. within 30 days from date of invoice after workshop.

aha! Representative Signature

Date

Client Signature- James L. Buysse

Date

Purchase Order #

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-8-1

Date: September 12, 2006

Subject: Agreement with Michael G. Dolence and Associates

Background: Attached for the Board's review and consideration is an agreement between Riverside Community College District and Michael G. Dolence and Associates. This agreement is for services to be rendered by Michael G. Dolence and Joan A. Wells who will serve as principle investigators on behalf of Riverside Community College District for a project termed the Community Planning Model Demonstration Project. The project to be conducted on behalf of Region 9, the Desert Region Consortium, will develop and pilot a Community Planning Model for Economic Development for the Palo Verde Valley area of eastern Riverside County. The term of the agreement will be from September 20, 2006 through June 30, 2007, for an amount not to exceed \$40,000 plus agreed upon expenses. Funding source: VTEA State Leadership (Desert Regional Consortium).

The vendor in this contract is a consultant that makes or participates in the making of decisions that may foreseeable have a material effect on financial interests of the District. As such the vendor may be subject to Section II, 8 of the Regulations for Board Policy 1080, Conflict of Interest Code. The staff recommends that the Board deem the vendor as a "Designated Employee" for purposed of the Conflict of Interest Code. This agreement has been reviewed by Sylvia Thomas, Associate Vice Chancellor, Instruction, and Ed Godwin, Director, Administrative Services.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, from September 20, 2006 through June 30, 2007, for an amount not to exceed \$40,000 plus agreed upon expenses, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
President

Prepared by: Ron Vito
District Dean, Occupational Education

Michael G. Dolence and Associates

August 28, 2006

Ron Vito
District Dean, Occupational Education
Riverside Community College District
4800 Magnolia Avenue
Riverside, California 92506

Regional Coordination/
Technical Assistance Demonstration Project
Community Planning Model

Dear Dean Vito:

This contract is for services to be rendered by Michael G. Dolence (mgd@mgdolence.com) and Joan A. Wells (jaw@mgdolence.com) who will serve as Principle Investigators on behalf of Riverside Community College District for a project termed the Community Planning Model Demonstration Project. The project to be conducted on behalf of Region 9, the Desert Region Consortium, will develop and pilot a Community Planning Model for Economic Development for the Palo Verde Valley area of eastern Riverside County.

This project will commence at the signing of this agreement and continue until June 30, 2007. This contract will be administered by Maryann M. Dolence (mmd@mgdolence.com) of MGDA and Julie Pehkonen, Occupational Education Specialist (Julie.Pehkonen@rcc.edu) of Riverside Community College District should any questions of terms or scope arise.

Hope this helps move this project along. Let me know if you need anything else from us.

Sincerely,

Michael G. Dolence, President

Exhibit A
 Regional Coordination/Technical Assistance Demonstration Project
 Community Planning Model

Scope of Services
 September 2006 – June 2007

Working with the District Dean, Occupational Education, the consultants will implement a Community Planning Model that will enable the identification, research and evaluation of economic development opportunities within the Desert Region, with particular focus on the Blythe area. This project fulfills contractual obligations between RCCD and the California Community College Chancellors' Office under RFA Specification Number 04-325-001, Regional Coordination/Technical Assistance Demonstration Project.

Activities and resulting deliverables will include the following intended to enhance the capacity of the Economic and Workforce Development Program Administrative Region 9, the Desert Region Consortium, to support community planning and economic development efforts within its underserved/distressed areas through an initial focus and demonstration within the Palo Verde Valley:

- a. Research Regional Shareholders, Stakeholders, Resources, and Assets and Identify and Convene Project Steering Group
 Deliverable: Project Operational Plan
- b. Identify Economic Channels with Affinities for the Region.
 Deliverable: Database
- c. Identify Economic Channel Experts, Advisors, and Resources
 Deliverable: Database
- d. Engage economic channel experts and advisors, together with regional shareholders and stakeholders in a structured dialogue to determine economic development methods appropriate to the communities served.
 Deliverable: Project Report

Project Budget

The following budget estimates are pending development of the project operational plan

#	Item	Description	Amt.
1	Fee	RCCD Administrative Overhead	\$ 2,000
2	Fee	MGDA for Project Design and Implementation, Economic Channel Experts, and Advisors	\$ 40,000
3	Travel	To/from Blythe	\$ 4,000
4	Meeting	Venue	\$ 2,000
5	Research	Information reports, studies, resources	\$ 2,000
Total \$			50,000

Exhibit B
Community Planning Model Demonstration Project

GENERAL TERMS AND CONDITIONS AGREEMENT

Riverside Community College District (RCCD), located in Riverside California and Michael G. Dolence and Associates ("MGDA") agree on this September 13, 2006 that the following terms and conditions will apply to any goods sold and services provided under this agreement ("Agreement") on the Community Planning Model Demonstration Project (see Scope of Services Attachment A).

1. Fees. Riverside Community College District agrees to pay to MGDA for consulting services rendered by Michael G. Dolence and/or his Associates the sum of \$40,000, plus agreed upon expenses.

2. Invoices. MGDA shall invoice Riverside Community College District monthly for time and expenses related to the project. On the first day of each month, MGDA shall invoice RCCD for the prior month's time and expenses incurred under this contract.

3. Payment Terms. All payments are net cash due and payable upon receipt of any invoice issued by MGDA under this Agreement. Interest shall accrue on any amounts due and unpaid more than thirty (30) days after the invoice is received at a rate equal to the lesser of 1 1/2% per month, or the highest rate permitted by law. In the event that Riverside Community College District questions the amounts charged on any invoice, it must communicate those questions to MGDA within five (5) business days of Riverside Community College District receipt of such invoice.

4. Agreement Term. The term of the agreement shall be from September 20, 2006 through June 30, 2007.

5. Independent Contractor. Both RCCD and MGDA agree that MGDA will act as an independent contractor in the performance of its duties under this contract. Accordingly, MGDA will be responsible for payment of all taxes including, but not limited to, all local, state and federal income and business tax as required by law.

6. Indemnification. RCCD and MGDA mutually agree to indemnify and hold each other free and harmless from any obligations, costs, claims, judgments, attorneys' fees and attachments arising from, growing out of, or in any way connected with the services rendered to each other pursuant to the terms of the Agreement. RCCD also agrees to hold MGDA harmless for claims of liable and slander for information contained in the formal report to the District.

Michael G. Dolence and Associates

Riverside Community College District

By: _____
Authorized Signature

By: _____
Authorized Signature

Name: Maryann M. Dolence
Printed

Name: Dr. James L. Buysse
Printed

Title: Executive Vice President

Vice Chancellor
Title: Administration and Finance

Address: 848 Decatur Circle
Claremont, CA 91711

Address: 4800 Magnolia Avenue
Riverside, CA 92506

Date: _____

Date: _____

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-8-m

Date: September 12, 2006

Subject: Agreement with Marianne Smith

Background: Presented for the Board's review and consideration is an agreement between Riverside Community College District and Marianne Smith covering the period from September 13, 2006, through September 30, 2006, in the amount of \$1,500.00. The agreement covers Ms. Smith's service as grant evaluator for the CCAMPIS/SHINE (Child Care Access Means Parents In School/Self-Help Initiates Necessary Education) Grant awarded to Riverside Community College District's Riverside Campus by the U.S. Department of Education. Contingent upon receipt of a continuation award from the U.S. Department of Education for a term of October 1, 2006 through September 30, 2007, Ms. Smith will be paid an additional \$6,000.00 for her services. Funding source: CCAMPIS Grant.

The vendor in this contract is a consultant who may make or participate in the making of decisions that may foreseeably have a material effect on financial interests of the District. As such the vendor may be subject to Section II, 8 of the Regulations for Board Policy 1080, Conflict of Interest Code. The staff recommends that the Board deem the vendor as a "Designated Employee" for purposes of the Conflict of Interest Code. The agreement has been reviewed by Ed Godwin, Director, Administrative Services, and Sylvia Thomas, Associate Vice Chancellor of Instruction.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, for September 13, 2006 through September 30, 2006, and October 1, 2006 through September 30, 2007, in amounts not to exceed \$1,500.00 and \$6,000.00, respectively, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Debbie Whitaker-Meneses
Associate Dean, Early Childhood Education

Independent Contractor Agreement
Between Riverside Community College District
And Marianne Smith

This Agreement, entered into September 13, 2006, between Riverside Community College District, whose address is 4800 Magnolia Avenue, Riverside, California, 92506, hereinafter referred to as the "Client," and Marianne Smith, whose address is 5282 Stonehedge Ct., Yorba Linda, CA, 92886, hereinafter referred to as the "Contractor".

ARTICLE I. TERM OF CONTRACT

1.01 This Agreement is effective to cover activities beginning September 13, 2006, and will continue in effect until September 30, 2006. Effectiveness of this contract between October 1, 2006 and September 30, 2007 is contingent upon the receipt of a continuation award from the U.S. Department of Education covering that period of time.

ARTICLE II. SERVICES TO BE PERFORMED BY CONTRACTOR

2.01 Contractor agrees to perform the services specified in the " Scope of Services " attached to this Agreement as "Exhibit A" and incorporated by reference herein.

ARTICLE III. COMPENSATION

3.01 In consideration for the services to be performed by the Contractor, Client shall pay Contractor as described in "Exhibit A" attached hereto and incorporated by reference herein.

ARTICLE IV. OBLIGATIONS OF CONTRACTOR

- 4.01 Minimum Amount of Service. Contractor agrees to devote its best efforts to performance of the services outlined in "Exhibit A" on behalf of Riverside Community College District. Contractor may represent, perform services for, and be employed by such additional clients, persons, or companies as Contractor, in Contractor's sole discretion, sees fit.
- 4.02 Time for Performance of Services. Contractor shall meet with the Client and complete deliverables as outlined in "Exhibit A."
- 4.03 Workers' Compensation. Contractor agrees to provide workers' compensation insurance and agrees to hold harmless and indemnify Client for any and all claims arising out of any inquiry, disability or death.
- 4.04 Indemnification and Hold Harmless. Contractor shall indemnify and hold Client, its Trustees, officers, agents, employees and independent contractors, free and harmless from any liability whatsoever, based or asserted upon any acts or omission of Contractor, its agents, employees, subcontractors and independent contractors, for property damage, bodily injury, or death (Contractor's employees included) or any other element of damage of any kind or nature, relating to or in anywise connected with or arising from the performance of the services contemplated hereunder, and Contractor shall defend, at its expense, including without limitation, attorney fees (attorney to be selected by Client), Client, its officers, agents, employees and independent contractors, in any legal actions based upon such alleged acts or omissions. The obligations to indemnify and hold Client free and harmless herein shall survive until any and all claims, actions and causes of

action with respect to any and all such alleged acts or omissions are fully and finally barred by the applicable statute of limitations.

- 4.05 Assignment and Delegation. Neither this Agreement nor any duties or obligations under this Agreement may be assigned or delegated by the Contractor without the prior written consent of the Client.
- 4.06 Treatment of Client Information. Contractor shall regard all Client data and information used in the work performed under this agreement as confidential, and will comply with all Family Educational Rights and Privacy Act (FERPA) regulations regarding privacy of student data.

ARTICLE V. OBLIGATIONS OF CLIENT

- 5.01 Cooperation of Client. Client agrees to comply with all reasonable requests of the Contractor and provide access to all documents reasonably necessary to the performance of Contractor's duties under this Agreement.
- 5.02 Use of Project Deliverables. All project deliverables become the property of the Client at the time they are produced, and as such may be used at will by the Client at any or all of its sites, for purposes determined by the Client.

ARTICLE VI. TERMINATION OF AGREEMENT

- 6.01 Termination Upon Notice. Notwithstanding any other provision of this Agreement, either party hereto may terminate the sections of this Agreement at any time upon 30 days written notice to the other.

ARTICLE VII. GENERAL PROVISIONS

- 7.01 Entire Agreement of the Parties. This Agreement supersedes any and all Agreements, either oral or written, between the parties hereto with respect to the rendering of services by Contractor for Client and contains all the covenants and agreements between the parties with respect to the rendering of such services in any manner whatsoever. Each party to this Agreement acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which are not embodied herein, and that no other agreement, statement or promise not contained in this Agreement shall be valid or binding. Any modification of this Agreement will be effective only if it is in writing, signed by the party to be charged.
- 7.02 Governing Law. This Agreement will be governed by and construed in accordance with the laws of the State of California.
- 7.03 Independent Contractor. Contractor, and its officers, employees, and agents, shall act in an independent capacity during the term of this agreement and not as officers, employees or agents of RCCD.
- 7.04 Intellectual Property. All intellectual property, including but not limited to, any material subject to copyright or patent, or any other intellectual product developed pursuant to or under this Agreement, shall be the property of Client.
- 7.05 ADA/FEHA. The Contractor recognizes that as a federal and state government contractor or subcontractor, RCCD is obligated to comply with certain laws and regulations of the federal and state government regarding equal opportunity and affirmative action. When applicable, the Contractor agrees that, as a government subcontractor, the following are

incorporated herein as though set forth in full: the non-discrimination and affirmative action clauses contained in Executive Order 11246, as amended by Executive Order 11375, relative to equal employment opportunity for all persons without regard to race, color, religion, sex or national origin, and the implementing rules and regulations contained in Title 41, part 60 of the Code of Federal Regulations, as amended; the non-discrimination and affirmative action clause contained in the Rehabilitation Act of 1973, as amended, as well as the Americans With Disabilities Act relative to the employment and advancement in employment of qualified individuals with disabilities, and the implementing rules and regulations in Title 41, part 60-741 and 742 of the Code of Federal Regulations; the non-discrimination and affirmative action clause of the Vietnam Era Veterans Readjustment Assistance Act of 1974 relative to the employment and advancement in employment of qualified special disabled veterans and Vietnam era veterans without discrimination, and the implementing rules and regulations in Title 41, part 60-250 of the Code of Federal Regulations; and the non-discrimination clause required by California Government Code Section 12900 relative to equal employment opportunity for all persons without regard to race, religion, color, national origin, ancestry, physical handicap, medical condition, marital status, age, or sex, and the implementing rules and regulations of Title 2, Division 4, Chapter 5 of the California Code of Regulations. The Contractor, as a government subcontractor, further agrees that when applicable it shall provide the certification of non-segregated facilities required by Title 41, part 60-1.8(b) of the Code of Federal Regulations.

Signature Authorization Page

Riverside Community College District

Marianne Smith

James L. Buysse
Vice Chancellor, Administration and Finance

Independent Contractor

Date

Date

EXHIBIT A

Independent Contractor Agreement Between Riverside Community College District And Marianne Smith

Scope Of Services

With this Agreement, Marianne Smith will perform services and produce deliverables as detailed within this scope of service.

Formative and Summative Evaluation of the Child Care Access Means Parents in School (CCAMPIS) Program

- Design and develop formative and summative evaluation plans to addresses all of the outcomes mentioned in the evaluation plan submitted to the U.S. Department of Education (refer to Attachment A).
- Provide the Associate Dean, Early Childhood Studies, with evaluation results for all outcomes on a monthly basis to help inform program direction and increase program effectiveness.
- If requested, provide the Associate Dean, Early Childhood Studies, with data and evaluation results necessary for completion of any report required by the U.S. Department of Education a minimum of three weeks before the report is due (reporting date to be provided by the Associate Dean).

Deliverables and Compensation Schedule

The following will be delivered to the Client within the time period specified and the Contractor paid contingent upon and according to the completion of each deliverable as follows:

September 13 – September 30, 2006: Total Compensation \$1,500

Formative and Summative Evaluation Plans Designed	\$1,500
---	---------

October 1, 2006 – September 30, 2007: Total Compensation \$6,000

Written Monthly Evaluation Reports to Associate Dean, Early Childhood Studies on or before said date as agreed upon by Client and Contractor:

October 31, 2006	\$ 600
November 30, 2006	\$ 600
December 31, 2006	\$ 600
January 31, 2007	\$ 600
February 28, 2007	\$ 600
March 31, 2007	\$ 600
April 30, 2007	\$ 600
May 31, 2007	\$ 600
June 30, 2007	\$ 600

Upon request by Associate Dean, Early Childhood Studies,

Assistance with U.S. Department of Education Report	\$ 600
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If the Contractor is not able to render all services outlined in this Scope of Services, the Contractor will be paid a mutually agreed upon amount for the services rendered.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-8-n

Date: September 12, 2006

Subject: Agreements for the Performance Riverside Production of “Dreamgirls”

Background: Attached for the Board’s review and consideration are agreements between Riverside Community College District and Dan Robinson and Scott T. Smith for various services for the Performance Riverside production of “Dreamgirls.” Services will include sound design, and music director/conductor services. The terms of these agreements are September 13, 2006 through November 19, 2006. The total fees for these agreements are \$2,000.00, and \$5,000.00, respectively. Funding source: General Fund.

The vendors identified in this contract are consultants that do not make or participate in the making of decisions that may foreseeably have a material effect on financial interests of the District. As such the vendors are not subject to Section II, 8 of the Regulations for Board Policy 1080, Conflict of Interest Code. These agreements have been reviewed by Sylvia Thomas, Associate Vice Chancellor of Instruction, and Ed Godwin, Director, Administrative Services.

Recommended Action: It is recommended that the Board of Trustees approve the agreements, from September 13, 2006 through November 19, 2006, for the amounts of \$2,000.00 and \$5,000.00, respectively, and authorize the Vice Chancellor, Administration and Finance, to sign the agreements.

Salvatore G. Rotella
Chancellor

Prepared by: Carolyn L. Quin
Dean, Riverside School for the Arts

AGREEMENT
BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT
AND
DAN ROBINSON

THIS AGREEMENT is made and entered into on this 13th day of September, 2006, by and between, Dan Robinson hereinafter referred to as "Consultant" and RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "District".

The parties hereto mutually agree as follows:

1. The consultant agrees to provide the following services:
 - a. Sound Designer services for Riverside Community College District's Performance Riverside season production of "Dreamgirls" with scheduled rehearsals and performances from September 13, 2006 through November 19, 2006.
2. The services outlined in Paragraph 1 will be provided primarily in Landis Performing Arts Center on the campus of Riverside City College. The District shall provide the consultant adequate working conditions and support as appropriate to conduct the services outlined in Paragraph 1.
3. The services rendered by the Consultant are subject to review and supervision by the District's Chancellor and other designated representatives of the District.
4. The term of this agreement shall be from September 13, 2006 through November 19, 2006.
5. Payment in consideration of this agreement shall not exceed \$2,000.00 payable after receipt of invoice on the following date:

Dreamgirls	\$2,000.00 payable on 11/19/06
------------	--------------------------------
6. Consultant shall hold harmless, indemnify and defend the District against any liability including reasonable attorney fees arising out of negligent acts, errors or omissions of the Consultant. The District shall hold harmless, indemnify and defend the Consultant against any liability, including reasonable attorney fees, arising out of negligent acts, errors or omissions of the District, its employees, or agents.

7. Consultant shall not discriminate against any person in the provision of services or employment of persons on the basis of race, color, national origin or ancestry, religion, physical handicap, medical condition, marital status or sex.
8. Consultant shall adhere to the rehearsal schedule set in conjunction with the Producing Artistic Director and shall work under the supervision of the Producing Artistic Director. Consultant may not cancel or substantially abbreviate any rehearsals without permission from the Producing Artistic Director.
9. This contract may be cancelled by either party with 15 days advance notice in writing. Failure to attend required rehearsals and performances constitutes reason for cancellation of this agreement.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the day and year first above written.

Riverside Community College District

Dan Robinson

James L. Buysse
Vice Chancellor, Administration and Finance

Dan Robinson
Sound Designer

Date

Date

AGREEMENT
BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT
AND
SCOTT T. SMITH

THIS AGREEMENT is made and entered into on this 13th day of September, 2006, by and between Scott T. Smith, hereinafter referred to as "Consultant" and RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "District".

The parties hereto mutually agree as follows:

10. The consultant agrees to provide the following services:
 - a. Music Director and Conductor services for Riverside Community College District's Performance Riverside season production of "Dreamgirls" with scheduled auditions, rehearsals and performances from September 13, 2006 through November 19, 2006.
11. The services outlined in Paragraph 1 will be provided primarily in Landis Performing Arts Center on the campus of Riverside City College. The District shall provide the consultant adequate working conditions and support as appropriate to conduct the services outlined in Paragraph 1.
12. The services rendered by the Consultant are subject to review and supervision by the District's Chancellor and other designated representatives of the District.
13. The term of this agreement shall be from September 13, 2006 through November 19, 2006.
14. Payment in consideration of this agreement shall not exceed \$5,000.00 payable after receipt of invoice on the following date:

Dreamgirls	\$5,000.00 payable on 11/19/06
------------	--------------------------------
15. Consultant shall hold harmless, indemnify and defend the District against any liability including reasonable attorney fees arising out of negligent acts, errors or omissions of the Consultant. The District shall hold harmless, indemnify and defend the Consultant against any liability, including reasonable attorney fees, arising out of negligent acts, errors or omissions of the District, its employees, or agents.

16. Consultant shall not discriminate against any person in the provision of services or employment of persons on the basis of race, color, national origin or ancestry, religion, physical handicap, medical condition, marital status or sex.
17. Consultant shall adhere to the rehearsal schedule set in conjunction with the Producing Artistic Director and shall work under the supervision of the Producing Artistic Director. Consultant may not cancel or substantially abbreviate any rehearsals without permission from the Producing Artistic Director.
18. This contract may be cancelled by either party with 15 days advance notice in writing. Failure to attend required rehearsals and performances constitutes reason for cancellation of this agreement.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the day and year first above written.

Riverside Community College District

Scott T. Smith

James L. Buysse
Vice Chancellor, Administration and Finance

Scott T. Smith
Music Director and Conductor

Date

Date

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-8-o

Date: September 12, 2006

Subject: Agreement with Jean Yves Tessier

Background: Attached for the Board's review and consideration is a proposed agreement between Riverside Community College District and Jean-Yves Tessier for lighting designer services for the Performance Riverside productions of "Dreamgirls," "The Will Rogers Follies: A Life in Revue" and "Man of LaMancha." The term of this agreement is September 13, 2006 through June 8, 2007. The total fee for this agreement is \$6,600.00. Funding source: General Fund.

The vendor identified in this contract is a consultant that does not make or participate in the making of decisions that may foreseeably have a material effect on financial interests of the District. As such the vendor is not subject to Section II, 8 of the Regulations for Board Policy 1080, Conflict of Interest Code. This agreement has been reviewed by Sylvia Thomas, Associate Vice Chancellor of Instruction, and Ed Godwin, Director, Administrative Services.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, from September 13, 2006 through June 8, 2007, for \$6,600.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Carolyn L. Quin
Dean, Riverside School for the Arts

AGREEMENT
BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT
AND
JEAN-YVES TESSIER

THIS AGREEMENT is made and entered into on this 13th day of September 2006, by and between Jean-Yves Tessier, hereinafter referred to as "Consultant" and RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "District".

The parties hereto mutually agree as follows:

1. The consultant agrees to provide lighting designer services for Performance Riverside's production of "Dreamgirls", The Will Rogers Follies: A Life in Revue" and "Man of LaMancha".
2. The services outlined in Paragraph 1 will be provided in the Landis Performing Arts Center on the campus of Riverside City College. The District shall provide the consultant adequate working conditions, equipment, and support as appropriate to conduct the services outlined in Paragraph 1.
3. The services rendered by the Consultant are subject to review and supervision by the District's Chancellor and other designated representatives of the District.
4. The term of this agreement shall be from September 13, 2006, through June 8, 2007.
5. Payment in consideration of this agreement includes a service fee that shall not exceed \$6,600.00 payable after receipt of invoice on the following dates:

Dreamgirls	\$2,200.00 payable on 11/10/2006
The Will Rogers Follies: A Life in Revue	\$2,200.00 payable on 02/09/2007
Man of LaMancha	\$2,200.00 payable on 06/08/2007
6. Consultant shall hold harmless, indemnify and defend the District against any liability including reasonable attorney fees arising out of negligent acts, errors or omissions of the Consultant. The District shall hold harmless, indemnify and defend the Consultant against any liability, including reasonable attorney fees, arising out of negligent acts, errors or omissions of the District, its employees, or agents.
7. Consultant shall not discriminate against any person in the provision of services or employment of persons on the basis of race, color, national origin or ancestry, religion, physical handicap, medical condition, marital status or sex.

8. This contract may be cancelled by either party with 15 days advance notice in writing. Failure to deliver services as requested constitutes reason for cancellation of this agreement.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the day and year first above written.

Riverside Community College District

Jean-Yves Tessier

James L. Buysse
Vice Chancellor, Administration and Finance

Consultant

Date

Date

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-8-p

Date: September 12, 2006

Subject: Agreement with Appel Company

Background: Attached for the Board's review and consideration are agreements between Riverside Community College District and Appel Company for maintenance and software services for the Culinary Academy. An annual fee of \$1,061.50 is being charged for maintenance of the Aloha P.O.S. (point of sale) Hardware System for services to include Appel service representatives, who will furnish tools, test equipment, and parts necessary for the maintenance of equipment. An annual fee of \$900.00 is being charged for software support service that applies to the Aloha Table Service and Aloha Credit Card software package(s) including unlimited telephone support.. These are renewals of existing contracts for the terms of July 1, 2006 through June 30, 2007, and June 30, 2006 through June 30, 2007, respectively.

These agreements have been reviewed by Ron Vito, District Dean, Occupational Education, Sylvia Thomas, Associate Vice Chancellor, Instruction, and Ed Godwin, Director, Administrative Services.

Recommended Action: It is recommended that the Board of Trustees ratify the agreements, for July 1, 2006 through June 30, 2007 and June 30, 2006, through June 30, 2007, for the amounts of \$1,061.50 and \$900.00, respectively and authorize the Vice Chancellor, Administration and Finance, to sign the agreements.

Salvatore G. Rotella
Chancellor

Prepared by: Virginia McKee-Leone
Interim Vice President of Academic Affairs



FIELD SERVICE MAINTENANCE AGREEMENT
(FSMA) APPEL COMPANY DOCUMENT #8006

Buyer: Riverside Community College District site: Culinary Academy
& Chef Bobby Moghaddam 1155 Spruce St
4800 Magnolia Ave
Riverside CA

Appel: Appel Company –
7039 Valjean Avenue Van Nuys. CA 91406

Annual Rate: \$1,061.50
Contract Term: Annual
Beginning: 07/01/06
Ending: 06/30/07
Hours: Monday thru Friday 9am 5pm (Excluding Appel Company
Holidays)

Customer #: 14889
Software Key #: 0
Agreement #: F0051 I 02-04 (inv# 39689)

TERMS AND CONDITIONS: In consideration of the payment, yearly advance of the rates prescribed. Appel agrees to maintain each of the Buyer's equipment listed below In Section A of this agreement in good operating condition subject to the terms and conditions herein provided.

- 1) If service calls or shop work are required during the contract period, it will be furnished to the Buyer at no cost during the hours of coverage specified in contract.
- 2) Appel Service Representatives will furnish tools, test equipment and parts necessary for the maintenance of the Covered Products. Parts removed as part of a "repair by replacement" process become property of Appel. The following consumable items (key-tops, keys, springs, tills, light bulbs, batteries, overlays. etc.) are not included and will be sold at the prevailing rates of Appel
- 3) Appel's regular business hours are from 8:30am-5:00pm Monday thru Friday Pacific Time (holidays excluded). Services required by the Buyer not during Appel's regular business hours are available at an additional charge.
- 4) A current Appel Help Desk Agreement (HOA) is required with this FSMA.
- 5) It is understood that the equipment is in good operating condition on the date this agreement becomes effective. If it has been over one (1) year since the equipment has been under warrant or under contract with Appel, an on-site inspection will be required and chargeable at the prevailing rates of Appel prior to this agreement being activated. Buyer will not make any alterations or attachments to the Covered Products. Buyer will maintain at least three inches of unrestricted space around Covered Products to provide for proper air circulation, and keep all Covered Products free from harmful materials.
- 6) Buyer will provide environmental, installation, and operational conditions in accordance with manufacturer's requirements In particular, the AC power lines for the covered products must be dedicated, isolated and insulated.

7) The maintenance services to be provided hereunder do not include labor or parts for repairs made necessary) by damage from any cause beyond the control of Appel, including but not limited to, damage due to fire, wind, water, storm, riot, vandalism, war, natural disaster, virus(s), burglary, power line fluctuations outside specified norms, accident, negligence, or abuse not attributable to Appel. Appel specifically excludes repair or damage as a result of servicing by personnel other than Appel, repair or damage resulting from the failure of Buyer to render routine attention to Covered Products and damage to print heads or motors resulting from A) the presence of foreign objects or B) any other cause other than normal wear and tear. Appel shall not be responsible for Buyer's failure to adhere to recommended back-up procedures, Buyer's failure to keep the software up to date with current version(s), Buyer's caused damage and/or destruction of software programs and/or data files, software not purchased from Appel, or software programs and/or data files not specifically named in this Agreement. Appel shall not be responsible for work performed by others, single user software used by Buyer in a local area network (LAN) or multi-user system, Buyer's LAN, WAN, Internet connection, and/or VPN. The list of exclusions from coverage in this section is not exclusive; there may be other exclusions from coverage contained elsewhere in this agreement.

8) This contract does not cover the replacement of the printer assembly when it becomes worn to the extent that it is not longer repairable.

Appel's sole obligation under this Agreement is to provide hardware maintenance support as herein provided and the Buyer hereby agrees that there are no warranties, expressed or implied, which would impose upon Appel. Appel neither assumes, nor authorizes any person to assume for it, and any other obligation or liability. In no event shall Appel be liable to end users for any damages, including, but not limited to lost savings or profits or other incidental or consequential damages arising out of the use inability to use the hardware.

PAYMENT: Buyer shall pay the specified annual amount prior to the beginning of the Field Service Maintenance Agreement (FSMA) period or extended period. If any payment thereafter is not received, from Buyer by Appel on or before due date, Appel may unilaterally cancel the FSMA.

LIMITS OF LIABILITY: Liabilities and warranties are limited to those described in this Agreement, Appel shall not be responsible for any consequential, incidental, indirect, or special damages, includes lost profits, business interruption or other incidental, punitive, or economic damages (including those associated with improper, under-calculated, or under-accrued taxes or governmental levies), whether arising from the customer's use (or inability to use) of the products, services provided in connection herewith, or otherwise, even if advised of the possibility of such damage. Appel shall not, by reason the discontinuation or modification of any support services or the termination or non-renewal of a maintenance services agreement or this agreement, be liable to the customer for compensation, reimbursement or damages on account of the loss of prospective profits, or on account or expenditures, investments, or commitments made in connection with the establishment, development or maintenance of the Buyer's business.

CONFIDENTIALITY: Buyer expressly undertakes to retain in confidence all information and know-how received hereunder or that Appel has identified as being proprietary and/or confidential or that the nature of the circumstances surrounding the disclosure, should in good faith be treated as proprietary and/or confidential, and will make no use of such information and know-how except under the terms and during the existence of the Agreement. This provision shall survive termination of the Agreement.

ASSIGNMENT: These Terms and Conditions shall be binding upon and inure to the benefit of Appel and Buyer. Except as provided above, the Agreement is not otherwise assignable without the written consent by an Officer of the other party, which shall not be unreasonably withheld, but which, in the case of assignment by the Buyer, may be conditioned upon payment by Buyer of all past due amounts and the standard Appel transfer fee.

MISC.: These Terms and Conditions constitute the entire Agreement between Buyer and Appel with respect to the subject matter hereof, and may not be added to or modified except by written agreement between Buyer and Appel. Buyer and Appel acknowledge that the Agreement represents the final understanding between them regarding the Field Service Maintenance Agreement and shall merge all prior and contemporaneous communications. The Agreement is the final statement of the rights and responsibilities of each with respect to the subject matter hereof, and Buyer has not relied on any statements of Appel either written or oral, that are not expressly included above. If an arbitrator (court of competent jurisdiction holds any provision of the Agreement to be illegal, invalid, or unenforceable, the remaining provisions shall remain in full force and effect. No waiver of any breach of any provision of the Agreement shall constitute a waiver of any prior concurrent or subsequent breach of the same or any other provisions of the Agreement, and no waiver shall be effective unless made in writing and signed by an Officer of the waiving party.

ACCEPTANCE: The hardware support and services to be provided by Appel Company are set forth on this Agreement together with the limitations thereon, and by his/her signature Buyer acknowledge that he/she has read this Agreement, understands it, and agrees to all the terms and conditions contained herein.

Buyer Signature: _____

Appel Signature: _____

Name & Title: _____

Name & Title: _____

Date: _____

Date: _____

FIELD SERVICE MAINTENANCE AGREEMENT (PFSMA)
SECTION A

Equipment Type: _____ Equipment ID#: _____ Serial

- (2) POS Workstation
- (2) Mag cards
- (1) Cash Drawer
- (2) TMT-T88 Printer
- (2) U200B Printer



ALOHA 5.2 HELP DESK AGREEMENT (HDA)
APPEL COMPANY DOCUMENT #8007

Buyer: Chef Bobby
Riverside Culinary Institute
4800 Magnolia Avenue
Riverside Ca 92506

Appel: Appel Company
7039 Valjean Avenue
Van Nuys, CA 91406

Annual Rate: \$900
Contract Term: Annual
Beginning: 6/30/2006
End: 6/30/2007
Hours: Monday thru Sunday 7 am- 12am (Excluding Appel Company Holidays)
Customer #:
Software Key #: 0
Agreement #:

The following software packages to which the HAD applies:
ALOHA 5.2 POS Software

HELP DESK SUPPORT: The software support service that shall be provided to the above software package(s) are as follows:

- 1) Appel shall provide Buyer unlimited telephone support providing caller has completed the initial training for the software package(s), which he/she is calling in regards to.
- 2) Appel shall provide Buyer with phone assistance with operational questions, management reports, and general troubleshooting for software purchased from Appel Company.

HELP DESK AGREEMENT LIMITATIONS: Appel shall not be responsible for any excluded services. The services that shall be excluded include, but are not limited to the following:

- 1) Appel shall not be responsible for software failures due to the Buyer's acts of negligence, Buyer's failure to adhere to recommended back-up procedures, Buyer's failure to maintain hardware in proper repair, Buyer's failure to keep software up to date with current version(s), Buyer caused damage and/or destruction of software programs and/or data files software not purchased from Appel, or software programs and/or data files not specifically named in this Agreement.
- 2) Appel shall not provide database changes (i.e.; restaurant menu changes and price changes.)
- 3) Appel shall not be responsible for any modifications to software or operating system.
- 4) Appel shall not be responsible for work or programs created by Buyer using data management systems, model or graph software systems, word processing software systems, or any other similar software system.
- 5) Appel shall not be responsible for service required by causes other than normal use of for service necessitated by installation or malfunction of hardware and/or software, attachment or devices other than those provided by and under maintenance with Appel.
- 6) Appel shall not be responsible for work performed by others, single user software used by Buyer in a local area network (LAN) or multi-user system, Buyer's LAN, WAN, internet connections and/or VPN
- 7) Appel shall not be responsible for damage caused by accident, misuse, neglect, sabotage, virus(s), or failure to follow Appel's or Manufacturer's instructions as to use and maintenance of hardware and/or software.
- 8) This Agreement does not include hardware (equipment) maintenance, installation, and/or repairs.

Appel's sole obligation under this Agreement is to provide telephone support as herein provided and the Buyer hereby agrees that there are no warranties, expressed or implied, which would impose upon Appel. Appel neither assumes, nor authorizes any person to assume for it, and any other obligation or liability. Appel makes no warranty or representation, either expressed or implied, with respect to the software (programming), its quality or performance and disclaims any warranty or fitness for a particular purpose. Appel does not warranty that the function contained in the software programs meet the end user's requirements or that the operation of the software programs will be uninterrupted or error free. In no event shall Appel be liable to end users for any damages, including, but not limited to lost savings or profits or other incidents or consequential damages arising out of the use or inability to use the software.

PAYMENT: Buyer shall pay the specified annual amount prior to the beginning of the Help

Desk Agreement (HDA) period or extended period. If any payment thereafter is not received from Buyer by Appel on or before due date, Appel may unilaterally cancel the HAD. This agreement shall be automatically extended at prices then in effect for each subsequent HAD period unless Buyer or Appel gives notice in writing at least (30) days prior to the date of the expiration of the original or extended agreement.

LIMITS OF LIABILITY: Liabilities and warranties are limited to those described in this Agreement. Appel shall not be responsible for any consequential, incidental, indirect, or special damages, including lost profits, business interruption, or other incidental, punitive, or economic damages (including those associated with improper, under-calculated, or under-accrued taxes or governmental levies), whether arising from the customer's use (or inability to use) of the products, services provided in connection herewith, or otherwise, even if advised of the possibility of such damage. Appel shall not, by reason of the discontinuation or modification of any support services or the termination of non-renewal of a maintenance services agreement or this agreement, be liable to the customer for compensation, reimbursement or damages on account of the loss of prospective profits, or on account r expenditures, investments, or commitments made in connection with the establishment, development, or maintenance of the Buyer's business.

CONFIDENTIALITY: Buyer expressly undertakes to retain in confidence all information and know-how received hereunder or that Appel has identified as being proprietary and/or confidential or that, by the nature of the circumstances surrounding the disclosure, should in good faith be treated as proprietary and/or confidential, and will make no use of such information and know-how except under the terms and during the existence of the Agreement. This provision shall survive termination of the Agreement.

ASSIGNMENT: These Terms and Conditions shall be binding upon and inure to the benefit of Appel and Buyer. Except as provided above, the Agreement is not otherwise assignable without the written consent by an Officer of the other party, which shall not be unreasonably withheld, but which, in the case of assignment by the Buyer, may be conditioned upon payment by Buyer of all past due amounts and the standard Appel transfer fee.

MISC.: These Terms and Conditions constitute the entire Agreement between Buyer and Appel with respect to the subject matter hereof and may not be added to or modified except by written agreement between officer of Buyer and Appel Buyer and Appel acknowledge that the Agreement represents the final understanding between them regarding the Help Desk Agreement and shall merge all prior and contemporaneous communications. The Agreement is the final statement of the rights and responsibilities of each with respect to the subject matter hereof, and Buyer has not relied on any statements of Appel, wither written or oral,

that are not expressly included above. If an arbitrator or court of competent jurisdiction holds any provision of the Agreement to be illegal, invalid, or unenforceable, the remaining provisions shall remain in full force and effect. No waiver of any breach of any provision of the Agreement shall constitute a waiver of any prior, concurrent or subsequent breach of the same or any other provisions of the Agreement, and no waiver shall be effective unless made in writing and signed by an Officer of the waiving party.

ACCEPTANCE: The software, support, and services to be provided by Appel Company are set forth on this Agreement together with the limitations thereon, and by his/her signature Buyer acknowledges that he/she has read this Agreement understands it, and agrees to all the terms and conditions contained herein.

Please fill out form completely. Sign and initial all pages in this document and return to me via fax with credit card payment or via mail with check payment. Please call me at 800-762-1767 when you have sent the fax so we can ensure our receipt of the faxed contract. Also feel free to call me with any questions.

Buyer Signature: _____ Appel Signature: _____
Name & Title: _____ Name & Title: _____
Date: _____ Date: _____

Check VISA Mastercard Approval Number: _____

Credit Card #: _____ EXP: _____ Security Code: _____

Print name: _____ Card billing address: _____
(as it appears on card) (number and street)

(City) (State) (Zip Code)

Signature: _____ Date: _____

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-8-q

Date: September 12, 2006

Subject: Agreement with Riverside Marriott

Background: Attached for the Board's review and consideration is an agreement between Riverside Community College District and Riverside Marriott to provide facility, equipment, and refreshments for a one day retreat for department chairs and accreditation committee members on September 14, 2006. The total expenses for this event will be \$2,628.02. Funding source: General Fund.

This agreement has been reviewed by Ed Godwin, Director, Administrative Services, and Sylvia Thomas, Associate Vice Chancellor of Instruction.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, for September 14, 2006, in the amount of \$2,628.02, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Virginia McKee-Leone
Interim Vice President of Academic Affairs

Marriott

RIVERSIDE

Ms. Virginia McKee-Leone
Riverside Community College District
4800 Magnolia Avenue
Riverside, CA. 92506

CATERING CONTRACT

Pursuant to this contract, once accepted" Riverside Community College District will hold the following banquet function at the Riverside Marriott

Date	Start Time	End Time	Function	Room	Setup	Agr	Room Rental
9/14/2006	1:00 PM	2:00 PM	Break	Orange Crest		75	
9/14/2008	1:00 PM	5:00 PM	Meeting	Orange Crest	Classroom	75	250.00

ALL RESERVATIONS AND THIS AGREEMENT are subject to the rules and regulations of hotel and the following conditions:

1. Based on the number of guests set forth above, you will be required to spend a minimum of \$1012.50 in food and beverage charges for the function ("Minimum Anticipated Food and Beverage Revenue"). This Minimum Anticipated Food and Beverage Revenue does not include taxes or service, room rental, labor or audio/visual charges or any other miscellaneous charges incurred for your event. If your final attendance count should fall below the estimated number of guests listed above, we will be happy to advise you as to alternatives in food and beverage selections which may provide you with services equivalent in value to the agreed upon minimum Anticipated Food and Beverage revenue figures for your function.

Because of the Hotel's large capacity to prepare and serve food, the parties recognize that it is exceptionally unlikely that the Hotel would be able to mitigate any losses caused by under utilization (attrition) or cancellation of the program. The parties agree that prospectively calculating the damages Hotel would suffer as the result of cancellation or attrition would be exceptionally difficult. The amounts due for under utilization or cancellation set forth herein are intended as liquidated damages.

A. ATTRITION/UNDER UTILIZATION POLICY

You may REDUCE the Minimum Anticipated Food and Beverage Revenue amount by 5% at any time between the date of the contract and fourteen days prior to the date of the event. Should your event generate less Food and Beverage Revenue (excluding taxes or service, labor or audio/visual charges or any other miscellaneous charges incurred for your event) than 9.5% of the Minimum Anticipated Food and Beverage revenue, a

charge in the amount of 75% of any deficit (plus taxes and applicable service charges) will be charged to you.

B. CANCELLATION POLICY

If you should cancel your reservation or function, the Hotel shall be entitled to collect, as liquidated damages fifty percent (50%) of the sum of Minimum Anticipated Food and Beverage Revenue and meeting room rental, if canceled from the date of contract: to ninety (90) days before the date of the function and seventy-five percent (75%) of the sum of the Minimum Anticipated Food and Beverage Revenue and the meeting room rental if canceled within Ninety (90) days to ten (10) days before the date of your function. and ninety percent (90%) of Minimum Anticipated Food and Beverage Revenue plus the meeting room rental to be charged if canceled. within ten (10) days. Taxes and applicable service charges will be added to all amounts.

Liquidated damages resulting from cancellation shall be due and payable at the time of cancellation.

2. Though this number will not affect the Minimum Food and Beverage Revenue figures noted above, the final attendance for your function must be received in writing by the catering/conference services office NO LATER THAN 12:00 PM, three (3) working days before the date of the function. This will be the number for whom the Hotel will prepare food for the function. The Hotel cannot be responsible for service or guaranteeing the same menu items for more than five percent over guarantee. If a guarantee is not given to the Hotel by the specified time and date, the original estimated attendance would be considered the final guarantee. Your final menu selections must be made no later than 2 days prior to your arrival.
3. All federal and local taxes are charges related to the services rendered by the Hotel for your function in addition to the prices herein agreed upon, and you agree to pay them in accordance with the payment terms set forth herein.
4. No food beverages of any kind can be brought into the Hotel by you or any of your guests, invitees or attendees.
5. No damages shall be due for a failure of performance due to Acts of God, war, terrorist act, government regulation, riots, disaster or strikes, any one of which make performance impossible, or due to restrictions on

commodities or supplies. If, for any reason, the space reserved hereunder is not available for the Event, Hotel may substitute other space, and Group agrees to accept such substitutions. In no event will Hotel be liable for consequential damages of any nature for any reason. Further, if in the event the Hotel shall have any liability to you (whether under this contract or otherwise), the amount of such liability shall not exceed the amount of your deposit, plus fifty percent (50%) of the Minimum Anticipated Food and Beverage Revenue amount.

6. A first deposit of \$500.00 of the Minimum Anticipated Food and Beverage Revenue is due when Group signs the contract. Payment of an additional amount which, when added to the first deposit, will equal 50% of the Minimum Anticipated Food and Beverage Revenue, is to be made 90 days prior to Event and any remaining balance is to be made in cash, by certified or bank check or credit card, one week prior to Event. If any such payment is not made, Hotel may, at its option, deem the Event to be canceled, in which case cancellation charges will apply as noted above and the Hotel will retain any deposits on hand and apply them to the cancellation charges. Interest will accrue on any unpaid balance or deposit paid late at the rate of 1.5% per month or 18% per annum. For your convenience, we enclose a credit authorization form. If you wish to pay by credit card, please complete the enclosed form and return it to us with a clear, legible copy of both sides of your credit card.
7. A 20% service charge will be assessed to all of your bills from the Hotel to offset administrative expenses for supervisory, sales and other banquet personnel. On any event where the guaranteed number is less than 25 persons, a \$35.00 labor charge will be added to the Event.
8. The Hotel reserves the right to assign another room for your function in the event the room originally designated for your function shall be unavailable or inappropriate, in the Hotel's sole opinion. In the event of increased costs of commodities or menu items, the Hotel may, at its option, make reasonable substitutions in menu items.
9. This contract is made and to be performed in Riverside, CA and shall be governed by and construed in accordance with California law. By executing this agreement, Riverside Community College District consents to the exercise of personal jurisdiction over it by the courts of the State of California, which shall be where any litigation relating to this contract in any way shall occur. This contract is the entire agreement between the parties, superseding all prior proposals both oral and written, negotiations, representations, commitments and other communications between the parties, and may only be supplemented or changed in writing, signed by a representative of the group and the hotel's Director of Catering. No

representative of the Hotel has been or is authorized to make any representation, which varies from the express terms of this contract, though this contract may be supplemented or amended in writing. Group may not assign any benefits arising under or associated in any way with this contract without prior written consent of the Hotel. No food and/or beverage of any kind will be permitted to be brought into the hotel, or any suite used as a hospitality suite, by the group or any of the group's guests. Additionally, should the Hotel, in its sole discretion, deem collection action necessary, whether prior to, during or subsequent to litigation, the entire cost of collection, including attorneys' fees, costs, shall be paid by Group. In the event of litigation, the prevailing party therein shall recover its attorneys' fees costs.

10. All displays and/or decorations proposed by Group will be subject to the prior written approval of Hotel in each instance. Any personal property of Group or Group's guests or invitees brought into Hotel premises and left thereon, either prior to or following the Event, will be at sole risk of the Group and Hotel will not be liable for any loss of or damage to this property for any reason. Group acknowledges that the Hotel does not maintain insurance covering Group's property and that it is the sole responsibility of Group to obtain business interruption, and property damage, and other potentially applicable, insurance covering such losses by Group.
11. If required, at the sole judgment of Hotel, in order to maintain adequate security measures in light of the size and nature of the Event, Group shall provide, at its expense, security personnel for the Event supplied by a reputable licensed guard or security agency doing business in the city or county in which the Hotel is located, which agency shall be subject to the prior approval of Hotel. Security personnel provided by Group shall not carry weapons and are to coordinate with Hotel's regular security force and will concern themselves only with access to the space reserved hereunder (or substituted therefore), restricting their presence to those areas of the Hotel premises.
12. Group agrees to conduct the Event in an orderly manner in full compliance with applicable laws, regulations, and Hotel rules, copies of which are available from the Catering Department.
13. Hotel's on-site Audio-Visual Company offers state-of-the-art equipment and technical support staff for all conference needs. Use of any audio-visual/production companies other than Hotel is prohibited without consent. Where an outside company is used, there will be a fee of no less than N/A to compensate the hotel for its internal supervisory requirements.

14. The Hotel offers all services necessary for a successful event. However, if Group finds it necessary to use outside services any companies, firms, agencies, individuals and groups hired by or on behalf of Group shall be subject to prior written approval of the Hotel. The Hotel reserves the right to advance approval of all specifications, including electrical requirements, form all outside contactors, and to charge a fee for outside services brought into the Hotel. Upon prior reasonable notice to the Hotel from Group, Hotel shall cooperate with such contractors and provide them with facilities at the premises to the extent that the use and occupancy of the facilities by the contractor does not interfere with the use and enjoyment of the Hotel premises by other guests and members of the Hotel. Group's contracts with its contactors will all specify that contractor and the group will indemnify and hold the Hotel harmless from any and all damages or liabilities which may arise by such Contractors or through their use. Any contracted company working at Hotel is required to carry and maintain workers' compensation insurance in statutory amounts, limits of not less than one million dollars per person per occurrences. All such policies (except workers' compensation) shall specifically state "Hotel is named as an additional insured under the above policy. Such insurance shall be primary and not contributory with Hotel."

Group bears all responsibility for the payment of any charges incurred at the Hotel by its contractors.

15. Group agrees to carry and maintain and provide evidence of liability and other insurance in amounts sufficient to provide coverage against any claims arising from any activities arising out of or resulting from the obligations which may arise or be incurred pursuant to or associated with this contract, and not less than the amounts set forth in the preceding section. Group's insurance policy shall name the Hotel as an additional insured.

Damage to the Hotel premises by the Group or appointed contractors will be the Group's responsibility. Group will accept full responsibility for any damages resulting from any action or omission of their individual attendees in conjunction with organized group activities. The Hotel is not responsible for any loss or damages no matter how caused, to any samples, displays, properties, or personal effects brought into the Hotel, and/or for the loss of equipment, exhibits or other materials left in meeting rooms.

The Hotel reserves the right to approve all outside contractors hired for use by the Group in the Hotel, and may have a list of approved contractors and vendors. The Hotel must be notified in advance of any proposed vendor. The Hotel reserves the right to advance approval of all specifications, including electrical

requirements, form all outside contractors, and to charge a fee for compensation insurance for employees who will work on Hotel premises and proof of adequate general liability coverage for the Group and/or outside contractors' activities while on Hotel's premises, and must comply with all other similar requirements the Hotel deems appropriate, in its sole discretion, regarding use of function space, facilities, and use of Hotel services.

The Hotel shall indemnify, defend and hold harmless the Group and its officers, directors, partners, agents, members, and employees from and against any and all demands, claims, damages to persons or property, losses and liabilities, including reasonable attorney's fees (collectively "Claims") arising out of or caused by Group's negligence in connection with the provision of services or the use of the Hotel facilities. The Hotel shall not have waived or be deemed to have waived, by reason of this paragraph, any defense which it may have with respect to such claims.

The Group shall indemnify, defend and hold harmless the Hotel and its officers, directors, partners, agents, members and employees from and against any and all demands, claims damages to persons or property, losses and liabilities, including reasonable attorney's fees (collectively "Claims") arising out of or caused by the Group's negligence and/or its members', agents', employees', independent contractors' or Exhibitors' negligence in connection with the use of the Hotel facilities. The Group shall not have waived or be deemed to have waived, by reason of this paragraph, any defense which it may have with respect to such claims.

16. Signs and banners are not allowed in the hotel's public areas. In regard to the group's meeting space, all signs must be professionally printed and their placement and posting be pre-approved by the Convention Services Department. Nothing shall be posted, nailed, screwed, or otherwise attached to walls, floors or other parts of the building or furniture. Distribution of gummed stickers or labels is strictly prohibited. If Group desires to hang or adhere posters, banners, flip charts paper or other material in meeting rooms, sleeping rooms, or public space, your conference service manager must be notified of this request in advance, and will assist Group with the request in order to avoid damage to rooms, walls, etc. Any damage to Hotel as a result of not having prior approval will be billed to Group.
17. The persons signing the agreement on behalf of Hotel and Riverside Community College District each warrant that they are authorized to make agreements and to bind their principals to this agreement.
18. This contract shall be deemed accepted only after it has been signed by a representative of the group and thereafter signed by a representative of the

hotel. Acceptance may be made by facsimile transmission and this contract may be executed in one or more counterparts, each of which when fully executed, shall be deemed to be original, and all of which shall be deemed to be the same agreement.

Riverside Community College District

By: _____ Date: _____

Name: James Buysse Title: Vice Chancellor

Riverside Marriott

By: CCrehan Date: 8/30/06

Name: Cynthia Crehan

Title: Director of Catering

Riverside Marriott
 3400 Market St.
 Riverside, CA 92501
 909-786-7156 fax 909-781-4956

Invoice No. 11382

INVOICE

Customer		Date:	9/1/2006
Name	Riverside Community College	Order No.	
Address		Rep	V.McKee-Leone
City	CA	FOB	
Phone			

Qty	Description	Unit Price	TOTAL
75	Cookie Break	\$13.50	\$1,012.50
1	Room Rental	\$250.00	\$250.00
1	LCD Projector	\$475.00	\$475.00
1	Screen	\$50.00	\$50.00
1	Overhead Projector	\$65.00	\$65.00
4	Flipchart Packages	\$45.00	\$180.00
FUNCTION DATE: 9/14/06			

Payment Details		SubTotal	\$2,032.50
<input type="radio"/> Cash		Tax (7.75%)	\$189.02
<input type="radio"/> Check		Service Charge	\$406.50
<input checked="" type="radio"/> Credit Card #VALUE!		TOTAL	\$2,628.02
Name			
CC #			
	Expires		

THANK YOU

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-8-r

Date: September 12, 2006

Subject: Agreement with Ivascu Consulting, LLC

Background: Presented for the Board's review and consideration is an agreement between Riverside Community College District and Ivascu Consulting, LLC to provide maintenance services. The Office of Institutional Effectiveness is responsible for the maintenance, security and management of technology systems for the District's academic program, department and faculty websites, 4Faculty.org Project, and online FLEX tracking systems. Ivascu Consulting has been selected to provide twenty-four hour systems monitoring, preventive maintenance, security audits, and "network health" management. The monthly cost for the maintenance and updating of these systems is \$1,492 per month for a total cost not exceed \$4,476. The term of this agreement is for September 15, 2006 through December 15, 2006. Funding source: General Fund and 4Faculty.org.

This agreement has been reviewed by Ed Godwin, Director, Administrative Services, and Sylvia Thomas, Associate Vice Chancellor of Instruction.

Recommended Action: It is recommended that the Board of Trustees approve this agreement, for September 15, 2006 through December 15, 2006, for an amount not to exceed \$4,476.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Kristina Kauffman,
Associate Vice Chancellor, Institutional Effectiveness



“Helping you succeed –
technically”™

ICpro Service Agreement

1. PARTIES

Ivascu Consulting, LLC, LLC for good and valid consideration agrees with Riverside Community College District, (hereinafter called "Customer") to furnish certain computer-related services as provided in this Agreement.

2. INTRODUCTION

WHEREAS, Ivascu Consulting, LLC is in the business of managing computer and software systems;

WHEREAS, Customer desires that Ivascu Consulting, LLC manage and support, for the particular use of the Customer, certain hardware and software programs to be used by the Customer and supplied to Customer from sources other than Ivascu Consulting, LLC

NOW, THEREFORE, in view of the covenants herein contained and the agreements hereunder taken, the parties hereto agree to as follows:

3. DEFINITIONS

- a. The term "Technology System" as used in this Agreement refers to the hardware and supported software owned by Customer specified in Exhibit A of this Agreement or any addendum hereto which is used to operate the business.
- b. The term "Supported Software" as used in this Agreement refers to software owned by Customer specified in Exhibit A of this Agreement or any addendum hereto.
- c. The term "computing device" refers to any computer system that connects to the Technology System on a regular basis and performs a duty.
- d. The term "supported employee/system" refers to a computing device that is used on a regular basis by one or more employees.
- e. The term "Service Agreement" is defined as Total Information Technology Solution. Total, in this instance, is defined as managing from a remote location

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with on-site scheduled support and emergency support available on demand based on a flat monthly rate.

- f. The term “rate factor” is defined as a multiplier in US dollars used in Exhibit D to calculate the flat rate of the monthly payment for Service Agreement services.
- g. Telephony System is defined as the customer’s telephone switch (PBX), telephone sets, and other telephony devices which allow for analog and digital voice communication.
- h. ERP is defined as Enterprise Resource Planning. An ERP solution is a technology tool which can maintain inventory, track assets, manage human resource functions etc. It is basically a high end accounting system with modular functionality that can be added depending on the type of business it is serving.
- i. CRM is defined as Customer Relationship Management. A CRM solution is a technology tool which helps organizations manage their customers and provide better service and response time.
- j. CBT is defined as Computer Based Training. – This allows Customer’s personnel to be trained at their own pace through programs installed on the Customer’s computers on location.
- k. VPN is defined as Virtual Private Network – This allows a user to connect to the main Technology System via a remote PC and temporarily join this Technology System as a member thus giving this remote PC access to services in the Technology System.
- l. The term “3rd Party Support Providers” is defined as companies or entities that customer is currently in Agreement with or will Agreement with to provide other various support such as ERP, CRM, Telephony Systems, and/or ISP/Telephony Connection support. The list of customers support choices shall be listed in Exhibit B.
- m. The term “other monthly support items” is defined as items that are normally supported by other third party vendors such as ERP, CRM, and Telephony systems. If customer desires, Ivascu Consulting, LLC will additionally support these items in the same manner that it supports the Technology System. Fees are determined on a case by case basis.
- n. The term “Uptime” is defined as the amount of time the Technology System is functioning properly.
- o. The term “Field Medic Level Training” is defined as basic training on standard office software in order to get the employee to a relatively proficient state of productivity.
- p. Liaison – contact person between Ivascu Consulting, LLC and Customer. Responsibilities include:
 - Responsible for changing back-up tapes, etc.

- Trained by Ivascu Consulting, LLC to discern basic user or computer problems or to call Ivascu Consulting, LLC for technical support.
- Other miscellaneous functions related to helping the Customer improve its' efficiency concerning computer systems. (Should not be over a couple of hours/month)

4. PAYMENT

- a. Set Monthly Fee. Payments shall be made based on a set monthly fee as described in Exhibit D. Invoices shall be processed and mailed before the 15th of each month by Ivascu Consulting, LLC. Payment for services rendered shall be paid and delivered upon receiving said invoices by Customer.
- b. Optional services along with related fees are described in Exhibit C. These services may be purchased at the reduced rates shown in Exhibit C and will be billed upon service completion.
- c. Hard Goods. Hard goods may be purchased by Customer from Ivascu Consulting, LLC or directly by customer. Payment on all hard goods is due before the goods are ordered if purchased by Ivascu Consulting, LLC.
- d. Mileage. There is NO CHARGE for mileage to and from Ivascu Consulting, LLC and Customer. This is built into the set monthly fee.
- e. Travel Time. This is NO CHARGE for travel time to and from Ivascu Consulting, LLC and Customer. This is built into the set monthly fee.
- f. Interest. All payments are due within 30 (Ivascu Consulting, LLC) days of the date of invoice. Any payment not made in a timely manner shall bear interest at the rate of one and one-half (1.5%) percent per month or fraction thereof, from the date of delinquency until the date of payment.

5. TECHNOLOGY SYSTEM MANAGEMENT

Ivascu Consulting, LLC agrees to provide at least an engineer to manage the Technology System. This engineer will manage this system in such a way that he will be proactively visiting Customer on a regular basis. In addition, customer will have regularly scheduled technology planning meetings with the IT Specialist.

6. RESPONSE TIMES AND SERVICE LEVEL AGREEMENT

Ivascu Consulting, LLC wishes to keep Customer's Technology System in peak performance. Therefore Ivascu Consulting, LLC will guarantee that at least 90% of the time it will be able to respond to customer problem tickets in the following manner:

- a. Low Priority Ticket: Respond within 4 business hours; Resolve within 3 business days

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- b. Medium Priority Ticket: Respond within 3 business hours; Resolve within 24 business hours
- c. High Priority Ticket: Respond within 90 business minutes; Resolve the problem within 4 hours

Note: These resolution times assume that replacement equipment is either on hand at customer's site or can be ordered and received such that labor can be performed to meet the SLA.

7. CUSTOMER COOPERATION

Customer shall provide reasonable access to its premises and hardware installations to enable Ivascu Consulting, LLC the opportunity to maintain the Technology System. Customer also agrees to assign one employee to be Liaison or contact person to Ivascu Consulting, LLC in order to make communications between both parties effective.

The assigned Liaison will be Mark Knight phone 951-222-8360, and email mark.knight@rcc.edu

8. CONFIDENTIALITY

- a. Ivascu Consulting, LLC agrees to keep in confidence and not disclose to others the internal structure of Customer or its' marketing strategies.
- b. Customer agrees to limit access to the Technology System to those employees or consultants who require such access in order to use the Technology System in furtherance of the Customer's business.
- c. Customer shall take all reasonable precautions to maintain the confidentiality of the Technology System, but not less than that employed to protect its' own proprietary information.

9. SERVICES PROVIDED

Ivascu Consulting, LLC prides itself on being able to offer the absolute highest standards of service available in the industry. Following is a list of services provided - all included in the monthly, per desktop, per server flat-rate fee:

- a) IT Specialist
 - a. You as the Customer may e-mail our IT Specialist to ask their advice regarding your "Technology System". Periodic on-site meeting with the IT Specialist are included in the Service Agreement Plan.
 - b. At your request, our IT SPECIALIST can physically meet with, or have a teleconference-meeting with your management or outside vendors to determine the best way to handle technical decisions (i.e. Corporate Usage Policy, Employee Training, Accounting Systems, CRM Applications, Bar-coding systems, Telephone Service Providers, Telephone Systems, etc)

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- b) Needs Assessment and Inventory Services
 - a. The first order of business is to make a thorough inventory of all computer and computer-related equipment and all software owned by Customer, whether it is currently being used or not.
 - b. After that, Ivascu Consulting, LLC will get a good understanding of exactly what Customer does and who within Customer is responsible for each function. Ivascu Consulting, LLC is adept at learning internal business processes and determining what needs to be done to improve efficiency and reduce costs.
 - c. Finally, Ivascu Consulting, LLC will assess what Customer has, intends to procure, and what they are trying to accomplish. From this assessment Ivascu Consulting, LLC will make recommendations to Customer to improve, enhance, and/or better utilize the Technology System in order to benefit Customer overall.
- c) Research and Screening Services
 - a. Ivascu Consulting, LLC is constantly researching new and better ways for businesses to do business. Ivascu Consulting, LLC will share its research with Customer so that Customer may make informed decisions to improve its success.
 - b. In addition to Ivascu Consulting, LLC's continual research, Customer may request that Ivascu Consulting, LLC research a particular facet of a technology solution such as a new device, or software application. Ivascu Consulting, LLC will research this new technology and report by to Customer with its findings.
 - c. Generally after making such findings, Customer will wish to interact with providers and resellers of such technology. Ivascu Consulting, LLC will help Customer by being available to perform screening of such providers and resellers. If the provider/reseller proves the importance of a meeting with Customer then Ivascu Consulting, LLC can arrange such a meeting and attend as well. After the meeting Ivascu Consulting, LLC is available to debrief with Customer and to give its opinion of the technology and service to be provided. From here Customer can make more informed decisions.
- d) Design and Planning Services
 - a. If Customer does not have a Technology System or is planning a major upgrade to the existing Technology System, Ivascu Consulting, LLC will plan and design the Technology System or changes to it for Customer. This Technology System may include LANs, WANs, VPNs, and even off site resources in addition to standard hardware and software on site. Advance planning is a major key to being able to end up with a Technology System that is most effective and most efficient. There are several options that may be available, depending on the types of equipment, location(s), and Internet connections.
 - b. If Customer already has an existing Technology System, Ivascu Consulting, LLC will determine the best use of the Technology System and make

- recommendations. Recommendations will pertain to creating the best layout of the Technology System and to incorporate the most efficient use of resources.
- c. Planning also includes Server Room layout if available, directory service design, backup procedures, disaster recovery measures, security measures, anti virus measures and passwords to different levels of information, Internet and Intranet concerns, and remote access and VPN capabilities.
 - d. Ivascu Consulting, LLC will help Customer through management meetings and the like, plan major upgrades to the Technology System including ERP, CRM solutions billed at Ivascu Consulting, LLC's discounted hourly rate (see Exhibit C).
- e) Installation and Upgrade Services
- a. If there is an installation or major upgrade to the Technology System and the design and layout has been planned and approved by Customer, Ivascu Consulting, LLC will at the Customer's convenience perform the installations and upgrades at the discounted rate (see Exhibit C). In most cases, Ivascu Consulting, LLC will try to schedule this work during normal business hours however, after-business-hours and weekends are also available at NO EXTRA CHARGE to Customer.
 - b. In some cases it may be better judgment by Customer to have a third party install or upgrade a piece of the Technology System. However, Ivascu Consulting, LLC will be available to oversee and literally watch the third party install or upgrade its piece. After which time Ivascu Consulting, LLC will generate a report to the Customer on behalf of the Customer to explain the success and/or failure of the operation. Ivascu Consulting, LLC can help the third party from making mistakes and damaging the Technology System and thus encourages this practice heavily.
- f) Remote Help Desk Services
- a. Ivascu Consulting, LLC provides system engineers who have visited the Customer's site(s) and know their Technology System well. These engineers are available by telephone, facsimile, and electronic messaging during normal business hours to answer questions from Customer's employee base.
 - b. In addition to traditional support, Ivascu Consulting, LLC will setup the ability to connect to the employee's Windows™ based system and remotely help/train the employee with their current task.
- g) On-site Support Services
- a. Ivascu Consulting, LLC will assume the responsibilities of making the Technology System as efficient as fiscally possible by the Customer. Ivascu Consulting, LLC strives to achieve the highest percent of Uptime possible by providing twenty-four hour a day seven days a week monitoring of your Technology System. Customer receives a mobile number as well as a technical

- support electronic address to use to send requests for support to Ivascu Consulting, LLC. Ivascu Consulting, LLC will respond as fast as possible to support Customer.
- b. If unplanned, on-site service is required, the Customer will incur a minimum of one hour charge which will be charged towards your allotted monthly hours, at Ivascu Consulting, LLC's discounted hourly rate detailed in Exhibit C.
 - c. An Ivascu Consulting, LLC engineer will visit Customer's main site on a scheduled basis. The engineer will be engaged in planning sessions, and will perform routine maintenance.
 - d. Disaster Recovery measures will also be performed by the engineer. The engineer will train the computer liaison to rotate backup media everyday so that critical data will get backed up.
- h) Technology System Monitoring Services
- a. Ivascu Consulting, LLC will monitor the Technology System for such problems as virus infection, internal and external security breaches, low system resources, system failures etc.
 - b. If the Technology System fails, is breached or is infected Ivascu Consulting, LLC will dispatch support elements to try to repair, clean, or shutdown the problem.
 - c. Ivascu Consulting, LLC monitors the usage of the Technology System's capabilities. If the capabilities are getting close to being used at full capacity, Ivascu Consulting, LLC will make recommendations to Customer.
- i) Training Services
- a. Ivascu Consulting, LLC will provide "Field Medic Level" training to Customer's employees on the industry standard software and hardware that Customer employs in its Technology System.
 - b. Ivascu Consulting, LLC will train the computer liaison for Customer how to perform their basic duties such changing and rotating backup media, changing printer toner etc.
 - c. Ivascu Consulting, LLC will train the employee staff of Customer to have a better understanding of Customer's Technology System acceptable usage policy.
 - d. Ivascu Consulting, LLC will train Customer's employee staff how to better cope with newer technologies that are being inserted into the Technology System such as Internet access, electronic messaging, etc.

10. MAINTENANCE

Ivascu Consulting, LLC agrees to provide labor for maintenance services to attempt to correct any error reported by Customer and determined by Ivascu Consulting, LLC, in its' sole discretion, to be in the Technology System for the term of this Agreement. Such services shall be provided in the most expeditious manner possible and at no additional cost to the

Customer.

11. WARRANTIES AND DISCLAIMERS

Ivascu Consulting, LLC MAKES NO WARRANTIES OF ANY KIND, EXPRESSED OR IMPLIED ON ITS' OWN REGARDING THE FUNCTIONALITY OF HARDWARE OR SOFTWARE, BUT INSTEAD RELIES ON THE WARRANTIES PROVIDED BY THE MANUFACTURER OF EACH PRODUCT.

12. LIMITATION OF LIABILITY AND REMEDIES

UNDER NO CIRCUMSTANCES SHALL Ivascu Consulting, LLC BE LIABLE FOR SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES, INCLUDING, BUT NOT LIMITED TO, LOSS OF ANTICIPATED PROFITS OR LOSS RESULTING FROM BUSINESS DISRUPTION DUE TO FAULTY EQUIPMENT, EVEN IF Ivascu Consulting, LLC HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

THE STATED WARRANTIES AND THE COMMITMENTS SET FORTH HEREIN ARE IN LIEU OF ALL OTHER OBLIGATIONS OR LIABILITIES ON THE PART OF Ivascu Consulting, LLC FOR DAMAGES OR OTHER RELIEF, INCLUDING, BUT NOT LIMITED TO, SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES THAT IN ANY WAY ARISE OUT OF OR IN CONNECTION WITH THE USE AND/OR THE PERFORMANCE OF ANY SOFTWARE.

13. DEFAULTS AND TERMINATION

a. Capital Events of Default

- i. Ivascu Consulting, LLC shall be in default under this Agreement if any of the following occur:
 1. Ivascu Consulting, LLC becomes insolvent or is a party to any voluntary bankruptcy or receivership proceeding, makes an assignment for a creditor, or there is any similar action that affects the affairs or property of Ivascu Consulting, LLC;
 2. Ivascu Consulting, LLC is the subject of a petition or involuntary bankruptcy and such petition is not removed within ninety (90) days;
 3. Ivascu Consulting, LLC fails to materially perform or comply with the terms and conditions of this Agreement.
- ii. Customer shall be in default under this Agreement if any of the following occurs:
 1. Customer fails to make payment of any undisputed invoice within thirty (30)

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- calendar days after it is rendered;
2. Customer fails to materially perform or comply with the terms and conditions of the Agreement.
- b. The initial term of this Agreement will be for three months following the execution date of this Agreement.
 - c. Termination of Notice. The party not in default may terminate this Agreement by written notice to the other party if the other party has failed to cure a material default under this Agreement within thirty (30) days after receiving written notice specifically stating forth such default. Upon termination, the terminating party shall have all rights under the Uniform Commercial Code or otherwise, whether at law or in equity, that may be available to it. The election of one remedy shall not exclude the election of another.

14. GOVERNING LAW

This Agreement shall be governed by and construed in accordance with the laws of the State of California.

15. ASSIGNMENTS

Neither this Agreement nor any rights hereunder may be assigned or otherwise transferred by either party, except to any corporation controlled by or under common control with the assigning party, or in connection with the acquisition of, or the sale of substantially all of, the assets of the business to which this Agreement pertains.

16. SEVERABILITY

If any provision or provisions of this Agreement shall be held to be invalid, illegal or unenforceable, the validity, legality and unenforceability of the remaining provisions shall not in any way be affected or impaired thereby.

17. FORCE MAJEURE

Ivascu Consulting, LLC shall not be in default under this Agreement because of any failure to perform in accordance with its' terms and conditions if such failure arises from causes beyond its' control, including, but not restricted to, acts of God, acts of government, fires, floods, epidemics, quarantine, restrictions, strikes, embargoes, inability to secure raw materials or transportation facilities, acts or omissions of carriers, or any and all causes beyond control of Ivascu Consulting, LLC.

18. MODIFICATIONS

This Agreement can only be modified by a written Agreement duly signed by authorized representatives of Ivascu Consulting, LLC and Customer, and variances from or in addition to the terms and conditions of this Agreement in any order or other writing from the Customer will

be of no effect. Moreover, in order to avoid uncertainty, ambiguity and misunderstandings in their relationships, Ivascu Consulting, LLC and Customer covenanted and agreed not to enter into any oral agreement or understanding inconsistent or in conflict with this Agreement; and Ivascu Consulting, LLC and Customer further covenant and agree that any oral communication allegedly or purportedly constituting such an agreement or understanding shall be absolutely null, void and without effect.

19. NOTICES

Any notice given by either party hereto to the other party shall be in writing and shall be signed by the party giving notice. Any notice or other document to be delivered to either party hereto by the other party shall be deemed delivered if mailed postage prepaid to the party to who directed at the address of such party stated below:

Ivascu Consulting, LLC
Alex Ivascu
1101 California Ave., #100
Corona, CA 92881

Customer
Mark Knight
4800 Magnolia Avenue
Riverside, CA 92506

20. VENUES AND JURISDICTION

Customer hereby (i) agrees that any litigation, action or proceeding arising out of or relating to this Agreement be instituted in a state or federal court in the County and State of Riverside, California, (ii) waives any objection which it might have now or hereafter to venue of any such litigation, action or proceeding, (iii) irrevocably submits' to the jurisdiction of any court in such litigation, action or proceeding, and (iv) hereby waives any claim or defense to inconvenient form.

21. COUNTERPARTS

This Agreement may be executed simultaneously in several counterparts, each of which shall be deemed an original but which together shall constitute one and the same original.

22. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior contemporaneous written or oral agreements and representations between the parties with respect thereto. This Agreement shall not be deemed to extinguish or mitigate any payments, which are owed to Ivascu Consulting, LLC by Customer pursuant to the terms of any previous or other existing agreements between Ivascu Consulting, LLC and Customer. Customer acknowledges that it has read this Agreement, understands it and

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agrees to be bound by its' terms and conditions.

23. COLLECTION

If it is necessary for Ivascu Consulting, LLC to employ attorneys for the collection of amounts payable hereunder, all costs and expenses incident to such collection, including without limitation, reasonable fees of such attorneys, shall be added to the amount payable hereunder and be collected as a part thereof.

24. CAPTIONS AND HEADINGS

The captions and headings are inserted in this Agreement for convenience only, and in no event be deemed to define, limit or describe the scope or intent of this Agreement, or of any provision hereof, nor in any way affect the interpretation of this Agreement.

25. EXECUTION

IN WITNESS WHEREOF, the parties have hereunto set their hands and seal this _____ day of _____, 2006.

CUSTOMER:

Ivascu Consulting, LLC

Signature: _____

Signature: _____

Printed Name: James Buysse

Printed Name: _____

Date: _____

Date: _____

EXHIBIT A

The "Technology System" as described in this Agreement consists of the following hardware count:

Desktop Computers

Quantity	Location	Description
N/A		

Servers

Quantity	Location	Description
8	Data Center	Linux/Unix Servers

EXHIBIT B

Customer 3rd Party Support Providers

Telephony Systems Support Provider: (i.e.: PBX Switch reseller)

Company Name: N/A

Contact Name:

Contact Number:

Internet Service Provider Support Provider: (i.e. Sprint Internet T1)

Company Name: N/A

Contact Name:

Contact Number:

EXHIBIT C

Optional Services Include:

Onsite presence, for any computer or network related issues which cannot be resolved remotely (i.e., new computer setup, cabling, etc.).

OPTIONAL SERVICE RATES:

Normal Ivascu Consulting, LLC hourly labor performed beyond the normal duties of the Service Agreement Plan as stated above have a rate of over \$120/hr. Furthermore, there is a one hour minimum per visit.

As a Service Agreement partner, you will enjoy Ivascu Consulting, LLC's discount rate of \$75.00/hr during normal business hours (8:00 am – 5:00 pm PST) and \$120 for emergency after-hours or Saturday support. Onsite services performed on Sunday or Holidays are billed at \$150/hr.

EXHIBIT D

SERVICE AGREEMENT Monthly fee calculation

Plan Name	Monthly Fee	Systems Managed	Fee p/mo
ICpro DesktopCare	N/A	N/A	N/A
ICpro ServerCare <i>Basic + 4- hours onsite support p/month</i>	\$249	8	\$1,492
		Total Monthly Fee:	\$1,492

Total due upon signing: \$4,476 (quarterly total)

Customer agrees to pay the Monthly Total amount of this exhibit on a quarterly basis. This exhibit can be amended on a month by month basis as the Customer grows or shrinks in size.

Customer Signature

Date

RIVERSIDE COMMUNITY COLLEGE DISTRICT
MORENO VALLEY CAMPUS

Report No: V-A-8-s

Date: September 12, 2006

Subject: Agreement with Riverside County Superintendent of Schools

Background: Annually, the District has entered into an agreement with Riverside County Superintendent of Schools for Ground Support Services at the RCC Moreno Valley Head Start site located at the Moreno Valley Campus. The term of this agreement shall be from October 1, 2006 to and including September 30, 2007. The agreement has been reviewed by Ruth Adams, Director, Contracts, Compliance and Legal Services. The reimbursement to the district for services will be \$3,375.84.

Recommended Action: It is recommended the Board of Trustees approve the agreement attached for the time period stated for services provided and authorize the Vice President, Administration and Finance to sign the agreement.

Salvatore G. Rotella
President

Prepared by: Dr. Bill Orr
Vice President, Business Services
Moreno Valley Campus

RIVERSIDE COUNTY SUPERINTENDENT OF SCHOOLS
3939 Thirteenth Street/P.O. Box 868
Riverside, California 92502

AGREEMENT FOR GROUNDS SUPPORT SERVICES

This Agreement is entered into October 1, 2006, by and between Riverside County Superintendent of Schools, hereinafter referred to as the "SUPERINTENDENT," and Riverside Community College District hereinafter referred to as the "DISTRICT";

W I T N E S S E T H :

1. The DISTRICT agrees to provide Grounds Support services for the SUPERINTENDENT at RCC Moreno Valley Head Start, four hours per week, as follows:

Two hours/week of trash pick-up
Two hours/week to mow and blow grass area, which includes: maintenance of the sprinklers and maintenance of the shrubbery around the facility.
2. The DISTRICT further agrees to assign a proper staff member or members to render the services.
3. For and in consideration of the services rendered, the SUPERINTENDENT agrees to pay the DISTRICT \$16.23 per hour, \$64.92 per week, for 52/weeks.
4. In no event shall the total dollar amount paid under this agreement exceed the sum of \$3,375.84 without a mutually agreed written modification to the contract.
5. All monies accruing to the DISTRICT from the SUPERINTENDENT under the terms of this agreement shall be payable upon receipt of a monthly invoices from the District. Reference contract number C-1000205 on all invoices.
6. The term of this agreement shall be from October 1, 2006 to and including September 30, 2007.
7. It is agreed that the DISTRICT or any employee or agent of the DISTRICT is acting as an independent district and not as an agent or employee of the said SUPERINTENDENT.
8. The DISTRICT certifies that the DISTRICT is aware of the laws of the State of California requiring employers to be insured against liability for Worker's Compensation and shall comply with such laws during the term of this contract.
9. The performance of work under this contract may be terminated by the SUPERINTENDENT in accordance with this clause, in whole, or from time to time in part:
 - a. Whenever the DISTRICT fails to provide satisfactory service as determined by the SUPERINTENDENT; or

- b. Whenever for any reason the SUPERINTENDENT determines that such termination is in his best interest. Any such determination shall be effected by delivery to the DISTRICT a written notice of termination stating whether the termination is in whole or in part. The SUPERINTENDENT may terminate the contract providing thirty (30) days notification of such termination is provided the DISTRICT.
- 10. The parties hereto, and each of them, do hereby mutually agree to indemnify, defend, save and hold harmless each other, and their respective officers, agents, servants and employees, of and from any and all liability, claims demands, debts, suits, actions and causes of action, including wrongful death and reasonable attorneys fees for the defense thereof, arising out of or in any manner connected with the performance of any act or deed under or pursuant to the terms and provisions of this Agreement by such indemnifying party, or its officers, agents, servants and employees.
- 11. Neither this Agreement nor any duties or obligations under this Agreement may be assigned by DISTRICT without the prior written consent of the SUPERINTENDENT.
- 12. This agreement may only be amended in writing by the mutual consent of the parties hereto, except that the SUPERINTENDENT may amend the contract to accomplish the below-listed changes:
 - a. Administrative changes that do not affect the contractual rights of the parties.
 - b. Changes as required by law.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the day and year first above written.

Riverside County
Superintendent of Schools

Riverside Community College District
4800 Magnolia Avenue
Riverside, CA 92506

Signed _____
Authorized Signature

Signed _____
Authorized Signature

Date _____

Date _____

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-8-t

DATE: September 12, 2006

Subject: Renewal Agreement with Thompson & Colegate LLP

Background: The District continues to require the legal services of Diane Wiesmann, an attorney with Thompson & Colegate, LLP, who has expertise in labor and education law. This is a renewal of the previous agreement for Ms. Wiesmann's services, which expired on June 30, 2006. Funding source: General Fund.

This agreement has been reviewed by Ruth Adams, Director, Contracts, Compliance and Legal Services.

Recommended Action: It is recommended that the Board of Trustees approve the agreement with Thompson & Colegate, LLP, from July 1, 2006 through June 30, 2007, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Ruth W. Adams
Director, Contracts, Compliance and Legal Services



THOMPSON & COLEGATE LLP
ATTORNEYS AT LAW • ESTABLISHED 1915

H. L. THOMPSON
(1884-1962)

ROY W. COLEGATE
(1906-1960)

Reply to:
Diane M. Wiesmann
dwiesmann@tclaw.net

July 1, 2006

PERSONAL AND CONFIDENTIAL

Salvatore G. Rotella, Ph.D.
Chancellor
Riverside Community College District
4800 Magnolia Avenue
Riverside, CA 92506-1299

Re: *Retainer Agreement for Legal Services, July 1, 2006 to June 30, 2007*
Our File No.: 0087-057191

Dear Dr. Rotella:

We are pleased that Riverside Community College District has asked Thompson & Colegate LLP to provide legal services on its behalf.

We invite you to review the remainder of this letter which includes the contractual provisions for our attorney-client relationship in this matter. Please sign and date the last page where indicated, and return this letter to me. You may retain this signed PDF document for your records.

RETAINER AGREEMENT

California law requires the terms of certain types of attorney service agreements to be set forth in writing. To comply with that law, and to assure our mutual understanding, we have prepared this Agreement and we agree to provide services on the terms provided herein.

1. Scope of Legal Services.

Thompson & Colegate will act as your attorneys and represent your interests with respect to general employment and business matters. We will provide those services that we deem are reasonably necessary to represent your best interests. Attorney services will include advising, investigation, and other legal and litigation services through trial and post-trial motions. Attorney services will not include appeals or other actions for relief in an Appellate Court and will not include legal services to execute or collect any judgment obtained for you. If you desire such additional services, a separate Representation Agreement will necessarily be provided.

Re: *Retainer Agreement for Services, July 1, 2006 to June 30, 2007*
Page 2

2. Legal Fees.

Attorneys at Thompson & Colegate will charge by the hour at the prevailing rate within the firm. Diane M. Wiesmann will be the principal attorney involved in providing legal services to you at an hourly rate of \$215.00. From time to time, other legal personnel may render services for you in connection with this Agreement. The legal services for those persons will be charged at their prevailing hourly rate. Currently, the rates for paralegals, law clerks, and all attorneys range from \$60.00 to \$175.00. The hourly rates of all legal personnel will in all likelihood increase on an annual basis and those increases will be automatically applied to all subsequent legal services provided to you.

Our hourly rate for legal services is not the only factor considered in setting our legal fees. Our fees are governed by the Rules of Professional Conduct adopted by the California Supreme Court. Events may develop during the course of representation that warrant an additional fee. The attorney shall exercise reasonable judgment in determining such additional fee. Factors to be considered include the novelty and difficulty of the issues involved, the amount involved and the results obtained, the urgency imposed by the client or the circumstances and the impact which providing legal services to the client will have upon our ability to provide services to other clients.

3. Retainer.

Because of the District's timely payment of previous invoices, no retainer will be necessary for any matters forwarded for handling during this period. Opened matters will be billed at an hourly rate as described above, and on a monthly basis. While such a development is not anticipated, repeated failure to pay invoices understandably jeopardizes our relationship and may result in discontinuation of our legal services.

In addition to the above, Thompson & Colegate reserves the right to request a retainer if any matters are the subject of formal litigation or if in litigation, assigned a trial date. Said retainer, if requested, would be needed to cover all anticipated costs and expenses related to the handling of the matter through the trial of this action. This amount will be required within two weeks from the actual date of request (or as otherwise agreed) and will most probably be several thousands of dollars. If you are unable to provide this amount, Thompson & Colegate reserves the right to withdraw as counsel of record. This deposit is necessary to insure payment of all costs and litigation expenses, including attorneys' fees that can and probably will be incurred prior to and through trial. If you have some difficulty with this, we would be willing to discuss alternative arrangements, but satisfactory arrangements must be made to cover these anticipated expenses.

Re: *Retainer Agreement for Services, July 1, 2006 to June 30, 2007*
Page 3

4. Costs and Expenses.

From time to time it will be necessary for us to incur on your behalf costs and expenses deemed necessary to perform legal services under this Agreement. We may advance payment of such costs and will bill you for those costs and expenses periodically. You agree to pay for those costs and expenses as they are charged. Examples of such costs and expenses include filing fees and other charges assessed by courts, process server fees, court reporter fees, title search fees, fees for experts, consultants and investigators, delivery charges, word processing charges, travel expenses and mileage.

5. Billing Practices.

We will send you a statement describing the legal services provided and a statement for fees and costs incurred on a periodic basis. We ask that you pay the fees and costs on the statement within twenty (20) days of billing.

The legal services to be rendered by us may require waiting time in court and travel time, both local and out-of-town. We will charge for such time at the hourly rate. There also may be occasions when, in our judgment, attorneys or other legal personnel at our office deem it necessary to confer among themselves or to have more than one professional attend meetings or court hearings in the discharge of legal services undertaken for you. When that occurs, we will charge the prevailing hourly rate for each of the persons involved.

If you fail to pay the billing statement within twenty (20) days of billing, we may withdraw from your representation by giving you written notice of withdrawal. Any acceptance of late payment by our office shall not be a waiver of your obligation to make timely payments.

6. Disclaimer of Guaranty.

We have made no promises or guarantees to you about the outcome of the advice, investigations, representation or other services undertaken by us. Nothing in this Agreement shall be construed as such a promise or guaranty. From time to time, legal personnel working on your case may state opinions concerning the outcome of the matter. Those statements or expressions are acknowledged to be legal opinions and not guarantees or promises by our office of any particular outcome.

7. Settlement.

Any settlement regarding claims by or against other parties shall be made only with your consent.

Re: *Retainer Agreement for Services, July 1, 2006 to June 30, 2007*
Page 4

8. Discharge - Withdrawal.

You may terminate our services at any time. You will however remain liable for all fees and costs incurred up to the date of our discharge.

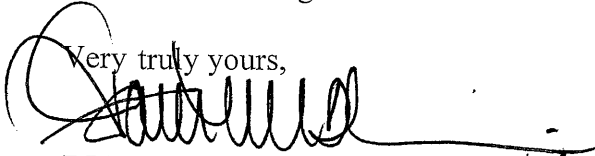
We may withdraw from this Agreement for good cause. Examples of circumstances constituting good cause for withdrawal include, but are not limited to, your breach of this Agreement, failure to cooperate with us or refusal to follow our advice, or any fact or circumstances that would render our continuing representation of you unlawful or unethical. In the event of our withdrawal for cause, you shall be liable for all fees and costs up to the date of our withdrawal.

9. Insurance Coverage.

Thompson & Colegate LLP maintains errors and omissions insurance applicable to the services to be rendered as described in the agreement.

We believe in staying in contact with our clients to insure that the work we do proceeds as smoothly as possible and that our billings are accurate and understandable. Any questions you may have about your work or our billings should be directed to me. Again, we are pleased that you have selected Thompson & Colegate to represent you and we look forward to continuing a long and valued relationship. If this Agreement meets with your approval, please indicate your acceptance by dating and signing this document and returning it to our office. This document is transmitted as a signed PDF format document.

Very truly yours,



DIANE M. WIESMANN of
THOMPSON & COLEGATE LLP

AGREED AND ACCEPTED:

Dated: _____, 2006

Riverside Community College District

By _____
SALVATORE G. ROTELLA, Ph.D.
Chancellor

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Report No.: V-A-8-u

Date: September 12, 2006

Subject: Engagement as Legal Counsel – Burke, Williams & Sorensen, LLP

Background: The District has utilized the firm of Burke, Williams & Sorensen, LLP, located in Riverside, for their expertise in employment law and training. Funding source: the general fund.

Recommended Action: It is recommended that the Board of Trustees approve the retention of Burke, Williams & Sorensen, LLP, on an as needed bases, July 1, 2006 through June 30, 2007, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Virginia MacDonald
Chief of Staff

AGREEMENT FOR LEGAL SERVICES

1. Scope of Services

Riverside Community College District ("RCCD") continues to retain Burke, Williams & Sorensen, LLP ("BWS") to serve as legal counsel. BWS will represent RCCD and will perform legal services as directed.

2. Fees and Costs

BWS will charge RCCD discounted hourly rates of \$210 for partners, \$185 for associates, and \$125 for clerks and paralegals. These rates will remain in effect through December 31, 2007, and will increase automatically on each January 1 by the CPI. In addition, BWS will pass through costs that it incurs on behalf of RCCD. The rate for photocopying is 20¢ per page, and BWS will charge for mileage at the IRS rate and for outgoing telephone faxes at the rate of \$1 per page. BWS will provide RCCD with itemized monthly billings, with time listed in increments of 1/10 of an hour.

3. Billings

BWS will send RCCD monthly statements indicating attorney's fees and costs incurred and their basis, and any current balance owed. In the event that there is a balance owed to BWS, RCCD agrees to pay it in full within thirty days after the statement is received. RCCD should promptly contact BWS in the event of an error or dispute in billing, and BWS will attempt to resolve the matter as quickly as possible.

4. Termination

RCCD may discharge BWS at any time by written notice which is effective when received by BWS. Unless the parties otherwise agree in writing, BWS will provide no further services and advance no further costs on behalf of RCCD after receipt of this notice. BWS may withdraw from this engagement with the consent of RCCD or for good cause. Good cause includes breach of this Agreement by RCCD, refusal by RCCD to cooperate with BWS or to follow advice on a material matter, or any fact or circumstance that would render continuing representation by BWS unlawful or unethical. Notwithstanding a discharge or withdrawal, RCCD will remain obligated to pay BWS for all legal services provided under this Agreement and to reimburse BWS for all costs incurred prior to termination.

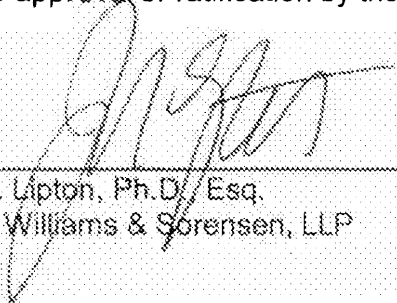
5. Insurance

In accordance with Section 6148(a)(4) of the *Business and Professions Code*, BWS hereby informs RCCD that BWS maintains errors-and-omissions insurance coverage applicable to the services to be rendered.

6. Board Approval

It is understood that this Agreement is subject to approval or ratification by the Board of Trustees of RCCD.

Date: June 30, 2006



Jack P. Lipton, Ph.D./ Esq.
Burke, Williams & Sorensen, LLP

Date: _____, 2006

Riverside Community College District

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-9-a

Date: September 12, 2006

Subject: Resolution Regarding Appropriations Subject to Proposition 4 Gann Limitation –
Resolution No. 1-06/07

Background: In November 1979, the voters passed Proposition 4 which imposes an annual appropriations limit on the District. This is known as the Gann Limit. Pursuant to Government Code Section 7910, the Board must approve the District's Gann Limit and make other necessary determinations for the succeeding fiscal year pursuant to Article XIII B of the California Constitution.

The District has developed the documentation used to determine the 2006-2007 Gann Limit and it is available for public inspection at the office of the Vice Chancellor, Administration and Finance, 3600 Prospect, Riverside, California, between 7:30 a.m. and 4:30 p.m. A copy of the worksheet used to compute the Gann Limit is attached for the Board's review and information. A resolution is required to establish the District's 2006-2007 Gann Limit.

Recommended Action: It is recommended that the Board of Trustees adopt resolution No. 1-06/07 which establishes the 2006-2007 Gann Limit for the Riverside Community College District at \$144,825,987.

Salvatore G. Rotella
Chancellor

Prepared by: Aaron Brown
Associate Vice-Chancellor, Finance

CALIFORNIA COMMUNITY COLLEGES
GANN LIMIT WORKSHEET
2006-2007

DISTRICT NAME: Riverside Community College District

DATE: September 12, 2006

I. 2006-2007 APPROPRIATIONS LIMIT:

A.	2005-2006 Appropriations Limit		<u>\$ 134,195,364</u>
B.	Price factor for 2006-07:	1.0396	
C.	Population factor:		
1.	2004/2005 Second Period Actual FTES	<u>24,782.45</u>	
2.	2005/2006 Second Period Actual FTES	<u>25,726.87</u>	
3.	2005/2006 Population change factor (line C.2. divided by line C.1.)	<u>1.03810842</u>	
D.	2005-2006 Limit adjusted by inflation and population factors (line A multiplied by line B and line C.3.)		<u>\$ 144,825,987</u>
E.	Adjustments to increase limit:		
1.	Transfers in of financial responsibility	\$	
2.	Temporary voter approved increases	_____	
3.	Total adjustments - increase		_____
	Sub-Total		<u>\$ 144,825,987</u>
F.	Adjustments to decrease limit:		
1.	Transfers out of financial responsibility	\$	
2.	Lapses of voter approved increases	_____	
3.	Total adjustments - decrease		< _____ >
G.	2006-2007 Appropriations Limit		<u>\$ 144,825,987</u>

II. 2006-2007 APPROPRIATIONS SUBJECT TO LIMIT:

A.	State Aid (General Apportionment, Apprenticeship Allowance, Basic Skills, and Partnership for Excellence)		<u>\$ 84,224,147</u>
B.	State Subventions (Home Owners Property Tax Relief, Timber Yield tax, etc.)	 472,096
C.	Local Property taxes	 32,820,991
D.	Estimated excess Debt Service taxes	
E.	Estimated Parcel taxes, Square Foot taxes, etc.	
F.	Interest on proceeds of taxes	 235,901
G.	Local appropriations from taxes for unreimbursed State, court, and federal mandates		< _____ >
H.	2006-2007 Appropriations Subject to Limit		<u>\$ 117,753,135</u>

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-B-1

Date: September 12, 2006

Subject: CCFS-311Q – Quarterly Financial Status Report for the Quarter Ended
June 30, 2006

Background: Education Code Section 84040 specifies that financial information be periodically reported to the California Community Colleges Board of Governors. To comply with this requirement, the District prepares Form CCFS-311Q – Quarterly Financial Status Report for each fiscal quarter for submission to the Chancellor’s Office. For purposes of this report, the General Fund includes:

Fund 11 – Unrestricted

Resource 1000 – General Unrestricted
Resource 1080 – Community Education
Resource 1090 – Performance Riverside
Resource 1110 – Bookstore (Contractor Operated)
Resource 1170 – Customized Solutions

Fund 12 – Restricted

Resource 1050 – Parking
Resource 1070 – Student Health
Resource 1180 – Redevelopment Pass-Through
Resource 1190 – Grants and Categorical Programs

Information Only: Attached for the Board’s review and information is a copy of the CCFS-311Q – Quarterly Financial Status report for the quarter ended June 30, 2006.

Salvatore G. Rotella
Chancellor

Prepared by: Bill J. Bogle, Jr.
District Controller



CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE



Fiscal Year 2005-2006
District:(960)RIVERSIDE Quarter Ended: (Q4) June 30, 2006
Certified Date:31-Aug-06 10:02 AM

I. Historical and Current Perspectives of General Fund (Unrestricted and Restricted):

Annual

As of June 30 for fiscal year (FY) specified.

	FY02-03	FY03-04	FY04-05	FY05-06
General Fund Revenues (Objects 8100, 8600, and 8800)	108,508,808	108,969,571	125,096,173	141,193,870
Other Financing Sources (Objects 8900)	2,818,995	2,910,844	2,556,446	1,130,309
General Fund Expenditures (Objects 1000-6000)	110,163,718	107,277,651	120,062,047	147,810,898
Other Outgo (Objects 7100, 7300, 7400, 7500, and 7600)	2,272,148	2,264,122	1,452,028	1,596,412
Reserve for contingency Unrestricted	0	0	0	4,187,939
Reserve for contingency Total	0	0	0	8,804,237
General Fund Ending Balance Unrestricted	5,567,529	7,261,554	12,344,738	0
General Fund Ending Balance Total	7,691,903	10,030,544	15,887,367	900,000
Prior-Year Adjustments	0	0	-281,721	0
Attendance FTES	23,904	23,001	24,666	26,258

Quarter

For the same quarter to each fiscal year (FY) specified

	FY02-03	FY03-04	FY04-05	FY05-06
General Fund Cash Balance (Excluding investments)	10,583,326	8,142,613	10,924,030	14,873,393

II. General Fund (Unrestricted and Restricted) Year-To-Date Revenues and Expenditures:

	Total Budget (Annual)	Actual (Year-to-Date)	Percentage %
General Fund Revenues (Objects 8100, 8600, and 8000)	141,193,870	138,871,882	98.36
Other Financing Source (Objects 8900)	1,130,309	1,130,429	100.01
General Fund Expenditures (Objects 1000-6000)	147,810,898	137,964,906	93.34
Other Outgo (Objects 7100, 7300, 7400, 7500, and 7600)	1,596,412	1,413,653	88.55

III. Has the district settled any employee contracts during this quarter? Yes No If yes, complete the following: (If multi-year settlement, provide information for all years covered)

Salaries

Contract Period Settled (Specify)	Management		Academic(Certificated)		Classified	
	Total Salary	Cost-Increase %*	Total Salary	Cost-Increase %*	Total Salary	Cost-Increase %*
Year 1	0		0		0	
Year 2	0		0		0	
Year 3	0		0		0	

* As specified in collective bargaining agreement.

Benefits

Contract Period Settled	Management Total	Academic Total	Classified Total
Year 1	0	0	0
Year 2	0	0	0

Year 3

0

0

0

Include a statement regarding the source of revenues to pay salary and benefit increases, e.g., from the district's reserves, from cost-of-living, etc.

[Empty box for statement regarding revenue sources]

IV. Did the district have significant events for the quarter(include incurrence of long-term debt, settlement of audit citations or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)

Yes No

If yes, list events and their financial ramifications.(Include additional pages of explanation if needed.)

[Empty box for significant events]

V. Does the district have significant fiscal problems that must be addressed this year? Yes No

Next year? Yes No If yes, what are the problems and what actions will be taken?

(Include additional pages of explanation if needed.)

[Empty box for fiscal problems]

CERTIFICATION

To the best of my knowledge, the data contained in this report are correct.

To the best of my knowledge, the data contained in this report are correct. I further certify that this report was presented at the governing board meeting scheduled below, afforded the opportunity to be discussed and entered into the minutes of meeting.



8/31/06



District Chief Business Officer

Date

District Superintendent

Date

Quarter Ended: (Q4) June 30, 2006

Governing Board Meeting Date

9/12/06

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
COMBINED GENERAL FUNDS REVENUE AND EXPENDITURE REPORT
FOR THE PERIOD ENDED JUNE 30, 2006**

Cash Position

	YTD Activity
Beginning Cash, July 1, 2005	11,033,488
Accounts Receivable Collections	13,687,744
Accounts Payable Payments	(8,833,865)
Revenue and Other Financial Sources	125,901,131
Expenditures and Other Outgo	(126,915,105)
Ending Cash, June 30, 2006	\$ 14,873,393

Budget Status

	Adopted Budget	Revised Budget	YTD Activity
Revenues			
Federal	\$ 10,730,728	\$ 11,288,998	\$ 7,830,737
State	83,187,678	84,195,865	79,393,873
Local	45,105,365	45,709,007	51,647,272
Total Revenues	139,023,771	141,193,870	138,871,882
Other Financing Sources	1,130,309	1,130,309	1,130,429
Total Revenues/Other Sources	140,154,080	142,324,179	140,002,311
Expenditures			
Academic Salaries	57,975,714	59,079,262	58,378,897
Classified Salaries	32,342,866	31,101,346	29,167,762
Employee Benefits	23,724,350	23,793,799	22,765,123
Materials & Supplies	3,783,826	4,411,065	3,390,317
Services	18,805,028	18,936,602	15,487,990
Capital Outlay	6,975,005	10,488,824	8,774,816
Total Expenditures	143,606,789	147,810,898	137,964,906
Other Outgo	1,483,322	1,596,412	1,413,653
Total Expenditures and Other Outgo	145,090,111	149,407,310	139,378,559
Revenues Over (Under)			
Expenditures	(4,936,031)	(7,083,131)	623,752
Beginning Fund Balances	15,887,368	15,887,368	16,289,945
Ending Fund Balances	\$ 10,951,337	\$ 8,804,237	\$ 16,913,697
Contingency			
Unrestricted	6,312,938	4,187,939	11,738,845
Restricted	3,738,399	3,716,298	4,274,852
Reserve	900,000	900,000	900,000
Total Contingency/Reserve	\$ 10,951,337	\$ 8,804,237	\$ 16,913,697

Note:

The budget amounts shown above were adopted by the Board of Trustees on October 18, 2005.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
STUDENT SERVICES

Report No.: V-B-2

Date: September 12, 2006

Subject: Matriculation Plans

Background: Presented for the Board's review and consideration is a copy of Riverside Community College District's Matriculation Plans. It is critical for each campus to have its own Matriculation Plan as RCCD transitions to three independent colleges. Each Matriculation Plan was developed by the campus Matriculation Advisory Committee and demonstrates the progress of the Matriculation department's transition to three separate colleges.

Recommended Action: Information Only.

Salvatore G. Rotella
Chancellor

Prepared by: Debbie DiThomas
Associate Vice Chancellor
Student Services and Operations

RIVERSIDE COMMUNITY COLLEGE DISTRICT
MATRICULATION PLANS

Presented to the Board of Trustees
September 12, 2006

College: Moreno Valley

District: Riverside Community College

MATRICULATION ADVISORY COMMITTEE
2005-2006

Daria Burnett
Gail Byrne
Madelaine Dibler
Debbie DiThomas
Jose Duran
Gregory Elder
Lori Fiedler
Lisa Frantz

Jonell Guzman
Diane Marsh
Akia Marshall
Delores Middleton
Frankie Moore
Maria Pacheco
Larry Pena
Donna Plunk

Joe Reynolds
Salvador Soto
Louis Tamayo
Lizette Tenorio
John Thrower
Carmen Valencia
Valarie Zapata

Admissions Subcommittee

Gail Byrne
Lizette Tenorio
Akia Marshall
Delores Middleton
Frankie Morre

Counseling/Advisement Subcommittee

Lori Fielder
Diane Marsh
Peggie Negrete
Maria Pacheco

Orientation Subcommittee

Larry Pena
Louis Tamayo
Carmen Valencia
Valerie Zapata

Student Follow-up Subcommittee

Kim Brooks
Gregory Elder
Jonell Guzman
Donna Plunk
Sal Soto
John Thrower

Assessment Subcommittee

Edward Alvarez
Ignacio Alvarez
Madelaine Dibler
Jose Duran
Joe Reynolds
Louis Tamayo

College: Moreno Valley

District: Riverside Community College

GOALS FOR THE ADMISSION COMPONENT:

1. Create a student centered admission process that eliminates barriers to enrollment.
 - A. Make applications available in the community, including the local libraries.
 - B. Provide enrollment services at Moreno Valley campus and community-based instructional sites.
 - C. Continue to make admissions processes easier to understand and complete for first time college students.
 - D. Improve effective communications to student groups.
 - E. Modify facilities to enhance student-centered goals.
2. Provide admissions services to targeted student groups.
 - A. Support a separate, personalized matriculation process for students with specific needs.
 - B. Provide access to and perform research on application data in order to identify and support high-risk students.
3. Utilize computerized information services to automate various admissions services.
4. Work with Matriculation and Counseling staffs to enforce orientation, assessment and advisement components of Matriculation.
5. Maintain communication with administration, faculty, and staff regarding Admissions policies and procedures.
6. Ensure accuracy of Matriculation MIS data.

College: Moreno Valley

District: Riverside Community College

ACTIVITIES FOR THE ADMISSION COMPONENT:

1. (Goals 1A and 6) Provide ongoing training for standardization of data collection and data entry. Ensure integrity of the data being collected. (Standard 1)
2. (Goals 1A and 6) Run MIS edit reports to show internal discrepancies and correct errors. (Standard 1)
3. (Goal 1B) Send the schedule of classes to current students and send a postcard to every home in the District to let recipients know how to request a printed schedule or access the schedule on-line. (Standards 1 and 2)
4. (Goal 1B) Seek multi-lingual applicants for positions that serve non-native speakers of English. (Standard 2)
5. (Goal 1B) Utilize Outreach assistants at high schools to recruit concurrent admissions students. Encourage prospective students to use Web Advisor to access latest information regarding concurrent admissions. (Standard 1)
6. (Goal 1D) Participate in outreach and services such as “Day of the Lions” to address needs of matriculants who are first time college students. (Standard 1)
7. (Goal 1D) Review and revise application, class schedule, registration information and any other publications (including Admissions and Records forms) to ensure clarity. (Standards 1 and 2)
8. (Goal 2A) Assign special programs to full-time employees to monitor and provide the necessary training to insure accurate data entry and collection of information. (Standard 2)
9. (Goal 2A) Provide support to enable early counseling and registration periods for Disabled Student Services, EOPS, and Veterans. (Standard 2)
10. (Goal 2A) Provide on-going training to admissions staff regarding Limited English Proficient (LEP) students; issues regarding residency; needs of students with disabilities and other special populations. (Standards 1 and 2)
11. (Goal 2A) Identify Limited English Proficient (LEP) students and direct them to alternative or individualized assessment and/or orientation sessions.

12. (Goals 2B and 3) Perform research using application data and student surveys to assess service to targeted student groups. (Standards 1 and 2)
13. (Goal 5) Continue to improve communication with faculty regarding record keeping and grade processing through faculty in-service and additions to the Faculty Handbook regarding the Admissions component. (Standard 3)
14. (Goals 1, 2 and 3) Continue to utilize technology to enhance the following admissions services: (Standard 3)
 - Degree Audit (Datatel Colleague)
 - Document Imaging System
 - TREG (Telephone Registration)
 - Photo I.D.
 - Web-services
 - Online Application Processing
 - Campus Access
15. (Goal 4) Provide students with a flyer that explains the matriculation process upon enrollment. (Standard 2)
16. (Goal 3) Inform exempt students that they may choose to participate in all matriculation components. (Orientation Standard 8)
17. (Goal 4) All first time college students who complete assessment, orientation and advisement will be cleared to register for classes using “Tiger Talk. Or Web Advisor” (Standard 3)
18. (Goals 2 and 4) During the registration process, inform students of any existing prerequisites and block them from enrollment if the prerequisite has to been met. (Standards 1 and 3)
19. (Goal 9) Work with District Matriculation personnel to continue to monitor correct data entry, especially for information that is included in MIS reporting. (Standard 1)

College: Moreno Valley

District: Riverside Community College

STAFFING FOR THE ADMISSIONS COMPONENT:

District Staffing:

Associate Vice Chancellor, Student Affairs and Operations (5%) 1

District Dean of Admissions & Records 1

Campus Staffing:

Dean, Student Services, Moreno Valley (10%) 1

Student Services Supervisor (10%) 1

Matriculation Specialist (10%) 1

Student Services Specialist, Moreno Valley 1

Academic Evaluations Specialists, Moreno Valley 1

Student Services Technicians 3

1000 Hour employees, Moreno Valley 6

To ensure consistency throughout the District, additional support and oversight are provided by the Associate Vice Chancellor of Student Services and Operations and her Administrative Assistant.

College: Moreno Valley

District: Riverside Community College

GOALS FOR THE ORIENTATION COMPONENT:

1. Provide all matriculants with an orientation to the College that includes information about College programs, services and facilities, academic expectations and procedures, in order to motivate students to set and achieve goals.
2. Inform students about RCC District and student rights and responsibilities. These include a) the right to appeal matriculation requirements and other legal rights concerning fair and equitable treatment, b) procedures for filing and processing complaints and for resolution of complaints, c) their right to challenge pre- or co-requisites and d) the right to file complaints of unlawful discrimination and the grounds for the challenge.
3. Adhere to District governing board policies for exemption from matriculation requirements.
4. Utilize available technologies to increase continuity in implementing the Orientation/Counseling sessions.
5. Ensure accuracy of Matriculation MIS data.

College: Moreno Valley

District: Riverside Community College

ACTIVITIES FOR THE ORIENTATION COMPONENT:

1. (Goals 1, 2 and 4) Continue to provide orientation services to all new, non-exempt students. (Standards 1, 3, 4 and 5)
2. (Goals 1 and 4) Utilize a variety of alternative technologies to insure consistency of information and capture student interest during the orientation. (Standard 1)
3. (Goal 1) Conduct orientations in facilities that are accessible to the disabled. (Standard 6)
4. (Goal 1) Continue to offer ESL One-Stops to increase the college accessibility for the needs of Limited English Proficient students. (Standard 6)
5. (Goals 1, 2 and 4) Continue to offer Guidance 45, Introduction to College, through alternative delivery methods and at feeder High Schools, as a means by which new matriculants meet matriculation regulations. (Standards 1 and 2)
6. (Goals 2 and 3) Continue to annually update the Student Handbook, Catalog and Class Schedule so that information provided to students regarding their rights and responsibilities, college policies and procedures is current and accurate. The Student Handbook is given to and reviewed by each student during the orientation session and in the Guidance 45 classes. The Handbook is also available through the Counseling Center at all campuses. Procedures for filing and processing complaints are included in the Handbook and students are directed to those pages by the orientation presenter. (Standards 2, 3, 4 and 5)
7. (Goals 2 and 3) Continue to make the appeal petitions available in the Counseling and Matriculation offices for students who wish to appeal prerequisites or to file complaints of unlawful discrimination. The Student Services Deans and the Deans of Instruction at each campus have the authority to take action on petitions. Completed petitions and responses will be kept on file in the Matriculation office for a period of three years. Permanent appeals are scanned and attached to the student's record. (Standards 3, 4 and 5)
8. (Goal 1) Continue to enforce mandatory Assessment, Orientation & Counseling (AOC) for all first time college matriculants. (Standards 1, 8, 9 and 10)

9. (Goal 5) Upload student contact information from SARS to Datatel. Manually input any contacts that are not documented in SARS at the time of the SARS Upload.
(Counseling/Advisement Standard 18)

10. (Goal 3) Use the following board approved criteria to exempt students from mandatory AOC Orientation/Counseling prior to registration: (Standards 7 and 9)
 - A. Students who have completed 60 or more units or who have graduated from an accredited U.S. college or university with an AA degree or higher.

 - B. Students who plan to enroll in five units or fewer and who have declared one of the following goals:
 - Advance in current career/job
 - Maintain certificate/license
 - Personal development
 - Complete credits for high school diploma
 - Students who are enrolled full time at another institution (high school or college) and will be taking five units or fewer.

College: Moreno Valley

District: Riverside Community College

STAFFING FOR THE ORIENTATION COMPONENT:

District Staffing:

Matriculation Program Assistant (5%) 1

Campus Staffing:

Dean, Student Services (5%) 1

Student Services Supervisor (5%) 1

Matriculation Specialist (10%) 1

Counseling Department (5%) 3

4 Counselors (30%) 4

Student Ambassadors (45%) 5

Instructional Media Center Services (5%) 1

To ensure consistency throughout the District, additional support and oversight are provided by the Associate Vice Chancellor of Student Services and Operations and her Administrative Assistant.

College: Moreno Valley

District: Riverside Community College

GOALS FOR THE ASSESSMENT COMPONENT:

1. Provide an assessment process to all matriculants and any students who can benefit from guidance in course placement.
2. Provide training to all counselors, English, Reading, Mathematics, and ESL teachers and necessary support staff on the use and interpretation of any newly adopted assessment/placement instruments.
3. Use multiple measure assessment information captured through a designated software support to aid students in selecting courses and services that will enable them to achieve their educational goals.
4. Ensure that all assessment practices are consistent with state law and Riverside Community College District values and policies.
5. Utilize available technologies to increase efficiency in implementing the assessment/placement process.
6. Ensure accuracy of Matriculation MIS data.

College: Moreno Valley

District: Riverside Community College

ACTIVITIES FOR THE ASSESSMENT COMPONENT:

1. (Goal 1) Provide all non-exempt students with basic skills assessment in reading, English, and math prior to registration. Provide placement test results to students immediately following this assessment. (Standards 1, 5 and 13)
2. (Goal 1) Give all students the opportunity to choose either a placement test for native speakers of English (Accuplacer) to place them in English and/or reading classes or a placement test PTEFL (Proficiency Test in English as a Second Language) for non-native speakers, to place them in ESL classes. (Standards 1, 2, 3, 5 and 9)
3. (Goal 4) Conduct all tests in facilities that are accessible to the physically disabled. (Standards 1, 2, 3, 5 and 9)
4. (Goals 2 and 4) Standardize all test administration instructions and provide each test administrator with a manual describing the procedures for administering the test and standards for test decorum. (Standards 6 and 8)
5. (Goal 3) Using research that identifies the most appropriate multiple measures and test-scoring software, provide students with a weighted score that takes into consideration test scores and other academic criteria. Advise students via the Handbook, College Catalog and orientation sessions that multiple measures are used for all placement decisions. (Standard 7)
6. (Goals 3 and 5) Provide students who took the Accuplacer test at another college an opportunity to utilize their raw scores in RCC's placement process. (Standard 7)
7. (Goals 2 and 4) Remind student during assessment, orientation and counseling that placement is mandatory for those students who are not exempt. (Standards 1 and 13)
8. (Goals 5 and 6) Complete a daily upload of computerized test scores from the Web to the Datatel (administrative software) so that all the necessary information is available for counseling, registration, research and other purposes by the day following the test. Manually enter corrections and placement results for all other tests. (Standard 13)
9. (Goal 4) Inform exempt students of their option to participate in matriculation services. (Standard 11)

10. (Goal 1) Continue to provide assessment services at feeder high schools. (Standards 1, 2, 3, 4, 5, 8, 9 and 13)
11. (Goals 5) Continue to implement timely updates or modifications to the manual and computerized testing as mandated by faculty. (Standard 13)
12. (Goals 1, 2 and 3) Provide assessment data to the Deans of Instruction and Student Services, and the Department Chairs of English, ESL, math and reading to assist them in establishing academic courses and educational programs. (Standards 3 and 8)
13. (Goal 4) Establish a process that is implemented on a three year rotation to validate cut scores for English and reading, math, and ESL as approved by the academic senate. (Standards 5, 7, 8, 12, 13)
14. (Goal 3) Use the following board approved criteria to exempt students from mandatory Assessment prior to registration: (Standards 7, 9, 10 and 12)
 - A. Students who have completed 60 or more units or who have graduated from an accredited U.S. college or university with an AA degree or higher.
 - B. Students who have declared one of the following goals and are enrolled in fewer than 5 units :
 - Advance in current career/job
 - Maintain certificate/license
 - Personal development
 - Complete credits for high school diploma
 - Students who are enrolled full time at another institution (high school or college) and will be taking five units or fewer.

College: Moreno Valley

District: Riverside Community College

STAFFING FOR THE ASSESSMENT COMPONENT:

District Staffing:

Associate Vice Chancellor, Student Affairs and Operations (10%)	1
Matriculation Program Assistant (5%)	1
Administrative Assistant to Associate Vice Chancellor (5%)	1
District Placement Services Coordinator (5%)	1

Campus Staffing:

Dean, Student Services (5%)	1
Student Services Supervisor (5%)	1
Educational Advisor (35%)	1
Counseling Clerk (5%)	1
Matriculation Specialist (14%)	1
Temporary part-time staff variable hours	
Student help hourly	
Researcher (10%)	1
User Support Coordinator (10%)	1
Micro-Computer Support Services (10%)	2

To ensure consistency throughout the District, additional support and oversight are provided by the Associate Vice Chancellor of Student Services and Operations and her Administrative Assistant.

College: Moreno Valley

District: Riverside Community College

GOALS FOR THE COUNSELING/ADVISING COMPONENT:

1. Require all first time matriculants to meet with a counselor to develop an initial educational plan. Counseling, or advisement, will be available in individual or group formats for all matriculated students with regard to course placement.
2. Offer all matriculated students the opportunity to develop a full Student Educational Plan (SEP) that identifies an education objective and referral to services and programs to be used to achieve the objective.
3. Provide students an opportunity to meet with a counselor to monitor and update SEPs to reflect accurate and appropriate progress.
4. Provide counseling and advising to all students in special programs (for example, EOPS, Financial Aid, and the Puente Program) to support student success.
5. Provide counseling follow-up for students preparing for transfer, graduation, scholarship applications, EOPS, to review academic status (probation, dismissal), and provide occupational and career advisement.
6. Continue the efforts of the counseling staff and/or outreach staff to improve outreach with high schools and four-year colleges and universities.
7. Develop a means of systematic documentation of student use of support services.
8. Utilize technology to access information about students and on behalf of students in pursuit of educational objective.
9. Ensure accuracy of Matriculation MIS data elements.
10. Dissemination of information, policies, procedures, rights and responsibilities.

College: Moreno Valley

District: Riverside Community College

ACTIVITIES FOR THE COUNSELING/ADVISEMENT COMPONENT:

1. (Goal 2 and 10) Provide students appropriate referrals to student services during individual counseling sessions. (Standard 1 and 7)
2. (Goals 1 and 3) Direct all new matriculants with no previous college course work to attend freshman orientation/counseling session. During the group session, students receive general information regarding their goals and a one-semester plan identifying the courses to register for during the next term. Develop a full Student Educational Plan (SEP) for students enrolled in Guidance courses or during a 30-minute individual appointment. In addition, advise students not enrolled in Guidance courses to seek walk-in counseling services. (Standards 2, 3, 6, 7, 8 and 9)
3. (Goals 3, 4 and 5) Send all students with probationary status a letter from the Matriculation Office informing them of their status. Recommend first-semester probation students to attend a college success workshop. (Standard 3 and 7)
4. (Goals 3, 4 and 5) Provide college success workshops each winter and summer intercessions to students on probation to inform students why they are now on probation and of the available support services to help them achieve good standing. (Standards 1, 2, 3, 6, 7, 18)
5. (Goals 3, 4 and 5) Send all students who are subject to dismissal a letter from the Matriculation Office informing them of their status. Require students to submit a petition for readmission and attend a readmit workshop. (Standards 2 and 7)
6. (Goals 3, 4 and 5) Provide group counseling sessions each fall and spring semester, during which continuing dismissal students are given the opportunity to develop a Readmit Contract for the following full-term semester. (Standards 1, 2, 6, 7, and 18)
7. (Goals 1, 2, 4 and 10) Inform students about career planning classes and Career/Transfer Center services such as On-line Eureka, Eureka, and scheduled workshops exploring careers/major options. (Standards 1, 7 and 18)
8. (Goal 3 and 5) Continue to inform students who have completed 15 units or more, but have not declared an educational goal, about the various workshops and counseling opportunities available to assist them in clarifying their goals. (Standards 1, 2, 4, 7 and 18)

9. (Goal 4) Conduct presentations in all basic skills classes to inform students of college success strategies and availability of support services. (At the conclusion of workshops, invite students to make individual counseling appointments.) (Standards 5, 6 and 7)
10. (Goal 8) Use SARS scheduling software to facilitate student access to Counseling and Transfer Center appointments and other services such as DSPS, Title V, Workforce Preparation, Assessment Center, Puente and other programs. (Standard 18)
11. (Goals 7, 8 and 9) Automatically upload student contact information from SARS to Datatel and manually input any contacts that are not documented in SARS at the time of the SARS Upload. (Standard 18)
12. (Goal 6) Counseling faculty will continue to provide individual counseling sessions, classroom instruction and educational and vocational counseling. Educational advisors will provide assistance to students especially in Career/Transfer Center and Assessment Placement Services. Student ambassadors will provide general college information to students at outreach activities and in the Admissions and Counseling areas. (Standard 7 and 10)
13. (Goals 1, 4 and 5) Require students participating in Financial aid, EOPS, DSPS, and Athletics to maintain a current Student Educational Plan (SEP) on file. (Standards 2, 7, 8, 9 and 10)
14. (Goal 2) Inform students that successful completion of Guidance 45 will assist them in developing a SEP. (Standards 2, 7, 8, 9 and 10)
15. (Goals 7 and 8) Provide a SEP to each student, have original on file and scan the SEP into a digital form for storage. (Standard 9 and 18)
16. (Goal 1 and 6) Continue to offer Guidance 45, Introduction to College to seniors at feeder High Schools. (Standards 5, 6, 7, 8 and 9)
17. (Goals 10) Inform students during Assessment/Orientation, in Guidance 45, and in the Student Handbook, Class Schedule, and Catalog of: a) their right to appeal prerequisites. b) procedures for alleging unlawful discrimination. c) the District policies and related procedures relating to Student Grievance, Sexual Harassment, and Discrimination. [All matriculation related complaints are kept on file in the office of the Dean, Student Services and are made available to any students who make a request to review the file. Copies of all District policies are available to students at the college libraries and in each dean's office.] (Standards 11, 12, 13)

18. (Goals 2, 3, and 4) All counseling activities take place in facilities that are accessible to physically disabled students. Bilingual personnel are available to assist Spanish speaking and other English as Second Language (ESL) students. Special accommodations are available for all disabled students. (Standard 14)
19. (Goals 4, 8 and 10) Inform students about student services and counseling available to them via the schedule of classes, RCC's website, the Student Handbook. (Standards 6, 7, 16 and 17)
20. (Goal 6) Utilize Educational Advisors and Outreach to coordinate assessment, orientation and initial counseling contacts for seniors at feeder high schools. (Standards 1, 4, 5, 6 and 7)
21. (Goals 4 and 6) Offer workshops on transfer, invite representatives from various four-year universities to RCC-MV, and meet individually with students regarding transfer. (Standard 1, 2, 7, 8 and 10)
22. (Goals 7 and 8) Continue to utilize a document scanning system to facilitate electronic storage and retrieval of data. (Standards 9 and 18)
23. (Goals 1, 2 and 4) Use computerized career resources and standardized career interest inventories to provide services that assist students in identifying their aptitudes and educational objectives. Use computerized transfer resources (ASSIST) to provide services that assist students in their goal to transfer. (Standards 4, 8, 10 and 18)
24. (Goal 3 and 10) Continue to use the following board approved criteria to exempt students from the Counseling Advisory Component of Matriculation prior to registration for classes: (Standards 7, 9, 15, 16 and 17)
 - A. Students who have completed 60 or more units or who have graduated from an accredited U.S. college or university with an AA degree or higher.
 - B. Students who plan to enroll in 5 units or fewer and who have declared one of the following goals:
 - Advance in current career/job
 - Maintain certificate/license
 - Personal development
 - Complete credits for high school diploma
 - Students who are enrolled full time at another institution (high school or college) and will be taking five units or fewer.
 - C. Students who are transferring from another accredited college or university.

College: Moreno Valley

District: Riverside Community College

STAFFING FOR THE COUNSELING/ADVISEMENT COMPONENT:

District Staffing:

Associate Vice President of Student Services (20%)	1
Dean of Student Services (20%) (1 Riverside/1 Norco/1 Moreno Valley)	3
Dean of Matriculation (20%)	1
Matriculation Program Assistant (5%)	1
Secretary to the Dean of Matriculation (10%)	1

Campus Staffing:

Instructional Department Specialist	1
Counselors (70%) (3 Full-time & 4 Adjunct)	7
Counseling Department Chair (25%)	1
Educational Advisors (50%) (2 Riverside/1 Norco/1 Moreno Valley)	4
Counseling Clerks (90%)	6
Matriculation Specialist (15%)	1

To ensure consistency throughout the District, additional support and oversight are provided by the Associate Vice Chancellor of Student Services and Operations and her Administrative Assistant.

College: Moreno Valley

District: Riverside Community College

GOALS FOR THE FOLLOW-UP COMPONENT:

1. Devise and maintain a computerized follow-up system to ensure regular monitoring for early detection of academic difficulty for all students.
2. Provide appropriate follow-up services for students who are on academic and progress probation and dismissal.
3. Utilize technology to implement, support, monitor and/or track follow-up services.
4. Ensure accuracy of Matriculation MIS data.

College: Moreno Valley

District: Riverside Community College

ACTIVITIES FOR THE FOLLOW-UP COMPONENT:

1. (Goals 1, 2, and 3) Send letters from the Matriculation Office informing probation students of their status. The students are invited to attend a college success workshop. (Attachment 3) (Standards 1, 2, 3, 4 and 5)
2. (Goal 2) Provide college success workshops during which students are informed of the conditions of probation and the appropriate course of action to achieve good standing. (Standards 1, 3, 4 and 5)
3. (Goals 1, 2, and 3) Send letters from the Matriculation Office informing dismissal students of their status. (Standards 1, 2, 3, 4 and 5)
4. (Goals 1, 2, and 3) Require dismissal students to submit a petition to the Counseling Department at one of the campuses in order to appeal their dismissal. (Standards 1, 2, 4 and 5)
5. (Goal 2) Provide group counseling sessions during which students are informed of the conditions for their readmission and have the opportunity to develop a Readmit Contract. (Standards 1, 3, 4 and 5)
6. (Goal 2) Provide the opportunity for students whose petitions are denied to appeal to the Dean of Student Services at the campus to which the petition was submitted. The outcome of this appeal will be communicated in writing to the student and to the District Matriculation Office by the Dean. (Standards 1, 3, 4, and 5)
7. (Goal 3) Limit all probation and dismissal students up to thirteen (13) units during fall and spring semesters and up to seven (7) units during winter and summer semesters. (Standard 5)
8. (Goal 1) The transfer center staff will develop a process to inform students who have completed fifteen degree applicable units or more, but have not declared an educational goal about the various workshops and counseling opportunities available to assist them in clarifying their goals. (Standards 1, 3, 4, and 5)
9. (Goal 1) Counselors and/or educational advisors will conduct counseling workshops in basic skills classes to inform students of college success strategies and availability of support services. (At the conclusion of workshops, invite students to make individual counseling appointments.) (Standards 1, 2, 3 and 5)

10. (Goals 2, 3 and 4) Provide an Early Alert process which notifies students who are showing signs of academic difficulty of programs and services that are available to help with future academic success. (Standards 2, 3, and 5)
11. (Goal 3) Continue implementation of photo ID system using tracking system in areas where students do not log in to Datatel or SARS. (Standards 3 and 5)
12. (Goals 2 and 3) Provide SARS to Datatel upload process to ensure accurate tracking of student use of services. (Standard 5)

College: Moreno Valley

District: Riverside Community College

STAFFING FOR THE FOLLOW-UP COMPONENT:

District Staffing:

Matriculation Program Assistant (40%) 1

Campus Staffing:

Dean of Student Services (15%) 1

Student Services Supervisor (10%) 1

Matriculation Specialist (10%) 1

Support Services Technicians (10%) 1

Matriculation Committee (5%) Varies

7 Counselors (20%) 7

Instructional Staff (Faculty-Variable)

Research Staff (10%) 1

Information Services (10%) 1

Students – Variable

To ensure consistency throughout the District, additional support and oversight are provided by the Associate Vice Chancellor of Student Services and Operations and her Administrative Assistant.

College: Moreno Valley

District: Riverside Community College

GOALS FOR THE COORDINATION & TRAINING COMPONENT:

1. Develop and implement an in-service training program that will enable appropriate faculty, counselors, administrators, student aides, trustees, and classified staff to provide students with high quality matriculation services.
2. Develop and systematize policies and procedures for matriculation services and inform all involved parties of processes.
3. Provide the budget and release time for counselors, instructors, administrators and other staff to attend conferences appropriate to their matriculation function, as funds permit.
4. To ensure more effective advisement, develop training materials for counselors and advisors and provide on-going training opportunities.
5. Systematically inform and solicit input from the teaching faculty on the components of matriculation.

College: Moreno Valley

District: Riverside Community College

ACTIVITIES FOR THE COORDINATION & TRAINING COMPONENT:

1. (Goals 1 and 4) Provide training on a regular basis to staff in counseling, assessment/orientation, admissions and other support services regarding matriculation regulations, activities and procedures especially probation, dismissal, assessment and prerequisites. (Standard 1a – 1g)
2. (Goals 1 and 5) Provide appropriate faculty, administrators and staff with updates regarding approved assessment instruments. (Standard 1c)
3. (Goals 1, 2, and 5) Conduct an annual presentation to the Department Chairs, Academic Senate, Cabinet and Board of Trustees to update them on the status of the matriculation program and their roles in Matriculation Components. (Standard 1a – 1g, 2)
4. (Goals 1 and 3) Participate in the counseling staff's annual meeting to develop goals and objectives for the year in compliance with program review. (Standard 1d)
5. (Goal 1) Develop and periodically review written procedures to insure proper test decorum and to protect the security and consistency of test administration. (Standard 1c)
6. (Goal 3) Attend regional and statewide meetings to gather and share matriculation related information and implementation strategies. (Standard 1a – 1.g)
7. (Goals 1, 2, 4 and 5) Disseminate matriculation related research to appropriate staff and provide training as to the implications of this research and implement necessary modifications to the matriculation process. (Standard 1.f)
8. (Goal 2) Revise the matriculation sections of the Faculty Handbook, Student Handbook and Schedule of Classes on an annual basis. (Standards 1a – 1g and 2)
9. (Goals 2 and 5) Conduct Matriculation Advisory Committee meetings. (Standards 1a – 1g and 2)
10. (Goal 5) Produce and distribute a matriculation newsletter for faculty and staff on a semi-annual basis. (Standards 1a – 1g and 2)
11. (Goals 1 and 2) Utilize technology to a) conduct presentations and b) communicate with faculty, staff and students. (Standards 1a – 1g and 2)

12. (Goals 1, 2 and 5) Attend necessary meetings and participate on appropriate college-wide committees including Curriculum Committee, Assessment Committee, COTF, SEM, weekly Dean's meetings, Board committee and regular Board meetings as necessary and Matriculation Advisory Committee. (Standards 1a – 1g)

College: Moreno Valley

District: Riverside Community College

STAFFING FOR THE COORDINATION & TRAINING COMPONENT:

District Staffing:

Matriculation Program Assistant (30%)	1
Vice Chancellor, Academic Affairs (5%)	1
Vice Chancellor, Student Services (5%)	1
Matriculation Committee (5%)	

Campus Staffing:

Matriculation Specialists (5%)	3
Deans of Student Services (10%)	3
District Dean/Asst. Director, Admissions & Records (5%)	2
Counselors (10%)	3

To ensure consistency throughout the District, additional support and oversight are provided by the Associate Vice Chancellor of Student Services and Operations and her Administrative Assistant.

College: Moreno Valley

District: Riverside Community College

GOALS FOR THE RESEARCH COMPONENT:

1. Assess and report short-term and long-term student retention and persistence rates.
2. Evaluate matriculation components to assure their effectiveness in supporting student success.
3. Assess the effectiveness of the course placement program.
4. Develop a research component to evaluate the effectiveness of prerequisites and co-requisites in supporting student success.
5. Develop institutional capacity to match services to entering students.
6. Improve the College's ability to monitor student progress.
7. Encourage classroom and institutional research activities to improve the matriculation program.
8. Routinely collect data needed for program and service evaluation and create access to the data through Computing Services.
9. Update repository of MIS files used for tracking student cohorts on an ongoing basis.
10. Expand access to existing mainframe databases.

College: Moreno Valley

District: Riverside Community College

ACTIVITIES FOR THE RESEARCH COMPONENT:

1. (Goals 8 and 9) Assist in the process of collecting and reporting the number of student complaints and the bases of those complaints and make the information available as needed. (Standard 15)
2. (Goals 5 and 9) Collect and report the number of students exempted by exemption category. (Standard 14)
3. (Goals 5 and 6) Work with the Vice-President of Student Services and lead Admissions and Records person to establish a process to distribute information collected on the application and in assessment pertaining to specialized support services and programs to the appropriate department for follow-up with students for each term. (Standards 4, 6, 7, 8, 9 and 16)
4. (Goal 8) Provide descriptive information on RCCD students in publications such as the Factbook and Research Notes. (Standard 10)
5. (Goal 2) Present matriculation research requirements to an advisory committee to maintain the priority of evaluating the efficacy of matriculation. (Standard 1)
6. (Goals 8, 9 and 10) Utilize the MIS data repository and Datatel administrative computing system to track student academic performance and service use over time. (Standards 4-14, 16 and 17)
7. (Goal 3) Use assessment instruments on the Chancellor's Office approved list for placing students including periodic analysis of placement validation. Maintain locally developed ESL test on the Chancellor's Office approved list. (Standard 2)
8. (Goal 3) Evaluate, every two years, the placement process, including cut-scores and disproportionate impact, using faculty evaluations of student placement as the outcome variable. (Standards 3, 4 and 7)
9. (Goal 1) Report a variety of information including but not limited to retention rates, persistence rates, withdrawal data, and grade point averages. The information would be aggregated by various classification categories such as campus location, division, full or part-time status, day/evening status, first-generation status, matriculation status, matriculation services usage, basic skills enrollment, and various educational goals as

well as the demographic variables of ethnicity, gender, age and disability. (Standards 4, 6, 10, 12 and 13)

10. (Goals 2, 5 and 6) Compare the matriculation goal of students with the student's goal upon initial entrance to the college by term. (Standards 4, 5 and 7)
11. (Goals 2, 5, 6 and 8) Deploy the Community College Student Engagement Questionnaire in Fall 2003 and include local questions to determine awareness of and satisfaction with various student services, including matriculation services, to better address students' needs. (Standards 4, 7 and 8)
12. (Goals 4, 8 and 9) Evaluate the impact of matriculation on basic skills, including the number of students recommended into basic skills courses, the completion and success rates of students enrolled in basic skills, and the progress of students from basic skills courses to associate degree-applicable courses. (Standards 4, 6, 11, 12 and 13)
13. (Goals 2, 5 and 9) Conduct research on recent high school graduates (those who graduated the previous year) and report aggregate performance information to local high schools including placement, retention, persistence and grade point average. (Standards 4, 6 and 16)
14. (Goals 5, 8 and 9) Conduct study of transfer readiness to identify points that may be barriers to transfer. The information would be aggregated by various classification categories such as campus location, division, full or part-time status, day/evening status, first-generation status, matriculation status, basic skills enrollment, and various educational goals as well as the demographic variables of ethnicity, gender, age and disability. (Standards 4, 6, 7 and 8)
15. (Goals 2 and 6) Maintain and improve the process if necessary to migrate data from SARS into Datatel for tracking of services requested and provided. (Standards 9, 16 and 17)

College: Moreno Valley

District: Riverside Community College

STAFFING FOR THE RESEARCH COMPONENT:

District Staffing:

Matriculation Program Assistant (5%)	1
Director, Institutional Research (10%)	1
Assistant Director, Institutional Research (50%)	1
Research Specialists (25%)	2
Information Services Personnel (20%)	Varies

Campus Staffing:

Matriculation Specialists (5%)	3
Deans of Student Services (2.5%)	3
District Dean/Asst. Director, Admissions & Records (5%)	2
Faculty (participation in research activities)	Varies

To ensure consistency throughout the District, additional support and oversight are provided by the Associate Vice Chancellor of Student Services and Operations and her Administrative Assistant.

College: Moreno Valley

District: Riverside Community College

GOALS FOR THE PREREQUISITES, COREQUISITES AND ADVISORIES COMPONENT:

1. Provide definitions for prerequisites, corequisites and advisories in the Catalog, Schedule of Classes, Faculty and Student Handbooks.
2. Continue to review and evaluate the challenge process for students who have not met prerequisites but wish to challenge based on Title 5 provisions.
3. Enforce all prerequisites and corequisites during Tiger Talk and walk-in registration.
4. The Curriculum Committee will establish all prerequisites, corequisites and limitations on enrollment in accordance with Title 5 regulations and will review them on a six year cycle.

College: Moreno Valley

District: Riverside Community College

ACTIVITIES FOR THE PREREQUISITES, COREQUISITES, ADVISORIES AND
LIMITATIONS ON ENROLLMENT COMPONENT:

1. (Goal 1) Provide the following information online, in the Schedule of Classes, the College Catalog and the Student Handbook: (Standard 12)
 - Prerequisites
 - Corequisites and limitations on enrollment
 - The process for challenging prerequisites
 - The grounds on which that challenge may take place
2. (Goal 3) Provide students the opportunity to submit a form (matriculation appeals petition) to validate a prerequisite or corequisite. Make Matriculation Appeals Petitions available to students through the Counseling Department on all 3 campuses. (Standard 11)
3. (Goal 2) While the challenge is being considered, provide a challenge process to allow students to enroll in the course, if space is available and if the petition is filed prior to the first day of classes. If the challenge is upheld, allow the student to remain in the class. If the challenge is denied, drop the student from the class with a full refund. (Standards 9, 10 and 11)
4. (Goal 4) Establish all prerequisites, corequisites, and advisories on recommended preparation in compliance with Title 5, upon recommendation of the Curriculum Committee and Prerequisite Subcommittee and approval of the Board of Trustees. (Standards 1 and 7)
5. (Goal 4) Develop and implement a process to review each prerequisite, corequisite, and advisory every six years to ensure that it is still supported by the faculty in the discipline or department and by the Curriculum Committee and Prerequisite Subcommittee and is still in compliance with the provisions of the Board approved policy and the law. (Standards 1 and 2)
6. (Goal 3) Continue to enforce prerequisites, corequisites and limitations on enrollment in a consistent manner during registration. (Standards 1 and 9)
7. (Goal 4) Work with Vice President of Academic Affairs to ensure that all faculty are given outlines for all courses that they teach and to ensure that all faculty teach courses for which prerequisites or corequisites are established in accordance with the course outline of record. (Standard 8)

8. (Goal 4) Continue to work with Curriculum Committee and Prerequisite Subcommittee to ensure that the levels of scrutiny for the establishment of prerequisites, corequisites and limitation on enrollment are adhered to by the faculty. (Standards 5, 6 and 7)
9. (Goal 4) Work with faculty on a course-by-course basis to establish any communication or computation skills prerequisites. Prerequisites and/or corequisite courses in communication or computation skills are not established across the curriculum. (Standards 2 , 4 and 5)
10. (Goal 4) The P/C/A Subcommittee determines if research is warranted (computational/communication skills) and serves Faculty in the process of establishing all prerequisites and corequisites and advisories and limitations on enrollment. P/C/A Subcommittee has been established as an advisory committee to the curriculum committee. (Standard 4)

College: Moreno Valley

District: Riverside Community College

STAFFING FOR THE PREREQUISITES, COREQUISITES AND ADVISORIES
COMPONENT:

District Staffing:

Matriculation Program Assistant (10%)	1
District Placement Services Coordinator (10%)	1
Assistant Director, Institutional Research (10%)	1
Articulation Coordinator (10%)	1

Campus Staffing:

District Dean/Asst. Director, Admissions & Records (5%)	2
Deans of Student Services (10%)	1
Matriculation Specialists (30%)	3
Student Services Secretary (25%)	1
Evaluator (40%)	1
Dean of Instruction (5%)	4
Admin Assistant to Dean of Instruction (5%)	1
Department Chairs (5%)	Varies
Curriculum Committee	Varies
Student Services Technical Specialist (30%)	1

To ensure consistency throughout the District, additional support and oversight are provided by the Associate Vice Chancellor of Student Services and Operations and her Administrative Assistant.

College: Norco

District: Riverside Community College

MATRICULATION ADVISORY COMMITTEE
2006

Edward Bush
Andy Robles
Bob Prior
Carmen Payne
Cynthia Acosta
Daniela Greco
David Payan
Debbie DiThomas
Diane Dieckmeyer
Fernando Salcedo
Gabriela Gamiz
Jimmie Hill
Leslie Chaks
Maria Contreras
Mark DeAsis
Mark Lewis
Pam Kollar
Patsy Navarro
Sharon Drake
Sylvia Saenz
Zina Lopez

College: Norco

District: Riverside Community College

GOALS FOR THE ADMISSION COMPONENT:

1. Create a student centered admission process that eliminates barriers to enrollment.
 - a. Make RCCD enrollment information available in the community, i.e.) libraries, high schools, adult education sites, etc.
 - b. Provide enrollment services at the Norco Campus, feeder institutions, and the local community.
 - c. Continue to simplify the admissions process for first-time college students.
 - d. Improve effective communications to prospective and currently enrolled student groups.
 - e. Continue to improve and expand accessibility of Admissions and Records facilities to ensure student access.
2. Provide admissions services to targeted student groups.
 - a. Support a separate, personalized matriculation process for students with specific needs.
 - b. Provide access to and perform research on application data in order to identify and support high-risk students.
3. Utilize computerized information services to automate various admissions services.
 - a. Utilize web advisor for student services, registration, forms, etc.
 - b. Maintain current enrollment information on the Norco Campus website.
4. Work with Matriculation, Assessment and Counseling to enforce orientation, assessment and advisement components of Matriculation.
 - a. First-time college students must complete AOC.
 - b. Returning or transfer students are not mandated to complete AOC, but may take the placement test to satisfy math, reading, English and ESL prerequisites.
5. Maintain communication with administration, faculty, and staff regarding Admissions policies and procedures.
6. Ensure accuracy of Matriculation MIS data.

College: Norco

District: Riverside Community College

ACTIVITIES FOR THE ADMISSION COMPONENT:

1. (Goals 1A and 6) Provide ongoing training for standardization of data collection and data entry. Ensure integrity of the data being collected. (Standard 1)
2. (Goals 1A and 6) Run MIS edit reports to show internal discrepancies and correct errors. (Standard 1)
3. (Goal 1D) Send admissions application with the schedule of classes to current students and send a postcard to every home in the Corona/Norco region to let recipients know how to request a printed schedule or access the schedule on-line. (Standards 1 and 2)
4. (Goal 1B and 2A) Seek multi-lingual applicants for positions that serve non-native speakers of English. (Standard 2)
5. (Goal 1B) Utilize registration assistants at high schools to guide prospective concurrent enrollment students through the admission process. (Standard 1)
6. (Goal 1C,1D and 4A) Participate in outreach and services such as “Day of the Mustang” to address needs of matriculants who are first-time college students. (Standard 1)
7. (Goal 1A, 1D and 2A) Review and revise application, class schedule, registration information and any other publications (including Admissions and Records forms) to ensure clarity. (Standards 1 and 2)
8. (Goal 2A) Assign full-time employees the responsibility to register special program students and provide necessary training. (Standard 2)
9. (Goal 2A) Provide support to enable early counseling and registration periods for approved special need groups; i.e. Disabled Student Services, EOPS, and Veterans. (Standard 2)
10. (Goal 1E, 2A and 5) Provide on-going training to admissions staff regarding Limited English Proficient (LEP) students; issues regarding residency; needs of students with disabilities and other special populations. (Standards 1 and 2)
11. (Goal 2A and 4) Identify LEP students and direct them to alternative or individualized assessment and/or orientation sessions. (Standard 2)

12. (Goals 2B and 3) Perform research using application data and student surveys to assess service to targeted student groups. (Standards 1 and 2)
13. (Goal 5) Continue to improve communication with faculty regarding record keeping and grade processing through faculty in-service and additions to the Faculty Handbook regarding the Admissions component. (Standard 3)
14. (Goals 1, 2, 3 and 4) Continue to utilize technology to enhance the following admissions services: (Standard 3)
 - Degree Audit (Datatel Colleague)
 - Document Imaging System
 - TREG (Telephone Registration)
 - Photo I.D.
 - Web-services
 - Online Application Processing
 - Campus Access
15. (Goal 4) Provide students with written information that explains the matriculation process upon enrollment. (Standard 2)
16. (Goal 3 and 4B) Inform exempt students that they may choose to participate in all matriculation components. (Orientation Standard 8)
17. (Goal 3B and 4) All first time college students who complete assessment, orientation and advisement will be cleared to register for classes. (Standard 3)
18. (Goals 2 and 4) During the registration process, inform students of any existing prerequisites and uphold the restriction if prerequisite has not been met. (Standards 1 and 3)
19. (Goal 6) Work with District Matriculation personnel to continue to monitor correct data entry, especially for information that is included in MIS reporting. (Standard 1 and 3)

College: Norco

District: Riverside Community College

STAFFING FOR THE ADMISSIONS COMPONENT:

District:

Dean Admissions and Records	1
Assistant Director Admissions and Records	1

Norco:

Dean of Student Services (20.5%)	1
Student Services Supervisor	1
Matriculation Specialist (10%)	
Admissions & Records Student Services Specialist (1 FT/1 Permanent PT)	2
Admissions and Records Technicians	2
Academic Evaluation Specialist	1
1000 Hour employees (approximately)	6

To ensure consistency throughout the District, additional support and oversight are provided by the Associate Vice Chancellor of Student Services and Operations and her Administrative Assistant.

College: Norco

District: Riverside Community College

GOALS FOR THE ORIENTATION COMPONENT:

1. Provide all new matriculants with an orientation to the College that includes information about College programs, services and facilities, academic expectations and procedures, in order to motivate students to set and achieve goals.
2. Inform students about RCC District, student rights and responsibilities. These include a) the right to appeal matriculation requirements and other legal rights concerning fair and equitable treatment, b) procedures for filing and processing complaints and for resolution of complaints, c) their right to challenge pre- or co-requisites and d) the right to file complaints of unlawful discrimination and the grounds for the challenge.
3. Adhere to District governing board policies for exemption from matriculation requirements.
4. Utilize available technologies and resources to increase continuity in implementing the Orientation/Counseling sessions.
5. Ensure accuracy of Matriculation MIS data.

College: Norco

District: Riverside Community College

ACTIVITIES FOR THE ORIENTATION COMPONENT:

1. (Goals 1, 2 and 4) Continue to provide orientation services to all new, non-exempt students. (Standards 1, 3, 4 and 5)
2. (Goals 1 and 4) Utilize a variety of alternative technologies and resources to insure consistency of information and capture student interest during the orientation. Periodically review power point orientation presentation to ensure accurate and up to date information. (Standard 1)
3. (Goal 1) Conduct orientations in facilities that are accessible to the disabled. (Standard 6)
4. (Goal 1) Continue to work closely with the ESL department to translate materials and offer orientations suitable for the needs of LEP students. Implement Spanish only Orientations to meet the needs of Norco's growing Spanish speaking population. (Standard 6)
5. (Goals 1, 2 and 4) Continue to offer Guidance 45, Introduction to College, through alternative delivery methods and at feeder High Schools, as a means by which new matriculants meet matriculation regulations. (Standards 1 and 2)
6. (Goals 2 and 3) Continue to annually update the Catalog, Student Handbook and Class Schedule so that information provided to students regarding their rights and responsibilities, college policies and procedures is current and accurate. The Student Handbook is given to and reviewed by each student during the orientation session and in the Guidance 45 classes. The Handbook is also available through the Counseling Center. Procedures for filing and processing complaints are included in the Handbook and students are directed to those pages by the orientation presenter. (Standards 2, 3, 4 and 5)
7. (Goals 2 and 3) Continue to make the appeal petitions available at the Counseling Center for students who wish to appeal prerequisites or to file complaints of unlawful discrimination. The Dean of Student Services and the Dean of Instruction have the authority to take action on petitions. Completed petitions and responses will be kept on file by the Matriculation Specialist for a period of one year. Permanent appeals are scanned and attached to the student's record. (Standards 3, 4 and 5)
8. (Goal 1) Continue to offer supplemental orientation services to targeted students such as athletes, veterans and international students. (Standard 6)

9. (Goal 1) Continue to assess student needs by gathering information from the Educational Planning Form administered during the Orientation/Counseling sessions and make appropriate recommendations and referrals. (Standard 1)
10. (Goal 1) Continue to enforce mandatory Assessment, Orientation & Counseling (AOC) for all first time college matriculants. (Standards 1, 8, 9 and 10)
11. (Goal 5) Upload student contact information from SARS to Datatel. Manually input any contacts not documented in SARS at the time of the upload. (Counseling/Advisement Standard 18)
12. (Goal 3) Use the following board approved criteria to exempt students from mandatory AOC Orientation/Counseling prior to registration: (Standards 7 and 9)
 - a. Students who have completed 60 or more units or who have graduated from an accredited U.S. college or university with an AA degree or higher.
 - b. Students who plan to enroll in five units or fewer and who have declared one of the following goals:
 - Advance in current career/job
 - Maintain certificate/license
 - Educational development
 - Complete credits for high school diploma
 - Students who are enrolled full time at another institution (high school or college) and will be taking five units or fewer.

College: Norco

District: Riverside Community College

STAFFING FOR THE ORIENTATION COMPONENT:

Dean of Student Services (5%)	1
Matriculation Specialist (10%)	1
Counselors (10%) 4 Full-time and 5 Adjuncts	9
Student Ambassadors (40%)	3
Student Activities Staff (10%)	1
Assessment Test Proctors (10%)	1
User Support Coordinator, Information Services (10%)	1

To ensure consistency throughout the District, additional support and oversight are provided by the Associate Vice Chancellor of Student Services and Operations and her Administrative Assistant.

College: Norco

District: Riverside Community College

GOALS FOR THE ASSESSMENT COMPONENT:

1. Provide an assessment process to all matriculants and any students who can benefit from guidance in course placement.
2. Provide training to all counselors, English, Reading and Mathematics teachers and necessary support staff on the use and interpretation of any newly adopted assessment/placement instruments.
3. Use multiple measure assessment information through a designated software aid in selecting courses and services that will enable them to achieve their educational goals.
4. Ensure that all assessment practices are consistent with state law (Title V) and Riverside Community College District values and policies.
5. Continue to utilize available technologies to increase efficiency in implementing the assessment/placement process.
6. Ensure accuracy of Matriculation MIS data.

College: Norco

District: Riverside Community College

ACTIVITIES FOR THE ASSESSMENT COMPONENT:

1. (Goal 1) Provide all non-exempt students with basic skills assessment in reading, English, and math prior to registration. Provide placement test results to students immediately following this assessment. (Standards 1, 5 and 13)
2. (Goal 1) Give all students the opportunity to choose either a placement test for native speakers of English (Accuplacer) to place them in English or reading classes or a placement test for non-native speakers PTESL (Proficiency Test in English as a Second Language) to place them in ESL classes. (Standards 1, 2, 3, 5 and 9)
3. (Goal 4) Conduct all tests in facilities that are accessible to the physically disabled. (Standards 1, 2, 3, 5 and 9)
4. (Goals 2 and 4) Standardize all test administration instructions and provide each test administrator with a manual describing the procedures for administering the test and standards for test decorum. (Standards 6 and 8)
5. (Goal 3) Using research that identifies the most appropriate multiple measures and test-scoring software, provide students with a weighted score that takes into consideration test scores and other academic criteria. Advise students via the Handbook, College Catalog and orientation sessions that multiple measures are used for all placement decisions. (Standard 7)
6. (Goals 3 and 5) Provide students who took the Accuplacer test at another college an opportunity to utilize these raw scores in RCCD's placement process. (Standard 7)
7. (Goals 2 and 4) Inform First-Time college students during assessment, orientation and counseling, (AOC) that placement is mandatory. (Standards 1 and 13)
8. (Goals 5 and 6) Complete a daily upload of computerized test scores from the Web to the Datatel administrative software so that all the necessary information is available for counseling, registration, research and other purposes by the day following the test. Manually enter corrections and placement results for all other tests. (Standard 13)
9. (Goal 3) Use the following board approved criteria to exempt students from mandatory Assessment prior to registration: (Standards 7, 9, 10 and 12)

- a. Students who have completed 60 or more units or who have graduated from an accredited U.S. college or university with an AA degree or higher.
 - b. Students who have declared one of the following goals and are enrolled in fewer than 5 units
 - Advance in current career/job
 - Maintain certificate/license
 - Educational development
 - Complete credits for high school diploma
 - c. Students who are enrolled full time at another institution (high school or college) and will be taking five units or fewer.
10. (Goal 4) Inform exempt students of their option to participate in matriculation services. (Standard 11)
 11. Goal 1) Continue to provide assessment services at feeder high schools. (Standards 1, 2, 3, 4, 5, 8, 9 and 13)
 12. (Goals 1, 2 and 3) Provide assessment data to the Deans of Instruction and Student Services, and the appropriate Department Chairs to assist them in establishing academic courses and educational programs. (Standards 3 and 8)
 13. (Goal 4) Establish a process that is implemented every other year to validate cut scores for English, math, ESL, and reading. (Standards 5, 7, 8, 12, 13)

College: Norco

District: Riverside Community College

STAFFING FOR THE ASSESSMENT COMPONENT:

Dean of Student Services (10%)	1
Matriculation Specialist (14%)	1
Assessment Educational Advisor	1
Counseling Clerks (10%)	2
Temporary part-time staff variable hours	
Student help hourly	2
Computing services technician (5%)	1
User Support Coordinator (10%)	1
Researcher (10%)	1

To ensure consistency throughout the District, additional support and oversight are provided by the Associate Vice Chancellor of Student Services and Operations and her Administrative Assistant.

College: Norco

District: Riverside Community College

GOALS FOR THE COUNSELING/ADVISING COMPONENT:

1. Require all first time matriculants to meet with a counselor to develop a one-semester educational plan. Counseling, or advisement, will be available in individual or group formats for all matriculated students with regard to course placement.
2. Offer all matriculated students the opportunity to develop a full educational plan that identifies an education objective and the courses, services, and programs to be used to achieve the objective.
3. Provide students an opportunity to meet with a counselor to monitor and update SEPs to reflect accurate and appropriate progress.
4. Provide supplemental counseling and advising for targeted groups of students to support student success.
5. Provide Counseling follow-up for students at critical points in their progress toward their goals.
6. Continue the efforts of the counseling staff and/or outreach staff to improve outreach with high schools and four-year colleges and universities.
7. Develop a means of systematic documentation of student use of counseling services.
8. Utilize technology to access information about students and on behalf of students in pursuit of educational objective.
9. Ensure accuracy of Matriculation MIS data elements.

College: Norco

District: Riverside Community College

ACTIVITIES FOR THE COUNSELING/ADVISEMENT COMPONENT:

1. (Goal 7) Provide students appropriate referrals to student services during individual counseling sessions. (Standard 1)
2. (Goal 3) Direct all new matriculants with no previous college course work to attend freshman orientation/counseling session. During the session, students receive general information regarding their goal and a one-semester plan identifying the courses to register for during the next term. Develop a full educational plan for students enrolled in Guidance Courses or during a 30-minute individual appointment. Direct other students needing advisement for course selection walk-in counseling services. (Standards 2, 3, 6, 8 and 9)
3. (Goals 3 and 4) Send all students with probationary status a letter from the Dean of Student Services Office informing them of their status. First-semester probation students are given the option to attend a college success workshop. (Standard 3)
4. (Goal 4) Provide college success workshops prior to fall and spring semester enrollment to students on probation to inform students why they are now on probation and of the available support services to help them achieve good standing. (Standards 1, 2, 3, 6, 7, 18)
5. (Goal 4) Send all students who are subject to dismissal for the first time, a letter from the Dean of Student Services Office informing them of their status. Require students to submit a petition for readmission and attend a readmit workshop. (Standards 2 and 7)
6. (Goals 4 and 5) Provide counseling sessions each fall and spring semester, during which continuing dismissal students are given the opportunity to develop a Readmit Contract for the following full-term semester. (Standards 1, 2, 6, 7, and 18)
7. (Goals 1, 2 and 4) Inform students about career planning classes and Career/Transfer Center services such as SIGI PLUS, Eureka, Choices and regularly scheduled workshops exploring careers/major options. (Standards 1, 7 and 18)
8. (Goal 5) Develop a process through the career center to inform students who have completed 15 units or more, but have not declared an educational goal about the various workshops and counseling opportunities available to assist them in clarifying their goals. (Standards 1, 4, 16 and 18)

9. (Goal 4) Conduct presentations in all basic skills classes to inform students of college success strategies and availability of support services. (At the conclusion of workshops, invite students to make individual counseling appointments.) (Standards 5 and 6)
10. (Goal 8) Use SARS scheduling software to facilitate student access to counseling appointments. (Standard 18)
11. (Goals 7, 8 and 9) Upload student contact information from SARS to Datatel and manually input contacts not documented in SARS at the time of upload . (Standard 18)
12. (Goal 6) Utilize a) counseling faculty to provide individual counseling sessions, classroom instruction and educational and vocational counseling; b) educational advisors to provide assistance for students especially in Career/Transfer Center and Assessment Placement Services; and c) student ambassadors to provide general college information to students at outreach activities and in the Admissions and Counseling areas. (Standard 7)
13. (Goals 1, 4 and 5) Require financial aid students, EOPS, DSPPS, and athletes to maintain a current Student Educational Plan (SEP). (Standards 2, 7, 8, 9 and 10)
14. (Goal 1) Require all matriculants to develop a one-semester educational plan prior to registering for classes. Inform students that successful completion of Guidance 45 will meet this requirement. (Standards 7, 8 and 10)
15. (Goals 1, 2, 4 and 7) Provide a written record of SEP to students; store written SEP at the college; continue to scan electronic copies of SEPs. (Datatel). (Standard 9)
16. (Goal 1) Offer Guidance 45, Introduction to College to seniors at feeder High Schools. In the class, students complete a study skills inventory and a one-semester educational plan. (Standards 5, 6 7, 8 and 9)
17. (Goals 3 and 4) Inform all students during Assessment/Orientation, Guidance 45 course, the Student Handbook, Class Schedule, and College Catalog of: a) their right to appeal prerequisites, b) procedures for alleging unlawful discrimination, c) the District policies and related procedures relating to Student Grievance, Sexual Harassment, and Discrimination. [All matriculation related complaints are kept on file in the Dean of Student Service's office and are made available to any students who make a request to review the file. Copies of all District policies are available to students at the college libraries and in the dean's office.] (Standards 11, 12, 13)

18. (Goals 1, 3, and 4) All counseling activities take place in facilities that are accessible to physically disabled students. Bilingual clerical, paraprofessional and professional counseling staff are available to assist Spanish speaking students. Information about ESL courses is available in English, Spanish, and will assist other students as needed. Special accommodations are available for all disabled students. (Standard 14)
19. (Goals 4 and 8) Encourage students through the Schedule of Classes, Student Handbook and other vehicles to meet with counselors regularly. Exemption from initial assessment, orientation and counseling is not an exclusion from counseling services. (Standards 16 and 17)
20. (Goal 6) Utilize Educational Advisors to coordinate Assessment, Orientation and initial counseling contacts for seniors at feeder high schools. (Standards 1, 4, 5 and 6)
21. (Goals 1, 2, 4, 6 and 8) Address transfer needs by developing articulation agreements with four-year universities, offering workshops in the mechanics of transfer, inviting representatives from various four-year universities to campus to speak to Norco students, and through direct communication with students. (Standard 1, 2, 8, 10 and 18)
22. (Goals 3 and 4) Initiate contact with students outside the counseling area by providing workshops in classrooms. (Standards 1, 3, 4, 5 and 6)
23. (Goals 7 and 8) Utilize a document scanning system to facilitate electronic storage and retrieval of data. (Standards 9 and 18)
24. (Goals 1, 2 and 4) Use computerized career resources and standardized career interest inventories to provide services that assist students in identifying their aptitudes and educational objectives. Use computerized transfer resources (ASSIST) to provide services that assist students in their goal to transfer. (Standards 4, 8, 10 and 18)
25. (Goal 3) Use the following board approved criteria to exempt students from the Counseling Advisory Component of Matriculation prior to registration for classes: (Standards 7 and 9)
 - a. Students who have completed 60 or more units or who have graduated from an accredited U.S. college or university with an AA degree or higher.
 - b. Students who plan to enroll in 5 units or fewer and who have declared one of the following goals:
 - Advance in current career/job
 - Maintain certificate/license
 - Educational development
 - Complete credits for high school diploma

- Students who are enrolled full time at another institution (high school or college) and will be taking five units or fewer.
- c. Students who are transferring from another accredited college or university.

College: Norco

District: Riverside Community College

STAFFING FOR THE COUNSELING/ADVISEMENT COMPONENT:

Dean of Student Services (19%)	1
Matriculation Specialist (15%)	1
Secretary to the Dean of Services (5%)	1
Instructional Department Specialist	1
Counselors (70%) 4 Full-time and 5 Adjuncts	9
Educational Advisor (50%)	2
Counseling Clerks (90%)	2

To ensure consistency throughout the District, additional support and oversight are provided by the Associate Vice Chancellor of Student Services and Operations and her Administrative Assistant.

College: Norco

District: Riverside Community College

GOALS FOR THE FOLLOW-UP COMPONENT:

1. Devise and maintain a computerized follow-up system to ensure regular monitoring for early detection of academic difficulty for all students.
2. Provide appropriate follow-up services for students who are on academic and progress probation and dismissal.
3. Utilize technology to implement, support, monitor and/or track follow-up services.
4. Ensure accuracy of Matriculation MIS data.

College: Norco

District: Riverside Community College

ACTIVITIES FOR THE FOLLOW-UP COMPONENT:

1. (Goals 1, 2, and 3) Send letters from the Dean of Student Services office informing probation students of their status. The students must attend a college success workshop in order to maintain their priority registration. Those students who do not attend the first round of workshops are sent another letter notifying them of a second round of college success workshops. (Attachment 3) (Standards 1, 2, 3, 4 and 5)
2. (Goal 2) Provide college success workshops during which students are informed of the conditions of probation and the appropriate course of action to achieve good standing.(Standards 1, 3, 4 and 5)
3. (Goals 1, 2, and 3) Send letters from the Dean of Student Services Office informing dismissal students of their status. (Standards 1, 2, 3, 4 and 5)
4. (Goals 1, 2, and 3) Require dismissal students to submit a petition to the Counseling Department at one of the campuses in order to appeal their dismissal. (Standards 1, 2, 4 and 5)
5. (Goal 2) Provide counseling sessions during which students are informed of the conditions for their readmission and have the opportunity to develop a Readmit Contract. (Standards 1, 3, 4 and 5)
6. (Goal 2) Provide the opportunity for students whose petitions are denied to appeal to the Dean of Student Services at the campus to which the petition was submitted. The outcome of this appeal will be communicated in writing to the student and to the District Matriculation Office by the Dean. (Standards 1, 3, 4,and 5)
7. (Goal 3) Limit all probation and dismissal students to thirteen (13) units during fall and spring semesters and seven (7) units during winter and summer semesters. (Standard 5)
8. (Goal 1) The transfer center staff will develop a process to inform students who have completed 15 units or more, but have not declared an educational goal about the various workshops and counseling opportunities available to assist them in clarifying their goals. (Standards 1, 3, 4, and 5)
9. (Goal 1) Counselors and/or educational advisors will conduct counseling workshops in all basic skills classes to inform students of college success strategies and availability of

support services. (At the conclusion of workshops, invite students to make individual counseling appointments.) (Standards 1, 2, 3 and 5)

10. (Goals 2, 3 and 4) Continue to provide an Early Alert process which notifies students who are showing signs of academic difficulty of programs and services that are available to help with future academic success. (Standards 2, 3, and 5)
11. (Goal 3) Continue to provide implementation of photo ID system using tracking system in areas where students do not log in to Datatel or SARS. (Standards 3 and 5)
12. (Goals 2 and 3) Provide SARS to Datatel upload process to ensure accurate tracking of student use of services. (Standard 5)
13. (Goals 2, 3, and 4) Track students' Early Alert response and outcome. (Standards 2, 3, and 5)
14. (Goals 2, 3, and 4) Support faculty participation in the Early Alert process. (Standards 2, 3, and 5)

College: Norco

District: Riverside Community College

STAFFING FOR THE FOLLOW-UP COMPONENT:

Dean of Student Services (23%)	1
Matriculation Specialist (10%)	1
Secretary to the Dean of Student Services (5%)	1
User Support Coordinator (10%)	1
Assistant Director, Information Services (5%)	1
Matriculation Committee (5%)	Varies
Counselors (20%) 4 Full-time 5 Adjuncts	9
Counseling Clerks (10%)	2
Instructional Staff (Faculty-Variable)	
Research Staff (10%)	1
Information Services (10%)	1
Students – Variable	

To ensure consistency throughout the District, additional support and oversight are provided by the Associate Vice Chancellor of Student Services and Operations and her Administrative Assistant.

College: Norco

District: Riverside Community College

GOALS FOR THE COORDINATION & TRAINING COMPONENT:

1. To maintain continuity amongst the colleges as it relates to district Matriculation policies, procedures and regulations the Campus Deans of Student Services will meet with the Associate Vice Chancellor of Student Services on a regular basis.
2. The Associate Vice Chancellor of Student Services and Deans of Student Services will work together to ensure that all parties involved in the delivery of Matriculation Services are informed.
3. As funds permit, support will be provided from Matriculation budget for Matriculation-related training.
4. Deans of Student Services and Associate Vice Chancellor of Student Services will be actively involved in Campus, District, Regional and Statewide Matriculation-related entities.

College: Norco

District: Riverside Community College

ACTIVITIES FOR THE COORDINATION & TRAINING COMPONENT:

1. (Goals 2 and 4) Provide training on a regular basis to faculty and staff and other support services regarding matriculation regulations, activities and procedures especially probation, dismissal, assessment and prerequisites. (Standard 1a – 1g)
2. (Goals 2 and 4) Provide appropriate faculty, administrators and staff with updates regarding approved assessment instruments. (Standard 1c)
3. (Goals 1, 2, and 4) Conduct an annual presentation to the Department Chairs, Academic Senate, Cabinet and Board of Trustees to update them on the status of the matriculation program and their roles in Matriculation Components. (Standard 1a – 1g, 2)
4. (Goals 1, 2 and 4) Develop and periodically review written procedures to insure proper test decorum and to protect the security and consistency of test administration. (Standard 1c)
5. (Goals 3 and 4) Attend regional and statewide meetings to gather and share matriculation related information and implementation strategies. (Standard 1a – 1.g)
6. (Goals 1, 2 and 4) Disseminate matriculation related research to appropriate staff and provide training as to the implications of this research and implement necessary modifications to the matriculation process. (Standard 1.f)
7. (Goals 1 and 2) Utilize research to adjust policies and procedures if necessary. (Standard 1)
8. (Goals 2 and 4) Revise the matriculation sections of the Faculty Handbook, Student Handbook and Schedule of Classes on an annual basis. (Standards 1a – 1g and 2)
9. (Goals 1, 2 and 4) Conduct Matriculation Advisory Committee meetings. (Standards 1a – 1g and 2)
10. (Goals 1, 2 and 4) Produce and distribute a matriculation newsletter for faculty and staff on a semi-annual basis. (Standards 1a – 1g and 2)
11. (Goals 1, 2 and 4) Utilize technology to a) conduct presentations and b) communicate with faculty, staff and students. (Standards 1a – 1g and 2)

12. (Goals 1, 2 and 4) Attend necessary meetings and participate on appropriate college-wide committees including Curriculum Committee, Assessment Committee, COTF, SEM, weekly Dean's meetings, Board committee and regular Board meetings as necessary and Matriculation Advisory Committee. (Standards 1a – 1g)

College: Norco

District: Riverside Community College

STAFFING FOR THE COORDINATION & TRAINING COMPONENT:

District Staffing:

Matriculation Program Assistant (30%) 1

Vice Chancellor, Academic Affairs (5%) 1

Vice Chancellor, Student Services (5%) 1

Campus Staffing:

Matriculation Specialists (5%) 3

Deans of Student Services (10%) 3

District Dean/Asst. Director, Admissions & Records (5%) 2

Counselors (10%) 4

To ensure consistency throughout the District, additional support and oversight are provided by the Associate Vice Chancellor of Student Services and Operations and her Administrative Assistant.

College: Norco

District: Riverside Community College

GOALS FOR THE RESEARCH COMPONENT:

1. Assess and report short-term and long-term student retention and persistence rates.
2. Evaluate matriculation components to assure their effectiveness in supporting student success.
3. Assess the effectiveness of the course placement program.
4. Evaluate the effectiveness of prerequisites and co-requisites in supporting student success.
5. Develop institutional capacity to match services to entering students.
6. Improve the College's ability to monitor student progress.
7. Encourage classroom and institutional research activities to improve the matriculation program.
8. Routinely collect data needed for program and service evaluation and create access to the data through Computing Services.
9. Update repository of MIS files used for tracking student cohorts on an ongoing basis.
10. Expand access to existing mainframe databases.
11. Work within District region and state to conduct Matriculation effectiveness research projects.

College: Norco

District: Riverside Community College

ACTIVITIES FOR THE RESEARCH COMPONENT:

1. (Goals 8 and 9) Assist in the process of collecting and reporting the number of student complaints and the bases of those complaints and make the information available as needed. (Standard 15)
2. (Goals 5 and 9) Collect and report the number of students exempted by exemption category. (Standard 14)
3. (Goals 5 and 6) Work with the Vice-President of Student Services and lead Admissions and Records person to establish a process to distribute information collected on the application and in assessment pertaining to specialized support services and programs to the appropriate department for follow-up with students for each term. (Standards 4, 6, 7, 8, 9 and 16)
4. (Goal 8) Provide descriptive information on RCCD students in publications such as the Factbook and Research Notes. (Standard 10)
5. (Goal 2) Present matriculation research requirements to an advisory committee to maintain the priority of evaluating the efficacy of matriculation. (Standard 1)
6. (Goals 8, 9 and 10) Utilize the MIS data repository and Datatel administrative computing system to track student academic performance and service use over time. (Standards 4-14, 16 and 17)
7. (Goal 3) Use assessment instruments on the Chancellor's Office approved list for placing students including periodic analysis of placement validation. Maintain locally developed ESL test on the Chancellor's Office approved list. (Standard 2)
8. (Goal 3) Evaluate, every three years, the placement process, including cut-scores and disproportionate impact, using faculty evaluations of student placement as the outcome variable and incorporate student feedback to assess consequential validity. (Standards 3, 4 and 7)
9. (Goal 1) Report a variety of information including but not limited to retention rates, persistence rates, withdrawal data, and grade point averages. The information would be aggregated by various classification categories such as campus location, division, full or part-time status, day/evening status, first-generation status, matriculation status, matriculation services usage, basic skills enrollment, and various educational goals as

well as the demographic variables of ethnicity, gender, age and disability. (Standards 4,6,10,12 and 13)

10. (Goals 2, 5 and 6) Compare the matriculation goal of students with the student's goal upon initial entrance to the college by term. (Standards 4, 5 and 7)
11. (Goals 2, 5, 6 and 8) Report results from the Community College Student Engagement Questionnaire that include local questions to determine awareness of and satisfaction with various student services, including matriculation services, to better address students' needs. (Standards 4, 7 and 8)
12. (Goals 4, 8 and 9) Evaluate the impact of matriculation on basic skills, including the number of students recommended into basic skills courses, the completion and success rates of students enrolled in basic skills, and the progress of students from basic skills courses to associate degree-applicable courses. (Standards 4, 6, 11, 12 and 13)
13. (Goals 2, 5 and 9) Conduct research on recent high school graduates (those who graduated the previous year) and report aggregate performance information to local high schools including placement, retention, persistence and grade point average. (Standards 4, 6 and 16)
14. (Goals 5, 8 and 9) Conduct study of transfer readiness to identify points that may be barriers to transfer. The information would be aggregated by various classification categories such as campus location, division, full or part-time status, day/evening status, first-generation status, matriculation status, basic skills enrollment, and various educational goals as well as the demographic variables of ethnicity, gender, age and disability. (Standards 4, 6, 7 and 8)
15. (Goals 2 and 6) Maintain and improve the process if necessary to migrate data from SARS into Datatel for tracking of services requested and provided. (Standards 9, 16 and 17)
16. (Goal 11) Continue to monitor the accuracy of MIS data. (Standards 14, 16 and 17)
17. (Goal 11) Contribute to District, Regional and State research projects. (Standard 14, 16 and 17)

College: Norco

District: Riverside Community College

STAFFING FOR THE RESEARCH COMPONENT:

District Staffing:

Matriculation Program Assistant (5%)	1
Director, Institutional Research (10%)	1
Assistant Director, Institutional Research (50%)	1
Research Specialists (25%)	2
Information Services Personnel (20%)	Varies

Campus Staffing:

Matriculation Specialists (5%)	3
Deans of Student Services (2.5%)	3
District Dean/Asst. Director, Admissions & Records (5%)	2
Faculty (participation in research activities)	Varies

To ensure consistency throughout the District, additional support and oversight are provided by the Associate Vice Chancellor of Student Services and Operations and her Administrative Assistant.

College: Norco

District: Riverside Community College

GOALS FOR THE PREREQUISITES, COREQUISITES AND ADVISORIES COMPONENT:

1. Provide definitions for prerequisites, corequisites and advisories in the Catalog, Schedule of Classes, Faculty and Student Handbooks.
2. Continue to review and evaluate the challenge process for students who have not met prerequisites but wish to challenge based on Title 5 provisions.
3. Enforce all prerequisites and corequisites during electronic registration.
4. The Curriculum Committee will establish all prerequisites, corequisites and limitations on enrollment in accordance with Title 5 regulations and will review them on a six year cycle.

College: Norco

District: Riverside Community College

ACTIVITIES FOR THE PREREQUISITES, COREQUISITES, ADVISORIES AND
LIMITATIONS ON ENROLLMENT COMPONENT:

1. (Goal 1) Provide the following information online, in the Schedule of Classes, the College Catalog and the Student Handbook: (Standard 12)
 - Prerequisites
 - Corequisites and limitations on enrollment
 - The process for challenging prerequisites
 - The grounds on which that challenge may take place
2. (Goal 3) Provide students the opportunity to submit a form (matriculation appeals petition) to validate a prerequisite or corequisite. Make Matriculation Appeals Petitions available to students through the Counseling Department on all 3 campuses. (Standard 11)
3. (Goal 2) While the challenge is being considered, provide a challenge process to allow students to enroll in the course, if space is available and if the petition is filed prior to the first day of classes. If the challenge is upheld, allow the student to remain in the class. If the challenge is denied, drop the student from the class with a full refund. (Standards 9, 10 and 11)
4. (Goal 4) Establish all prerequisites, corequisites, and advisories on recommended preparation in compliance with Title 5, upon recommendation of the Curriculum Committee and Prerequisite Subcommittee and approval of the Board of Trustees. (Standards 1 and 7)
5. (Goal 4) Develop and implement a process to review each prerequisite, corequisite, and advisory every six years to ensure that it is still supported by the faculty in the discipline or department and by the Curriculum Committee and Prerequisite Subcommittee and is still in compliance with the provisions of the Board approved policy and the law. (Standards 1 and 2)
6. (Goal 3) Continue to enforce prerequisites, corequisites and limitations on enrollment in a consistent manner during registration. (Standards 1 and 9)
7. (Goal 4) Work collaboratively with Campus CIO to ensure that Academic Services provides all faculty given course outlines and to ensure that all faculty teach courses in accordance with the course outline of record. (Standard 8)

8. (Goal 4) Continue to work with Curriculum Committee and Prerequisite Subcommittee to ensure that the levels of scrutiny for the establishment of prerequisites, corequisites and limitation on enrollment are adhered to by the faculty. (Standards 5, 6 and 7)
9. (Goal 4) Work with faculty on a course-by-course basis to establish any communication or computation skills prerequisites. Prerequisites and/or corequisite courses in communication or computation skills are not established across the curriculum. (Standards 2 , 4 and 5)
10. (Goal 4) The P/C/A Subcommittee determines if research is warranted (computational/communication skills) and serves Faculty in the process of establishing all prerequisites and corequisites and advisories and limitations on enrollment. P/C/A Subcommittee has been established as an advisory committee to the curriculum committee. (Standard 4)

College: Norco

District: Riverside Community College

STAFFING FOR THE PREREQUISITES, COREQUISITES AND ADVISORIES
COMPONENT:

District Staffing:

Matriculation Program Assistant (10%)	1
District Placement Services Coordinator (10%)	1
Assistant Director, Institutional Research (10%)	1
Articulation Coordinator (10%)	1

Campus Staffing:

District Dean/Asst. Director, Admissions & Records (5%)	2
Deans of Student Services (10%)	1
Matriculation Specialists (30%)	3
Student Services Supervisor	1
Student Services Secretary (25%)	1
Evaluator (40%)	1
Dean of Instruction (5%)	4
Administrative Assistant to Dean of Instruction (5%)	1
Department Chairs (5%)	Varies
Curriculum Committee	Varies
Student Services Technical Specialist (30%)	1

Consistency throughout the District, additional support and oversight are provided by the Associate Vice Chancellor of Student Services and Operations and her Administrative Assistant.

College: Riverside

District: Riverside Community College

Matriculation Advisory Committee
2005-06

Lilia Acevedo	Marilyn Jacobsen
Isabel Alanis	Judith James
Lorraine Anderson	Charlene Jeter
Sandy Baker	Rafal Helszer
Michael Barnes	David Lee
Sai Bhatia	Mary Legner
Tim Brown	Kelly Loveridge
Ellen Brown-Drinkwater	Daniel Martinez
Michael Carrillo	Paula McCroskey
Eileen Colapinto	Shona Mitchell
Kenneth Cramm	Carmen Perches
Greg Cregg	Rogelio Ruiz
Lupe Delgadillo	Carla Stoabs
Monica Delgadillo-Flores	Takashi Suzuki
Tabitha Fuller	Cindy Taylor
Lily Golondzinier	Eugenia Vincent
Sandra Goulsby	Don Wilcoxson
Ginny Haguewood	Kristi Woods
Gary Jimenez	

College: Riverside

District: Riverside Community College

ACTIVITIES FOR THE ADMISSIONS COMPONENT:

1. (Goal 6) Provide ongoing training for standardization of data collection and data entry. Ensure integrity of the data being collected. (Standard 1)
2. (Goals 6) Run the Management Information Systems (MIS) edit reports to show internal discrepancies and correct errors. (Standard 1)
3. (Goal 1A) Send the schedule of classes to current students and applicant's who have submitted applications; send a postcard to every home in the District to let recipients know how to request a printed schedule or access the schedule on-line. (Standards 1 and 2)
4. (Goal 1B and 1D) Seek multi-lingual applicants for positions that serve non-native speakers of English. (Standard 2)
5. (Goals 1B, 1C and 1D) Provide an online application in Spanish. (Standard 2)
6. (Goal 1B) Utilize outreach ambassadors at high schools to promote future enrollment at Riverside City College. (Standard 1)
7. (Goal 1D and 1E) Provide automatic email responses to students who request information about special services, programming, support, etc. on the online application; the email responses address specific service areas. (Standard 2 and 3)
8. (Goal 1D) Participate in outreach and services such as "Day of the Tiger" to address needs of matriculants who are first time college students (Standard 2)
9. (Goal 1C and 1D) Review and revise application, class schedule, registration information and any other publications (including Admissions and Records forms) to ensure clarity. (Standard 2)
10. (Goal 2A) Provide training to departments who register students in special programs. (Standard 2)
11. (Goal 2A) Provide support to enable early counseling and registration periods for Disabled Student Services, EOPS, and special needs groups. (Standard 2)

12. (Goal 2A) Provide on-going training to admissions staff regarding Limited English Proficient (LEP) students; issues regarding residency; needs of students with disabilities and other special populations. (Standards 1 and 2)
13. (Goal 2A) Identify LEP students and direct them to counselors who will provide information on assessment and/or orientation sessions. (Standard 2)
14. (Goals 2B and 3) Perform research using application data and student surveys to assess services to targeted student groups. (Standards 2 and 3)
15. (Goal 5) Continue to improve communication with faculty regarding record keeping and grade processing through faculty in-service and additions to the Faculty Handbook (Standard 3)
16. (Goals 1, 2 and 3) Continue to utilize technology to enhance the following admissions services: (Standard 3)
 - Degree Audit (Datatel Colleague)
 - Document Imaging System
 - TREG (Telephone Registration)
 - Photo I.D.
 - Web-services
 - Online Application Processing
17. (Goal 4) Provide students a flyer that explains the matriculation process upon enrollment. (Standard 2)
18. (Goals 1C, 1D and 3) Provide appropriate information to students seeking exemptions and inform exempt students that they may choose to participate in all matriculation components. In most cases, students will be directed to counseling. (Standard 3 and Orientation Standard 8)
19. (Goal 3 and 4) All first time college students who complete assessment, orientation, and advisement will be cleared to register for classes (Standard 3)
20. (Goals 3 and 4) Continue to inform students of any existing prerequisites and block them from enrollment if the prerequisite has not been met. (Standards 1 and 3)
21. (Goal 6) Work with Riverside City College and District Matriculation personnel to continue to monitor correct data entry, especially for information that is included in MIS reporting. (Standard 1)

College: Riverside

District: Riverside Community College

GOALS FOR THE ADMISSIONS COMPONENT:

1. Create a student centered admission process that eliminates barriers to enrollment.
 - a. Make applications available in the community, including online access at the local libraries.
 - b. Provide enrollment services at all Riverside City College and community-based instructional sites.
 - c. Continue to make admissions processes easier to understand for first time college students.
 - d. Improve effective communications to student groups.
 - e. Modify facilities to enhance student-centered goals.
2. Provide admissions services to targeted student groups.
 - a. Support a separate, personalized matriculation process for students with specific needs.
 - b. Provide access to and perform research on application data in order to identify and support high-risk students.
3. Utilize computerized information services to automate various admissions services.
4. Work with Matriculation and Counseling staffs to enforce orientation, assessment and advisement components of Matriculation.
5. Maintain communication with administration, faculty, and staff regarding Admissions policies and procedures.
6. Ensure accuracy of Matriculation MIS data.

College: Riverside

District: Riverside Community College

STAFFING FOR THE ADMISSIONS COMPONENT:

District Staffing:

Associate Vice Chancellor, Student Affairs and Operations (5%)	1
Assistant Director of Admissions & Records	1
Application Support Technician	1
District Dean/Asst. Director, Admissions & Records	2
District Outreach/Passport to College Coordinator	1
Outreach Secretary	1

Campus Staffing:

Academic Evaluations Specialist	2
Dean of Student Services (10%)	1
Matriculation Specialist (10%)	1
Senior Evaluations Specialist	1
Student Services Specialist	1
Student Services Supervisor	1
Student Services Technicians	8
Outreach Specialist	2
Outreach Student Ambassadors	8
1000 Hourly Employees	(Varies)

College: Riverside

District: Riverside Community College

ACTIVITIES FOR THE ORIENTATION COMPONENT:

1. (Goals 1, 2, and 4) Continue to provide orientation services to all new, non-exempt students. (Standards 1, 3, 4 and 5)
2. (Goals 1 and 4) Utilize a variety of alternative technologies to insure consistency of information and capture student interest during the orientation. (Standard 1)
3. (Goal 1) Conduct orientation in facilities that are accessible to the disabled. (Standard 6)
4. (Goal 1) Continue to work closely with the ESL department to offer orientations suitable for the needs of ESL students. (Standard 6)
5. (Goals 1, 2 and 4) Continue to offer Guidance 45, Introduction to College, through alternative delivery methods, such as online and at feeder High Schools, as a means by which new matriculants meet matriculation regulations. (Standards 1 and 2)
6. (Goals 2 and 3) Continue to annually update the Student Handbook, Catalog and Class Schedule so that information provided to students regarding their rights and responsibilities, college policies and procedures is consistent and accurate. The Student Handbook is given to and reviewed by each student during the orientation session and in the Guidance 45 classes. The Handbook is always available through the Counseling Center. Procedures for filing and processing complaints are included in the Handbook and students are directed to those pages by the orientation presenter. Appeal petitions are also available at the Counseling Center for students who wish to appeal prerequisites. (Standards 2, 3, 4, and 5)
7. (Goal 1) Continue to offer supplemental orientation services to targeted students such as athletes, occupational, and international students. (Standard 1)
8. (Goal 1) Continue to assess student needs by gathering information from the One Semester Educational Planning Form administered during the Orientation/Counseling sessions and make appropriate recommendations and referrals. (Standard 1)
9. (Goal 1) Continue to enforce mandatory Assessment, Orientation & Counseling (AOC) for all first time college matriculants. (Standards 1, 8, 9, and 10)
10. (Goal 5) Upload student contact information from SARS to Datatel. Manually input any contacts that are not documented in SARS. (Standard 10)

11. (Goal 3) Upload student contact information from SARS to Datatel. Manually input any contacts that are not documented in SARS.

12. (Goal 3) Use the following board approved criteria to exempt students from mandatory AOC, Assessment, Orientation and Counseling, prior to registration. Exempt students will be offered a Student Handbook in the Counseling Center. (Standards 2, 3, 4, 5, 7, 9)
 - a. Students with previous course work or who have graduated from an accredited U. S. college or university with an AA degree or higher.
 - b. Students who plan to enroll in five units or fewer and who have declared one of the following goals:
 - Advance in current career/job
 - Maintain certificate/license
 - Personal development
 - Complete credits for high school diploma
 - Students who are enrolled full time at another institution (high school or college) and will be taking five units or fewer.

College: Riverside

District: Riverside Community College

GOALS FOR THE ORIENTATION COMPONENT:

1. Provide all matriculants with an orientation to the College that includes information about College programs, services and facilities, academic expectations and procedures, in order to motivate students to set and achieve goals.
2. Inform students about Riverside Community College District and student rights and responsibilities. These include
 - a. the right to appeal matriculation requirements and other legal rights concerning fair and equitable treatment
 - b. procedures for filing and processing complaints and for resolution of complaints
 - c. their right to challenge pre- or co-requisites
 - d. the right to file complaints of unlawful discrimination and the grounds for the challenge.
3. Adhere to District governing board policies for exemption from matriculation requirements.
4. Utilize available technologies to increase continuity in implementing the Orientation/Counseling sessions.
5. Ensure accuracy of Matriculation MIS data.

College: Riverside

District: Riverside Community College

STAFFING FOR THE ORIENTATION COMPONENT:

District Staffing:

District Outreach/Passport to College Coordinator	1
Outreach Secretary	1
Matriculation Program Assistant (5%)	1

Campus Staffing:

Counseling Department Clerks	4
Counselors (30%)	13
Instructional Media Center Services (5%)	1
Matriculation Specialist (10%)	1
Outreach Student Ambassadors (45%)	8
Outreach Specialist	2

College: Riverside

District: Riverside Community College

ACTIVITIES FOR THE ASSESSMENT COMPONENT:

1. (Goal 1) Provide all non-exempt students with basic skills assessment in reading, English, and math prior to registration. Provide placement test results to students immediately following this assessment. (Standards 1, 5 and 13)
2. (Goal 1) Give all students the opportunity to choose either a placement test for native speakers of English (Accuplacer) to place them in English or reading classes or a placement test for non-native speakers PTESL (Proficiency Test in English as a Second Language) to place them in ESL classes. (Standards 1, 2, 3, 5 and 9)
3. (Goal 4) Conduct all tests in facilities that are accessible to the physically disabled. (Standards 1, 2, 3, 5 and 9)
4. (Goals 2 and 4) Standardize all test administration instructions and provide each test administrator with a manual describing the procedures for administering the test and standards for test decorum. (Standards 6 and 8)
5. (Goal 3) Using research that identifies the most appropriate multiple measures and test-scoring software, provide students with a weighted score that takes into consideration test scores and other academic criteria. Advise students via the Handbook, College Catalog and orientation sessions that multiple measures are used for all placement decisions. (Standard 7)
6. (Goals 3 and 5) Provide students who took the Accuplacer test at another college an opportunity to utilize these raw scores in RCC's placement process. (Standard 7)
7. (Goal 2 and 4) Inform non-exempt students before assessment, orientation and counseling that placement is mandatory. (Standards 1 and 13)
8. (Goals 5 and 6) Complete a daily upload of computerized test scores from the Web to the Datatel administrative software so that all the necessary information is available for counseling, registration, research and other purposes by the day following the test. Manually enter corrections and placement results for all other tests. (Standard 13)
9. (Goal 4) Inform exempt students of their option to participate in matriculation services. (Standard 11)
10. (Goal 1) Continue to provide assessment services at feeder high schools. (Standards 1, 2, 3, 5, 8, 9 and 13)

11. (Goals 5) Complete all activities necessary to implement computerized testing, including identifying appropriate locations; purchasing hardware and software; hiring staff; providing staff development; and customizing test administrative system. Continue to implement in a timely manner changes or modifications mandated by faculty. (Standard 13)
12. (Goals 1, 2 and 3) Provide assessment data to the Vice Presidents, Deans of Instruction and Student Services, and the Department Chairs of English, ESL, math and reading to assist them in establishing academic courses and educational programs. (Standards 3 and 8)
13. (Goal 4) Reevaluate or revise the established process of cut score validations for English, Math, ESL, and Reading. (Standards 5, 7, 8, 12, 13)
14. (Goal 3) Use the following board approved criteria to exempt students from mandatory Assessment prior to registration: (Standards 7, 9, 10 and 12)
 - a. Students who have completed 60 or more units or who have graduated from an accredited U.S. college or university with an AA degree or higher.
 - b. Students who have declared one of the following goals and are enrolled in fewer than 5 units:
 - Advance in current career/job
 - Maintain certificate/license
 - Personal development
 - Complete credits for high school diploma
 - Students who are enrolled full time at another institution (high school or college) and will be taking five units or fewer
 - Returning students
15. (Goal 3) Make available coordination between test results and multiple measures with applicable programs and services (Standards 3, 7, 8)

College: Riverside

District: Riverside Community College

GOALS FOR THE ASSESSMENT COMPONENT:

1. Provide an assessment process to all matriculants and any students who can benefit from guidance in course placement.
2. Provide adequate information and training to all Counselors, English, Reading and Mathematics faculty and necessary support staff on the established assessment services and procedures.
3. Use multiple measure assessment information captured through a designated software support to aid students in selecting courses and services that will enable them to achieve their educational goals.
4. Ensure that all assessment practices are consistent with state law and Riverside Community College values and policies.
5. Utilize available technologies to increase efficiency in implementing the assessment/placement process.
6. Ensure accuracy of Matriculation MIS data.
7. Utilize available technology to assist discipline in establishing/validating interventions and prerequisite changes. (Standard 4)

College: Riverside

District: Riverside Community College

Staffing for the Assessment Component:

District Staffing:

Associate Vice Chancellor, Student Affairs and Operations (10%)	1
Administrative Assistant to Associate Vice Chancellor (5%)	1
District Placement Services Coordinator (5%)	1
Institutional Research, Associate Director (10%)	1
Matriculation Program Assistant (5%)	1
Micro-Computer Support Services	1
User Support Coordinator (10%)	1

Campus Staffing:

Assessment Educational Advisor	1
Counseling Clerks	4
Matriculation Specialist (14%)	1
Temporary Part-time staff	(varies)
Hourly Staff	(varies)

College: Riverside

District: Riverside Community College

ACTIVITIES FOR THE COUNSELING/ADVISEMENT COMPONENT:

1. (Goal 7) Provide students appropriate referrals to student services during individual counseling sessions. (Standard 1)
2. (Goal 3) Direct all new matriculants with no previous college course work to attend freshman orientation/counseling session. During the group session, students receive general information regarding their goal, course placement, and a one-semester plan identifying courses they may register for during the next term. (Standards 2, 3, 6, 8 and 9)
3. (Goal 3) Develop a full educational plan for students enrolled in Guidance Courses or during a 30-minute individual appointment. Direct other students with quick questions to walk-in counseling services. (Standards 2, 3, 6, 8 and 9)
4. (Goals 3 and 4) Send all students with probationary status a letter from the Matriculation Office informing them of their status. Recommend first-semester probation students to participate in a college success workshop. (Standard 3)
5. (Goal 4) Provide college success workshops each fall and spring semesters (face to face and online) to students on probation. Inform students why they are now on probation and inform them of the available support services to help them achieve good standing. (Standards 1, 2, 3, 6, 7, 18)
6. (Goal 4) Send all students who are subject to dismissal for the first time, a letter from the Matriculation Office informing them of their status. Require students to submit a petition for readmission and attend a group readmit workshop. (Standards 2 and 7)
7. (Goals 4 and 5) Send continuing dismissal students the blue reminder card to make a counseling appointment for the purpose of requesting a Readmit contract for the following full-term semester. (Standards 1, 2, 6, 7, and 18)
8. (Goals 1, 2 and 4) Inform students about career planning classes and Transfer/Career Center services such as Eureka Online, Choices, and regularly scheduled workshops exploring careers/major options. In addition, offer online assessments for students. (Standards 1, 7 and 18)
9. (Goal 5) Design a letter to inform students who have successfully completed 15 academic units or more, but have not declared an educational goal, with information about the various workshops, counseling opportunities, and career center services available to assist them in clarifying their goals. (Standards 1, 4, 16 and 18)

10. (Goal 4) Conduct presentations in basic skills classes to inform students of college success strategies and availability of support services. Student Service Program Director's/Dean's will submit a copy of the information sent to students to the Dean of Student Services to be kept on file in office. (At the conclusion of workshops, invite students to make individual counseling appointments and provide follow-up from student survey.) (Standards 5 and 6)
11. (Goal 8) Use SARS scheduling software to schedule counseling appointments. (Standard 18)
12. (Goals 7, 8 and 9) Upload student contact information from SARS to Datatel and manually input any contacts that are not documented in SARS. (Standard 18)
13. (Goal 6) Utilize a) counseling faculty to provide individual counseling sessions, classroom instruction, group workshops, educational and vocational counseling, and interpretation of career assessments; b) educational advisors to provide assistance for students especially in Transfer/Career Center and Assessment Placement Services; and c) student ambassadors to provide general college information to students at outreach activities, in the Admissions and Counseling areas, and high schools in our service area. (Standard 7)
14. (Goals 1, 4 and 5) Require financial aid students, EOPS, DSPS, and athletes to maintain a current Student Educational Plan (SEP). (Standards 2, 7, 8, 9 and 10)
15. (Goals 1, 2, 4 and 7) Provide a written record of the SEP to students; scan electronic copy of the SEP in Datatel. (Standard 9)
16. (Goal 1) Offer Guidance 45, Introduction to College to seniors at feeder high schools in our service area. In the class, students complete a Study Skills Inventory and a Student Educational Plan. Inform students that successful completion of Guidance 45 will meet the Orientation/Counseling requirement. (Standards 5, 6 7, 8 and 9)
17. (Goal 1, 6) Design and implement an evaluation process for adjunct and high school Guidance 45 teachers which will provide follow-up and evaluation to ensure course objectives are being met and SEP's are on file for all students. (Standards 5, 6 7, 8 and 9)
18. (Goals 3 and 4) Inform students during Assessment/Orientation, in Guidance 45, and in the Student Handbook, Class Schedule, and Catalog of: a) their right to appeal prerequisites. b) procedures for alleging unlawful discrimination. c) the District policies and related procedures relating to Student Grievance, Sexual Harassment, and Discrimination. [All matriculation related complaints are kept on file in the office of the Dean of Student Services and are made available to any students who make a request to

review the file. Copies of all District policies are available to students at the college website.] (Standards 11, 12, 13)

19. (Goals 1, 3, and 4) All counseling activities take place in facilities that are accessible to physically disabled students. Bilingual clerical, paraprofessional and professional counseling staff are available to assist Spanish speaking students. Special accommodations are available for all disabled students. (Standard 14)
20. (Goals 4 and 8) Encourage students through the Schedule of Classes, Student Handbook, website, and other information media to meet with counselors regularly. Exemption from initial assessment, orientation and counseling is not an exclusion from counseling services. (Standards 16 and 17)
21. (Goal 6) Utilize Educational Advisors to coordinate Assessment, Orientation and initial counseling contacts for seniors at high schools in our service area. (Standards 1, 4, 5 and 6)
22. (Goals 1, 2, 4, 6 and 8) Address transfer needs by developing articulation agreements with four-year universities, offering workshops in the mechanics of transfer, inviting representatives from various four-year universities to campus to speak to RCC students, and through direct communication with students. (Standard 1, 2, 8, 10 and 18)
23. (Goals 2, 3, 5, 6, and 8) Implement a Transfer Advisory Council with representatives from the four year universities, faculty across disciplines, administrators, and counselors to develop a Three Year Transfer Center Plan. Include research for continual monitoring of goals and objectives to ensure best practices are in place to support student success with services from Transfer Center. (Standards 1, 7, 8, 9, 10, and 18)
24. (Goals 3 and 4) Initiate contact with students outside the counseling area by providing workshops in classrooms. (Standards 1, 3, 4, 5 and 6)
25. (Goals 7 and 8) Utilize a document scanning system to facilitate electronic storage and retrieval of data. (Standards 9 and 18)
26. (Goals 1, 2 and 4) Use computerized career resources and standardized online career interest inventories to provide services that assist students in identifying their aptitudes and educational objectives. Use internet transfer resources (ASSIST, Eureka) to provide services that assist students in their goal to transfer. (Standards 4, 8, 10 and 18)
27. (Goal 3) Use the following board approved criteria to exempt students from the Counseling Advisory Component of Matriculation prior to registration for classes: (Standards 7 and 9)

- a. Students who have completed 60 or more units or who have graduated from an accredited U.S. college or university with an AA degree or higher.
- b. Students who plan to enroll in 5 units or fewer and who have declared one of the following goals:
 - Advance in current career/job
 - Maintain certificate/license
 - Personal development
 - Complete credits for high school diploma
 - Students who are enrolled full time at another institution (high school or college) and will be taking five units or fewer.
- c. Students who are transferring from another accredited college or university.

College: Riverside

District: Riverside Community College

GOALS FOR THE COUNSELING/ADVISEMENT COMPONENT:

1. Require all first time matriculants to meet with a counselor to develop an initial educational plan. Counseling, or advisement, will be available in individual or group formats for all matriculated students with regard to course placement.
2. Offer all matriculated students the opportunity to develop a full educational plan that identifies an educational objective and the courses, services, and programs to be used to achieve the objective.
3. Provide students an opportunity to meet with a counselor to monitor and update SEP's to reflect accurate and appropriate progress.
4. Provide supplemental counseling and advising for targeted groups of students to support student success.
5. Provide Counseling follow-up for students at critical points in their progress toward their goals.
6. Continue the efforts of the counseling staff and/or outreach staff to improve outreach with high schools and four-year colleges and universities.
7. Develop a means of systematic documentation of student use of support services.
8. Utilize technology to access information about students and on behalf of students in pursuit of educational objectives.
9. Ensure accuracy of Matriculation MIS data elements.

College: Riverside

District: Riverside Community College

STAFFING FOR THE COUNSELING/ADVISEMENT COMPONENT:

District Staffing:

Administrative Assistant to the Assoc. Vice Chancellor of Student Services/Operations	1
Articulation Officer	1
Associate Vice Chancellor of Student Services/Operations (20%)	1
Matriculation Program Assistant (5%)	1

Campus Staffing:

Administrative Assistant to the Dean of Student Services	1
Counselors (70%)	13
Counseling Clerks (90%)	4
Dean of Student Services	1
Educational Advisors	2
Instructional Department Specialist	1
Matriculation Specialist (15%)	1
Student Services Supervisor	1

College: Riverside

District: Riverside Community College

ACTIVITIES FOR THE FOLLOW-UP COMPONENT:

1. (Goals 1, 2, and 3) Continue sending letters from the Matriculation Office informing probation students of their status. Students are invited to attend workshops in person or online. (Standards 1, 2, 3, 4 and 5)
2. (Goal 2) Continue providing college success workshops during which students are informed of the conditions of probation and the appropriate course of action to achieve good standing. (Standards 1, 3, 4 and 5)
3. (Goals 1, 2, and 3) Continue sending letters from the Matriculation Office informing students subject to dismissal and continuing dismissal students. (Standards 1, 2, 3, 4 and 5)
4. (Goals 1, 2, and 3) Continue to require dismissal students to submit a petition to the Counseling Department at one of the campuses in order to appeal their dismissal. (Standards 1, 2, 4 and 5)
5. (Goal 2) Continue providing group counseling sessions during which students are informed of the conditions for their readmission while having the opportunity to develop a Readmit Contract. (Standards 1, 3, 4 and 5)
6. (Goal 2) Continue to provide the opportunity for students whose petitions are denied to appeal to the Dean of Student Services at the campus to which the petition was submitted. The outcome of this appeal will be communicated in writing to the student and to the District Matriculation Office by the Dean. (Standards 1, 3, 4, and 5)
7. (Goal 3) Continue to limit all probation and dismissal students to 13 units during fall and spring semesters and 7 units during winter and summer semesters. (Standard 5)
8. (Goal 1) Transfer Center staff will continue to inform students who have completed 15 units or more, but have not declared an educational goal about the various workshops and counseling opportunities available to assist them in clarifying their goals. (Standards 1, 3, 4, and 5)
9. (Goal 1) Counselors and/or Educational Advisors will continue to conduct counseling workshops in all basic skills classes to inform students of college success strategies and availability of support services. (At the conclusion of workshops, invite students to make individual counseling appointments.) (Standards 1, 2, 3 and 5)

10. (Goals 2, 3 and 4) Continue the Early Alert process which notifies students who are showing signs of academic difficulty of programs and services that are available to help with future academic success. (Standards 2, 3, and 5)
11. (Goal 3) Continue to research possibility of implementing appointment tracking system using student photo ID in lieu of logging in to SARS or Datatel.
12. (Goals 2 and 3) Continue SARS to Datatel upload process to ensure accurate tracking of student use of services. (Standard 5)

College: Riverside

District: Riverside Community College

GOALS FOR THE FOLLOW-UP COMPONENT:

1. Devise and maintain a computerized follow-up system to ensure regular monitoring for early detection of academic difficulty for all students.
2. Provide appropriate follow-up services for students who are on academic and progress probation and dismissal.
3. Utilize technology to implement, support, monitor and/or track follow-up services.
4. Ensure accuracy of Matriculation MIS data.

College: Riverside

District: Riverside Community College

STAFFING FOR THE FOLLOW-UP COMPONENT:

District Staffing:

Associate Director, Institutional Research	1
Matriculation Program Assistant (15%)	1

Campus Staffing:

Administrative Assistant to Dean of Student Services	1
Counselors (20%)	13
Career/Transfer Center Advisors	2
Career/Transfer Center Counselor	1
Dean of Student Services (15%)	1
Matriculation Specialist (10%)	1
Student Services Supervisor (10%)	1
Student Services Technicians	7
Students	Varies
Information Services (10%)	Varies
Instructional Staff	Faculty-Variable

College: Riverside

District: Riverside Community College

ACTIVITIES FOR THE COORDINATION/TRAINING COMPONENT:

1. (Goals 2 and 4) Provide training on a regular basis to faculty and staff and other support services regarding matriculation regulations, activities and procedures especially probation, dismissal, assessment and prerequisites. (Standard 1a – 1g)
2. (Goals 2 and 4) Provide appropriate faculty, administrators and staff with updates regarding approved assessment instruments. (Standard 1c)
3. (Goals 1, 2, and 4) Conduct an annual presentation to the Department Chairs, Academic Senate, Cabinet and Board of Trustees to update them on the status of the matriculation program and their roles in Matriculation Components. (Standard 1a – 1g, 2)
4. (Goals 1, 2 and 4) Develop and periodically review written procedures to insure proper test decorum and to protect the security and consistency of test administration. (Standard 1c)
5. (Goals 3 and 4) Attend regional and statewide meetings to gather and share matriculation related information and implementation strategies. (Standard 1a – 1.g)
6. (Goals 1, 2 and 4) Disseminate matriculation related research to appropriate staff and provide training as to the implications of this research and implement necessary modifications to the matriculation process. (Standard 1.f)
7. (Goals 1 and 2) Utilize research to adjust policy and procedures if necessary. (Standard 1)
8. (Goal 2 and 4) Revise the matriculation sections of the Faculty Handbook, Student Handbook and Schedule of Classes on an annual basis. (Standards 1a – 1g and 2)
9. (Goals 1, 2 and 4) Conduct Matriculation Advisory Committee meetings. (Standards 1a – 1g and 2)
10. (Goals 1, 2 and 4) Produce and distribute a matriculation newsletter for faculty and staff on a semi-annual basis. (Standards 1a – 1g and 2)
11. (Goals 1, 2, and 4) Utilize technology to a) conduct presentations and b) communicate with faculty, staff and students. (Standards 1a – 1g and 2)

12. (Goals 1, 2 and 4) Attend necessary meetings and participate on appropriate college-wide committees including Curriculum Committee, Assessment Committee, Core Operations Task Force (COTF), SEM, weekly Dean's meetings, Board committee and regular Board meetings as necessary and Matriculation Advisory Committee. (Standards 1a – 1g)

College: Riverside

District: Riverside Community College

GOALS FOR THE COORDINATION/TRAINING COMPONENT:

1. To maintain continuity amongst the colleges as it relates to district Matriculation policies, procedures and regulations the Campus Deans of Student Services will meet with the Associate Vice Chancellor of Student Services on a regular basis.
2. The Associate Vice Chancellor of Student Services and Deans of Student Services will work together to ensure that all parties involved in the delivery of Matriculation Services are informed.
3. As funds permit, support will be provided from Matriculation budget for Matriculation-related training.
4. Deans of Student Services and Associate Vice Chancellor of Student Services will be actively involved in Campus, District, Regional and Statewide Matriculation-related entities.

College: Riverside

District: Riverside Community College

STAFFING FOR THE COORDINATION AND TRAINING COMPONENT:

District Staffing:

Associate Director, Institutional Research	1
Associate Vice Chancellor, Student Services (5%)	1
District Dean/Asst. Director, Admissions & Records (5%)	2
District Services Placement Coordinator	1
Matriculation Committee (5%)	
Matriculation Program Assistant (30%)	1
Vice Chancellor, Academic Affairs (5%)	1

Campus Staffing:

Counselors (10%)	4
Dean of Instruction	1
Dean of Student Services (10%)	3
Matriculation Specialist (5%)	3
Student Services Supervisor	1

To ensure consistency throughout the District, additional support and oversight are provided by the Associate Vice Chancellor of Student Services and Operations and her Administrative Assistant.

College: Riverside

District: Riverside Community College

ACTIVITIES FOR THE RESEARCH AND EVALUATION COMPONENT:

1. (Goals 8 and 9) Assist in the process of collecting and reporting the number of student complaints and the bases of those complaints and make the information available as needed. (Standard 15)
2. (Goals 5 and 9) Collect and report the number of students exempted by exemption category. (Standard 14)
3. (Goals 5 and 6) Establish a process to distribute information collected on the application and in the placement process pertaining to specialized support services and programs to the appropriate department for follow-up with students for each term. (Standards 4, 6, 7, 8, 9 and 16)
4. (Goal 8) Provide descriptive information on RCCD students in publications such as the Factbook and Research Notes. (Standard 10)
5. (Goal 2) Present matriculation research requirements to the campus advisory committee to maintain the priority of evaluating the efficacy of matriculation. (Standard 1)
6. (Goals 8, 9 and 10) Use the MIS data repository and Datatel administrative computing system to track student academic performance and service use over time. (Standards 4-14, 16 and 17)
7. (Goal 3) Evaluate, every three years, the placement process, including cut-scores and disproportionate impact, using faculty evaluations of student placement as the outcome variable and incorporate student feedback to assess consequential validity. (Standards 3, 4 and 7)
8. (Goal 1) Report a variety of information including but not limited to retention rates, persistence rates, withdrawal data, and grade point averages. The information would be aggregated by various classification categories such as campus location, division, full or part-time status, day/evening status, first-generation status, matriculation status, matriculation services usage, basic skills enrollment, and various educational goals as well as the demographic variables of ethnicity, gender, age and disability. (Standards 4, 6, 10, 12 and 13)
9. (Goals 2, 5 and 6) Compare the matriculation goal of students with the student's goal upon initial entrance to the college by term. (Standards 4, 5 and 7)

10. (Goals 2, 5, 6 and 8) Report results from the Community College Student Engagement Questionnaire that includes local questions to determine awareness of and satisfaction with various student services, including matriculation services, to better address students' needs. (Standards 4, 7 and 8)
11. (Goals 4, 8 and 9) Evaluate the impact of matriculation on basic skills, including the number of students recommended into basic skills courses, the completion and success rates of students enrolled in basic skills, and the progress of students from basic skills courses to associate degree-applicable courses. (Standards 4, 6, 11, 12 and 13)
12. (Goals 2, 5 and 9) Conduct research on recent high school graduates (those who graduated the previous year) and report aggregate performance information to local high schools including placement, retention, persistence and grade point average. (Standards 4, 6 and 16)
13. (Goals 5, 8 and 9) Conduct study of transfer readiness to identify points that may be barriers to transfer. The information would be aggregated by various classification categories such as campus location, division, full or part-time status, day/evening status, first-generation status, matriculation status, basic skills enrollment, and various educational goals as well as the demographic variables of ethnicity, gender, age and disability. (Standards 4, 6, 7 and 8)
14. (Goals 2 and 6) Maintain and improve the process to migrate data from SARS into Datatel for tracking of services requested and provided. (Standards 9, 16 and 17)
15. (Goal 11) Continue to monitor the accuracy of MIS data. (Standards 14, 16 and 17)
16. (Goal 11) Contribute to District, Regional and State research projects. (Standard 14, 16 and 17)

College: Riverside

District: Riverside Community College

GOALS FOR THE RESEARCH AND EVALUATION COMPONENT:

1. Assess and report short-term and long-term student retention and persistence rates.
2. Evaluate matriculation components to assure their effectiveness in supporting student success.
3. Assess the effectiveness of the course placement program.
4. Evaluate the effectiveness of prerequisites and co-requisites in supporting student success.
5. Develop institutional capacity to match services to entering students.
6. Improve the College's ability to monitor student progress.
7. Encourage classroom and institutional research activities to improve the matriculation program.
8. Routinely collect data needed for program and service evaluation and create access to the data through Computing Services.
9. Update repository of MIS files used for tracking student cohorts on an ongoing basis.
10. Expand access to existing mainframe databases.
11. Work within District region and state to conduct Matriculation effectiveness research projects.

College: Riverside

District: Riverside Community College

STAFFING FOR THE RESEARCH AND EVALUATION COMPONENT:

District Staffing:

Associate Director, Institutional Research (50%)	1
Director, Institutional Research (10%)	1
Information Services Personnel (20%)	Varies
Matriculation Program Assistant (5%)	1
Research Specialists (25%)	2

Campus Staffing:

District Dean/Asst. Director, Admissions & Records (5%)	2
Deans of Student Services (2.5%)	3
Faculty (participation in research activities)	Varies
Matriculation Specialists (5%)	3

To ensure consistency throughout the District, additional support and oversight are provided by the Associate Vice Chancellor of Student Services and Operations and her Administrative Assistant.

College: Riverside

District: Riverside Community College

ACTIVITIES FOR THE PRE- AND CO-REQUISITES, AND ADVISORIES COMPONENT:

1. (Goal 1) Provide the following information online, in the Schedule of Classes, the College Catalog and the Student Handbook: (Standard 12)
 - Prerequisites
 - Corequisites and limitations on enrollment
 - The process for challenging prerequisites
 - The grounds on which that challenge may take place
2. (Goal 3) Provide students the opportunity to submit a form (matriculation appeals petition) to validate a prerequisite or corequisite. Make Matriculation Appeals Petitions available to students through the Counseling Department on all 3 campuses. (Standard 11)
3. (Goal 2) While the challenge is being considered, provide a challenge process to allow students to enroll in the course, if space is available and if the petition is filed prior to the first day of classes. If the challenge is upheld, allow the student to remain in the class. If the challenge is denied, drop the student from the class with a full refund. (Standards 9, 10 and 11)
4. (Goal 4) Establish all prerequisites, corequisites, and advisories on recommended preparation in compliance with Title 5, upon recommendation of the Curriculum Committee and Prerequisite Subcommittee and approval of the Board of Trustees. (Standards 1 and 7)
5. (Goal 4) Develop and implement a process to review each prerequisite, corequisite, and advisory every six years to ensure that it is still supported by the faculty in the discipline or department and by the Curriculum Committee and Prerequisite Subcommittee and is still in compliance with the provisions of the Board approved policy and the law. (Standards 1 and 2)
6. (Goal 3) Continue to enforce prerequisites, corequisites and limitations on enrollment in a consistent manner during registration. (Standards 1 and 9)
7. (Goal 4) Work collaboratively with Campus Chief Instructional Officer (CIO) to ensure that Academic Services provides all faculty given course outlines and to ensure that all faculty teach courses in accordance with the course outline of record. (Standard 8)

8. (Goal 4) Continue to work with Curriculum Committee and Prerequisite Subcommittee to ensure that the levels of scrutiny for the establishment of prerequisites, corequisites and limitation on enrollment are adhered to by the faculty. (Standards 5, 6 and 7)
9. (Goal 4) Work with faculty on a course-by-course basis to establish any communication or computation skills prerequisites. Prerequisites and/or corequisite courses in communication or computation skills are not established across the curriculum. (Standards 2 , 4 and 5)
10. (Goal 4) The Prerequisites, Co-requisites, Advisories and limitations on enrollment (P/C/A) subcommittee determines if research is warranted (computational/communication skills) and serves Faculty in the process of establishing all prerequisites and corequisites and advisories and limitations on enrollment. P/C/A Subcommittee has been established as an advisory committee to the curriculum committee. (Standard 4)
11. (Goal 4) Provide pilot testing to assist in the validation of procedures and challenges for students who wish to challenge a course prerequisite. (Standard 10)

College: Riverside

District: Riverside Community College

GOALS FOR THE PRE- AND CO-REQUISITES, AND ADVISORIES COMPONENT:

1. Provide definitions for prerequisites, corequisites and advisories in the Catalog, Schedule of Classes, Faculty and Student Handbooks.
2. Continue to review and evaluate the challenge process for students who have not met prerequisites but wish to challenge based on Title 5 provisions.
3. Enforce all prerequisites and corequisites during electronic registration.
4. The Curriculum Committee will establish all prerequisites, corequisites and limitations on enrollment in accordance with Title 5 regulations and will review them on a six year cycle.

College: Riverside

District: Riverside Community College

STAFFING FOR THE PRE- AND CO-REQUISITES, AND ADVISORIES COMPONENT:

District Staffing:

Associate Vice Chancellor, Student Services/Operations	1
Associate Director, Institutional Research (10%)	1
Articulation Coordinator (10%)	1
District Dean/Asst. Director, Admissions & Records (5%)	2
District Placement Services Coordinator (10%)	1
Matriculation Program Assistant (10%)	1

Campus Staffing:

Dean of Student Services (10%)	1
Dean of Instruction (5%)	4
Evaluator (40%)	3
Matriculation Specialist (30%)	3
Secretary to Dean of Instruction (5%)	1
Secretary to Dean of Student Services	1
Student Services Supervisor	1
Student Services Technical Specialist (30%)	7
Curriculum Committee	Varies
Department Chairs (5%)	Varies

To ensure consistency throughout the District, additional support and oversight are provided by the Associate Vice Chancellor of Student Services and Operations and her Administrative Assistant.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
FINANCE AND AUDIT

Report No.: VI-D-1

Date: September 12, 2006

Subject: 2006-2007 Budget – Public Hearing and Budget Adoption

Background: Attached for the Board's review is a copy of the proposed final budget for the 2006-2007 fiscal year. The Board of Trustees will consider any comments or questions that may arise during the public hearing on the College District's 2006-2007 Budget at the September 12, 2006, meeting and will then consider adoption of the Budget. The 2006-2007 Budget proposal was previously discussed by the Board's Finance and Audit Committee.

Recommended Action: It is recommended that the Board of Trustees adopt the attached 2006-2007 Budget for the Riverside Community College District.

Salvatore G. Rotella
Chancellor

Prepared by: James L. Buisse
Vice Chancellor
Administration and Finance

RIVERSIDE COMMUNITY COLLEGE DISTRICT

FINAL BUDGET

Fiscal Year 2006-2007

INTRODUCTION

The budget is an essential management tool that links an organization's goals and strategic intent with its current year objectives. Additionally, it provides a framework within which an organization's performance vis-à-vis its stated goals and objectives can be evaluated, and it establishes criteria for the allocation and expenditure of those funds available for current operations.

The 2006-2007 budget for the Riverside Community College District serves as its financial plan, and more importantly, it represents a dollars and cents formulation of the District's educational plan for the fiscal year July 1, 2006 – June 30, 2007. Thus, the accompanying budget provides a basis for consideration of the resource requirements and spending patterns associated with the District's educational objectives for this fiscal year.

THE COLLEGE DISTRICT

Riverside Community College was founded in 1916 in response to a general petition of the electors under provisions of the State Code allowing for the creation of extended secondary programs in existing school districts. Initially, the College was affiliated with the Riverside Polytechnic High School District and served students from that district. On July 1, 1964, formal affiliation with the Riverside Unified School District was terminated by the electors through the creation of a separate community college district under the direction of an independent community college Board of Trustees. The legal entity which operates the College is officially known as the Riverside Community College District and encompasses the Alvord, Corona/Norco, Jurupa, Moreno Valley, Riverside and Val Verde Unified School Districts.

Sensitive to community needs since its inception, Riverside Community College District provides a variety of enriching educational opportunities to the citizens it serves. The College is academically, economically, physically and readily accessible to the broadest possible spectrum of its potential student body through optimum use of its resources. In recognition of diverse student needs, the College seeks to contribute to the intellectual, cultural, social and economic welfare of the communities it serves by enabling students to develop their potential as free, creative and skillful individuals.

DISTRICT'S MISSION STATEMENT

The Riverside Community College District is an accessible, comprehensive community college committed to providing an affordable post-secondary education, including student services and community services, to a diverse student body. The District provides transfer programs paralleling the first two years of university offerings, pre-professional, career preparation, occupational and technical programs leading to the associate of arts degree, the associate of science degree, and a variety of certificates. In the tradition of general education, the liberal arts and sciences and the occupational and technical programs and courses prepare students for intellectual and cultural awareness, critical and independent thought, and self-reliance. Consistent with its responsibility to assist those who can benefit from post-secondary education, the District provides pre-college, tutorial, and supplemental instruction for under-prepared students. The District works in partnership with other educational institutions, business, industry, and community groups to enhance the quality of life and the internal harmony of the communities it serves. The District serves Western Riverside County from three interrelated campuses in the cities of Riverside, Norco and Moreno Valley.

DISTRICT VISION, VALUES AND GOALS

Our vision is to be a leader among community colleges, highly regarded for commitment to learners, respected for excellence in teaching, and recognized as responsive to the communities we serve. Underlying this vision are our values which are expressed in four distinct areas: student centeredness, teaching excellence, learning environment and tradition. Our long-range goals, as approved by the Board of Trustees, are as follows:

- Improve student retention and success by strengthening certificate, degree, and transfer programs and by establishing new programs and course sequences that lead students to opportunities for transfer education and career preparation.
- Ensure that the resources of the college support an effective learning process and assure accountability by measuring and reporting on institutional effectiveness.
- Utilize advances in information technologies to improve the effectiveness of instruction, services and administration.
- Improve the district's capability for economic development and community services by strengthening partnerships with other educational institutions, business, labor, and government to enhance "seamless" educational opportunity and continuity for students.
- Tailor programs and services to meet the needs of the students and communities served by the three-campus district.
- Increase the district's college-going rate by reaching out to underrepresented and underserved populations and designing programs, services, and approaches relevant to the diverse segments of the community.

MISSION STATEMENTS, CAMPUSES

Following are Mission Statements for the campuses which were approved by the District's Board of Trustees on June 20, 2006:

Moreno Valley

Responsive to the educational needs of its region, Moreno Valley College offers academic programs and student support services which include baccalaureate transfer, professional, pre-professional, and pre-collegiate curricula for all who can benefit from them. Life-long learning opportunities are provided, especially, in health and public service preparation.

Norco

Norco College, located in western Riverside county, provides a range of high quality educational programs, services, and learning environments that meet the needs of a diverse community. We equip our students with the academic and technological skills to attain their goals in higher, occupational, and continuing education, workforce development, and personal enrichment while they achieve established learning outcomes. Norco College fosters the development of technological programs to meet the needs of the growing business community. As a continuing process, we listen to our community and respond to its needs while engaging in self-examination and ongoing dialogue, planning, and improvement.

Riverside

Riverside City College empowers a diverse community of learners toward individual achievement, success and lifelong learning by providing comprehensive services and innovative educational opportunities.

FISCAL 2006-07

In 2006-07, the College District will continue to direct special attention towards its evolution from a multi-campus college to a three college district. Further, through our strategic planning process, we will continue to explore new modes of instruction, the innovative use of technology to enhance and increase services to students and new venues for expanding services to a rapidly growing and increasingly diversified population in Western Riverside County. We will also continue integrating financial and facilities planning with campus-based strategic planning efforts. Additionally, we will identify and initiate those actions necessary to prepare the District and the campuses for accreditation visits in the fall of 2007. Finally, we shall do all of this while concurrently maintaining the regular administrative calendar to ensure that daily responsibilities are properly met.

STATE BUDGET OVERVIEW

The FY 2006-07 State budget for the California Community Colleges (please also see Exhibit A) provides a substantial increase over the appropriation contained in the FY 2005-06 State Budget Act, and this is on top of the 9.0% increase received in that prior year. Given the State's fiscal challenges, the '06-07 budget must thus be seen as very favorable as regards State sentiment relative to this segment of the State's educational system. Furthermore, the share of Prop 98 funds dedicated to the community colleges stands at 10.7% ... up from 10.46% last year and 10.19% in fiscal '05 ... also a favorable indicator. Finally, it should be observed that the System's budget request was funded at the 86% level, a greater success rate than is typically the case ... and again, another favorable indicator.

One of the more notable factors in terms of community college funding is the fact that once again at P2 ... the State Chancellor's Second Principal Apportionment Report ... all credit FTES enrollments were funded (please see Exhibit B). It is uncertain at this point whether community college enrollments Statewide have stabilized. Some community college districts are reporting that enrollments continue to decline, others state that they are not growing and still others apparently are growing, albeit in most cases at levels below their funded targets. This shift in enrollment experience is likely due, at least in part, to the hangover effect of substantial increases in the enrollment fee in recent years and the availability of employment resulting from an expanding and vibrant economy. Although these factors could be mitigated, if not reversed, over the next 12-24 months ... with enrollments perhaps again increasing as colleges market the availability of financial aid on the one hand and on the other with a possible negative employment picture resulting from economic conditions associated with higher energy and commodities prices, a slowing economy, etcetera ... it is likely that enrollment growth funding will remain a substantial issue in the next couple of budget cycles due to Systemwide "enrollment stabilization" over the most recent four-year period.

EXHIBIT A

California Community Colleges (Ongoing Proposition 98 Funds)
2006-07 Budget Act
(dollars in thousands)

	Board of Governors System Request	Budget Act
Maintain and Restore Educational Quality		
COLA (5.92% at Budget Act)	\$ 164,000	294,387
Core Operational & Institutional Needs (1%)	47,500	
Restore one-half of 2003-04 lost COLA	48,000	
Professional development	5,000	
Fully fund part-time office hours and health Ins.	9,000	
Restore academic senate	50	
Provide Equitable Student Access		
Growth	210,000	97,508 a
Equalization	80,000	159,438
Noncredit rate enhancement	30,000	30,000
Rural access grants	5,000	
Disabled Students Program (fund interpreters/captioning for the deaf)	9,600	9,600 b
Restore Essential Services Critical to Student Success		
Partial restore matriculation/counseling/placement	24,000	24,000
Special services for CalWORKs students	9,000	9,000
Maintain State's Investment and Maximize Facility Use		
Instructional Equipment/Facilities Maintenance	2,000	
Partner in State's Economic and Workforce Development		
Economic/Workforce/Occupational Infrastructure Development program	15,000	15,000
Apprenticeship training program	2,500	2,500
Career technical pathways		20,000 c
Enhance Technology Infrastructure and Data		
Corporation for Educational Networking in California (CENIC)	2,200	800
Data sharing/CalPASS	1,000	1,000
Other Issues		
Increase Full-Time Faculty Positions (75-25)	40,000	
Compensation Equity for Part-Time Faculty Equity	50,000	
Reimbursement of State Mandates	20,000	4,000
AB 1280 Baccalaureate Pilot	0	100
High School Exit Exam (CAHSEE) remediation	0	10,000
Nursing Attrition	0	2,886
Various Technical Changes (fund source changes, rebenching base, etc.)		(13,476)
TOTALS	\$ 773,850	666,743

Notes

a/ 2% Growth at Budget Act

b/ Funded through equalization

c/ System requested \$37.4 million one-time funds

2006-07 California Community Colleges (One-Time Funds)
Enacted Budget (AB 1801 and AB 1802)
 (dollars in thousands)

	Enacted Budget
Instructional Equipment/Facilities Maintenance	\$ 94,144
Career technical education- Equipment and Facilities	40,000
Electronic transcript exchange	vetoed
General Purpose Block Grant	100,000
Reserved for Pending Legislation (SB 361)	19,710
Nursing Placement Registries	500
Nursing Faculty Stipends	2,500
Expansion of Internet Service: 2 Districts and 52 Centers	1,446
Strategic Plan research	vetoed
Professional Development	vetoed
Reimbursement of State Mandates	40,000
Totals	<u>\$ 298,300</u> **

** In addition to the one-time funds above, Legislature also reappropriated \$30.7 million of unspent 2005-06 funds and allocated for one-time enhancements to basic skills programs, including research, planning, and professional de

EXHIBIT B

CALIFORNIA COMMUNITY COLLEGES
FTES WORKLOAD

STATE FUNDED	1999-00 (R1)		2000-01 (R1)		2001-2002 (R1 Rev 6/03)		2002-2003 (R1 2/04)		2003-2004 (R1 3/05)		2004-05 (R1 1/06)		2005-06 (P2 6/06)	
	Credit	Noncredit	Credit	Noncredit	Credit	Noncredit	Credit	Noncredit	Credit	Noncredit	Credit	Noncredit	Credit	Noncredit
General Apportionment	896,204	89,221	930,311	94,484	957,300	98,342	994,431	96,274	993,028	91,617	1,029,797	91,884	1,015,431	91,963
Stability	2,365	237	1,109	113	2,483	255	1,125	109	13,159	1,214	19,876	1,773	41,701	3,773
Apprenticeship (Hrs conv. to FTES)	3,048	737	3,749	833	3,710	1,069	3,929	850	3,592	1,397	3,662	1,297	3,542	1,447
Basic Skills (Supplemental) *	6,163	1,657	6,327	1,548	6,548	1,508	7,242	672	7,223	754	0*	0*	0*	0*
Subtotal State Funded	907,800	91,852	941,496	96,978	970,040	101,174	1,006,728	97,905	1,017,003	94,981	1,053,364	94,955	1,060,674	97,063
	999,652		1,038,474		1,071,214		1,104,632		1,111,984		1,148,319		1,157,757	
TOTAL FUNDED	907,800	91,852	941,496	96,978	970,040	101,174	1,006,728	97,905	1,017,003	94,981	1,053,364	94,955	1,060,674	97,063
Actual FTES	911,815	92,889	949,378	98,255	994,672	104,672	1,030,048	99,596	1,012,605	93,785	1,029,797	91,884	1,015,431	91,863
Stability FTES					2,483	255	1,125	109	13,159	1,214	19,876	1,773	41,701	3,773
Actual Apprentice FTES					3,710	1,069	3,929	850	3,637	1,399	3,943	1,420	3,882	1,565
TOTAL ELIGIBLE FOR FUNDING	911,815	92,889	949,378	98,255	1,000,864	105,996	1,035,103	100,555	1,029,401	96,398	1,053,615	95,077	1,061,014	97,201
UNFUNDED FTES:	4,015	1,037	7,862	1,277	30,824	4,822	28,375	2,650	12,398	1,417	251**	122**	340**	118**

* In regards to the Basic Skills Supplemental/Overcap amounts displayed for fiscal year 2004-05 (R1), because the funds were not required to meet the demand under that schedule, the funds were available and apportioned on a one-time basis for general apportionment pursuant to Budget Act Item 6870-101-0001 Provision 8. For fiscal year 2005-06, the funds appropriated for Basic Skills Supplemental/Overcap have been redirected for Basic Skills funding purposes per the 2006-07 Budget Act (Item 6870-493).

** "Unfunded FTES" amounts displayed for fiscal years 2004-05 and 2005-06 are attributable to insufficient funding in the annual Budget Act to cover full reimbursement at the \$4.86 hourly rate specified in the Budget Act for Apprenticeship hours of Related and Supplemental Instruction.

Other State Budget highlights include:

- A COLA of 5.92% (\$294.4 million)
- Equalization in the amount of \$159.4 million.
- 2.0% enrollment growth (\$97.5 million).
- Noncredit rate enhancement (\$30 million).
- One-time funding for instructional equipment/facilities maintenance (\$94.1 million) and a general purpose grant (\$100 million).
- A reduction in the enrollment fee from \$26 to \$20 per unit effective with the spring semester.

Of particular note, and subsequent to passage of the State Budget Act for 2006-07, the legislature has passed SB 361, and it is assumed at the time of this writing that the Governor will sign this legislation. It will provide, among other things:

Equalization

- Distribution of the \$159.4 million in equalization funds to permanently equalize credit funding rates for community college districts.
- \$19.7 million in transitional assistance to districts that expected more equalization funds based on previous allocation estimates.
- That all growth in FTES (credit, noncredit, career and college preparation) will be funded at the same rate for every district, so inequalities in funding will not reemerge.

Noncredit

- \$30 million for Career and College Preparation, an enhanced-rate noncredit program leading to employability and credit coursework.

Enrollment Growth

- A blended enrollment growth formula for community colleges that recognizes demographic changes, unemployment rates, and persistent unfunded FTES in transfer and vocational coursework. (Note: This formula is not yet operational.)

Additionally, Mr. Robert Turnage, Vice Chancellor for Fiscal Policy in the California Community Colleges System Office, and Mr. Scott Lay, President and CEO of the Community College League of California, noted the following with respect to SB 361 in an August 4, 2006, communication to community college CEOs and CBOs:

“There are a number of important points regarding SB 361 that we would like to re-emphasize.

- With the exception of three basic aid districts and six other districts that are already funded above the target per student rates, every district will receive more credit revenue than they would receive without the bill. (The nine expected

districts will have their old PBF base “grandfathered” and on this base will receive a 5.92% COLA.)

- In addition, all but nine districts will have the opportunity to receive a supplement of \$466 for each noncredit FTES that qualified under the new category of “career development and college preparation.”
- SB 361 will solve, once and for all, longstanding problem of equalization. In 2006-07 every district will be entitled to its foundation grant based on the number and size of colleges and centers; and every district will be entitled to \$4,367 per credit FTES, \$2,626 per noncredit FTES, and \$3,092 per career development and college preparation FTES, regardless of whether this FTES is categorized as base, restoration or growth.
- The Governor and the Legislature have made it abundantly clear that the \$159 million appropriated in the Budget Act is the *last* infusion of equalization funds for the community colleges. Thus, the allocation of funds *must* result in truly equal funding per student, and this outcome *must* be kept stable over time. The funding approach taken in SB 361 is the only way to assure that equalized rates of funding between districts (1) are actually achieved and (2) remain stable over time.
- The System Office estimates are faithfully consistent with the provisions of SB 361, and the provisions of SB 361 are essentially consistent with the recommendations made by the chief business officers and endorsed by the Board of Governors and the CEO Board.
- We are transitioning from an old funding model that is highly volatile in per FTES terms to a new model that will be highly stable in per FTES terms. The volatile PBF base is the benchmark against which we are estimating the increase in equalization dollars.
- These latest revenue and equalization estimates are just that – estimates. They will change to some extent during the course of 2006-2007 until the district’s estimates of FTES become final actual numbers. When the books are closed, however, **everyone will be funded on an equitable per student basis – for the first time in our history.**
- The System Office estimate of SB 361 revenues includes a “cushion” of almost \$33 million relative to the amount of general apportionment funds already appropriated, and another “cushion” of about \$5 million relative to the equalization total. Thus, the System’s general apportionment appropriation for 2006-07 has a great capacity to absorb any likely upward changes in FTES reported by districts during the course of the year.”

As a final observation about SB 361, it should be observed that the “SB 361 Implementation Task Force” will be reconvened in the near future to address remaining questions concerning its implementation.

***RIVERSIDE COMMUNITY COLLEGE DISTRICT
BUDGET OVERVIEW***

ENROLLMENTS

The District has experienced credit full-time-equivalent student (FTES) enrollment growth of about 81% since 1995-96. However, enrollments declined slightly (329 credit FTES) in fiscal '06, and as is the case for other California community colleges, enrollment growth for 2006-07 is uncertain.

The District will therefore monitor enrollments closely throughout the year as conditions could change. The \$6.00 per unit reduction in the enrollment fee scheduled for implementation in the spring semester could yield enrollment growth as could a slowing economy. Additionally, efforts to increase student access, such as at the Rubidoux Annex and the opening of the John F. Kennedy Middle College High School in Norco, could positively affect enrollments. As all enrollment in the community college system likely will be funded in fiscal '07, RCCD will strive now as it has in the past to remain in position for growth funding should the enrollment situation across the State and locally resume its upward trend. However, we are also preparing for the possibility that RCCD will be a "stability" district in fiscal '07. A district enters "stability" when its reported enrollment declines from the prior year level. In such instances, the district is "held harmless" relative to base revenue for that fiscal year.

Exhibit C provides funded growth rates for 2006-07 and, preliminarily, 2007-08. With respect to the latter, it is important to note that the growth formula will change if SB 361 is signed by the Governor.

EXHIBIT C

STATE OF CALIFORNIA

CHANCELLOR MARSHALL DRUMMOND

CALIFORNIA COMMUNITY COLLEGES
SYSTEM OFFICE

1102 Q STREET
SACRAMENTO, CA 95814-6511
(916) 445-8752
<http://www.cccco.edu>



DATE: July 31, 2006

TO: Chief Business Officers

FROM: Frederick E. Harris, Assistant Vice-Chancellor
College Finance and Facilities Planning

SUBJECT: 2006-07 Growth Rates for Community Colleges

The following page titled "2006-07 Growth Rates" contains the rates to be used for the 2006-07 fiscal year. This growth rate information is essentially the same information distributed at last year's Statewide Budget Workshop. The New Facility Rate and the Three-Year Overcap Adjustment Rate fund districts for new FTES to be served in new facilities, and provide districts an increase in their growth revenue cap if they served FTES unfunded for three consecutive years. Because there were no unfunded FTES in 2004-05 and it appears there will be no unfunded FTES in 2005-06, the Final Adjusted Growth Rates used in the 2006-07 Advance do not reflect any adjustment for Three-Year-Overcap. Even if unfunded FTES exists as of the 2005-06 Recalculation, the earliest year for which the three preceding years could include unfunded FTES would be 2008-09.

The New Facility Rate is phased in over a two-year period and begins the calendar year a district identifies a new facility coming on-line. Each district reports this information using the "New Facility Coming On-line" form (e-mailed 4/05/06). It should be noted that if your district received a New Facility Rate adjustment for fiscal year 2005-06 your rate could be significantly different. If, for example, the district received the second year of a New Facility Rate in 2005-06 that was based on information the district submitted for the 2004 calendar year the district would not be entitled to receive another adjustment. Since the New Facility Rate is added to the Blended Rate, the district could potentially receive a lower growth rate ("Revised Adjusted w/Minimums") than was listed in the 2005 Budget Workshop. Also, this rate could be slightly affected by changes in FTES from P2 of 2004-05 to

P2 of 2005-06 since this is the base data used to compute the revised New Facility Rate for the 2006-07 fiscal year.

The 2007-08 preliminary Growth Rates are listed on pages 5 and 6. This information is provided one year in advance in accordance with recommendations made by the Funding Formula Task Force. District growth caps are calculated and distributed a year in advance (using a year older data) so that academic and fiscal planning can take place to accommodate student growth. Revision of the methodology for calculating districts' growth rates to include a factor for unemployment in excess of the full employment level is not included in this preliminary data and is contingent on the passage of SB 361.

If you have additional questions about the calculations please call Ed Monroe of my staff at (916) 327-6226.

CALIFORNIA COMMUNITY COLLEGES
 ADVANCE 2005-07 GROWTH RATES

DISTRICT	ADULT POPULATION CHANGE	HIGH SCHOOL GRAD CHANGE	BLENDED RATE	UNDERSERVED AREAS	NEW FACILITY RATE	ADJUSTED RATE	REVISED ADJUSTED W/MINIMUMS	THREE YEAR OVERCAP ADJUSTMENT
Allan Hancock	1.97	3.67	2.82	0.00	0.00	2.82	2.82	0.00
Antelope Valley	3.67	3.61	3.67	0.00	0.00	3.67	3.67	0.00
Barstow	-1.25	-0.79	-1.09	0.00	0.00	-1.09	4.28	0.00
Butte	1.64	3.16	2.42	0.00	3.88	6.30	6.30	0.00
Cabrillo	1.39	0.39	1.39	0.00	0.00	1.39	1.39	0.00
Cerritos	1.20	0.21	1.20	0.00	0.00	1.20	1.20	0.00
Chabot-Las Positas	1.73	2.56	2.17	0.00	0.00	2.17	2.17	0.00
Chaffey	2.17	4.00	3.14	1.06	0.00	4.20	4.20	0.00
Citrus	2.08	1.73	2.08	0.00	0.00	2.08	2.08	0.00
Coast	1.21	0.45	1.21	0.00	0.00	1.21	1.21	0.00
Compton	3.08	5.43	3.94	0.17	0.00	4.11	4.11	0.00
Contra Costa	1.39	3.14	2.40	0.00	0.00	2.40	2.40	0.00
Copper Mt.	5.65	2.30	5.65	0.08	0.00	5.73	7.39	0.00
Desert	6.78	4.93	6.78	0.92	0.00	7.70	7.70	0.00
El Camino	0.93	3.96	2.65	0.00	0.00	2.65	2.65	0.00
Feather River	1.81	-3.94	1.81	0.00	0.00	1.81	6.96	0.00
Foothill-DeAnza	0.59	0.92	0.74	0.00	2.86	3.60	3.60	0.00
Gavilan	1.82	0.77	1.82	0.01	0.00	1.83	2.10	0.00
Glendale	1.65	2.49	2.03	0.00	0.00	2.03	2.03	0.00
Grossmont-Cuyamaca	2.02	0.95	2.02	0.00	0.00	2.02	2.02	0.00
Hartnell	1.69	3.26	2.41	0.03	0.00	2.44	2.44	0.00
Imperial	3.64	0.22	3.64	0.00	0.00	3.64	3.64	0.00
Kern	2.43	3.22	2.84	0.08	0.00	2.92	2.92	0.00
Lake Tahoe	2.55	39.46	16.07	0.00	0.00	16.07	16.07	0.00
Lassen	2.60	9.45	6.06	0.30	0.00	6.36	6.36	0.00
Long Beach	1.67	4.82	3.18	0.08	0.00	3.26	3.26	0.00
Los Angeles	1.73	5.00	3.08	0.85	0.00	3.93	3.93	0.00
Los Rios	1.43	3.43	2.42	0.00	0.00	2.42	2.42	0.00
Marin	0.61	1.32	0.87	0.52	0.00	1.39	2.53	0.00
Mendocino-Lake	1.47	2.49	1.94	0.32	0.00	2.26	3.82	0.00
Merced	3.06	3.43	3.25	0.26	4.88	8.13	8.13	0.00
Mira Costa	1.56	2.76	2.19	0.67	0.00	2.86	2.86	0.00
Monterey Peninsula	1.52	-2.52	1.52	0.00	0.00	1.52	1.52	0.00
Mt. San Antonio	2.39	2.75	2.58	0.00	0.00	2.58	2.58	0.00
Mt. San Jacinto	3.39	7.21	5.39	1.01	0.00	6.40	6.40	0.00
Napa Valley	1.61	4.42	2.77	0.00	0.00	2.77	2.77	0.00
North Orange Count	1.52	3.12	2.35	0.06	0.00	2.41	2.41	0.00
Ohlone	0.56	6.51	4.08	0.16	0.00	4.24	4.24	0.00
Palo Verde	0.56	5.19	1.59	0.00	3.04	4.63	6.37	0.00
Palomar	1.70	4.91	3.28	0.00	0.01	3.29	3.29	0.00
Pasadena Area	1.77	3.55	2.71	0.00	0.00	2.71	2.71	0.00
Peralta	0.80	1.63	1.06	0.02	0.00	1.08	1.08	0.00
Rancho Santiago	1.43	4.17	2.78	0.00	5.40	8.18	8.18	0.00
Redwoods	1.94	2.26	2.08	0.00	0.00	2.08	2.08	0.00
Rio Hondo	1.71	1.33	1.71	0.31	0.00	2.02	2.02	0.00
Riverside	1.61	4.92	3.56	0.00	0.00	3.56	3.56	0.00
San Bernardino	1.38	5.59	3.23	0.18	0.00	3.41	3.41	0.00
San Diego	1.38	-0.87	1.38	0.40	0.00	1.78	1.78	0.00
San Francisco	0.99	2.31	1.34	0.16	0.80	2.14	2.14	0.00
San Joaquin Delta	2.74	2.63	2.74	0.25	0.00	2.99	2.99	0.00
San Jose-Evergreen	1.43	0.75	1.43	1.12	1.24	2.67	2.67	0.00
San Luis Obispo	1.62	5.28	3.92	0.00	0.00	3.92	3.92	0.00
San Mateo	0.80	2.35	1.56	0.17	0.00	1.73	1.73	0.00
Santa Barbara	0.67	3.25	2.03	0.00	0.00	2.03	2.03	0.00
Santa Clarita	5.74	7.34	6.81	0.00	0.00	6.81	6.81	0.00
Santa Monica	1.54	4.40	3.10	0.00	0.00	3.10	3.10	0.00
Sequoias	3.15	1.54	3.15	0.37	0.00	3.52	3.52	0.00
Shasta-Tehama-Trin	1.92	1.76	1.92	0.00	0.00	1.92	1.92	0.00

CALIFORNIA COMMUNITY COLLEGES
 ADVANCE 2006-07 GROWTH RATES

DISTRICT	ADULT	HIGH	BLENDED	UNDERSERVED	NEW	ADJUSTED	REVISED	THREE YEAR
	POPULATION	SCHOOL			FACILITY		ADJUSTED	
	CHANGE	GRAD	RATE	AREAS	RATE	RATE	W/MINIMUMS	ADJUSTMENT
Sierra	5.23	3.46	5.23	0.00	0.00	5.23	5.23	0.00
Siskiyou	1.02	-6.21	1.02	0.00	0.00	1.02	4.19	0.00
Solano	1.58	0.87	1.58	0.40	0.00	1.98	1.98	0.00
Sonoma	1.15	1.99	1.54	0.00	0.00	1.54	1.54	0.00
South Orange	2.26	2.76	2.51	0.01	0.00	2.52	2.52	0.00
Southwestern	4.35	5.19	4.73	0.00	0.00	4.73	4.73	0.00
State Center	2.91	3.87	3.45	0.00	0.00	3.45	3.45	0.00
Ventura	1.28	2.08	1.76	0.00	0.00	1.76	1.76	0.00
Victor Valley	11.01	4.27	11.01	0.00	0.00	11.01	11.01	0.00
West Hills	1.91	2.13	2.02	0.00	0.00	2.02	2.02	0.00
West Kern	-5.56	0.79	-2.69	0.00	0.00	-2.69	4.97	0.00
West Valley-Missio	1.00	2.70	1.81	0.00	0.00	1.81	1.81	0.00
Yosemite	2.51	4.23	3.50	0.16	0.00	3.66	3.66	0.00
Yuba	-0.58	5.20	2.09	0.00	0.00	2.09	2.09	0.00
	=====	=====	=====	=====	=====	=====	=====	=====
	141.93	237.90	206.43	10.17	22.11	237.13	264.85	0.00

CALIFORNIA COMMUNITY COLLEGES
ADVANCE PRELIMINARY 2007-08 GROWTH RATES

DISTRICT	ADULT POPULATION CHANGE	HIGH SCHOOL GRAD CHANGE	BLENDED RATE	UNDERSERVED AREAS
Allan Hancock	1.906	3.399	2.664	0.0000
Antelope Valley	3.909	6.886	5.568	0.0000
Barstow	0.210	5.987	2.257	0.0000
Butte	1.361	0.723	1.361	0.0000
Cabrillo	0.786	-3.498	0.786	0.0000
Cerritos	0.653	4.445	2.674	0.0000
Chabot-Las Positas	2.201	2.447	2.338	0.0000
Chaffey	2.231	4.705	3.577	1.1587
Citrus	1.467	7.858	5.316	0.0000
Coast	0.704	4.739	2.895	0.0000
Compton	2.953	15.612	7.342	0.5769
Contra Costa	1.209	1.955	1.648	0.0165
Copper Mountain	1.627	11.714	4.894	0.0745
Desert	3.931	7.283	5.632	0.8905
El Camino	0.766	7.136	4.404	0.0630
Feather River	1.619	2.101	1.918	0.0000
Foothill-DeAnza	0.242	2.606	1.345	0.0000
Gavilan	1.965	8.244	4.817	0.0000
Glendale	1.052	2.139	1.545	0.0000
Grossmont	2.102	5.712	4.079	0.0000
Hartnell	2.261	2.353	2.303	0.0000
Imperial	3.882	3.268	3.882	0.0000
Kern	2.934	2.640	2.934	0.1550
Lake Tahoe	1.753	-21.478	1.753	0.0000
Lassen	0.707	10.025	5.408	0.4454
Long Beach	1.270	3.574	2.400	0.0954
Los Angeles	1.519	2.589	1.958	0.8228
Los Rios	1.704	4.699	3.123	0.0000
Marin	0.458	1.134	0.718	0.5977
Mendocino	0.823	-2.443	0.823	0.3520
Merced	2.225	2.230	2.228	0.2974
Mira Costa	1.521	4.743	3.216	0.5842
Monterey	-0.648	7.782	2.948	0.0000
Mt San Antonio	1.938	2.898	2.454	0.0000
Mt San Jacinto	4.773	7.478	6.266	1.0893
Napa	0.905	3.194	1.911	0.0000
North Orange	1.179	1.887	1.547	0.0612
Ohlone	0.410	-0.137	0.410	0.0019
Palo Verde	0.638	20.988	3.102	0.0000
Palomar	1.406	2.592	2.031	0.0000
Pasadena	1.064	2.408	1.809	0.0000
Peralta	0.705	11.716	4.324	0.0273
Rancho Santiago	1.064	0.560	1.064	0.0000
Redwoods	1.138	-1.360	1.138	0.0000
Rio Hondo	0.726	5.394	2.911	0.1767
Riverside	0.845	6.996	4.491	0.0000
San Bernardino	1.315	7.302	3.979	0.2217
San Diego	1.069	4.607	2.279	0.4212
San Francisco	0.938	3.774	1.686	0.1309
San Joaquin Delta	2.320	10.649	7.140	0.2649
San Jose	1.428	3.416	2.372	1.1395
San Luis Obispo	1.109	2.181	1.775	0.0000
San Mateo	0.816	1.796	1.306	0.1617
Santa Barbara	1.044	0.537	1.044	0.0000
Santa Clarita	5.168	8.929	7.585	0.0000
Santa Monica	0.787	6.367	3.885	0.0000
Sequoias	2.438	3.906	3.212	0.4337
Shasta	1.488	-0.371	1.488	0.0382

CALIFORNIA COMMUNITY COLLEGES
 ADVANCE PRELIMINARY 2007-08 GROWTH RATES

DISTRICT	ADULT POPULATION CHANGE	HIGH SCHOOL GRAD CHANGE	BLENDED RATE	UNDERSERVED AREAS
Sierra	4.413	2.854	4.413	0.0000
Siskiyou	2.225	20.657	11.786	0.0000
Solano	1.221	1.418	1.334	.0.3718
Sonoma	0.786	5.187	2.856	0.0000
South Orange	1.966	4.271	3.142	0.0411
Southwestern	2.093	4.775	3.665	0.0000
State Center	2.564	4.749	3.857	0.0000
Ventura	1.285	4.632	3.350	0.0000
Victor Valley	5.429	12.383	8.952	0.0000
West Hills	0.775	-0.510	0.775	0.0000
West Kern	-9.528	-1.066	-6.034	0.0000
West Valley	1.516	1.489	1.516	0.0000
Yosemite	1.931	2.866	2.470	0.1566
Yuba	1.964	3.878	2.831	0.0000
	=====	=====	=====	=====
	108.657	308.597	216.883	10.8677

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UNRESTRICTED GENERAL FUND – RESOURCE 1000 SUMMARY

Resource 1000 includes the major operations of the College District and thus will be the focus of the remainder of this budget narrative. However, matters of significance in other Resources also will be noted. The proposed Resource 1000 budget satisfies the 5.0% ending balance projection for June 30, 2007, pursuant to Board policy.

REVENUES

Resource 1000 revenues are projected at \$132.2 million for fiscal 2007. Key factors include:

A. State Funding

1. COLA – 5.92%.
2. Growth –The District is adopting a conservative posture relative to enrollments. Thus, growth revenue is not budgeted at this time.
3. Equalization – The District’s allocation is \$7.42 million, bringing the total over three years to \$12.03 million.
4. Part-Time Faculty Compensation – The District will receive \$1.08 million, unchanged from the prior year and 10.8% below the fiscal ‘03 level.
5. The District’s allocation of one-time funds is \$2.37 million.

B. Lottery Revenue -- \$3.18 million, about the same as in the prior year.

C. Nonresident Tuition -- \$1.38 million, unchanged from FY ‘06.

D. An intrafund transfer from Resource 1110 (Bookstore) to Resource 1000 in the amount of \$.38 million.

E. Enrollment fee revenue is projected at \$7.84 million ... down 8.2% due to the reduction in the rate beginning in the spring semester. It is important to observe the District retains only 2.0% of these funds, with the remainder becoming a part of State general revenue.

F. Indirect Cost Recovery revenue is projected to increase by \$77,430, or 41.8%.

EXPENDITURES

Within the funds available for the 2006-2007 fiscal year, the Riverside Community College District will address the educational needs of its students and communities pursuant to its mission, goals and objectives.

The 2006-2007 Resource 1000 budget reflects the following major items:

1. Compensation
 - a. Salary Package -- "COLA + 2.00%," or 7.92%.
 - b. Step and column increases, which equal about a 1.00% increase in compensation.
 - c. Retirement -- A PERS employer contribution rate of 9.124%. It is important to note, here, that this rate bears watching, as does the STRS rate.
 - d. Health and Welfare Benefits -- An increase of \$1.27 million. The increase is due to increased staffing and the higher cost of claims.
2. Faculty Positions -- 10-new full-time tenure-track positions, all of which are above our 75/25 obligation.
3. Part-Time Faculty -- An increase of \$1.39 million, with the increase resulting from the salary package and the offering of additional sections.
4. \$600,000 is included for the Board election in November 2006.
5. Other new positions included in the budget proposal are Educational Services Vice Presidents (Moreno Valley, Norco), Business Services Vice Presidents (all three campuses), Instruction and Student Vice Presidents (Riverside), eleven support positions which will be assigned to these offices, Library and Learning Resources Assistant Deans (Moreno Valley and Norco) and a District Compliance, Contracts and Legal Services Officer.
6. A \$269,000 augmentation for the Culinary Arts program.
7. \$364,000 for the Rubidoux Annex.
8. \$300,000 for new remodel projects.
9. \$650,000 for noninstructional equipment.

ENDING FUND BALANCE

The District projects an unaudited beginning balance in Resource 1000 of \$12.84 million at July 1, 2006, and an ending balance of \$11.81 million at June 30, 2007. The Board's policy objective of a budgeted ending balance equal to at least 5.0% of "total available funds," is satisfied for the Unrestricted General Fund.

OTHER FUNDS

Other District "Resources" reflected in the budget are:

- 1050 Parking – Restricted
- 1070 Student Health – Restricted
- 1080 Community Education
- 1090 Performance Riverside
- 1110 Bookstore (Contractor operated)
- 1170 Customized Solutions
- 1180 Redevelopment Pass-Thru – Restricted
- 1190 Grants and Categorical Programs – Restricted
- 3200 Food Services
- 3300 Child Care
- 4100 State Construction and Scheduled Maintenance
- 4110 Capital Projects – Child Development Center
- 4120 Non-State Funded Capital Outlay Projects
- 4130 La Sierra Capital
- 4150 Self-Funded Equipment & Facility Projects
- 4160 General Obligation Bond Funded Capital Outlay
- 6100 Health and Liability Self-Insurance
- 6110 Workers' Compensation Self-Insured
- Student Federal Grants
- State of California Student Grants
- ASRCC

OTHER FUNDS (continued)

Additionally, the following should be observed:

1. Resource 1050, Parking – The Parking Fund receives revenues from the sale of parking permits and parking citation fines. These revenues are used to partially support the College Safety and Police department, which receives funding from both this Resource as well as Resource 1000. The budget proposal provides for \$2.5 million (total available funds) and an ending balance well above the 5.0% target.
2. Resource 1070, Student Health – The Student Health Fund continues to maintain a healthy contingency reserve, reflecting total available funds of \$1.6 million and a projected ending balance of \$657,468.
3. Resource 1080, Community Education – The Community Education Fund is self-supporting. It provides non-credit and not-for-credit courses on a fee basis. Total available funds here equal \$1.09 million, with the ending balance target well above the 5.0% target.
4. Resource 1090, Performance Riverside – The Performance Riverside budget is anticipated to have a cumulative 2006-2007 deficit ending balance of \$656,777. This balance is an accumulation of deficits in prior years and should decrease slightly in the coming year. The 2006-2007 budget includes an operating subsidy in the amount of a \$193,257 intrafund transfer from Resource 1000, the same as last year. Staff will continue to monitor this fund closely throughout fiscal '07, as it remains under an express order that operational expenditures, exclusive of core administrative costs, must remain within the resources generated.
5. Resource 1110, Bookstore Contractor Operated -- Resource 1110 represents the bookstore operations at all three campuses. These bookstores are operated through a contract with Barnes & Noble Co. An interfund transfer of \$506,930 will be made to Food Services (Resource 3200), and an intrafund transfer of \$380,000 will be made to Resource 1000.
6. Resource 1170, Customized Solutions – This fund was established to isolate the financial activities of the District's Customized Solutions program. This program provides customized training for local businesses, government agencies, and non-profit organizations. An intrafund transfer from Resource 1000 in the amount of \$173,470 is provided, the same level as in the prior year. This fund is also under an express order that its operational expenditures, exclusive of core administrative costs, must remain within the resources it generates. If ETP-related training efforts continue to yield positive results, then Resource 1170 should be on a substantially improved economic footing.

OTHER FUNDS (continued)

7. Resource 1180, Redevelopment – The Resource 1180 expenditure budget provides for consulting services relative to existing redevelopment agreements, support for Casa Blanca outreach and the Riverside School of the Arts.
8. Fund 1190, Grants and Categorical Programs - Restricted – Resource 1190 is used to record the financial activity of the restricted categorical and grant funds received by the District. The grant funds are being used to assist the District in pursuing the objectives established in our strategic planning process. Additionally, the State is continuing to provide \$34.2 million to the community college system to help local districts mitigate enrollment declines resulting from the substantial increases in enrollment fees experienced during two of the last three years and to increase student participation in financial aid programs. The RCCD share is \$671,693.
9. Resource 3200, Food Services – The Food Services Fund provides for Food Services and Catering for all three campuses. As mentioned above, an interfund transfer in the amount of \$506,930 from the Bookstore (Resource 1110) is provided. Staff will continue to direct attention in fiscal '07 towards the identification of ways in which to improve Food Services operations and facilities.
10. Resource 3300, Childcare– The District operates childcare programs at all campuses. The budget proposal provides for an interfund subsidy in the amount of \$220,000. This fund will be monitored closely through the year.
11. Resource 4100, State Construction/Scheduled Maintenance – Resource 4100 includes the State Construction, Scheduled Maintenance and Hazardous Substances budgets. The District's match requirements are funded from Measure C funds.
12. Resource 4110, Child Development Center – This fund was established for the benefit of the child development centers and is used to augment facilities, equipment and technology at the new Child Centers at Moreno Valley and Norco.
13. Resource 4120, Non-State Funded Capital Outlay Projects – This Resource is used to record revenue and expenditures associated with capital outlay projects funded from non-State sources.
14. Resource 4130, La Sierra Capital – The expenditure budget here is being used for development of the Riverside School of the Arts (RSA). In this regard, \$2,346,760 was allocated for planning and working drawings, \$2.28 million of which is budgeted for fiscal '07.

OTHER FUNDS (continued)

15. Resource 4150, Self-Funded Equipment and Facility Projects -- This Resource was established for various equipment and facility projects funded via some of the District's "overcap" allocations in preceding years. An interfund transfer is made to Resource 1000 (\$15,985).
16. Resource 4160, General Obligation Bond Funded Projects -- This fund has been established to account for funds derived from the issuance of Measure C general obligation bonds and the expenditure of funds related to Board approved Measure C capital outlay projects.
17. Resource 6100, Health and Liability Self-Insurance – The Self-Insurance fund covers the District's indemnity health insurance and liability self-insurance programs. The indemnity program experienced a significant increase in claims during two of the last three years. More favorable claims experience occurred in the most recent year resulting in an improved financial condition of the Resource. Thus, the self-insurance rates per employee will remain constant for fiscal '07.
18. Resource 6110, Workers' Compensation Self Insurance – Workers' comp income is derived from the .0131 funding rate charged to all budgets with salary accounts. The rate represents an increase of .001 from the prior year.
19. Student Federal Grants and State of California Student Grants are used to report the receipt and distribution of various student grant programs.

LOOKING AHEAD

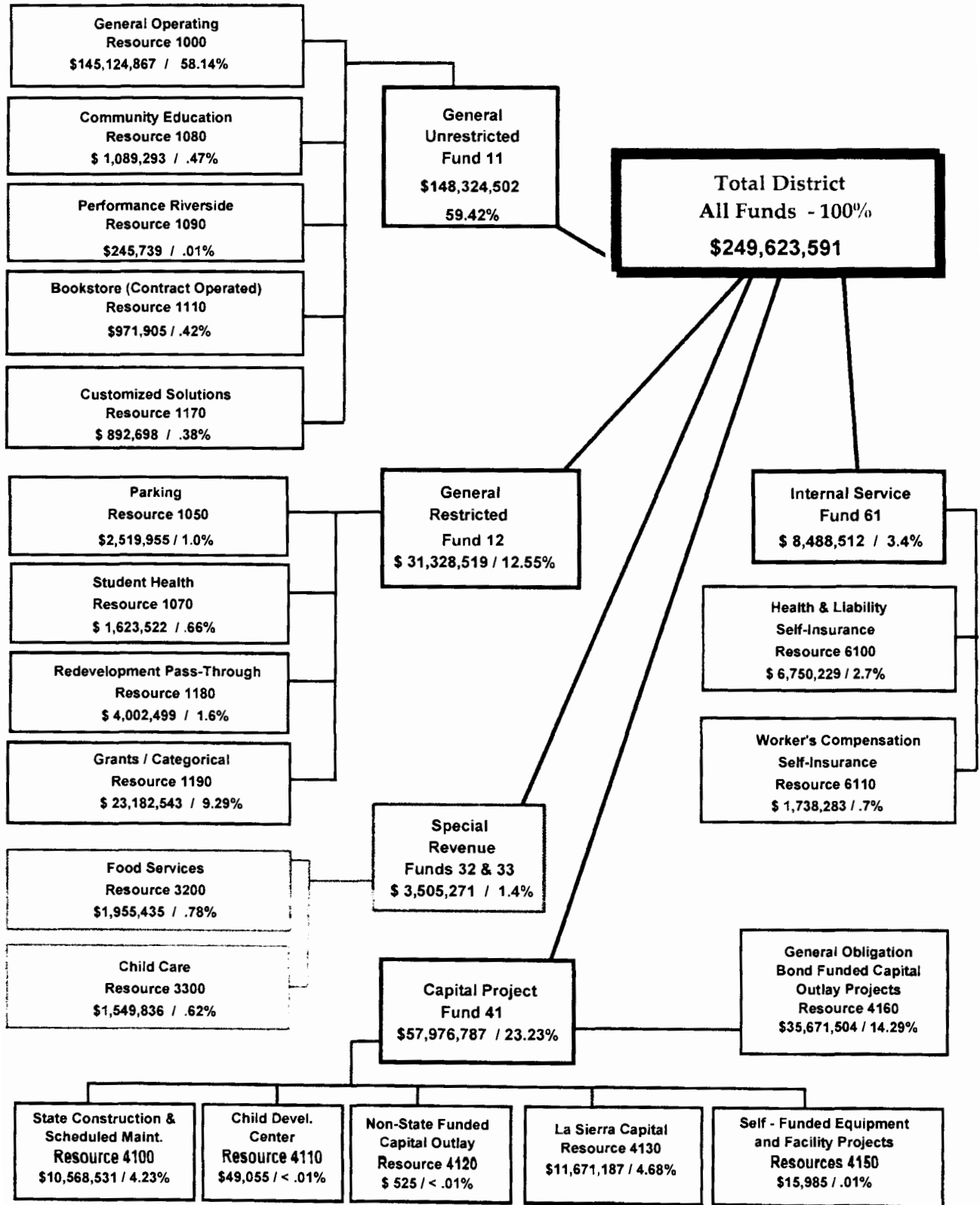
As the annual budget is critical to the achievement of the District's mission and long-range goals and objectives, it is important that the budget process provide a glimpse of the District's financial future. At this point, although '07 prospects seem relatively bright, the fiscal horizon thereafter is somewhat clouded. This is primarily due to the State's continuing structural deficit, systemwide enrollment difficulties and Prop 98 projections which indicate that community college funding will be significantly below levels necessary to meet enrollment demand over both the short and long term.

In terms of the District's internal operating environment, a number of potential issues are in the offing for the 2007-2008 fiscal year. They include:

- The financial condition of STRS and the implications thereof for required employer contributions.
- Rising energy costs.
- Funding requirements associated with our evolution to a 3-college district.
- Resource competition which is leading to projections that it will be difficult for the CCC to be funded beyond COLA and Growth.
- Enrollment uncertainty which could result in the District receiving at best only a COLA augmentation.

Additionally, 2006-07 will again be a critical year in terms of the District's strategic planning efforts, especially as regards Measure C. Facility projects on the proverbial table now have been in the queue for some time. Thus, "what comes next" will require significant attention. Critical, here, will be the vote on the State capital outlay bond in November. This question must also be addressed in a very dynamic environment where such matters as assessed valuations, interest rates, State capital outlay funding, growth and equalization funding, enrollment demand, institutional capacity and Prop 39 general obligation bond requirements all have an effect. It will be exceedingly important, then, that we ensure that our expenditure base is aligned with our revenue outlook both now and in the future.

Riverside Community College District
 Fund Schematic - Total Available Funds
 2006-2007 Proposed Budget



**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 FUND / ACCOUNT SUMMARY - TOTAL AVAILABLE FUNDS
 2006-2007**

<u>Fund / Resource</u>	<u>Fund Name</u>	<u>Adopted Budget 2005-2006</u>	<u>Final Budget 2006-2007</u>
	<u>District</u>		
<u>General Funds</u>			
<u>Unrestricted - Fund 11</u>			
<u>Resource</u>			
1000	General Operating	\$ 127,698,123	\$ 145,124,867
1080	Community Education	1,141,301	1,089,293
1090	Performance Riverside	372,764	245,739
1110	Bookstore (Contract-Operated)	930,777	971,905
1170	Customized Solutions	<u>1,151,073</u>	<u>892,698</u>
	Total Unrestricted General Funds	<u>131,294,038</u>	<u>148,324,502</u>
<u>Restricted - Fund 12</u>			
<u>Resource</u>			
1050	Parking	3,046,285	2,519,955
1070	Student Health	1,068,659	1,623,522
1180	Redevelopment Pass-Through	2,842,396	4,002,499
1190	Grants and Categorical Programs	<u>19,889,336</u>	<u>23,182,543</u>
	Total Restricted General Funds	<u>26,846,676</u>	<u>31,328,519</u>
	Total General Funds	<u>158,140,714</u>	<u>179,653,021</u>
<u>Special Revenue - Funds 32 & 33</u>			
<u>Resource</u>			
3200	Food Services	1,913,479	1,955,435
3300	Child Care	<u>1,255,455</u>	<u>1,549,836</u>
	Total Special Revenue Funds	<u>3,168,934</u>	<u>3,505,271</u>

RIVERSIDE COMMUNITY COLLEGE DISTRICT
FUND / ACCOUNT SUMMARY - TOTAL AVAILABLE FUNDS
2006-2007

<u>Fund / Resource</u>	<u>Fund Name</u>	<u>Adopted Budget 2005-2006</u>	<u>Final Budget 2006-2007</u>
<u>Capital Projects Funds - Fund 41</u>			
<u>Resource</u>			
4100	State Construction & Scheduled Maintenance	13,331,931	10,568,531
4110	Child Development Center	47,911	49,055
4120	Non-State Funded Capital Outlay Projects	685	525
4130	La Sierra Capital	6,336,030	11,671,187
4150	Self-Funded Equipment and Facility Projects	1,123,870	15,985
4160	General Obligation Bond Funded Capital Outlay	<u>51,982,712</u>	<u>35,671,504</u>
	Total Capital Projects Funds	<u>72,823,139</u>	<u>57,976,787</u>
<u>Internal Service - Fund 61</u>			
<u>Resource</u>			
6100	Health and Liability Self-Insurance	4,800,888	6,750,229
6110	Workers Compensation Self Insurance	<u>1,864,265</u>	<u>1,738,283</u>
	Total Internal Service Funds	<u>6,665,153</u>	<u>8,488,512</u>
	Total District Funds	<u>\$ 240,797,940</u>	<u>\$ 249,623,591</u>
<u>Expendable Trust and Agency</u>			
<u>Student Financial Aid Accounts</u>			
	Student Federal Grants	\$ 13,792,512	\$ 14,385,943
	State of California Student Grants	<u>1,300,000</u>	<u>1,400,000</u>
	Total Student Financial Aid Accounts	<u>15,092,512</u>	<u>15,785,943</u>
<u>Other Account</u>			
	Associated Students of RCC	<u>1,643,784</u>	<u>1,734,588</u>
	Total Expendable Trust and Agency	<u>\$ 16,736,296</u>	<u>\$ 17,520,531</u>
	Grand Total	<u>\$ 257,534,236</u>	<u>\$ 267,144,122</u>

RIVERSIDE COMMUNITY COLLEGE DISTRICT
 FUND 11, RESOURCE 1000 - UNRESTRICTED GENERAL OPERATING

FINAL BUDGET
 2006-2007

INCOME

Unaudited Beginning Balance, July 1		\$ 12,835,471
Federal Income	\$ 123,500	
State Income	88,015,209	
Local Income	43,865,223	
Other Income	269,479	
Interfund Transfers	<u>15,985</u>	
Total Income		<u>132,289,396</u>
Total Available Funds (TAF)		<u>\$ 145,124,867</u>

EXPENDITURES

Object Code

1000	Academic Salaries	\$ 62,143,916
2000	Classified Salaries	28,371,516
3000	Employee Benefits	22,682,549
4000	Books and Supplies	2,855,693
5000	Services and Operating Expenses	13,781,025
6000	Capital Outlay	1,992,172
7300	Interfund Transfers	470,000
8999	Intrafund Transfers	<u>1,014,067</u>
	Total Expenditures	133,310,938
7900	* Contingency / Reserves	<u>11,813,929</u>
	Total Resource 1000 Including Contingency / Reserves	<u>\$ 145,124,867</u>

* The Resource 1000 5% Contingency was calculated in accordance with Board Policy 7080, by taking into account the TAF for all Resources comprising Unrestricted Fund 11 (1000, 1080, 1090, 1110, 1117) and factoring in the deficit for Resource 1090. The calculated 5% Contingency for Resource 1000 is \$7,926,723.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
FUND 12, RESOURCE 1050 - PARKING

FINAL BUDGET
2006-2007

INCOME

Unaudited Beginning Balance, July 1	\$ 604,625
Local Income	<u>1,915,330</u>
Total Available Funds (TAF)	<u>\$ 2,519,955</u>

EXPENDITURES

Object Code

2000	Classified Salaries	\$ 1,379,010
3000	Employee Benefits	418,476
4000	Books and Supplies	49,163
5000	Services and Operating Expenses	266,199
6000	Capital Outlay	<u>197,385</u>
	Total Expenditures	2,310,233
7900	* Contingency / Reserves	<u>209,722</u>
	Total Resource 1050 Including Contingency / Reserves	<u>\$ 2,519,955</u>

* 5% Contingency reserve calculated from TAF equals \$125,998

RIVERSIDE COMMUNITY COLLEGE DISTRICT
FUND 12, RESOURCE 1070 - STUDENT HEALTH

FINAL BUDGET
2006-2007

INCOME

Unaudited Beginning Balance, July 1	\$ 668,716
Local Income	<u>954,806</u>
Total Available Funds (TAF)	<u>\$ 1,623,522</u>

EXPENDITURES

Object Code

1000	Academic Salaries	\$ 140,413
2000	Classified Salaries	427,458
3000	Employee Benefits	104,149
4000	Books and Supplies	61,180
5000	Services and Operating Expenses	191,991
6000	Capital Outlay	<u>40,863</u>
	Total Expenditures	966,054
7900	* Contingency / Reserves	<u>657,468</u>
	Total Resource 1070 Including Contingency / Reserves	<u>\$ 1,623,522</u>

* 5% Contingency reserve calculated from TAF equals \$ 81,176

RIVERSIDE COMMUNITY COLLEGE DISTRICT
 FUND 11, RESOURCE 1080 - COMMUNITY EDUCATION

FINAL BUDGET
 2006-2007

INCOME

Unaudited Beginning Balance, July 1	\$ 86,387
Local Income	<u>1,002,906</u>
Total Available Funds (TAF)	<u>\$ 1,089,293</u>

EXPENDITURES

Object Code

1000	Academic Salaries	\$ 3,842
2000	Classified Salaries	373,957
3000	Employee Benefits	69,157
4000	Books and Supplies	16,000
5000	Services and Operating Expenses	544,955
6000	Capital Outlay	<u>5,000</u>
	Total Expenditures	1,012,911
7900	* Contingency / Reserves	<u>76,382</u>
	Total Resource 1080 Including Contingency / Reserves	<u>\$ 1,089,293</u>

* 5% Contingency reserve calculated from TAF equals \$ 54,465

RIVERSIDE COMMUNITY COLLEGE DISTRICT
 FUND 11, RESOURCE 1090 - PERFORMANCE RIVERSIDE

FINAL BUDGET
 2006-2007

INCOME

Unaudited Beginning Balance, July 1		\$ (658,193)
Local Income	\$ 710,675	
Intrafund Transfer From Resource 1000	<u>193,257</u>	
Total Income		<u>903,932</u>
Total Available Funds (TAF)		<u>\$ 245,739</u>

EXPENDITURES

Object Code

2000	Classified Salaries	\$ 290,481
3000	Employee Benefits	87,718
4000	Books and Supplies	33,488
5000	Services and Operating Expenses	487,829
6000	Capital Outlay	<u>3,000</u>
	Total Expenditures	902,516
7900	Contingency / Reserves	<u>-</u>
	Total Resource 1090 Including Contingency / Reserves	<u>\$ 902,516</u>
	Resource Deficit	\$ (656,777)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
 FUND 11, RESOURCE 1110 - BOOKSTORE (CONTRACTOR-OPERATED)

FINAL BUDGET
 2006-2007

INCOME

Unaudited Beginning Balance, July 1	\$ 108,464
Local Income	<u>863,441</u>
Total Available Funds (TAF)	<u>\$ 971,905</u>

EXPENDITURES

Object Code

5000	Services and Operating Expenses	\$ 36,150
7390	Interfund Transfer to Resource 3200	506,930
8999	Intrafund Transfer to Resource 1000	<u>380,000</u>
	Total Expenditures	923,080
7900	* Contingency / Reserves	<u>48,825</u>
	Total Resource 1110 Including Contingency / Reserves	<u>\$ 971,905</u>

* 5% Contingency reserve calculated from TAF equals \$ 48,595

RIVERSIDE COMMUNITY COLLEGE DISTRICT
 FUND 11, RESOURCE 1170 - CUSTOMIZED SOLUTIONS

FINAL BUDGET
 2006-2007

INCOME

Unaudited Beginning Balance, July 1		\$ 266,715
State Income	127,500	
Local Income	325,013	
Intrafund Transfer from Resource 1000	<u>173,470</u>	
Total Income		<u>625,983</u>
Total Available Income (TAF)		<u>\$ 892,698</u>

EXPENDITURES

Object Code

1000	Academic Salaries	\$ 5,700
2000	Classified Salaries	144,239
3000	Employee Benefits	42,250
4000	Books and Supplies	31,000
5000	Services and Operating Expenses	254,923
6000	Capital Outlay	<u>-</u>
	Total Expenditures	478,112
7900	* Contingency / Reserves	<u>414,586</u>
	Total Resource 1170 Including Contingency / Reserves	<u>\$ 892,698</u>

* 5% Contingency reserve calculated from TAF equals \$44,635

RIVERSIDE COMMUNITY COLLEGE DISTRICT
FUND 12, RESOURCE 1180 - REDEVELOPMENT PASS - THROUGH

FINAL BUDGET
2006-2007

INCOME

Unaudited Beginning Balance, July 1	\$ 3,001,510
Local Income	<u>1,000,989</u>
Total Available Income (TAF)	<u>\$ 4,002,499</u>

EXPENDITURES

Object Code

5000	Services and Operating Expenses	<u>\$ 156,100</u>
	Total Expenditures	156,100
7900	* Contingency / Reserves	<u>3,846,399</u>
	Total Resource 1180 Including Contingency / Reserves	<u>\$ 4,002,499</u>

* 5% Contingency reserve calculated from TAF equals \$ 200,125

RIVERSIDE COMMUNITY COLLEGE DISTRICT
 FUND 12, RESOURCE 1190 - GRANTS AND CATEGORICAL PROGRAMS

FINAL BUDGET
 2006-2007

INCOME

Unaudited Beginning Balance, July 1		\$	-
Federal Income	\$	9,814,959	
State Income		11,157,186	
Local Income		1,183,058	
Intrafund Transfers		<u>1,027,340</u>	
Total Income			<u>23,182,543</u>
Total Available Funds (TAF)			<u>\$ 23,182,543</u>

EXPENDITURES

Object Code

1000	Academic Salaries	\$	4,072,998
2000	Classified Salaries		6,571,377
3000	Employee Benefits		2,849,356
4000	Books and Supplies		2,128,838
5000	Services and Operating Expenses		4,029,694
6000	Capital Outlay		3,082,028
7500	Scholarships		213,765
7600	Student Grants / Bus Passes		<u>234,487</u>
	Total Expenditures		23,182,543
7900	Contingency / Reserves		<u>-</u>
	Total Resource 1190 Including Contingency / Reserves		<u>\$ 23,182,543</u>

RIVERSIDE COMMUNITY COLLEGE DISTRICT
FUND 32, RESOURCE 3200 - FOOD SERVICES

FINAL BUDGET
2006-2007

INCOME

Unaudited Beginning Balance, July 1		\$ 227,274
Local Income	\$ 1,221,231	
Interfund Transfer From Resource 1110	<u>506,930</u>	
Total Income		<u>1,728,161</u>
Total Available Funds (TAF)		<u>\$ 1,955,435</u>

EXPENDITURES

Object Code

2000	Classified Salaries	\$ 632,710
3000	Employee Benefits	266,147
4000	Books and Supplies	689,993
5000	Services and Operating Expenses	251,225
6000	Capital Outlay	<u>-</u>
	Total Expenditures	1,840,075
7900	* Contingency / Reserves	<u>115,360</u>
	Total Resource 3200 Including Contingency / Reserves	<u>\$ 1,955,435</u>

* 5% Contingency reserve calculated from TAF equals \$ 97,772

RIVERSIDE COMMUNITY COLLEGE DISTRICT
 FUND 33, RESOURCE 3300 - CHILD CARE

FINAL BUDGET
 2006-2007

INCOME

Unaudited Beginning Balance, July 1		\$ 99,379
Federal Income	\$ 21,600	
State Income	137,857	
Local Income	1,071,000	
Incoming Transfer from Resource 1000	<u>220,000</u>	
Total Income		<u>1,450,457</u>
Total Available Funds (TAF)		<u>\$ 1,549,836</u>

EXPENDITURES

Object Code

1000	Academic Salaries	\$ 914,833
2000	Classified Salaries	189,371
3000	Employee Benefits	213,504
4000	Books and Supplies	65,340
5000	Services and Operating Expenses	58,670
6000	Capital Outlay	<u>8,000</u>
	Total Expenditures	1,449,718
7900	* Contingency / Reserves	<u>100,118</u>
	Total Resource 3300 Including Contingency / Reserves	<u>\$ 1,549,836</u>

* 5% Contingency reserve calculated from TAF equals \$77,492

RIVERSIDE COMMUNITY COLLEGE DISTRICT
FUND 41, RESOURCE 4100 - STATE CONSTRUCTION AND SCHEDULED MAINTENANCE

FINAL BUDGET
2006-2007

INCOME

Unaudited Beginning Balance, July 1		\$ 642,786
State Income	\$ 9,632,003	
Intrafund Transfer from Resource 4160	<u>293,742</u>	
Total Income		<u>9,925,745</u>
Total Available Funds (TAF)		<u>\$ 10,568,531</u>

EXPENDITURES

Object Code

4000	Books and Supplies	\$ 5,209
5000	Services and Operating Expenses	6,531
6000	Capital Outlay	<u>10,556,791</u>
	Total Expenditures	10,568,531
7900	Contingency / Reserves	<u>-</u>
	Total Resource 4100 Including Contingency / Reserves	<u>\$ 10,568,531</u>

RIVERSIDE COMMUNITY COLLEGE DISTRICT
FUND 41, RESOURCE 4110 - CHILD DEVELOPMENT CENTER

FINAL BUDGET
2006-2007

INCOME

Unaudited Beginning Balance, July 1	\$ 48,555
Local Income	<u>500</u>
Total Available Funds (TAF)	<u>\$ 49,055</u>

EXPENDITURES

Object Code

6000	Capital Outlay	\$ <u>49,055</u>
	Total Expenditures	49,055
7920	Contingency / Reserves	<u>-</u>
	Total Resource 4110 Including Contingency / Reserves	<u>\$ 49,055</u>

RIVERSIDE COMMUNITY COLLEGE DISTRICT
FUND 41, RESOURCE 4120 - NON-STATE FUNDED CAPITAL OUTLAY PROJECTS

FINAL BUDGET
2006-2007

INCOME

Unaudited Beginning Balance, July 1	\$	505
Local Income		<u>20</u>
Total Available Funds (TAF)	\$	<u>525</u>

EXPENDITURES

Object Code

6000	Capital Outlay	\$	<u>-</u>
	Total Expenditures		-
7920	Contingency / Reserves		<u>525</u>
	Total Resource 4120 Including Contingency / Reserves	\$	<u>525</u>

RIVERSIDE COMMUNITY COLLEGE DISTRICT
FUND 41, RESOURCE 4130 - LA SIERRA CAPITAL

FINAL BUDGET
2006-2007

INCOME

Unaudited Beginning Balance, July 1	\$ 11,181,686
Local Income	<u>489,501</u>
Total Available Funds (TAF)	<u>\$ 11,671,187</u>

EXPENDITURES

Object Code

5000	Services and Operating Expenses	\$ 18,893
6000	Capital Outlay	<u>2,278,214</u>
	Total Expenditures	2,297,107
7900	Contingency / Reserves	<u>9,374,080</u>
	Total Resource 4130 Including Contingency / Reserves	<u>\$ 11,671,187</u>

RIVERSIDE COMMUNITY COLLEGE DISTRICT
FUND 41, RESOURCE 4150 - SELF-FUNDED EQUIPMENT & FACILITY PROJECTS

FINAL BUDGET
2006-2007

INCOME

Unaudited Beginning Balance, July 1	\$	15,985
Local Income		<u>-</u>
Total Available Funds (TAF)	\$	<u>15,985</u>

EXPENDITURES

Object Code

7310	Interfund Transfer to Resource 1000	\$	<u>15,985</u>
	Total Expenditures		15,985
7910	Contingency / Reserves		<u>-</u>
	Total Resource 4150 Including Contingency / Reserves	\$	<u>15,985</u>

RIVERSIDE COMMUNITY COLLEGE DISTRICT
 FUND 41, RESOURCE 4160 - GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS

FINAL BUDGET
 2006-2007

INCOME

Unaudited Beginning Balance, July 1	\$ 34,171,504
Local Income	<u>1,500,000</u>
Total Available Funds (TAF)	<u>\$ 35,671,504</u>

EXPENDITURES

Object Code

2000	Classified Salaries	\$ 147,834
3000	Employee Benefits	53,390
4000	Books and Supplies	21,869
5000	Services and Operating Expenses	182,837
6000	Capital Outlay	27,279,703
8999	Intrafund Transfers	<u>293,742</u>
	Total Expenditures	27,979,375
7900	Contingency / Reserves	<u>7,692,129</u>
	Total Resource 4160 Including Contingency / Reserves	<u>\$ 35,671,504</u>

RIVERSIDE COMMUNITY COLLEGE DISTRICT
 FUND 61, RESOURCE 6100 - HEALTH AND LIABILITY SELF-INSURANCE

FINAL BUDGET
 2006-2007

INCOME

Unaudited Beginning Balance, July 1		\$ 2,069,061
Local Income	\$ 4,431,168	
Interfund Transfer from Resource 1000	<u>250,000</u>	
Total Income		<u>4,681,168</u>
Total Available Funds (TAF)		<u>\$ 6,750,229</u>

EXPENDITURES

Object Code

2000	Classified Salaries	\$ 161,673
3000	Employee Benefits	52,906
4000	Books and Supplies	3,900
5000	Services and Operating Expenses	4,094,050
6000	Capital Outlay	<u>80,568</u>
	Total Expenditures	4,393,097
7900	Contingency / Reserves	<u>2,357,132</u>
	Total Resource 6100 Including Contingency / Reserves	<u>\$ 6,750,229</u>

RIVERSIDE COMMUNITY COLLEGE DISTRICT
 FUND 61, RESOURCE 6110 - WORKERS COMPENSATION SELF-INSURANCE

FINAL BUDGET
 2006-2007

INCOME

Unaudited Beginning Balance, July 1	\$ 346,663
Local Income	<u>1,391,620</u>
Total Available Funds (TAF)	<u>\$ 1,738,283</u>

EXPENDITURES

Object Code

2000	Classified Salaries	\$ 58,508
3000	Employee Benefits	21,828
4000	Books and Supplies	620
5000	Services and Operating Expenses	<u>1,174,880</u>
	Total Expenditures	1,255,836
7900	Contingency / Reserves	<u>482,447</u>
	Total Resource 6110 Including Contingency / Reserves	<u>\$ 1,738,283</u>

RIVERSIDE COMMUNITY COLLEGE DISTRICT
STUDENT FEDERAL GRANTS

FINAL BUDGET
2006-2007

INCOME

Unaudited Beginning Balance, July 1		\$ -
Federal Income		
PELL Student Grants and Book Waivers	\$ 13,000,000	
FSEOG Student Grants and Book Waivers	641,273	
ACG Academic Competitiveness Grant	158,333	
Federal Work Study	<u>586,337</u>	
Total Federal Income		<u>14,385,943</u>
Total Available Funds (TAF)		<u>\$ 14,385,943</u>

EXPENDITURES

Object Code

7520	Student Grants and Book Waivers	<u>\$ 14,385,943</u>
	Total Student Federal Grants	<u>\$ 14,385,943</u>

RIVERSIDE COMMUNITY COLLEGE DISTRICT
STATE OF CALIFORNIA STUDENT GRANTS

FINAL BUDGET
2006-2007

INCOME

Unaudited Beginning Balance, July 1	\$ -
State Income - Cal Grant B and C	<u>1,400,000</u>
Total Available Funds (TAF)	<u>\$ 1,400,000</u>

EXPENDITURES

Object Code

7520	Student Grants and Book Waivers	<u>\$ 1,400,000</u>
	Total State of California Student Grants	<u>\$ 1,400,000</u>

RIVERSIDE COMMUNITY COLLEGE DISTRICT
 ASSOCIATED STUDENTS OF RCC

FINAL BUDGET
 2006-2007

INCOME

Unaudited Beginning Balance, July 1		\$ 1,133,588
Local Income		
Student Fees	\$ 545,000	
Interest	45,000	
Athletic Events	6,500	
Telephone Commission	<u>4,500</u>	
Total Local Income		<u>601,000</u>
Total Available Funds (TAF)		<u>\$ 1,734,588</u>

EXPENDITURES

Account Code

900	ASRCC Operations/Special Events	\$ 39,300	
911	Riverside Special Events	47,925	
921	Norco Operations/Special Events	24,505	
931	Moreno Valley Special Events	24,943	
912	Riverside Interclub Council	5,300	
922	Norco Interclub Council	12,725	
932	Moreno Valley Interclub Council	3,650	
913	Riverside MCAC	6,500	
933	Moreno Valley MCAC	3,000	
914	Riverside Club Special Events	39,751	
915	Riverside Board of Commissioners	6,300	
924	Norco Club Special Events	8,800	
934	Moreno Valley Club Special Events	6,871	
926	Norco Government Branches	200	
905	Organizations Funding	137,680	
906	Athletics	231,700	
927	Norco Commissioners	<u>1,850</u>	
	Total Expenditures		\$ 601,000
	Contingency		<u>1,133,588</u>
	Total ASRCC Accounts		<u>\$ 1,734,588</u>

RIVERSIDE COMMUNITY COLLEGE DISTRICT
FINANCE AND AUDIT

Report No.: VI-D-2

Date: September 12, 2006

Subject: Moreno Valley ECS Secondary Effects Project - Renovation of Early Childhood Studies Child Care Center as the Future Location of Moreno Valley Campus Administrators

Background: On February 21, 2006, the Board of Trustees approved the hiring of Higginson + Cartozian Architects, Inc. to design, prepare drawings and specifications for the renovation of an existing 48' x 40' modular, which used to belong to the Early Childhood Studies Department.

The Moreno Valley Campus has now requested to renovate the building to house the President and his office staff, consisting of new Vice President of Business Services and staff, and new Vice President of Educational Services and staff. The project would consist of interior and exterior remodeling, demolition of some interior walls, new heating and air conditioning units, and electrical, information technology upgrades and equipment.

Facilities Planning, Design and Construction, on behalf of the Moreno Valley Campus, request to establish a budget of \$269,919.00 using measure C Funds. This project will be brought forward for your approval in October 17, 2006, to award the construction bid.

Recommended Action: It is recommended that the Board of Trustees authorize the use of Measure C Funds in the amount of \$269,919.00 for the renovation of the Moreno Valley Early Childhood Studies Child Care Center as the future location of the Moreno Valley Campus Administrators.

Salvatore G. Rotella
Chancellor

Prepared by: Aan Tan
Associate Vice Chancellor
Facilities Planning, Design and Construction

RIVERSIDE COMMUNITY COLLEGE DISTRICT
FINANCE AND AUDIT

Report No.: VI-D-3

Date: September 12, 2006

Subject: Measure C Project Expenditures

Background: Attached for the Board's review and information is a report on Measure C project expenditures. This report was discussed at the September, 5, 2006, Finance and Audit Committee meeting.

Information Only.

Salvatore G. Rotella
Chancellor

Prepared by: Aaron S. Brown
Associate Vice Chancellor, Financer

Riverside Community College District
Measure C Series A, Series B and Series A Refunding
Project Commitments Summary
Through June 30, 2006

Measure C Activity

8/3/2004 through 6/30/2006

Proceeds/Income

Series A and B Proceeds	\$ 65,000,000	
Series A and B Premium	3,024,641	
Series A Refunding Premium	7,689,321	
FY 2004-2005 Interest Income	1,030,586	
FY 2005-2006 Interest Income	<u>1,726,681</u>	
Total Proceeds/Income		\$ 78,471,229

Project Commitments

Completed Projects	\$ 28,489,209	
In-Progress or Initial Phase	<u>37,034,716</u>	
Total Project Commitments		<u>65,523,925</u>
Uncommitted Balance for Series A, Series B and Series A Refunding		<u>\$ 12,947,304</u>

**Riverside Community College District
Measure C Series A, Series B and Series A Refunding
Project Commitments Summary
Through June 30, 2006**

Backup VI-D-3
September 12, 2006
Page 2 of 3

<u>Project</u>	<u>Measure C Activity 8/3/2004 Through 6/30/2006</u>	
<u>Completed</u>		
Certificates of Participation (1993 & 2001) - Refunding	\$ 12,492,085	
Cost of Issuance	1,751,434	
Debt Service	194,266	
Measure C Election Costs	98,238	
Total Issuance Related Expenditures		\$ 14,536,023
Bridge Space - Moreno Valley Campus	341,637	
Bridge Space - Norco Campus	359,401	
Bridge Space - RCCD System Office	69,911	
Bridge Space - Riverside Campus	404,183	
Total Bridge Space		1,175,132
MLK Renovation - Equipment	646,479	
MLK Renovation- Planning and Working Drawings	101,883	
MLK Renovation - Roof Repair	262,252	
Total MLK Renovation		1,010,614
Swing Space - Administration Building Remodel	208,625	
Swing Space - Lovekin Complex	4,018,459	
Swing Space - Business Education Building Remodel	141,375	
Total Swing Space		4,368,459
Phase I - Wheelock PE Complex/Athletic Field	4,769,000	
RCCD System Office Purchase (Heiting Building)	2,629,981	
Total Completed Projects		\$ 28,489,209
<u>In-Progress or Initial Phase</u>		
District Computer Systems Upgrades	126,990	
District Network Upgrades	150,000	
District Phone and Voicemail Upgrades	350,000	
Total District Computer/Network/Phones Upgrades		626,990
Quad Modernization - Building Project	4,187,368	
Quad Modernization - Equipment Project	2,063,000	
Quad Modernization - Planning and Working Drawings	519,454	
Total Quad Modernization		6,769,822
Norco - Science & Technology Building Rooms 204-206 Remodel Project	30,127	
Norco - Library Building Room 123 Remodel Project	10,143	
Norco - Student Services Building, Room 107 Remodel Project	38,500	
Norco - Theater Room 203 Remodel Project	13,200	
Norco - Center for Applied Competitive Technology Remodel Project	8,250	
Total Norco Campus Room Renovations		100,220
Phase I - Parking Structure (Riverside)	20,238,814	
Phase III - Norco Planning and Working Drawings	918,785	
Phase III - Moreno Valley Planning and Working Drawings	1,157,320	
Center for Primary Education	5,870,605	
Moreno Valley ECS Secondary Effects	19,000	
Nursing/Sciences Building Planning and Working Drawings (Riverside)	206,426	
Phase II - Wheelock PE Complex/Athletic Field Planning and Working Drawings	194,546	
Future Projects - Feasibility / Planning / Undesignated	591,114	
Scheduled Maintenance	341,075	
Total In-Progress or Initial Phase Projects		37,034,716
Total Project Commitments		\$ 65,523,925

Riverside Community College District
 Measure C Series A, Series B and Series A Refunding
 Project Commitments Summary
 Through June 30, 2006

Backup VI-D-3
 September 12, 2006
 Page 3 of 3

<u>Project</u>	<u>Project Funding Source</u>			
	<u>Board Approved Measure C Funding</u>	<u>Additional Funding Needed</u>	<u>Actual and Projected State Funding</u>	<u>Total Estimated Project Cost</u>
<u>Completed</u>				
Issuance Related Expenditures	\$ 14,536,023	\$ -	\$ -	\$ 14,536,023
Bridge Space	1,175,132	-	-	1,175,132
MLK Renovation	1,010,614	-	4,428,597 a	5,439,211
Swing Space	4,368,459	-	-	4,368,459
Phase I - Wheelock PE Complex/Athletic Field	4,769,000	-	-	4,769,000
RCCD System Office Purchase (Heating Building)	2,629,981	-	-	2,629,981
Total Completed Projects	<u>\$ 28,489,209</u>	<u>\$ -</u>	<u>\$ 4,428,597</u>	<u>\$ 32,917,806</u>
<u>In-Progress or Initial Phase</u>				
District Computer/Network/Phones Upgrades	\$ 626,990	\$ -	\$ -	\$ 626,990
Quad Modernization	6,769,822	-	4,019,766 a	10,789,588
Norco Campus Room Renovations	100,220	-	-	100,220
Phase I - Parking Structure (Riverside)	20,238,814	-	-	20,238,814
Phase III - Norco	918,785	1,360,215	20,484,275 p	22,763,275
Phase III - Moreno Valley	1,157,320	13,751	10,539,638 p	11,710,709
Center for Primary Education	5,870,605	-	2,444,632 p	8,315,237
Moreno Valley ECS Secondary Effects	19,000	-	-	19,000
Nursing/Sciences Building	206,426	14,705,085	56,854,523 p	71,766,034
Phase II - Wheelock PE Complex/Athletic Field	194,546	2,761,844	11,825,559 p	14,781,949
Future Projects - Feasibility/Planning/Undesignated	591,114	-	-	591,114
Scheduled Maintenance	341,075	-	341,075 s	682,150
Total In-Progress or Initial Phase Projects	<u>\$ 37,034,716</u>	<u>\$ 18,840,895</u>	<u>\$ 106,509,468</u>	<u>\$ 162,385,079</u>
Total Projects	<u>\$ 65,523,925</u>	<u>\$ 18,840,895</u>	<u>\$ 110,938,065</u>	<u>\$ 195,302,885</u>

- a Actual State Construction Act Funding
- p Projected State Construction Act Funding
- s Actual State Scheduled Maintenance Funding Requiring District Match

MINUTES OF THE BOARD OF TRUSTEES
FINANCE AND AUDIT COMMITTEE MEETING OF
SEPTEMBER 5, 2006

Vice Chairperson Takano called the Finance and Audit Committee to order at 6:03 p.m. in Board Room AD122, in the O.W. Noble Administration Building, Riverside City College.

CALL TO ORDER

Committee Members Present

Ms. Kathleen Daley, Chairperson (arrived at 6:07 p.m.)
Mr. Mark Takano, Vice Chairperson
Mr. Jose Medina, Board Member
Dr. James Buysse, Vice Chancellor, Administration and Finance
Dr. Brenda Davis, President, Norco Campus
Dr. Irv Hendrick, Interim President, Moreno Valley Campus
Ms. Virginia MacDonald, Chief of Staff/Executive Assistant to the Chancellor
Ms. Patricia Bufalino, Academic Senate Representative (Moreno Valley Campus)
Mr. Richard Mahon, Academic Senate Representative (Riverside City College)
Ms. Karin Skiba, CTA Representative
Kathleen Sell, CTA Representative
Tamara Caponetto, CSEA Representative

Resource Persons Present

Mr. Aaron Brown, Associate Vice Chancellor, Finance
Mr. Jim Parsons, Associate Vice Chancellor, Public Affairs
and Institutional Advancement
Dr. Bill Orr, Vice President, Business Services, Moreno Valley Campus

Guests Present

Dr. Ray Maghroori, Vice Chancellor, Academic Affairs
Ms Melissa Kane, Interim Vice Chancellor, Diversity and Human Resources

Dr. Buysse conducted a presentation on the California Community Colleges 2006-07 financial breakdown and led the committee review of the District's 2006-2007 budget proposal that will be presented to the Board for approval at the regular Board meeting on September 12, 2006. Discussion followed.

PUBLIC HEARING AND 2006-
2007 BUDGET ADOPTION

Dr. Orr led the committee review of the project budget and the use of Measure C funds that will be used to renovate the Moreno Valley Early Childhood Studies Child Care Center building to house the Moreno Valley Campus President and his office staff, which will be brought to the Board for approval on September 12th. Discussion followed.

MORENO VALLEY ECS
SECONDARY EFFECTS
PROJECT – RENOVATION OF
EARLY CHILDHOOD STUDIES
CHILD CARE CENTER

Mr. Brown led the committee review of the report for the expenditures of Measure C funds for project commitments through June 30, 2006 which will be brought to the Board for information at the September 12th meeting. Discussion followed.

MEASURE C PROJECT
EXPENDITURES

The committee adjourned the meeting at 7:00 p.m.

ADJOURNMENT

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S REPORT

Report No.: II-B

Date: September 12, 2006

Subject: Update on Chancellor Search – Selection of Suggested Qualifications

Background: On Tuesday, September 11, 2006, the Personnel and Labor Committee reviewed the qualifications presented by Sharon Tanabe, Search Consultant, for the new Chancellor.

Recommended Action: It is recommended that the Board of Trustees review and approve the qualifications for the new Chancellor.

Salvatore G. Rotella
President

Prepared by: Virginia MacDonald,
Chief of Staff

Riverside Community College District
Chancellor Search
Suggested Qualifications
9/11/06 Meeting

Qualifications:

- Leadership experience at a senior level in a complex higher education environment, preferably at a community college, with multiple campus experience a plus
- A track record of sensitivity to and appreciation of diversity in the broadest sense of the term
- Be a skilled communicator in written and spoken word
- Teaching experience at the college level
- Education (options)
 - Hold a terminal degree at the doctoral level from an accredited institution
 - While an earned doctorate in an academic discipline is preferable, other terminal degrees will also be considered.
 - A terminal degree is acceptable, while a doctoral degree in an academic field is preferable.
 - Individuals with extraordinary leadership experience who are otherwise qualified for the position will also be considered.

Characteristics and Experience:

Commitment to the highest level of personal and professional integrity:

- Set the tone at the top having demonstrated and continuing to demonstrate the highest level of personal and professional integrity and affirmatively support and encourage these values on behalf of faculty, staff and students
- Have the interest and ability to advocate for RCCD at the local, state, regional, and national levels

Commitment to superior leadership and management skills:

- "...walk with kings...nor lose the common touch*..."
- Be a creative leader
- Have energy and enthusiasm that inspires others
- Be a visionary leader
- Have experience managing strong growth of a college or district
- Be able to provide effective stewardship of District resources through oversight of a complex budget in a manner that is open and transparent
- Have experience building the capital and human capacity of a growing higher education organization
- Have a management style that is inclusive, visible, collaborative, open, approachable and accessible
- Be comfortable building relationships internally and externally

* from the poem "If" by Rudyard Kipling

Commitment to academic excellence, vision, and strategic planning:

- Have demonstrated experience in working collaboratively in conceptualizing, planning and developing innovative and relevant top quality academic programs
- Demonstrated experience with strategic planning and linking those plans with fiscal resources and building organizations
- Have successful experience as a fund raiser and friend raiser
- Have a demonstrated commitment to both degree programs and vocational education

Commitment to faculty and staff:

- Have a demonstrated record of understanding and appreciating the important roles of faculty and staff
- Support shared governance
- Experience in a collective bargaining environment is a plus

Commitment to students:

- Support programs and curriculum that supports the needs of students as well as the economic development needs of the community
- Support both degree and vocational/professional programs

Commitment to diversity and equity:

- Have proven track record of active support for affirmative action and equal opportunity
- Have a strong commitment to inclusion, diversity and equal opportunity throughout the District
- Have a demonstrated ability to establish and maintain effective relationships with minority constituencies of the District and the community

Commitment to the community and public service:

- Understand the role of a comprehensive multi-campus community district
- Understand and appreciate the innovative culture and rich history of the District and the communities of the District (Riverside, Norco, Moreno Valley and the greater Inland Empire)
- Have a level of political experience, diplomacy, flexibility, tolerance and communication skills that will effectively represent the District to the wider community, including public media
- Hold a strong commitment to engage the District in the communities it serves