

RIVERSIDE COMMUNITY COLLEGE DISTRICT
Board of Trustees – Regular Meeting –
December 13, 2005 - 6:00 p.m. – Board Room AD122, Riverside City College

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 Heidi Wills at (951) 222-8052 as far in advance of the meeting as possible.

Closed Session

Pursuant to Government Code Section 54956.8, conference with real property negotiator David Bristow, Attorney, Reid & Hellyer, regarding properties located at 3801 Market Street and 3892 University Avenue, Riverside, and 1533 Spruce Street, Riverside.

Pursuant to Government Code Section 54956.8, conference with real property negotiator Dave Saunders, Attorney, Clayson, Mann, Yaeger and Hansen, regarding portions of the following assessor’s parcels along the easterly frontage of La Sierra Avenue and the southerly frontage of Indiana Avenue: 138-130-004, 138-120-007, 138-120-005, 130-170-011, 130-170-010, 138-170-009, 138-130-010 and 138-130-009.

Recommended Action: To be Determined

*** ORGANIZATIONAL MEETING ***

- I. Approval of Minutes - Regular meeting of November 15, 2005
Special meeting of November 29, 2005

- 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. "Administration of Oath of Office to Student Trustee" – Salvatore G. Rotella, Chancellor
 2. "Recognition of the Marching Tigers and their Performance at the 74th Annual Hollywood Christmas Parade" – Dr. Linda Lacy, Vice Chancellor, Student Services and Operations
- B. Resolution Regarding the Acquisition of Property for the Riverside School for the Arts; Resolution No. 14-05/06
- Recommend adopting the resolution regarding the acquisition of property for the Riverside School for the Arts.
Recommended Action: Request for Approval

III. Student Report

IV. Consent Items

A. Action

1. Personnel
- Appointments and assignments of academic and classified employees.
 - a. Academic Personnel
 1. Appointments
 - (a) Management
 - (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) Department Chairs, Academic Year 2005-06
 2. Requests for Federal Family and Medical Leave
 3. Academic Rank

- b. Classified Personnel
 - 1. Appointments
 - (a) Management (None)
 - (b) Management – Categorically Funded (None)
 - (c) Classified/Confidential
 - (d) Classified/Confidential – Categorically Funded
 - (e) Professional Experts (None)
 - (f) Short Term
 - (g) Temporary as Needed Student Workers
 - (h) Community Education Programs (None)
 - (i) Special Assignment
 - 2. Professional Growth (None)
 - 3. Request to Adjust Classified Employee’s Range
 - 4. Request to Adjust Dates
 - 5. Military Leave
 - 6. Separations
- 2. Purchase Order and Warrant Report -- All District Funds
 - Purchase orders and warrant reports issued by the Business Office.
- 3. Annuities
 - Tax shelter annuities for employees, amendments and terminations.
- 4. Budget Adjustments
 - a. Budget Adjustments
 - Request approval of various budget transfers between major object codes as requested by administrative personnel.

- b. Resolutions to Amend Budget
 - 1. Resolution to Amend Budget – Resolution No. 12-05/06 2005-2006 Disabled Student Programs and Services (DSPS)
 - Recommend adopting a resolution to add income and expenditures to the adopted budget.
 - 2. Resolution to Amend Budget – Resolution No. 13-05/06 2005-2006 TANF-Child Development Careers Program (CDCP)
 - Recommend adopting a resolution to add income and expenditures to the adopted budget.
- c. Contingency Budget Adjustments
 - Request approval of various contingency budget transfers as presented.
- 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. Consultant Agreement with Higher Education Evaluation and Research Group
 - Recommend approving the agreement to facilitate a one-day workshop on student learning outcomes for administrators and faculty participants.
- 9. Other Items
 - a. Signature Authorization
 - Recommend authorizing administrators, as listed, to sign vendor warrant orders, orders for salary payment, notices of employment, bank checks, purchase orders and grant documents.
 - b. Surplus Property
 - Recommend declaring listed property as surplus, finding the property does not exceed \$5,000 and authorizing the property be consigned to be sold on behalf of the District.

- c. Notice of Completion – Quad Swing Space, Administration and Business Education Remodel Project
- Recommend accepting the Quad Swing Space, Administration and Business Education Remodel Project as complete, approving execution of the Notice of Completion and authorizing the Board President to sign the notice.
- d. Notice of Completion – Landis Lobby Remodel Project
- Recommend accepting the Landis Lobby Remodel Project as complete, approving execution of the Notice of Completion and authorizing the Board President to sing the notice.
- e. Notice of Completion – Bridge Space Project – Site Work
- Recommend accepting the Bridge Space Project – Site Work as complete, approving execution of the Notice of Completion and authorizing the Board President to sign the notice.
- f. Notice of Completion – Bridge Space Project – Modular Buildings
- Recommend accepting the Bridge Space Project – Modular Buildings as complete, approving execution of the Notice of Completion and authorizing the Board President to sign the notice.

Recommended Action: Request for Approval

B. Information

- 1. Monthly Financial Report
- Informational report relative to financial activity for the period from July 1, 2005 through October 31, 2005.
Information Only

V. Board Committee Reports

A. Academic Affairs and Student Services

- 1. Academic Affairs
 - a. Proposed Curricular Changes
- Recommend approving the curricular changes for inclusion in the District’s catalog and in the schedule of class offerings.
Recommended Action: Request for Approval

- b. Strategic Initiatives, 2005-2010
- Information report defining goals that focus on the learner and objectives for an emerging three college system.
- c. Academic Master Plan
- Information report that will serve as the foundation for additional and ongoing planning by the District.

Information Only

2. Performing Arts

- a. Agreements for Concert Band Festival
- Recommend approving the agreements with Robert Feller and Don Gunderson to provide services as clinicians for the RCC Concert Band Festival.
- b. Agreement with Vangie Pearson
- Recommend approving the agreement to provide services as a clinician for the RCC Symphony Orchestra Clinic.
- c. Agreement with James & James Sound Recording
- Recommend approving the agreement to provide recording services for the RCC Wind Ensemble and RCC Symphony Orchestra.
- d. Agreement with Marty Rhees
- Recommend approving the agreement to provide services as the guest soloist for the RCC Conducting Symposium.

Recommended Action: Request for Approval

- e. Agreement with Shang-Ying Tsai
- Recommend ratifying the agreement to provide services as the guest artist for the RCC Music Faculty Recital.

Recommended Action: Request for Ratification

3. Economic Development

- a. Agreement with Quebecor World
- Recommend ratifying the agreement for the District to provide training services related to Sexual Harassment Prevention.

Recommended Action: Request for Ratification

4. Workforce Preparation

- a. Memorandum of Understanding with Riverside Gateway to College Early College High School
- Recommend ratifying the MOU which extends the term of the original from July 1, 2005 through June 30, 2006.
- b. Agreement with the Community College Foundation
- Recommend ratifying the contract agreement to provide independent living skills workshops to foster youth.
- c. Memorandum of Understanding with ACS/Perris OASIS Youth Opportunity Center
- Recommend ratifying the MOU that provides for a comprehensive array of educational and guidance services to youth 14-21 years of age.

Recommended Action: Request for Ratification

5. Nursing

- a. First Amendment to Clinical Affiliation Agreement with Redlands Community Hospital
- Recommend approving the amendment to the agreement to provide clinical experience for nursing students.
Recommended Action: Request for Approval
- b. Amendment to the Agreement with Valley Health System
- Recommend ratifying the second amendment to the agreement to require criminal background checks and orientation for all nursing students before attending clinical training at their facility.
Recommended Action: Request for Ratification
- c. Amendment to Agreement with California State University, Fullerton
- Recommend approving the amendment to the agreement to provide for the RN to BSN Completion Program to be extended.
- d. Agreement with San Antonio Community Hospital
- Recommend approving the agreement to provide clinical experience for nursing students.

- e. Affiliation Agreement Renewals
 - Recommend approving agreements with various hospital/clinical facilities to provide clinical experience sites for nursing students.

Recommended Action: Request for Approval

6. School of Education

- a. Agreement with Diane Mapes
 - Recommend approving the agreement to do a feasibility study regarding the operation of the new child center at the Innovative Teaching and Learning Center at La Sierra.

Recommended Action: Request for Approval

7. Library

- a. Agreement with Omnimusic
 - Recommend ratifying the agreement to use music for broadcast productions and presentations.

Recommended Action: Request for Ratification

- b. Agreement with Avid Technology, Inc.
 - Recommend approving the agreement for continued preventive maintenance of Avid Adrenaline Video Editing Workstation.

Recommended Action: Request for Approval

8. Moreno Valley

- a. Agreement with Valley Health System
 - Recommend approving the amendment to the original agreement to provide Healthcare Technician classes at Moreno Valley area medical facilities.
- b. Agreement with Moreno Valley Unified School District
 - Recommend approving the facilities use agreement to provide physical education classes for the Moreno Valley Campus at Vista del Lago High School.
- c. Agreement with Kaiser Foundation Hospitals
 - Recommend approving the facilities use agreement to provide a venue for Healthcare Technician classes including phlebotomy.

Recommended Action: Request for Approval

9. Norco

- a. Revised Budget – 24 Hour Fitness Center
- Recommend approving the revised budget to the previously-approved facilities use agreement.
Recommended Action: Request for Approval

10. Art

- a. Agreement with Jerry Burchfield
- Recommend approving the agreement for the artist to deliver a lecture to coincide with gallery exhibit.
- b. Agreement with Liz Sadoff
- Recommend approving the agreement to co-curate the Los Angeles Area Printmaking Exhibit at Landis Art Gallery.

Recommended Action: Request for Approval

11. Performance Riverside

- a. Agreement with Karen Rymar
- Recommend ratifying the agreement for assistant to the director services for the production of Quilters.
Recommended Action: Request for Ratification
- b. Service Agreements for Music Man
- Recommend approving agreements for services such as directing, choreographing and costume rental for the Performance Riverside production of Music Man.
- c. Agreement with V & S Video
- Recommend approving the agreement for filming services to produce an archive video for the remaining musicals of the 2005-2006 Performance Riverside season.
- d. Service Agreements for Evita
- Recommend approving the agreements for services such as directing and choreographing for the Performance Riverside production of Evita.

Recommended Action: Request for Approval

12. Public Safety and Training

- a. Agreement County of Riverside
- Recommend ratifying the agreement to supply office space, adequate classroom and laboratory facilities for

teaching criminal justice, fire technology, and emergency medical services classes at Ben Clark Public Safety Training Center.

- b. Agreement with Coast Fitness Repair Shop
 - Recommend approving the agreement to provide preventative maintenance on fitness equipment located at Ben Clark Public Safety Training Center.

Recommended Action: Request for Approval

B. Planning and Development (None)

C. Personnel and Labor Relations

- 1. Regulations for Policy 1011, Board of Trustees' Committee Bylaws
 - Recommend approving the revised regulations.

Recommended Action: Request for Approval

D. Finance and Audit

- 1. Measure C Independent Financial and Performance Audit Reports
 - Recommend receiving independent financial and performance audit reports for the District's permanent file relative to Measure C and in accordance to Proposition 39.
- 2. Interfund Loans – District Office Purchase
 - Recommend approving a proposed interfund loan for purchasing a District Office.
- 3. Facility Projects – Proposed Agreements and Amendments to Agreements: Riverside School for the Arts (Allen Petersen, Consultant), Swing Space and Bridge Space Projects (Bruce Borg, DSA Inspector), Quadrangle Modernization Project (John R. Byerly, Inc., Materials Testing and Inspection) and 2008-2012 Five-Year Capital Construction Plan (Cheryl L. Hudson, Consultant)
 - Recommend approving proposed agreements and amendments to agreements relative to the Riverside School for the Arts, Swing Space and Bridge Space Projects, Quadrangle Modernization Project and the 2008-2012 Five-Year Capital Construction Plan.

4. Riverside City College Swing Space
- Recommend approving an allocation of Measure C funds to provide overhead covering at the Riverside City College Swing Space.

Recommended Action: Request for Approval

5. CCFS – 311Q – Quarterly Financial Status Report for the Quarter Ended September 30, 2005
- The Committee to review an informational report relative to the District’s financial status for the period ending September 30, 2005.

Information Only

- E. Legislative (None)
 - F. Board of Trustees Committee Meeting Minutes
- Recommend receipt of Board committee minutes from the November 8, 2005 Personnel and Labor Relations, Academic Affairs and Student Services, and Finance and Audit Committees.
- Information Only**

VI. Administrative Reports

- A. Vice Chancellors
- B. Provosts

VII. Academic Senate Report

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

VIII. Business from Board Members

IX. Comments from the Public

X. Adjournment

MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING OF NOVEMBER 15, 2005

President Takano called the regular meeting of the Board of Trustees to order at 6:00 p.m., in Board Room AD122, Riverside City Campus.

CALL TO ORDER

Trustees Present

Ms. Mary Figueroa
Mr. Jose Medina
Ms. Grace Slocum (arrived at 6:10 p.m.)
Mr. Mark Takano
Ms. Bianca Alonzo, Student Trustee Pro Tem
Mr. Kim Tran, Student Trustee, 2005-2006

Trustees Absent

Ms. Kathleen Daley

Staff Present

Dr. Salvatore G. Rotella, Chancellor
Dr. James Buysse, Vice Chancellor, Administration and Finance
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, Provost, Norco Campus
Dr. Richard Tworek, Provost, 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. Virginia McKee-Leone, President, District Academic Senate
Mr. Tom Wagner, President, Academic Senate, Norco Campus

Guests Present

Mr. Jack Lipton, Attorney, Burke, Williams & Sorensen, LLP
Ms. Chris Del Ross-Risher, KCT Consultants

Dr. Davis 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 October 11, 2005, regular meeting of October 18, 2005, and special meeting of October 20, 2005. Motion carried. (3 ayes, 2 absent [Daley, Slocum])

MINUTES OF SPECIAL MEETING OF OCTOBER 11, 2005, REGULAR MEETING OF OCTOBER 18, 2005, AND SPECIAL MEETING OF OCTOBER 20, 2005

Ms. Alonzo, student trustee pro tem, introduced Mr. Kim Tran, the new student trustee for 2005-2006.

STUDENT REPORT

CONSENT ITEMS

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

Action

Approve the listed academic and classified appointments, and assignment and salary adjustments; (Appendix No. 23)

Academic and Classified Personnel

Approve/ratify the Purchase Orders and Purchase Order Additions totaling \$1,530,013.82, and District Warrant Claims totaling \$4,277,612.71; (Appendix No. 24)

Purchase Order and Warrant Report – All District Funds

Approve amendment to employment contracts and terminations as listed; (Appendix No. 25)

Annuities

Approve the budget transfers as presented; (Appendix No. 26)

Budget Adjustments

Approve adding the revenue and expenditures of \$108,988.00 to the budget, and authorize the Vice Chancellor, Administration and Finance, to sign the resolution;

Resolution to Amend Budget – Resolution No. 8-05/06 Child Care Access Means Parents in School (CCAMPIS) Program

Approve adding the revenue and expenditures of \$91,935.00 to the budget, and authorize the Vice Chancellor, Administration and Finance, to sign the resolution;

Resolution to Amend Budget – Resolution No. 9-05/06 2005-2006 Extended Opportunity Program and Services (EOPS) and Cooperative Agencies Resources for Education (CARE)

Approve adding the revenue and expenditures of \$180,049.00 to the budget, and authorize the Vice Chancellor, Administration and Finance, to sign the resolution;

Resolution to Amend Budget – Resolution No. 10-05/06 2005-2006 Matriculation Program

Approve the contingency budget transfers, by a two-thirds vote of the members, as presented; (Appendix No. 27)

Contingency Budget Adjustments

Award the bid for Real Time Captioning Services to E-Z Captioning for the corrected

Award of Bid – Real Time Captioning Services

amount of \$37.00 per hour, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Approve using the award of bid from Glendale Unified School District for a total cost of \$101,585.90 to purchase thirty-two (32) PowerMac Apple computers for the Business and Computer Information Systems department at the Moreno Valley Campus;

Accept the donated items as listed; (Appendix No. 28)

Grant out-of-state travel as listed; (Appendix No. 29)

Approve the contracts with the Riverside County Superintendent of Schools, and authorize the Vice Chancellor, Administration and Finance, to sign the contracts.

Motion carried. (3 ayes, 2 absent [Daley, Slocum])

In accordance with Board Policy 1040.1, the Chancellor has accepted the resignations of Ms. Melissa Jamison, Student Services Specialist Aide, effective October 13, 2005, for personal reasons, and Ms. Blanca Martinez, Administrative Secretary II, effective November 11, 2005, for career advancement.

The Board received an informational summary of financial activity from July 1, 2005 through September 30, 2005.

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

Purchase Using
"PiggyBack" Award of Bid
from Glendale Unified
School District for Apple
Computers

Donations

Out-of-State Travel

Agreements with Riverside
County Superintendent of
Schools

Information

Separations

Monthly Financial Report

BOARD COMMITTEE REPORTS

Academic Affairs and Student
Services

Academic Affairs

Approve the revisions to Regulation 5120 and subsequent revisions to Regulations 6120, to reflect District and campus responsibilities, and ensure that the District's policy is in compliance with current court rulings and legal interpretations;

Revised Regulations for Policies and Regulations 5120 and 6120 – Second Reading

Approve the agreement, from December 1, 2005 through March 31, 2006, for an amount not to exceed \$35,930.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Agreement with The Lamar Companies

Motion carried. (4 ayes, 1 absent [Daley])

This item was withdrawn from consideration.

Performing Arts - Agreement with Al Yankee

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

Economic Development

Ratify the agreement from September 27, 2005 through June 30, 2006, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with the Air Force Reserve, Civilian Personnel Flight, March Air Reserve Base

Approve the agreement from November 16, 2005 through March 31, 2008, for an amount not to exceed \$17,700.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with Dr. Mohammad Zahraee

Approve the agreement from November 16, 2005 through June 30, 2006, for a fee not to exceed \$35,000.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Agreement with Fisher Center for Real Estate and Urban Economics, Haas School of Business, University of California, Berkeley

Motion carried. (4 ayes, 1 absent [Daley])

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

School of Education

Ratify the agreement from August 1, 2005 through June 30, 2006, in the amount of

Agreement with Yosemite Community College District

\$16,261.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Ratify the agreement from September 1, 2005 through June 30, 2006, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with San Francisco Community College District

Ratify the agreement from August 17, 2005 until terminated, at no additional cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with FranklinCovey Client Sales Inc.

Approve the agreement for February 4 and 5, 2006, for an amount not to exceed \$8,184.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Agreement with Aliso Creek Inn and Golf Course

Motion carried. (4 ayes, 1 absent [Daley])

Workforce Preparation

Mr. Medina, seconded by Ms. Figueroa, moved that the Board of Trustees ratify the modified agreement, from June 1, 2005 through May 31, 2006, for the amount of \$122,346.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement. Motion carried. (4 ayes, 1 absent [Daley])

Modification to Grant Agreement with the Foundation for California Community Colleges

Personnel and Labor Relations

Ms. Figueroa, seconded by Mr. Medina, moved that the Board of Trustees approve the contract between Riverside Community College District and the California Community Colleges Registry Job Fair, and authorize the Vice Chancellor, Administration and Finance, to sign the contract. The term of the agreement is for January 28, 2006, and requires a total of \$750.00 payable no later than January 13, 2006. Motion carried. (4 ayes, 1 absent

Contract with California Community Colleges Registry Job Fair

[Daley])

Ms. Figueroa, seconded by Mr. Medina, moved that the Board of Trustees approve Resolution No. 06-05/06, the revised regulations and new Conflict of Interest Code. Motion carried. (4 ayes, 1 absent [Daley])

Amendment of Board Policy 1080 Regulations and Establishment of a Conflict of Interest Code – Second Reading

Consideration of these regulations will continue to the December 13th Board meeting and additional revisions will reflect the recommended changes.

Regulations for Policy 1011, Board of Trustees' Committee Bylaws – Second Reading

Finance and Audit

Mr. Medina, seconded by Ms. Figueroa, moved that the Board of Trustees approve the Quad Modernization construction project budget of \$18,097,678.00, including an augmentation from Measure C in the amount of \$4,503,678.00. Motion carried. (4 ayes, 1 absent [Daley])

Quadrangle Modernization Construction Project Budget

Mr. Medina, seconded by Ms. Figueroa, moved that the Board of Trustees award a bid for the Quadrangle Modernization project to ASR Constructors, in the amount of \$13,020,000.00, consisting of \$12,453,000.00 for the base bid, and \$567,000.00 for Alternate 1, Clock Tower, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement. Motion carried. (4 ayes, 1 absent [Daley])

Award of Bid – Quadrangle Modernization Project, Riverside City College

Mr. Medina, seconded by Ms. Figueroa, moved that the Board of Trustees adopt a Mitigated Negative Declaration based on the findings incorporated in the Initial Study and the conclusion for the proposed mitigations, the project will not have a significant impact on the environment; adopt a De Minimis Impact finding based on the findings and conclusions contained in the Initial Study, including the fact that there is no evidence before the District that the project will have an adverse impact on wildlife resources;

The Mitigated Negative Declaration for the Riverside School for the Performing and Media Arts

approve the Riverside School for the Performing and Media Arts Project, subject to the mitigation measures and conditions of approval based upon the findings and conclusions incorporated in the Initial Study; direct staff to post the Notice of Determination and to file the De Minimis Impact finding and Mitigated Negative Declaration with the Riverside County Clerk's Office; and direct staff to post the Notice of Determination in the Riverside Community College District Facilities Office. Motion carried. (4 ayes, 1 absent [Daley])

The Board received for information the minutes from the October 11, 2005 Academic Affairs and Student Services Committee, Personnel and Labor Relations Committee, and Finance and Audit Committee Meetings.

Ms. McKee-Leone presented the report from the Academic Senate.

Ms. Figueroa, seconded by Ms. Slocum, moved that the Board of Trustees adopt the resolution recognizing Mr. Harley Knox posthumously. Motion carried. (4 ayes, 1 absent [Daley])

Ms. Theresa Birkett commented on the Chancellor's contract.

RCC CTA President Karin Skiba recognized Norco Campus faculty leadership.

Following a moment of silence in remembrance of Mr. Harley Knox and Ms. Monica Tan Weyant, the Board adjourned the meeting at 8:06 p.m.

Board of Trustees
Committee Meeting Minutes

ACADEMIC SENATE REPORT

BUSINESS FROM BOARD
MEMBERS

Resolution Commemorating
Contributions of Mr. Harley
Knox to the Riverside
Community College District
and the Inland Empire –
Resolution No. 11-05/06

COMMENTS FROM THE
PUBLIC

ADJOURNMENT

MINUTES OF THE SPECIAL BOARD OF TRUSTEES MEETING OF NOVEMBER 29, 2005

President Takano called the special meeting of the Board of Trustees to order at 6:00 p.m., in Board Room AD122, O. W. Noble Administration Building, Riverside City College.

CALL TO ORDER

Trustees Present

Ms. Kathleen Daley (arrived at 6:08 p.m.)
Ms. Mary Figueroa
Mr. Jose Medina
Ms. Grace Slocum
Mr. Mark Takano

Staff Present

Dr. Salvatore G. Rotella, Chancellor
Dr. James Buysse, Vice Chancellor, Administration and Finance
Dr. Linda Lacy, Vice Chancellor, Student Services and Operations
Dr. Ray Maghroori, Vice Chancellor, Academic Affairs
Dr. Daniel Castro, President, Riverside City College
Dr. Richard Tworek, Provost, 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. Virginia McKee-Leone, President, District Academic Senate

Guest(s)

Mr. Edmund Einy, Director, of Design, GKKWorks
Mr. Kris Kay, Director of Higher Educational Design, GKKWorks

Dr. Castro led in the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

Ms. Daley, seconded by Ms. Figueroa, moved that the Board of Trustees approve the revision to the Final Project Proposal for the Nursing/Sciences Building and the delivery thereof to the State Chancellor's Office. Motion carried unanimously.

REVISION TO THE
NURSING/SCIENCES BUILDING
FINAL PROJECT PROPOSAL

To shed light on comments made in a Press Enterprise article dated November 23, 2005, Chancellor Rotella explained that the District had begun discussions years ago and prior to the passage of Measure C with the March Joint Powers Authority. The discussions centered on the use of the March Reserve Air Force Base hospital or the

PRESS ENTERPRISE ARTICLE
ON MARCH RESERVE AIR
BASE HOSPITAL

building for a health science facility that would benefit the District and Army Reserves by providing training and educational opportunities. From the beginning of the discussions, there were concerns with high costs and who would pay for those costs. These issues remain unresolved and there are no legally binding commitments concerning the use of the base and the hospital.

The Board adjourned the meeting at 7:34 p.m.

ADJOURNMENT

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Report No.: II-B

Date: December 13, 2005

Subject: Resolution Regarding the Acquisition of Property for the Riverside School
For the Arts; Resolution No. 14-05/06

Background: The Riverside Community College District is in the process of acquiring the property at University Avenue and Market Street for the Riverside School for the Arts. Reid & Hellyer, proposes that the Board adopt the attached resolution, mainly for the purpose of working out problems that might arise between the seller and the tenants.

Recommended Action: It is recommended that the Board of Trustees adopt Resolution 14-05/06 regarding the acquisition of property for the Riverside School for the Arts.

Salvatore G. Rotella
Chancellor

Prepared by: Salvatore G. Rotella
Chancellor

RIVERSIDE COMMUNITY COLLEGE DISTRICT

Resolution No. 14-05/06

Resolution of the Board of Trustees of the Riverside Community College District
Declaring Certain Real Property Necessary for Public Purposes and Authorizing
the Acquisition Thereof in Connection with the Riverside School for Performing
and Media Arts Education Center

WHEREAS, the California Constitution Article 1, Section 19, California Education Code sections 70902, 81901 (b)(1) and 94500, and California Code of Civil Procedure sections 1230.010, *et seq.* (Eminent Domain Law), including, but not limited to sections 1240.010, 1240.020, 1240.030, 1240.110, and other provisions of law authorize the Riverside Community College District to acquire real property necessary for educational facilities by eminent domain procedures; and

WHEREAS, the real property described herein is required for the development and construction of a District educational facility (Riverside School for Performing and Media Arts Education Center); and

WHEREAS, the Board of Trustees of the Riverside Community College District finds and determines that notice of its intention to adopt this resolution of necessity was duly given as required by law, and on the date and at the time and place fixed for hearing, this Board did hear and consider all of the evidence presented;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Riverside Community College District pursuant to Code of Civil Procedure §§ 1240.030 and 1245.230, finds and determines each of the following:

1. The public interest and necessity require the proposed project.
2. The proposed project is planned or located in the manner that will be most compatible with the greatest public good and the least private injury.
3. The property sought to be acquired is necessary for the project.
4. The offer required by Government Code § 7267.2 has been made to the property owner or owners of record.

AND BE IT FURTHER RESOLVED, that Reid & Hellyer, A Professional Corporation, is authorized and directed to commence and maintain an eminent domain proceeding in and for the County of Riverside to acquire for the Riverside Community College District that real property particularly designated and described in Exhibit "A" which is attached hereto and made a part hereof;

BE IT FURTHER RESOLVED, that Reid & Hellyer, A Professional Corporation, is hereby authorized and directed to make application to the Court for an order for possession before judgment in these proceedings.

ADOPTED this 13th day of December, 2005.

EXHIBIT "A"

All that certain real property situated in the County of Riverside, State of California, described as follows:

Lots 10 through 15, the Northwesterly 10.00 feet of Lot 9 and the Northeasterly 5.00 feet of that portion of the abandoned alley way abutting said land on the Southwest, in Block 1, of Whittier's subdivision of Blocks 8 and 9, Ranges 8 and 9, of the Town of Riverside, in the City of Riverside, County of Riverside, State of California, as per map recorded in Book 3, Page 8 of Maps, in the office of the County Recorder of said County.

Excepting from the above described Parcel, all oil, oil rights, gas, natural gas rights, steam, water and geothermal resources and other hydrocarbon substances and minerals lying below a depth of 500 feet from the surface of said land, but without the right of surface entry at any time upon said land or within the top 500 feet thereof for the purpose of exploiting for, developing, producing, removing and marketing said substances.

Assessor's Parcel Number: **215-032-004-3**

EXHIBIT "A"

All that certain, real property situated in the County of Riverside, State of California, described as follows:

Parcel 1:

Lots 4, 5, 6 and 7 in block 1 of Whittier's Subdivision of Block 8, Range 8, Riverside, as shown by map on file in Book 3, Page 8 of Maps, San Bernardino County Records.

Together with that portion of the alley vacated by resolution of the common council of the City of Riverside, a certified copy of said resolution having been recorded January 18, 1922 in Book 19, Page 297 of Miscellaneous Records, Riverside County Records, described as follows:

Commencing at the Northeasterly corner of Lot 3 of said Whittier's Subdivision, thence Northerly, on the Westerly line of Market Street 7.85 feet, more or less, to the brick wall as located on December 24, 1925, the true point of beginning; thence Westerly, on the most Southerly line of said brick wall, 130 feet; thence Northerly 2.15 feet, to the Southwesterly corner of Lot 7 of said Whittier's subdivision; thence Easterly, on the Southerly lines of Lots 7 and 4 of said Whittier's subdivision, to the Westerly line of Market street, thence Southerly 2.15 feet to the true point of beginning.

Parcel 2:

An easement for ingress and egress over the Southeasterly 15 feet of Lot 8 in Block 1 of Dr. D Whittier's subdivision of Blocks 8 and 9, ranges 8 and 9, of the Town of Riverside, as shown by map of said subdivision on file in Book 3, Page 8 of Maps, San Bernardino County Records.

Assessor's Parcel Number: 215-032-006-5

RIVERSIDE COMMUNITY COLLEGE DISTRICT
HUMAN RESOURCES

Report No.: IV-A-1-a

Date: December 13, 2005

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

	<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Salary Placement</u>
*	Richard Barron	Associate Dean, Academic Innovative Programs (Riverside)	01/03/06	18.0
*	Virginia Hanson	Interim Dean of Instruction (Riverside)	01/06/06	19.0
*	Wolde-ab Isaac	Dean, Health Sciences Programs	02/01/06	19.4
	Kristina Kauffman	Associate Vice Chancellor, Institutional Effectiveness	12/14/05	19.7
	Renee Kimberling	District Director, Health Services	12/15/05	17.4

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
Winter Intersession 2006
The individuals specified on the attached list.

f. Part-Time Faculty, Hourly Assignments
Winter Intersession 2006
The individuals specified on the attached list.

g. Child Development Center Hourly Employees

<u>Name</u>	<u>Position</u>
Shanri Lewis	Preschool Associate Teacher, Substitute

Report No.: IV-A-1-a

Date: December 13, 2005

Subject: Academic Personnel

1. Appointments – cont.

h. Department Chairs, Academic Year 2005-06

Revisions to list submitted/approved by the Board of Trustees on June 21, 2005:

<u>Department</u>	<u>Chair</u>	<u>Stipend</u>
Mathematics and Sciences	Robert Prior (Fall 2005) Joe Eckstein (Spring 2006)	50% 50%

2. Requests for Federal Family and Medical Leave

It is recommended the Board of Trustees grant John Pietro, Associate Professor of Mathematics, a leave under the Federal Family and Medical Leave Act of 1993, effective December 1, 2005, not to exceed the maximum allotment of 12 weeks.

3. Academic Rank

Board Policy 3092 establishes the procedures for academic rank, and the following employees fulfill the requirements of this policy.

It is recommended the Board of Trustees grant a change in academic rank to the following employees, effective January 1, 2006.

<u>Name</u>	<u>From</u>	<u>To</u>
Amber Casolari	Instructor, Economics	Assistant Professor, Economics
Anita Kinser	Assistant Professor, Nursing	Associate Professor, Nursing

RIVERSIDE COMMUNITY COLLEGE DISTRICT
HUMAN RESOURCES

Report No.: IV-A-1-b

Date: December 13, 2005

Subject: Classified Personnel

1. Appointments

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

a. Management
(None)

b. Management – Categorically Funded

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

c. Classified/Confidential

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Salary</u>	<u>Action</u>
Deborah Ferguson	Production Graphic Designer	12/14/05	18-1	Appointment
Naomi Foley	Administrative Assistant (Academic Affairs)	01/03/06	19-4	Promotion
Diann Low	Purchasing Clerk	12/14/05	16-2	Promotion
Sandra Mathay	Secretary III (Teacher Preparation)	01/03/06	16-4	Transfer
Ray Placencia	Officer, Safety and Police (Full-time, 100%)	12/14/05	17-1	Transfer
Adelaida Villanueva	Mailroom Coordinator	12/14/05	16-7	Promotion
Joy Washington	Student Services Technician (Part-time, 47.5%)	12/14/05	16-2	Appointment

d. Classified/Confidential – Categorically Funded

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Salary</u>	<u>Action</u>
Heather Hurst	Accounting Services Clerk (Workforce Preparation)	12/14/05	18-1	Promotion
Kristle Manuel	Emancipation Coach/Moreno Valley/ Norco/Riverside Campuses (Foster Youth Emancipation Program)	12/14/05	18-1	Appointment

e. Professional Experts
(None)

Subject: Classified Personnel

1. Appointments - Continued

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

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

h. Community Education Programs

(None)

i. Special Assignment

Payment to be approved for the following individual in the amount indicated for his participation in a special project:

Director – Men’s Holiday Basketball Tournament (12/06/05 – 12/10/05)

Robert Schmidt – Total amount not to exceed \$500

2. Professional Growth

(None)

3. Request to Adjust Classified Employee’s Range

At its regular meeting of November 15, 2005, the Board of Trustees received for information the promotion of Ms. Yvonne Hill, Secretary I (Title V Program), effective December 1, 2005 at Range 15, Step 5. It is recommended the Board of Trustees approve the adjustment of her range from Range 15 to Range 14.

4. Request to Adjust Dates

At its regular meeting of October 18, 2005, the Board of Trustees approved a request to adjust the dates for temporary reduced workload from 100% to 50% for Blanca Martinez, Administrative Secretary II, due to preparation for educational purposes, effective October 3, 2005 through February 28, 2006;

It is recommended the Board of Trustees ratify the request to adjust the dates and percentage of Ms. Martinez’ temporary reduced workload, effective October 3, 2005 to November 11, 2005; from 50% to 62.5%. Ms. Martinez’ request has the approval of the Vice Chancellor, Administration and Finance.

Subject: Classified Personnel

5. Military Leave

Section 395.01 of the Military and Veteran's Code and Section 87832 of the Education Code authorizes the President, or designee, to approve a leave for military reserve duty with full salary for the first 30 days of such military leave;

It is recommended the Board of Trustees ratify the request for military reserve duty for Anthony Puzzuto, Warehouse Supervisor, for the period of November 16,17,18, 2005 (a total of 3 working days). Mr. Puzzuto meets the college service requirement.

6. Separations

Board policy 1040.1 authorizes the President to officially accept the resignation of an employee; and the Chancellor has accepted the following resignations;

In 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>
Anna Chacon	Clerk Typist – Title V	12/02/05	Personal
Patricia George	Facilities/Planning Specialist	TBD	Retirement
Weiyan Liu	International Students and Programs Specialist	11/26/05	Personal
Shelley Medina	Secretary I	11/28/05	Career Advancement
Thuy Nguyen	Web Applications Developer	12/12/05	Personal

Report No.: IV-A-1-b

Date: November 15, 2005

Subject: Classified Personnel

Submitted by:



Richard Ramirez
Associate Vice Chancellor, Human Resources

Transmitted to the Board by:



Salvatore G. Rotella
Chancellor

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

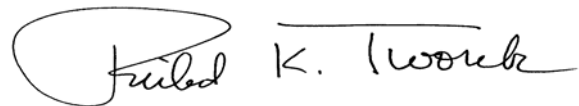


Brenda Davis
Provost, Norco Campus

James L. Buysse
Vice Chancellor, Administration and Finance



Linda Lacy
Vice Chancellor, Student Services/Operations



Richard Tworek
Provost, Moreno Valley Campus

Curriculum Development for Math 52A and 52B (October 19 – December 9, 2005)

Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.

Elisa Chung – Total amount to be paid not to exceed \$1,500.30

Kennedy Middle College Curriculum – Gap Analysis (January 3 – February 9, 2006)

Combined effort with math and English faculty to identify any content gaps between RCC curriculum and CNUUSD curriculum. Group will develop Senior College Prep classes to address any gaps. Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.

Andres Elizalde – Total amount to be paid not to exceed \$1,500

Kennedy Middle College Curriculum – Gap Analysis (February 13 – June 1, 2006)

Combined effort with math and English faculty to identify any content gaps between RCC curriculum and CNUUSD curriculum. Group will develop Senior College Prep classes to address any gaps. Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.

Andres Elizalde – Total amount to be paid not to exceed \$1,500

Title V Mathematics Curriculum Development for Fall 2005 Learning Communities (June 22 – August 29, 2005—Service dates extended from previously Board approved dates.)

Jason Parks – No change in compensation

Title V City Campus Curriculum Development (Winter 2006)

Continue to identify assessment tools, textbooks, workbooks, online exercises and materials for the WRC English Modular Courses (English 85 series). Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.

Cindy Okamura – Total amount to be paid not to exceed \$2,000.40

Title V City Campus – Development of “Ujima Learning Community” (Winter 2006)

Development of “Ujima Learning Community” which includes alignment of student learner outcomes, collaboration with counseling, lesson design, and integration of skills across disciplines. Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.

Tim Brown – Total amount to be paid not to exceed \$1,000.20

Don Wilcoxson – Total amount to be paid not to exceed \$1,000.20

Title V City Campus Development (Winter 2006)

Continue to work in collaboration with ESL and English in identifying and implementing a writing prompt that will assist faculty in meeting the needs of second language learners, identify appropriate supplemental curriculum, and design an ESL learning community. Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.

Carla Stoabs – Total amount to be paid not to exceed \$1,800.36

Title V City Campus Development of “Career Fitness Learning Community” (Winter 2006)

Development of “Career Fitness Learning Community” which includes alignment of student learner outcomes, collaboration with counseling, lesson design, and integration of skills across disciplines. Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.

Robin Hendrickson – Total amount to be paid not to exceed \$2,000.40

Carla Stoabs – Total amount to be paid not to exceed \$2,000.40

Title V City Campus Department Coordinator (Winter 2006)

Coordinate duties; may include assisting with curriculum development for pre-collegiate courses such as curriculum redesign, modular curriculum, assessment and evaluation, supplemental course instruction, syllabi revision, learning community development, alternative teaching/learning approaches, participating in off-campus site visits, identifying professional development needs and serve as a facilitator between Title V program, departments and disciplines to ensure communication and identify department needs as they relate to pre-collegiate courses.

Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.

Chad Bemis – Paid as lump sum upon completion in the amount of \$500

Christine Sandoval – Paid as lump sum upon completion in the amount of \$500

Carla Stoabs – Paid as lump sum upon completion in the amount of \$500

Linda Stonebreaker – Paid as lump sum upon completion in the amount of \$500

Riverside County Child and Families Commission ECS Faculty and Staff Training (Winter 2006)

Designing presentation tools, preparation of handouts, flyers, decorations, and support materials for the training. Assisting with set-up of table top activities for staff. Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.

Jennifer Jo Johnston – Paid as lump sum upon completion in the amount of \$300

Riverside County Child and Families Commission Community Provider Workshop – “Making Music with my Children” (Spring 2006)

Create and present training on helping children to enjoy making music and provide ideas on identifying children with special needs in relation to making music. Create a video at the Child Development Center at the Norco Campus to be used in the community training. Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.

Hugh Robert Riddle – Paid as lump sum upon completion in the amount of \$500

Course Innovation Stipend for CIS 1A (Spring 2006)

Coordinate the implementation of the individualized pace delivery method using the created instructional videos. Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.

Cathy Brotherton – Paid as a lump sum upon completion in the amount of \$500

Judy Perhamus – Paid as a lump sum upon completion in the amount of \$500

Course Innovation Stipend for Math 10 – Chapters 8-12 (Winter 2006)

Make lectures available to students as a supplement to their class notes, using *Scientific Notebook* to write lecture notes and post online for students to download. Encourages technology use by students and faculty. Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.

Will Clarke – Paid as a lump sum upon completion in the amount of \$1,000.20

Curriculum Resource for Occupational Ed Faculty (Winter 2006)

Provide a resource that can assist occupational faculty members in mastering the curriculum and program approval process. Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.

Sharon Gillins – Paid as a lump sum upon completion in the amount of \$1,500

Curriculum Resource for Occupational Ed Faculty (Spring 2006)

Provide a resource that can assist occupational faculty members in mastering the curriculum and program approval process. Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.

Sharon Gillins – Paid as a lump sum upon completion in the amount of \$2,700

Game Theory and Math 35 Course Innovation Stipend – Title V Norco (Spring 2006)

Curriculum development for a Game Theory course that will link to concepts studied in Math 35. Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.

Richard Ries – Paid as a lump sum upon completion in the amount of \$1,000.20

GEAR UP/Passport Plus City Campus English Articulation Project (12/15/05 – 02/08/06)

Serve as committee representative for the English Articulation Project working in collaboration with K-12 Unified School Districts, University of California Riverside, and Riverside City College faculty. Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.

Kate Watt – Paid as a lump sum upon completion in the amount of \$1,000

Preparation and Materials of Course Outline of Record Workshop (Winter 2006)

Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.

Sharon Crasnow – Paid as a lump sum upon completion in the amount of \$400

Arend Flick – Paid as a lump sum upon completion in the amount of \$400

Jim Thomas – Paid as a lump sum upon completion in the amount of \$400

Preparation and Materials for Presentation of 2/10/06 Workshop (Winter 2006)

Preparation and materials needed to present a workshop on “How to Conduct a Meeting.”

Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.

Sharon Terrill – Paid as a lump sum upon completion in the amount of \$250

Workforce Preparation Liaison (Spring 2006)

Primary liaison between RCCD and Riverside County Department of Public Social Services with oversight of Workforce Preparation skills program. Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.

Monica Green – Total amount to be paid not to exceed \$2,800.56

Survey Engine Development (Winter 2006)

Requirements analysis, server set up, database development, client development, administrator development, and testing. Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.

Mark Lehr – Paid as a lump sum upon completion in the amount of \$8,000

Academic Senate Responsibilities (Winter 2006)

Accreditation, committee organization and reorganization, Riverside City and District Senate Constitutions. Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.

Virginia Hanson – Total amount to be paid not to exceed \$2,000.40

Middle College H.S. Surveys (Winter 2006)

Follow up surveys for graduation classes of 2001–2005, as required by grant. Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.

Tom Hale – Paid as a lump sum upon completion in the amount of \$1,000

National Science Foundation Advanced Technological Education Program (Winter 2006)

Develop and obtain curriculum for Physics for Technicians course. Compensation at Group 1, Step 1 of the Faculty Hourly Salary Schedule.

Phu Tran – Total amount to be paid not to exceed \$1,170

National Science Foundation Advanced Technological Education Program (Spring 2006)

Develop and obtain curriculum for Physics for Technicians course. Compensation at Group 1, Step 1 of the Faculty Hourly Salary Schedule.

Phu Tran – Total amount to be paid not to exceed \$6,017

Hybrid Training (Winter 2006)

Provide hybrid training via workshop and one-one-one tutoring. Be on call during hours not available on campus. Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.

Bonnie Pavlis – Paid as a lump sum upon completion in the amount of \$3,600.72

Stipend for Use of Online Materials (Winter 2006)

Kristina Kauffman – Paid as Lump Sum \$500

Robert Prior – Paid as Lump Sum \$300

Carolyn Quin – Paid as Lump Sum \$700

Jan Schall – Paid as Lump Sum \$100

Patricia Smith – Paid as Lump Sum \$200

Stipend for Honor Program (Summer 2005)

Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.

Chris Rocco – Paid as a lump sum upon completion in the amount of \$975.20

Kathleen Sell – Paid as a lump sum upon completion in the amount of \$1,850.37

Deborah Makin – Paid as a lump sum upon completion in the amount of \$375.08

Professional Growth Advisor Training (Winter 2006)

Provide professional growth advisor trainings to staff and students. The two workshops will include training on the PGA manual, the CCD permit, CCT commission, and performance evaluations standards. Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.

Shari Yates – Paid as a lump sum upon completion in the amount of \$448.50

Professional Growth Advisor Training (Spring 2006)

Provide professional growth advisor trainings to staff and students. The two workshops will include training on the PGA manual, the CCD permit, CCT commission, and performance evaluations standards. Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.

Shari Yates – Paid as a lump sum upon completion in the amount of \$448.50

Winter Intersession Coaching Pay (Winter 2006)

Prepare for the upcoming sports season (swimming, track, basketball, tennis, softball, baseball, and/or golf). Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.

David Almquist – Paid as a lump sum upon completion in the amount of \$1,900.38

Michael Barbee – Paid as a lump sum upon completion in the amount of \$1,900.38

Alicia Berber – Paid as a lump sum upon completion in the amount of \$3,000.60

Nikki Bonzoumet – Paid as a lump sum upon completion in the amount of \$1,900.38

Thomas Borden – Paid as a lump sum upon completion in the amount of \$1,900.38

Michelle Dadonna-Moya – Paid as a lump sum upon completion in the amount of \$1,900.38

William Elton – Paid as a lump sum upon completion in the amount of \$1,900.38

Dennis Kahn – Paid as a lump sum upon completion in the amount of \$1,900.38

Dennis Rogers – Paid as a lump sum upon completion in the amount of \$1,900.38

John Smith – Paid as a lump sum upon completion in the amount of \$3,000.60

Name	Subject
Aljord, Huda	Arabic
Allen, Thomas	English
Andacheh, Khalil	Sociology
Anguiano, Joe	English
Arguelles, Rudolph	Physical Education
Armstrong, Sally	Art
Baker, David	Sociology
Banks, James	Human Services
Barboza, Matthew	Computer Information Systems
Bemis, Chad	Mathematics
Bhatia, Shailesh	Computer Information Systems
Blair, Scott	Astronomy
Boelman, Peter	Economics
Bonzoumet, Nikki	Physical Education
Briggs, Cordell	English
Brotherton, Catherine	Computer Information Systems
Brown, Amanda	Mathematics
Brown, Jami	Sociology
Brown, Timothy	Reading
Brown, William	Physical Education
Broyles, Larisa	Anthropology
Burnett, Sarah	Early Childhood Studies
Burris, Robert	Air Conditioning
Campbell, Dorothy	Spanish
Casolari, Amber	Economics
Chaks, Michael	Accounting
Cheney, James	Astronomy
Christiansen, Jill	Nursing
Chung, Elisa	Mathematics
Cluff, Michael	English
Cordier, Gerald	Engeneering
Cramm, Kenneth	Mathematics
Crasnow, Sharon	Philosophy
Cregg, James	Computer Information Systems
Cryder, Michael	Anatomy and Physiology
Daddona-Moya, Michelle	Physical Education
Davin, Richard	Sociology
Dean, Leslie	Geography
DeGuzman, Joseph	Mathematics
Dierdorff, Joanne	Dance
Drake, Sean	Mathematics
Dumer, Olga	English as a Second Language
Duran, Jose	Business Administration/Marketing
Elizalde, Andres	English
Elton, William	Physical Education
Farris, Katheryn	Physical Education

Name	Subject
Fawson, Evangeline	Nursing
Finner, Richard	Graphics Technology
Flyr, Mary	Early Childhood Studies
Fontana, Sandra	American Sign Language
Forlenza, Gerard	History
Frewing, Janet	Mathematics
Galicia, Felipe	Biology
Galicia, Felipe	Biology
Gillins, Sharon	Telecommunications
Gobatie, Cynthia	Philosophy
Haghighat, Dariush	Political Science
Haines, Mark	Dance
Hall, Lewis	Computer Information Systems
Havener, Kathy	Nursing
Herbert, Shelton Scott	Health Science
Herzig, Paul	Computer Information Systems
Hill, David	Chemistry
Hopkins, John	Art
Howard, Lisa	Nursing
Humble, Dina	Music
Issa, Ali	Health Science
Ivey, James	Anatomy and Physiology
Jew, Robert	Art
Johnson, Brian	Mathematics
Johnson, Fen	Mathematics
Judon, LaNeshia	Business Administration
Julian, Jodi	Theater Arts
Kennedy, Stephen	Automotive Technology
Kinser, Anita	Nursing
Kobzeva-Herzog, Elena	Spanish
Kollitz, Janice	English
Kreitner, Lani	English
Kross, Carolyn	Nursing
Lam, Holly	Mathematics
Lehr, Janet	Computer Applications Technologies
Leung, Juliana	Art
Lewis, Mark	Speech Communication
Lipkin, Ellen	Health Science
Lomayesva, Dwight	History
Lowden, Clara	Physical Education
Lowry, Stephanie	Nursing
Mahon, Richard	Humanities
Marsh, Diane	Chemistry
Matsos, Peter	Psychology
Mayse, Kevin	Music
McLeod, Scott	Computer Information Systems

Name	Subject
McQuead, Michael	Computer Information Systems
Middleton, Delores	Physician Assistant
Mills, David	English
Montano, Michael	Mathematics
Morales, Gerber	Mathematics
Morrison, James	Biology
Mowrey, Jodi	American Sign Language
Namekata, James	Mathematics
O'Connell, Paul	Automotive Technology
Osgood-Treston, Brit	English
Pardee, Ronald	Business Administration
Parker, Alfred	History
Parks, Jason	Mathematics
Pavlis, Bonnie	Humanities
Perhamus, Judith	Computer Information Systems
Pfeifle, Ann	History
Phelps, William	Geology
Pippen, John	Political Science
Pisa, Sheila	Mathematics
Pleasants, Joan	Chemistry
Prior, Robert	Mathematics
Regino, Rolando	English
Reid, Miguel	English as a Second Language
Richard, Charles	Music
Ries, Richard	Mathematics
Roberts, Edward	Reading
Robles, Andy	Mathematics
Rocco, Christopher	Humanities
Rogers, Dennis	Physical Education
Rogers, Dennis	Physical Education
Romero, Clarence	Psychology
Rowe, Phyllis	Nursing
Ruiz, Rogelio	Mathematics
Ruiz, Ronald	Psychology
Sanchez, Marc	Mathematics
Sandoval, Christine	English
Sarkis, Rosemarie	Frencg
Saxon, Kathleen	Mathematics
Schaadt, Beverlyann	Mathematics
Schall, Janice	Sociology
Schinke, Ward	Political Science
Shaw, Terrance	Biology
Shirinian, Margarita	English as a Second Language
Sigloch, Steven	Physical Education
Skiba, Karin	Art
Sloniger, Mitzi	Reading

Name	Subject
Smith, Deborah	Mathematics
Smith, Heather	Biology
Smith, John	Physical Education
Stearns, Frank	Accounting
Sternburg, Charles	Health Science
Stoabs, Carla	English as a Second Language
Thetford, Teresa	Physician Assistant
Thompson, Oliver	Administration of Justice
Tjandra, Margaret	English as a Second Language
Torre, Sandra	Computer Applications Technologies
Tovares, Charles	Geography
Tran, Phu	Physics
Truttmann, Leo	Chemistry
Tschetter, Sheryl	English
Tutor, Patricia	Nursing
VantHul, Tammy	Nursing
Wagner, Stephen	Anatomy and Physiology
Waxman, David	Physical Education
Whelchel, Pamela	Mathematics
Wiggs, Micherri	Speech Communication
Wilcoxson, Don	Business Administration
Williams, Edward	English
Woods, Kristi	History
Worsham, Patricia	Accounting
Wyckoff, Charles	Business Administration
Yates, Sharon	Early Childhood Studies
Yoshino, Ron	History
Young, John	Economics
Zwart, Gail	Business Administration/Management

<u>NAME</u>	<u>SUBJECT</u>
Aandahl, Larry	Air Conditioning and Refrigeration
Abel, Michael	Administration of Justice
Abu-Shabakeh, Katherine	English
Acharya, Lalit	Speech Communication
Aguilar, Jairo	Mathematics
Albert, Mary	Nursing
Aldridge, Lola	Physician Assistant
Aliabadi, Alireza	Chemistry
Allahyari, Reza	Chemistry
Allen, Ericka	English
Allison, Robert	Fire Technology
Almeida, Frank	Physical Education
Alvarez, Hansel	English
Alvarez, Veronica	Spanish
Andersen, Charles	Computer Applications and Office Technology
Andersen, Charles	Computer Information Systems
Anderson, Robert	English
Andrade, Henry	Physical Education
Anemelu, Victoria	Mathematics
Anich, Kathleen	Nursing
Ardis, Jule	Philosophy
Arlandson, James	English
Arnold, Homer	Art
Arrowood, Gayle	English
Austin, Sara	Philosophy
Baiamonte, Nicholas	Philosophy
Bainum, Pamela	Computer Applications and Office Technology
Balderrama, Sandra	Computer Applications and Office Technology
Banales, Sergio	Administration of Justice
Barankovich, Jennifer	Chemistry
Barbee, Michael	Physical Education
Barris, Mary	Computer Information Systems
Barton, Ann	Medical Assisting
Basta, Catherine	English
Bates, Scott	Administration of Justice
Baxter, Judith	Nursing

NAME	SUBJECT
Beckman, Duane	Administration of Justice
Bellenger, Joe	Mathematics
Benoit, John	Computer Information Systems
Berber, Alicia	Physical Education
Bergreen, Gary	Computer Information Systems
Berry, Thomas	Speech Communication
Bhatia, Anish	Human Services
Biggs, Steven	Theater Arts
Bittenbender, Neil	English
Black, Alicia	Early Childhood Studies
Blackmore, Lois	Senior Citizen Education
Blomdahl, Bruce	Administration of Justice
Boboye, Jackie	Guidance
Boerner, Gerald	Computer Information Systems
Boerner, Grace	Computer Information Systems
Boos, Marbeth	Early Childhood Studies
Borden, Thomas	Physical Education
Bosworth, Brian	Art
Bowyer, Kenneth	History
Boyd, John	Administration of Justice
Brock, Henry	Accounting
Brophy, Gene	Reading
Brough, Robert	Administration of Justice
Brown, Dennis	Physical Education
Brown, Leslie	Art
Brown, Michelle	Physical Education
Brown, Robert	Political Science
Brown, Sonya	Real Estate
Browne, Vern	Computer Information Systems
Bueche, Bernard	Administration of Justice
Buenviaje, Dino	History
Buhr, Edward	Mathematics
Burton, Jacqueline	Computer Information Systems
Buttermore, Jan	Computer Information Systems
Can, Minh	Mathematics
Canizales, Michael	Administration of Justice

NAME	SUBJECT
Carlton, Robert	English
Carmello, Alice	Real Estate
Carnahan, James	Physical Education
Carpenter, Mark	Sociology
Carrigan, Ryan	Business Administration
Carrillo, Carmen	English
Carroll, Marian	Speech Communication
Cerini, Bret	Fire Technology
Chairez, Octavio	Mathematics
Chambers, Bart	Administration of Justice
Chan, Wai	Mathematics
Charrette, Eric	Administration of Justice
Chavez, Anna	Dance
Chavez, Cynthia	Early Childhood Studies
Chavez, Timothy	Fire Technology
Chilson, Aarika	English
Cho, Yoon-Sung	Human Services
Christensen, Christopher	Fire Technology
Cisneros, Cory	Fire Technology
Cleary, Joseph	Administration of Justice
Clegg Haerich, Amy	Psychology
Clement, Cherry	Nursing
Click, Craig	Mathematics
Cohen, Heath	Fire Technology
Collier, Steven	Computer Information Systems
Collins, Scot	Administration of Justice
Conley, Gerald	Political Science
Coronado, Rita	English
Coronel, Noel	Spanish
Cortez, Shaylene	Computer Applications and Office Technology
Cortner, Kimberly	English
Cox, Robert	Fire Technology
Creeden, Catherine	Guidance
Crosby, Dennis	Computer Information Systems
Currie, Scott	Administration of Justice
Curtis, Theodore	Administration of Justice

NAME	SUBJECT
Dail, James	English
Dailey, Bryan	Administration of Justice
D'Angelo, William	Administration of Justice
Daniel-Berhe, Sequare	Computer Information Systems
Daraei, Kaykhosrow	Computer Information Systems
Davar, Mehrdad	Computer Applications and Office Technology
Davar, Mehrdad	Computer Information Systems
Dawson, Clarence	History
Deal McWilliams, Elizabeth	Early Childhood Studies
Decker, Georgia	Spanish
Deets, Kristin	Speech Communication
Delarosa, John	Administration of Justice
Delgiudice, Joseph	Administration of Justice
DeWitt, Kathleen	Early Childhood Studies
Dimaggio, Mark	Administration of Justice
Donovan, Denise	Dance
Donovan, Martha	Biology
Driver, Janet	Mathematics
Dudash, Leigh	Geography
Duffer, Roger	Music
Dunn, Paul	Computer Information Systems
Duvvuri, Indira	Computer Information Systems
Eaves, Diana	Reading
Edmundson, Larry	Speech Communication
Edwards, Benjamin	Mathematics
Elliff, Eva	Art
Elwell, Timothy	Administration of Justice
Engle, Martha	Theater Arts
Erdle, Harvey	Physical Education
Erenay, Amy	Reading
Esquivel-Wessler, Raquel	Business Administration
Estes, Nancy	Music
Farrand, Catherine	Art
Farris, Matthew	Photography
Fassbinder, Samuel	Speech Communication
Felgar, Darrayl	Fire Technology

NAME	SUBJECT
Feller, Kimberly	Computer Applications and Office Technology
Fenton, Joshua	English
Fetherolf, Louis	Administration of Justice
Figueroa, Michael	Administration of Justice
Filla, Jackie	Political Science
Fillippelli, Kristen	Physical Education
Fischer, Terry	Administration of Justice
Fox, Barry	Fire Technology
Frank, Candace	English
Franklin, Lee	Political Science
Freim, Nicole	English
Friedman, Diana	Computer Information Systems
Funder, Patricia	Physical Education
Ganley, James	Administration of Justice
Garcia, Daniel	Administration of Justice
Garrett, Karen	Music
Gartley, William	English
Gelenchi, Fantahun	Mathematics
Gibbons, Ann	Mathematics
Golder, Patricia	English
Gonzales, Lisa	Computer Applications and Office Technology
Gonzalez, Lawrence	Administration of Justice
Goodrich, Grace	Computer Information Systems
Goodrich, Ronald	Computer Information Systems
Grant, James	Geography
Grant, Kalunda	English
Gray, Alexis	Anthropology
Gressier, Pamela	English
Guertin, Jeanne	Mathematics
Guldhammer, Bente	Music
Guter, Gerhard	Music
Guthrey, Delparde	Mathematics
Gutierrez, Jerry	Administration of Justice
Hagar, Gary	Spanish
Hagopian, Verge	English
Hake, Mark	Administration of Justice

NAME	SUBJECT
Hall, Christie	Physical Education
Hall, Christie	Senior Citizen Education
Hall, Elizabeth	Reading
Halldane, John	Mathematics
Hammers, Larry	Fire Technology
Hannah, John	Dental Technology
Hannum, Natalie	Fire Technology
Hansen, Cheryl	Physical Education
Hansler, Kathryn	English
Harter, Douglas	Human Services
Harvey, Justin	Fire Technology
Hashemi, Seyed	Mathematics
Hatrak, Yvette	English
Head, Daniel	Physical Education
Heidary, Payam	Psychology
Henes, Matthew	Mathematics
Henning, Frederick	Real Estate
Hernandez, Norseman	Spanish
Hewitt, Edwin	Graphics Technology
Hicks, Linda	Physical Education
Hill, Janet	Sociology
Hinckley, David	English
Hodges, Peter	Human Services
Holmes, Laurie	Computer Information Systems
Hoover, Kent	Administration of Justice
Horowitz-Flournoy, Jan	Nursing
Horton, Jason	Administration of Justice
Huseth, Scott	Computer Information Systems
Hyland, Thomas	Administration of Justice
Ives, Frank	Mathematics
Jackson, Louis	Business Administration
Jacobsen, Renee	Geography
Jalayer, Lynsey	Physical Education
Jennings, Micheal	Fire Technology
Johnson, David	Physical Science
Johnson, David	Physics

NAME	SUBJECT
Johnson, Terry	English
Johnston, Leticia	Spanish
Jorgensen, Judy	Arcitecture
Jorgensen, Judy	Geographic Information Systems
Josker, David	Administration of Justice
Junker, Joshua	Chemistry
Kassotis, Kristina	Physical Education
Kaufhold, Berkley	English
Kazsuk, Elizabeth	Sociology
Keating, Jerome	Computer Information Systems
Keith, Thomas	Philosophy
Kelleher, Phillip	Fire Technology
Kent, Michael	English
Kibby, Michael	Administration of Justice
Kim, Myong-Sook	Mathematics
Kipp, Ronald	Administration of Justice
Kirby, Barbara	Early Childhood Studies
Knight, Wayne	Philosophy
Knosp, Linda	Senior Citizen Education
Koehler, Pamela	Administration of Justice
Koh, Soong-Hee	English as a Second Language
Korson, Thomas	English
Kraus, Lee	English
Krivanek, Kenneth	English
Kruizenga-Muro, Denise	English
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
Landry-Taylor, Lisa	Physician Assistant
Lansing, Sandra	English
Lash, Alan	Mathematics
Lee, Chang	Spanish
Leigh, Cynthia	History

NAME	SUBJECT
Leivas, Michael	Computer Information Systems
Leon, Joyce	Accounting
LeSueur, Summer	Dance
Lewis, James	Real Estate
Lindstrom-Cruz, Alexandra	English
Lippire, Kristine	Art
Lopez, Gertrude	Guidance
Loverde, Andrew	English
Ma, Nan	English
MacGregor, Michael	Fire Technology
MacKenzie, Carolyn	Real Estate
Madden, Nadia	Administration of Justice
Maddux, Michael	Administration of Justice
Madeira, Judy	Healthcare Technician
Mahoney, Paul	Physical Education
Manges, William	Computer Applications and Office Technology
Mann, David	Speech Communication
Manross, Debra	Speech Communication
Mariano, Merry	English
Marlo, Susan	Computer Applications and Office Technology
Marlo, Susan	Computer Information Systems
Marsh, Rebecca	English
Martinez, Cris	Administration of Justice
Martinez, Fernando	Spanish
Matin, Md	Mathematics
Mauldin, Marcus	English
Mayse, Susie	Music
McAllister, Dan	Administration of Justice
McCarthy, Louis	Computer Information Systems
McConnell, Lisa	Administration of Justice
McFarlin, Dorothy	Computer Applications and Office Technology
McGinn, Kelly	Human Services
McKinney, James	Mathematics
McMurrich, Robert	Administration of Justice
McNamara, Joseph	Administration of Justice
McSwain, Gayle	Physical Education

NAME	SUBJECT
Megas, Alexander	Music
Meier, Susan	History
Mettrick, Jon	Psychology
Meyer, Wally	Administration of Justice
Micham, Wendy	Psychology
Millar, Alma	Speech Communication
Miller, Lori	English
Milner, Amite	Psychology
Modzelewski, Ann	English
Money, Brian	Administration of Justice
Monroy, Julio	Spanish
Montemayor, Juan	Computer Applications and Office Technology
Moore, Barbara	Anatomy and Physiology
Moore, Barbara	Health Science
Morgan, Douglas	Human Services
Moynes, Jon	English
Munsey, Kenneth	Fire Technology
Namekata, Douglas	Physical Education
Nash, Patrick	Administration of Justice
Navia, Benjamin	Anatomy and Physiology
Neglia, Philip	Administration of Justice
Ngo, Hai	Mathematics
Nguyen, Tim	Computer Information Systems
Nielsen, Lawrence	Administration of Justice
Nielson, Christopher	English
Norton, Kent	Fire Technology
Obsatz, Sharyn	Journalism
Odil, Orby	Fire Technology
O'Donnell, Michael	Administration of Justice
Ohl, Curtis	Psychology
Olajide, Winifred	Nursing
Olin, Diane	Health Science
Olson, Susan	Physical Education
O'Neal, John	Computer Information Systems
Orton, Renee	Speech Communication
Paine, Kristy	Administration of Justice

NAME	SUBJECT
Papas, Constantine	English
Paquette, May	Computer Information Systems
Paredes, Mark	Physical Education
Parkinson, Robert	Computer Information Systems
Parsley, Martie	Speech Communication
Parsons, Jimmy	Administration of Justice
Patton, Gary	Computer Applications and Office Technology
Pendleton, Gary	English as a Second Language
Pentis, Carl	Business Administration
Perez, David	English
Perez, Ricky	Administration of Justice
Peters, Steven	Administration of Justice
Peterson, Janet	Early Childhood Studies
Philobos, Anita	English as a Second Language
Pinson, John	English
Pirch, Richard	Computer Information Systems
Plesko, Susan	English
Powell, Jeremy	Computer Information Systems
Prince, Gary	Computer Information Systems
Qumsiya, John	Mathematics
Racataian, Cristian	Computer Information Systems
Racataian, Valentin	Mathematics
Rainey, Arthur	Computer Information Systems
Rajakone, Chrishantini	Economics
Ramirez, Candace	English
Ramirez, Javier	Art
Ramos, Andre	Administration of Justice
Ramseyer, Diana	English
Rangel, Francisco	Accounting
Rao, Durgamba	Mathematics
Rappaport, Robert	Fire Technology
Rawley, James	English
Reed, Harold	Administration of Justice
Reed, Lawrence	English
Reed, Stephen	History
Reeves, Daniel	Administration of Justice

NAME	SUBJECT
Reh, Michael	Physical Education
Reid, Mary	Administration of Justice
Renney, Michael	Administration of Justice
Reyes, Ernesto	Mathematics
Rice, Wallace	Administration of Justice
Richardson, David	Guidance
Riddell, Jeannette	English
Riddle, Hugh	Music
Ridley, Roger	History
Robinson, Jack	English
Robinson, Nicole	Dance
Rodriguez, Gerardo	Administration of Justice
Rogers, Henry	Engineering
Rojo, Andy	Physical Education
Rosenberg, Donald	Speech Communication
Rowe-Williams, Lisa	Administration of Justice
Rozo, Nelson	Administration of Justice
Russell, Dorothy	Administration of Justice
Russo, Rachele	Physical Education
Sabet, Mark	Computer Information Systems
Sadatmand, Kamal	Mathematics
Sanchez, Ernest	Administration of Justice
Sanchez, Lizbeth	Spanish
Sandiford, Anderson	English
Sargent, Marilyn	English
Sausser, Darrell	Music
Savic, Ana	English
Scanlon, Gail	Fire Technology
Schoepflin, Leann	Dental Hygiene
Schwankle, David	English
Scott, Jonathan	Business Administration
Scott, Ming-Yin	Accounting
Sferrazza, Mary	Senior Citizen Education
Shafer, Kenneth	History
Shefchik, Michael	Reading
Shelton, Jeanna	Dance

NAME	SUBJECT
Shibalovich, Paul	Mathematics
Siciliano Di Rende, Dana	English
Silva, LaVisa	Music
Singh, Padam	Mathematics
Singh, Peggy	Physical Education
Skaggs, Ronald	Construction Technology
Smith, Andrew	Accounting
Smith, Patricia	Physical Education
Smyth, Pamela	English
Snell, Lea	Physical Education
Snodgrass, James	Fire Technology
Soltz, James	Administration of Justice
Soltz, Stephen	Fire Technology
Somasundaram, Sivajah	Mathematics
Somers, Rita	Reading
Song, Mary	English
Soto, Nadia	Administration of Justice
Sprague, Edmund	Fire Technology
Stafford, Paula	Physician Assistant
Stalter, James	Business Administration
Steele, Loretta	Computer Information Systems
Stephens, Heather	Theater Arts
Stevenson, Kathryn	English
Stoddard, Gwendolyn	English as a Second Language
Strang, Charles	Administration of Justice
Street, David	Administration of Justice
Strong, Teri	Mathematics
Sullivan, John	English
Sullivan, William	Administration of Justice
Sung, Mi Kyung	Speech Communication
Sweeney, Caren	Art
Tabor, Angela	Music
Takakura, Ilona	Reading
Talbert, Carmen	Computer Applications and Office Technology
Tatton, Madeleine	Early Childhood Studies
Tetley, Judith	Guidance

NAME	SUBJECT
Tilton, Dennis	English
Tinker, Robert	Fire Technology
Tochtrop, Martin	Administration of Justice
Tombs, Terry	Anthropology
Torres, Marco	Health Science
Torrez, Michael	Chemistry
Townsend, Norma	Music
Townsend, Toby	Philosophy
Tran, Victor	Mathematics
Travina, Lyudmila	Art
Turner, Kimberly	English
Turnier, Arthur	Administration of Justice
Vallely, Jennifer	English as a Second Language
Vanderhoof, George	Administration of Justice
Varga, Charles	Administration of Justice
Vasile, Dan	Physician Assistant
Vega Sanchez, Mario	Spanish
Vennemann, Darlene	Paralegal Studies
Vergara, Raul	Administration of Justice
Virzi, Susan	Speech Communication
Vodhanel, Stephen	Computer Information Systems
Wait, Cynthia	Administration of Justice
Walag, Stephen	Photography
Walker, Vicki	Health Science
Warden, Marine	Psychology
Waters, Christopher	Administration of Justice
Watrous, James	Computer Information Systems
Watson, Harry	Mathematics
Weddington, Michael	Fire Technology
Weiser, William	Fire Technology
White, Debra	Speech Communication
Whitt, Ronald	Administration of Justice
Wickers, Rodney	Business Administration
Wiewall, Darcy	Anthropology
Wilhite, Charles	Administration of Justice
Williams, Bruce	Computer Information Systems

<u>NAME</u>	<u>SUBJECT</u>
Williams, Maria	Culinary Arts
Williams, Richard	Computer Information Systems
Wilson, Gladys	Computer Applications and Office Technology
Wilson, James	Fire Technology
Wilson, Martena	Physical Education
Wilson, Michael	Fire Technology
Wong, Jan	American Sign Language
Wood, Terry	Administration of Justice
Worby, Glen	Administration of Justice
Yang, May	English
Yankee, Alan	Music
Ybarra, Daniel	Administration of Justice
Ybarra, Thomas	Administration of Justice
Yetter, Maria-Carlota	Spanish
Yoshinaga, Ann	Fire Technology
Zambrano, Charlotte	Computer Applications and Office Technology
Zeeb, John	Psychology
Zeller, Michael	Mathematics
Zurita, Marcial	Mathematics

SALARY SCHEDULE FOR CLASSIFIED EMPLOYEES
EMPLOYED AS NEEDED

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Salary Placement</u>
Jessica Aldasoro	Clerical, Substitute	10/17/05-06/30/06	17-1
Jessica Aldasoro	Clerical, Substitute	11/23/05-02/03/06	10-1 (Conf.)
Charissa Six	Clerical, Substitute	08/29/05-02/28/06	16-1

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>
Jason Horton	Academy Coordinator	10/31/05-06/30/06	25.00/hour
Angelo Jackson	Community Service Officer	12/01/05-06/30/06	14.00/hour
Hong Tang	Computer Technician	10/31/05-06/30/06	10.00/hour
Jesus Guzman	Dispatch Clerk	11/01/05-06/30/06	8.00/hour
Teresa Nelson	Food Service Assistant	10/17/05-06/30/06	9.00/hour
Amy Struxness	Instructional Aide I	11/01/05-06/30/06	6.75/hour
Emily Tiffin	Instructional Aide II	09/30/05-06/30/06	7.25/hour
Keisha Baker	Office Assistant I	11/01/05-06/30/06	9.00/hour
Mahsa Ghalandar	Office Assistant I	11/01/05-06/30/06	9.00/hour
Karolina Santiago	Office Assistant I	11/14/05-06/30/06	9.00/hour
Shermah Santos	Office Assistant I	11/01/05-06/30/06	9.00/hour
Christine Strahan	Office Assistant I	11/01/05-06/30/06	9.00/hour
Daniel Ramos	Office Assistant II	11/21/05-06/30/06	10.50/hour
Cheryl Hansen	Office Assistant IV	11/01/05-06/30/06	14.00/hour
Shalimar Niles	Office Assistant IV	11/20/05-04/15/06	14.00/hour
Barbara Williams	Office Assistant IV	11/01/05-06/30/06	14.00/hour
Joshua Duran	Publicist Trainee	10/21/05-12/16/05	7.25/hour
Darlene Ramirez	Tutor I	10/01/05-06/30/06	14.00/hour
Alexandra Bashkirova	Tutor II	10/10/05-06/30/06	8.00/hour
Charlotte Dominguez	Tutor II	10/10/05-06/30/06	8.00/hour
Susan Hendrickson	Tutor II	10/10/05-06/30/06	8.00/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>
John Paul Perez	Tutor II	10/10/05-06/30/06	8.00/hour
James Seals	Tutor II	10/10/05-06/30/06	8.00/hour
Judyth Shaughnessy	Tutor II	10/10/05-06/30/06	8.00/hour
Trisha Wilging	Tutor II	10/10/05-06/30/06	8.00/hour
Stephanie Whelan	Tutor III	10/10/05-06/30/06	9.00/hour

EMPLOYED AS NEEDED
SALARY SCHEDULE FOR EXTRACURRICULAR ACTIVITIES

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Stipend</u>
Adam Grisham	Assistant Water Polo Coach	09/15/05-01/30/06	\$3,111

VOLUNTEERS
BOARD RESOLUTION 10-97/98

<u>Name</u>	<u>Department</u>	<u>Effective Date</u>
Corey Almasy	Athletics	11/22/05-05/22/06
Mike Barbee	Athletics	11/0805-05/08/06
Gehan Ellis	Athletics	11/22/05-05/22/06
Frankie McWhirt	Athletics	11/22/05-05/22/06
Leslie Pickron	Athletics	11/22/05-05/22/06
Darryl Rector, Jr.	Athletics	11/22/05-05/22/06
Marques Scarborough	Athletics	11/22/05-05/22/06
Marquise Venson	Athletics	11/22/05-05/22/06
Michael Lapow	Culinary Academy	08/29/05-12/09/05
Angela Adams	Health, Human and Public Services	12/31/05-06/30/06
Jason Adell	Health, Human and Public Services	08/31/05-02/28/06
Victor Agramon	Health, Human and Public Services	08/31/05-02/28/06
William Aguinaldo	Health, Human and Public Services	08/31/05-12/17/05
Iham Ahmed	Health, Human and Public Services	08/31/05-02/28/06
Russell Albright	Health, Human and Public Services	08/31/05-12/17/05
Jason Allen	Health, Human and Public Services	12/31/05-06/30/06
Aida Alsayeh	Health, Human and Public Services	08/31/05-12/17/05
Heather Amend	Health, Human and Public Services	08/31/05-12/17/05
Daniella Arauz	Health, Human and Public Services	08/31/05-02/28/06
Maria Arvide	Health, Human and Public Services	08/31/05-12/17/05
Maryanne Ateng	Health, Human and Public Services	08/31/05-12/17/05
Stephanie Badillo	Health, Human and Public Services	08/31/05-12/17/05
Christina Baker	Health, Human and Public Services	08/31/05-02/28/06
Stephanie Baker	Health, Human and Public Services	08/31/05-02/28/06
Jacqueline Barahona	Health, Human and Public Services	08/31/05-12/17/05
Brooke Barnes	Health, Human and Public Services	08/31/05-12/17/05
Darlene Batarseh	Health, Human and Public Services	12/31/05-06/30/06
Elaine Bautista	Health, Human and Public Services	12/31/05-06/30/06
Leonardo Bautista	Health, Human and Public Services	08/31/05-12/17/05
Kyle Bean	Health, Human and Public Services	08/31/05-12/17/05
Alfonso Becerra	Health, Human and Public Services	12/31/05-06/30/06
Carlos Becerril	Health, Human and Public Services	08/31/05-02/28/06
Brian Bedell	Health, Human and Public Services	08/31/05-12/17/05
Dwayne Benson	Health, Human and Public Services	08/31/05-12/17/05
Kimberly Berry	Health, Human and Public Services	12/31/05-06/30/06
Jason Biniasz	Health, Human and Public Services	08/31/05-12/17/05
Justin Bland	Health, Human and Public Services	08/31/05-02/28/06
Weston Bleier	Health, Human and Public Services	12/31/05-06/30/06
Mitchelle Bonifacio	Health, Human and Public Services	08/31/05-02/28/06
Joshua Borrayo	Health, Human and Public Services	08/31/05-02/28/06

VOLUNTEERS
BOARD RESOLUTION 10-97/98

<u>Name</u>	<u>Department</u>	<u>Effective Date</u>
Stephanie Bowman	Health, Human and Public Services	08/31/05-02/28/06
Vivian Brady	Health, Human and Public Services	08/31/05-02/28/06
Brandy Brammer	Health, Human and Public Services	08/31/05-02/28/06
Christopher Brann	Health, Human and Public Services	08/31/05-02/28/06
Stacy Brien	Health, Human and Public Services	08/31/05-12/17/05
Richard Burgess	Health, Human and Public Services	08/31/05-12/17/05
Lora Burke-Gerchman	Health, Human and Public Services	08/31/05-12/17/05
Matthew Burnett	Health, Human and Public Services	08/31/05-12/17/05
Willard Butler	Health, Human and Public Services	08/31/05-12/17/05
John Cagandahan	Health, Human and Public Services	08/31/05-12/17/05
Elizabeth Campbell	Health, Human and Public Services	08/31/05-02/28/06
Kimberly Chapple	Health, Human and Public Services	08/31/05-12/17/05
Ashley Chism	Health, Human and Public Services	09/15/05-12/17/05
Steve Cisneros	Health, Human and Public Services	08/31/05-12/17/05
Thomas Clements	Health, Human and Public Services	08/31/05-02/28/06
Candice Coats	Health, Human and Public Services	08/31/05-12/17/05
Saundra Coleman	Health, Human and Public Services	09/17/05-12/18/05
Katie Connor	Health, Human and Public Services	09/17/05-12/17/05
Brandon Conrad	Health, Human and Public Services	08/31/05-12/17/06
John Corcoran	Health, Human and Public Services	08/31/05-02/28/06
Gelay Cortez	Health, Human and Public Services	08/31/05-02/28/06
Brian Covington	Health, Human and Public Services	12/31/05-06/30/06
August Cube	Health, Human and Public Services	08/31/05-12/17/05
Evans Cupples	Health, Human and Public Services	08/31/05-12/17/05
Alexandra David	Health, Human and Public Services	08/31/05-02/28/06
Donald David	Health, Human and Public Services	08/31/05-12/17/05
Brian Davis	Health, Human and Public Services	08/31/05-02/28/06
Robert DeCaro	Health, Human and Public Services	12/31/05-06/30/06
Yvonne Deemer	Health, Human and Public Services	12/31/05-06/30/06
Andrew Degennaro	Health, Human and Public Services	08/31/05-12/17/05
Derrick Dellinger	Health, Human and Public Services	08/31/05-02/28/06
Ryan DeMamiel	Health, Human and Public Services	08/31/05-12/17/05
Derek DeVoe	Health, Human and Public Services	08/31/05-02/28/06
Brennan Doerr	Health, Human and Public Services	08/31/05-02/28/06
Linda Doherty	Health, Human and Public Services	12/31/05-06/30/06
Monica Dominguez	Health, Human and Public Services	08/31/05-12/17/05
Kevin Dominquez	Health, Human and Public Services	08/31/05-12/17/05
Zakiya Doods	Health, Human and Public Services	08/31/05-12/17/05
Emma Duffield	Health, Human and Public Services	08/31/05-02/28/06
Gerald Dugger	Health, Human and Public Services	08/31/05-12/17/05
Matthew Durham	Health, Human and Public Services	08/31/05-02/28/06
Zackry Ellis	Health, Human and Public Services	12/31/05-06/30/06

VOLUNTEERS
BOARD RESOLUTION 10-97/98

<u>Name</u>	<u>Department</u>	<u>Effective Date</u>
Garrett Erwin	Health, Human and Public Services	08/31/05-12/17/05
Ricky Escarsega	Health, Human and Public Services	08/31/05-12/17/05
Junia Esparza	Health, Human and Public Services	08/31/05-12/17/05
Kathlene Everhart	Health, Human and Public Services	12/31/05-06/30/06
Joseph Ferreri	Health, Human and Public Services	08/31/05-12/17/05
Jeremy Fisher	Health, Human and Public Services	08/31/05-12/17/05
Mark Fisher	Health, Human and Public Services	08/31/05-02/28/06
Salma Foroozan	Health, Human and Public Services	12/31/05-06/30/06
Sarah Frey	Health, Human and Public Services	08/31/05-02/28/06
Greg Friebel	Health, Human and Public Services	08/31/05-02/28/06
Edwin Garcia	Health, Human and Public Services	08/31/05-12/17/05
Brenda Garibay	Health, Human and Public Services	08/31/05-02/28/06
Christine Garza	Health, Human and Public Services	12/31/05-06/30/06
Sean Gaugler	Health, Human and Public Services	08/31/05-12/17/05
Frederick Gerlach	Health, Human and Public Services	08/31/05-12/17/05
Ndella Gibson	Health, Human and Public Services	08/31/05-12/17/05
Jon Gilbert	Health, Human and Public Services	08/31/05-12/17/05
Warren Goings	Health, Human and Public Services	08/31/05-12/17/05
Anthony Gonzales	Health, Human and Public Services	12/31/05-06/30/06
Anely Gonzalez	Health, Human and Public Services	08/31/05-02/28/06
Melissa Griffies	Health, Human and Public Services	08/31/05-12/17/05
Brett Grundl	Health, Human and Public Services	12/31/05-06/30/06
Heidi Guilford	Health, Human and Public Services	08/31/05-12/17/05
Renee Guillen	Health, Human and Public Services	08/31/05-02/28/06
Jimmy Han	Health, Human and Public Services	08/31/05-12/17/05
Francesca Haran	Health, Human and Public Services	08/31/05-12/17/05
Breanne Hardgrave	Health, Human and Public Services	08/31/05-02/28/06
Stephanie Harvey	Health, Human and Public Services	08/31/05-02/28/06
Edward Hereford	Health, Human and Public Services	08/31/05-12/17/05
Bernice Hernandez	Health, Human and Public Services	08/31/05-12/17/05
Marcus Hernandez	Health, Human and Public Services	08/31/05-02/28/06
Cassandra Hogan	Health, Human and Public Services	08/31/05-12/17/05
Christopher Hoggatt	Health, Human and Public Services	08/31/05-02/28/06
Anthony House	Health, Human and Public Services	08/31/05-12/17/05
Jenna Ioane	Health, Human and Public Services	08/31/05-02/28/06
Michael Isberto	Health, Human and Public Services	08/31/05-12/17/05
Megan Jacobson	Health, Human and Public Services	08/31/05-12/17/05
Rayven Jones	Health, Human and Public Services	08/31/05-02/28/06
Pattrish Khongkham	Health, Human and Public Services	08/31/05-12/17/05
Mitsu Killion	Health, Human and Public Services	12/31/05-06/30/06
Rayhanah Kinney	Health, Human and Public Services	08/31/05-12/17/05
Rhys Klasno	Health, Human and Public Services	08/31/05-12/17/05

VOLUNTEERS
BOARD RESOLUTION 10-97/98

<u>Name</u>	<u>Department</u>	<u>Effective Date</u>
Stephen Krisman	Health, Human and Public Services	08/31/05-02/28/06
Amy La Frenz	Health, Human and Public Services	08/31/05-12/17/05
Miriam Lee	Health, Human and Public Services	12/31/05-06/30/06
Eric Leidig	Health, Human and Public Services	08/31/05-12/17/05
Josh Leone	Health, Human and Public Services	08/31/05-02/28/06
Stephanie Lew	Health, Human and Public Services	08/31/05-02/28/06
Maegan Logan	Health, Human and Public Services	08/31/05-12/17/05
Jose Lopez	Health, Human and Public Services	12/31/05-06/30/06
Rita Lopez	Health, Human and Public Services	08/31/05-02/28/06
Linh Lu	Health, Human and Public Services	12/31/05-06/30/06
Suzanne Lynn	Health, Human and Public Services	12/31/05-06/30/06
Lina Marquez-Rojas	Health, Human and Public Services	08/31/05-02/28/06
Chris Martin	Health, Human and Public Services	08/31/05-12/17/05
Rachel Martin	Health, Human and Public Services	08/31/05-12/17/05
Francisco Martinez	Health, Human and Public Services	08/31/05-02/28/06
Luis Martinez	Health, Human and Public Services	08/31/05-12/17/05
Vincent Martinez	Health, Human and Public Services	08/31/05-02/28/06
Ryan Mason	Health, Human and Public Services	08/31/05-12/17/05
Aaron Matteson	Health, Human and Public Services	08/31/05-02/28/06
Judith McKindley	Health, Human and Public Services	12/31/05-06/30/06
Alan McMullen	Health, Human and Public Services	12/31/05-06/30/06
Bryce Medicus	Health, Human and Public Services	08/31/05-12/17/05
Maria Medrano	Health, Human and Public Services	12/31/05-06/30/06
Alexander Melara	Health, Human and Public Services	08/31/05-12/17/05
Herbert Melara	Health, Human and Public Services	08/31/05-12/17/05
Kyle Menzies	Health, Human and Public Services	08/31/05-02/28/06
Jeri Meyer	Health, Human and Public Services	08/31/05-12/17/05
Roxana Meza	Health, Human and Public Services	08/31/05-12/17/05
Victoria Mills	Health, Human and Public Services	12/31/05-06/30/06
Lilia Molina	Health, Human and Public Services	08/31/05-12/17/05
Jacquelyn Morgan	Health, Human and Public Services	08/31/05-12/17/05
Jeffrey Morgan	Health, Human and Public Services	08/31/05-12/17/05
Kim Morrison	Health, Human and Public Services	08/31/05-12/17/05
Michael Mueller	Health, Human and Public Services	08/31/05-02/28/06
Rosemarie Muncy	Health, Human and Public Services	08/31/05-02/28/06
Kris Murray	Health, Human and Public Services	08/31/05-12/17/05
Jeri Myer	Health, Human and Public Services	08/31/05-02/28/06
Jacob Mylles	Health, Human and Public Services	08/31/05-02/28/06
Barbara Nasmyth	Health, Human and Public Services	08/31/05-02/28/06
Dana Neal	Health, Human and Public Services	08/31/05-12/17/05
Daniel Ng	Health, Human and Public Services	08/31/05-12/17/05
Jolynn Nicaastro	Health, Human and Public Services	08/31/05-12/17/05

VOLUNTEERS
BOARD RESOLUTION 10-97/98

<u>Name</u>	<u>Department</u>	<u>Effective Date</u>
Barron Noah	Health, Human and Public Services	08/31/05-12/17/05
Kevin Norton	Health, Human and Public Services	08/31/05-12/17/05
Tyler Odin	Health, Human and Public Services	08/31/05-12/17/05
Janet Ojo	Health, Human and Public Services	08/31/05-12/17/05
Lee Olivia	Health, Human and Public Services	08/31/05-12/17/05
Carlos Otero	Health, Human and Public Services	08/31/05-12/17/05
Dorinda Otwell	Health, Human and Public Services	08/31/05-12/17/05
Ezequiel Paletta	Health, Human and Public Services	08/31/05-12/17/05
Tahereh Parvizi	Health, Human and Public Services	08/31/05-02/28/06
Adam Payne	Health, Human and Public Services	08/31/05-12/17/05
Queen Pearce	Health, Human and Public Services	08/31/05-12/17/05
Kyle Pederson	Health, Human and Public Services	08/31/05-12/17/05
Christopher Peinado	Health, Human and Public Services	08/31/05-12/17/05
Jaime Perez	Health, Human and Public Services	12/31/05-06/30/06
Jessica Perez	Health, Human and Public Services	08/31/05-12/17/05
Richard Person	Health, Human and Public Services	12/31/05-06/30/06
Lansdale Peters	Health, Human and Public Services	12/31/05-06/30/06
Paula Petrucci	Health, Human and Public Services	08/31/05-02/28/06
Michael Pfaff	Health, Human and Public Services	08/31/05-02/28/06
Florica Potra-Cionca	Health, Human and Public Services	12/31/05-06/30/06
Ronald Pratt	Health, Human and Public Services	12/31/05-06/30/06
Christina Ramirez	Health, Human and Public Services	08/31/05-12/17/05
Erick Renderos	Health, Human and Public Services	08/31/05-12/17/05
Carlos Rendon	Health, Human and Public Services	12/31/05-06/30/06
Rory Rexroad	Health, Human and Public Services	08/31/05-02/28/06
Randy Richards	Health, Human and Public Services	08/31/05-12/17/05
April Richardson	Health, Human and Public Services	08/31/05-12/17/05
Traci Rios-Deutsch	Health, Human and Public Services	08/31/05-02/28/06
Daniel Rivas Tejada	Health, Human and Public Services	12/31/05-06/30/06
Jeremy Roberts	Health, Human and Public Services	08/31/05-02/28/06
Steven Robinson	Health, Human and Public Services	08/31/05-12/17/05
Sean Rockett	Health, Human and Public Services	12/31/05-06/30/06
Ruby Rodrigo	Health, Human and Public Services	08/31/05-02/28/06
Elisha Rodriquez	Health, Human and Public Services	08/31/05-12/17/05
Larry Rodriquez	Health, Human and Public Services	08/31/05-12/17/05
Todd Rohn	Health, Human and Public Services	08/31/05-02/28/06
Lorenzo Romero	Health, Human and Public Services	08/31/05-12/17/05
Renee Rosales	Health, Human and Public Services	08/31/05-12/17/05
Shalechia Ross	Health, Human and Public Services	12/31/05-06/30/06
Ryan Roufs	Health, Human and Public Services	08/31/05-02/28/06
Verenice Ruiz	Health, Human and Public Services	08/31/05-12/17/05
Selwyn Ryan	Health, Human and Public Services	08/31/05-12/17/05

VOLUNTEERS
BOARD RESOLUTION 10-97/98

<u>Name</u>	<u>Department</u>	<u>Effective Date</u>
Josa Saa	Health, Human and Public Services	08/31/05-02/28/06
David Saldana	Health, Human and Public Services	08/31/05-02/28/06
Bernadeth Salenga	Health, Human and Public Services	08/31/05-02/28/06
Dayan Sanchez	Health, Human and Public Services	08/31/05-12/17/05
Aldrich Santos	Health, Human and Public Services	08/31/05-12/17/05
Christine Santos	Health, Human and Public Services	08/31/05-02/28/06
Nancy Sargent	Health, Human and Public Services	12/31/05-06/30/06
Jenette Schaffrath	Health, Human and Public Services	08/31/05-02/28/06
Rafael Serrano	Health, Human and Public Services	08/31/05-02/28/06
Nicholas Shahan	Health, Human and Public Services	08/31/05-12/17/05
Oliver Siahaan	Health, Human and Public Services	12/31/05-06/30/06
Joshua Shimizu	Health, Human and Public Services	08/31/05-12/17/05
Ashley Shoemaker	Health, Human and Public Services	08/31/05-12/17/05
Kevin Shrive	Health, Human and Public Services	08/31/05-02/28/06
Doug Shumway	Health, Human and Public Services	08/31/05-02/28/06
James Simpson	Health, Human and Public Services	08/31/05-12/17/05
Maggie Simpson	Health, Human and Public Services	08/31/05-02/28/06
Beverlynn Singleton	Health, Human and Public Services	08/31/05-12/17/05
Kimberly Singleton	Health, Human and Public Services	08/31/05-02/28/06
Carletta Smith	Health, Human and Public Services	08/31/05-02/28/06
Crystal Smith	Health, Human and Public Services	08/31/05-02/28/06
Scott Smith	Health, Human and Public Services	12/31/05-06/30/06
Curtis Stirling	Health, Human and Public Services	08/31/05-02/28/06
Taryn Stolpp	Health, Human and Public Services	08/31/05-02/28/06
Sonia Suarez	Health, Human and Public Services	08/31/05-02/28/06
Jade Surace	Health, Human and Public Services	08/31/05-12/17/05
Brian Sutton	Health, Human and Public Services	12/31/05-06/30/06
J. Dexter Tanjuakio	Health, Human and Public Services	12/31/05-06/30/06
Christina Tansy	Health, Human and Public Services	12/31/05-06/30/06
Charles Tasker	Health, Human and Public Services	08/31/05-02/28/06
Ervin Taylor	Health, Human and Public Services	08/31/05-12/17/05
Ryan Taylor	Health, Human and Public Services	08/31/05-12/17/05
Diane Thompson	Health, Human and Public Services	12/31/05-06/30/06
William Thorn	Health, Human and Public Services	08/31/05-02/28/06
Ashley Tift	Health, Human and Public Services	08/31/05-12/17/05
Jeffrey Toth	Health, Human and Public Services	08/31/05-02/28/06
Michael Trojnar	Health, Human and Public Services	08/31/05-12/17/05
Nalalie Troncoso	Health, Human and Public Services	08/31/05-12/17/05
Alren Varela	Health, Human and Public Services	08/31/05-12/17/05
Jose Velasco	Health, Human and Public Services	08/31/05-02/28/06
Charlie Waibel	Health, Human and Public Services	08/31/05-12/17/05
Ashlee Walls	Health, Human and Public Services	08/31/05-12/17/05

VOLUNTEERS
BOARD RESOLUTION 10-97/98

<u>Name</u>	<u>Department</u>	<u>Effective Date</u>
Richard Walsh	Health, Human and Public Services	08/31/05-02/28/06
Hayley Ward	Health, Human and Public Services	08/31/05-12/17/05
Melissa Warstler	Health, Human and Public Services	08/31/05-02/28/06
Stephanie Whitworth	Health, Human and Public Services	12/31/05-06/30/06
Kalia Wilkes	Health, Human and Public Services	08/31/05-12/17/05
Dorcas Willis	Health, Human and Public Services	08/31/05-02/28/06
Keith Wilson	Health, Human and Public Services	12/31/05-06/30/06
Kimberly Woods	Health, Human and Public Services	08/31/05-02/28/06
Hans Wurm	Health, Human and Public Services	08/31/05-12/17/05
Claudia Yanez	Health, Human and Public Services	08/31/05-02/28/06
Melvin Yusi	Health, Human and Public Services	08/31/05-12/17/05
Roman Zavala	Health, Human and Public Services	08/31/05-02/28/06
Kenneth Zoleta	Health, Human and Public Services	08/31/05-12/17/05
Ralph Ballard	Performance Riverside	02/01/06-06/30/06
Doreen Bartels	Performance Riverside	02/01/06-06/30/06
Geneva Carreon	Performance Riverside	02/01/06-06/30/06
Wendy Eads	Performance Riverside	02/01/06-06/30/06
Diana Golbaf	Performance Riverside	02/01/06-06/30/06
David Hantman	Performance Riverside	02/01/06-06/30/06
Rita Hoelle	Performance Riverside	02/01/06-06/30/06
Joy Junkert	Performance Riverside	02/01/06-06/30/06
Barbara Khacherian	Performance Riverside	02/01/06-06/30/06
Kurt Khacherian	Performance Riverside	02/01/06-06/30/06
Diana Kurr	Performance Riverside	02/01/06-06/30/06
Terry Kurr	Performance Riverside	02/01/06-06/30/06
Roger Marec	Performance Riverside	02/01/06-06/30/06
Maureen Meredith	Performance Riverside	02/01/06-06/30/06
Christine Miller	Performance Riverside	02/01/06-06/30/06
Robert Miller, Jr.	Performance Riverside	02/01/06-06/30/06
Jacquie Pianalto	Performance Riverside	02/01/06-06/30/06
Robert Pianalto	Performance Riverside	02/01/06-06/30/06
Barbara Ryon	Performance Riverside	02/01/06-06/30/06
Beverly Shelton	Performance Riverside	02/01/06-06/30/06
Glenn Shelton	Performance Riverside	02/01/06-06/30/06
Karen Shelton	Performance Riverside	02/01/06-06/30/06
Scott Shelton	Performance Riverside	02/01/06-06/30/06
Muriel Schwartz	Performance Riverside	02/01/06-06/30/06
Josephine Turner	Performance Riverside	02/01/06-06/30/06
Al Wainscott	Performance Riverside	02/01/06-06/30/06
Jan Wainscott	Performance Riverside	02/01/06-06/30/06

VOLUNTEERS
BOARD RESOLUTION 10-97/98 – CONT.

<u>Name</u>	<u>Department</u>	<u>Effective Date</u>
Patricia Marin	Upward Bound	10/01/05-04/01/06
Kim Rutherford	Upward Bound	11/01/05-05/01/06

DISTRICT FUNDS

NAME	POSITION	DEPARTMENT	DATE	RANGE
Balisky, Christopher	Student Worker	English Writing Center - RIV	11/16/05	19-4
Cho, Ei	Student Worker	Early Childhood Studies - RIV	11/22/05	19-4
Fausett, Kayla	Student Worker	Early Childhood Studies - RIV	11/07/05	19-4
Gonzalez, Stacie	Student Worker	Tutorial Services - RIV	11/07/05	19-4
Hall, Angela	Student Worker	Athletics - NOR	11/07/05	19-4
Hanson, Thomas	Student Worker	Student Activities - RIV	11/01/05	19-4
Kane, Denise	Student Worker	Tutorial Services - NOR	11/22/05	19-4
Larkin, Monique	Student Worker	Journalism - RIV	11/16/05	19-4
Laumea, Jennifer	Student Worker	Swimming - RIV	11/16/05	19-4
Livingston, Reid	Student Worker	Tutorial Services - RIV	11/22/05	19-4
Lowder, Scott	Student Worker	Mathematics - RIV	11/22/05	19-4
McNeill-Fields, Linda	Student Worker	College Safety & Police - MOV	11/16/05	19-4
Nakamura, Aika	Student Worker	Tutorial Services - RIV	11/16/05	19-4
Neal, Thomas	Student Worker	Student Activities - RIV	11/22/05	19-4
Rafanan, Erika	Student Worker	Tutorial Services - MOV	11/22/05	19-4
Seldon, Ryan	Student Worker	Student Activities - RIV	11/16/05	19-4
Snowden, Savanna	Student Worker	Tutorial Services - MOV	11/07/05	19-4
Swift, Ethan	Student Worker	Athletics - NOR	11/01/05	19-4
Tak, Young Jun	Student Worker	Tutorial Services - RIV	11/07/05	19-4
Takayanagi, Risa	Student Worker	Tutorial Services - RIV	11/07/05	19-4
Thorton, Joseph	Student Worker	College Safety & Police - MOV	11/01/05	19-4
Wang, Sandy	Student Worker	Tutorial Services - NOR	11/29/05	19-4
Wolf, Carina	Student Worker	English Writing Center - RIV	11/16/05	19-4
Ybarra, Dominica	Student Worker	AV Labs & Services - MOV	11/01/05	19-4

CATEGORICAL

NAME	POSITION	DEPARTMENT	DATE	RANGE
Abdour-Rahim, Kila	Student Worker	Riverside Municipal Museum - CS	10-Nov-05	19-4
Allen, Erica	Student Worker	Athletics - RIV	9-Nov-05	19-4
Blair, Catherine	Student Worker	CHSS - MOV	10-Nov-05	19-4
Britt, Crystal	Student Worker	Serrano Elementary School - CS	19-Oct-05	19-4
Colocho, Connie	Student Worker	Riverside Municipal Museum - CS	10-Nov-05	19-4
Englert, Jason	Student Worker	Eastside Cybrary Connection - LT	10-Nov-05	19-4
Menchaca, Mary	Student Worker	Riverside Housing Authority - CS	9-Nov-05	19-4
Torres, Cynthia	Student Worker	Early Childhood Studies - NOR	4-Nov-05	19-4

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No. IV-A-2

Date: December 13, 2005

Subject: Purchase Order and Warrant Report -- 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 \$4,744,354.52 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 65930-67234) totaling \$5,970,157.63 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 \$4,744,354.52 and District Warrant Claims totaling \$5,970,157.63.

Salvatore G. Rotella
Chancellor

Prepared by: Doretta Sowell
Purchasing Manager

Purchase Order and Warrant Report - All District Funds
 Purchase Orders \$1000 and over
 11/01/05 thru 11/28/05

PO#	Fund	Department	Vendor	Description	Amount
P63835	12	Music - Instructional Equipment	Prosser Piano & Organ	Other Supplies	14,463.93
P63843	11	Dramatic Arts	McAvene Designs	Rents and Leases	1,300.00
P63849	12	Contracts / Customized Training	ISPC Sales	Other Supplies	1,000.00
P63856	61	Risk Management	Shilling, Cheri Jean Marchand	Bodily Injury Expense	45,000.00
P63857	11	Grounds Maintenance and Repairs	Lawn Tech Equipment	Equip Additional \$5000 >	19,495.96
P63859	11	Grounds Maintenance and Repairs	Ramsay Street Ford	Equip Additional \$5000 >	12,342.49
P63862	11	Bldg Maintenance	Johnson's Woodworkers	Fixtures & Fixed Equipment	1,007.46
P63871	41	Riv Campus - Physical Education PII	Walton, Richard	Consultants	11,680.00
P63872	41	Riverside - Quad Modernization State	Borg Pacific	Inspection	170,500.00
P63875	11	Provost - Norco	AO Communications	Other Supplies	1,636.38
P63879	12	Physics, General - Instructional Equipment	Wolfiam Research, Inc.	Software <\$200	1,117.59
P63882	11	Grounds Maintenance and Repairs	Pacific Compactor Corporation	Equip Additional \$5000 >	13,273.88
P63887	12	Instructional Support-Riv	Barnes & Noble	Instructional Supplies	1,000.00
P63888	11	Governmental Relations Office	Long Beach City College	Consultants	5,000.00
P63890	41	Riverside - Quad Modernization State	Guerra, Patricia	Professional Services - Labor Compliance	4,931.00
P63891	41	Riverside - Quad Modernization State	Keith Francis & Company, Inc.	Remodel Projects - Project Manager	201,900.00
P63892	41	Riverside - Quad Modernization State	Information Technology Solutions	Other - Quad IT Project Manager	49,497.00
P63893	11	IS Network Systems	Allsteel, Inc.	Other Supplies	1,595.64
P63894	11	Provost - Norco	Culver - Newlin	Equip Additional \$200-\$4999	26,034.03
P63895	41	Riverside - Quad Modernization State	GES/Encotech	Remodel Projects	75,000.00
P63898	12	Counseling & Guidance - Matriculation	Gateway Companies, Inc.	Comp Equip Replacement \$200-\$4999	1,713.23
P63900	32	Food Services	Scantron Corporation	Tests	5,915.56
P63906	11	Course and Curriculum Development	Clarke & Associates	Consultants	9,000.00
P63907	11	Biology, General	CDW-G	Software <\$200	1,606.35
P63910	11	Intercollegiate Athletics	Stover Seed Company	Grounds/Garden Supplies	2,433.71
P63916	11	Bldg Maintenance - Norco Library	Contract Carpet	Remodel Projects	9,000.00
P63918	12	Counseling & Guidance - Matriculation	Sars Software Products, Inc.	Computer Software Maint/License	30,693.75
P63919	12	English - Instructional Equipment	Virco, Inc.	Instructional Supplies	13,493.75
P63923	41	Riv Campus - Physical Education PII	Steinberg Architects	Architect's Fees	122,666.00
P63924	41	Riv Campus - Physical Education PII	ARUP	Professional Services	60,200.00
P63925	11	Faculty Senate	Academic Senate of California	Memberships	4,369.34
P63926	11	Catalogues & Schedules	Valley Printers, Inc.	Printing Class Schedule	15,643.18
P63927	12	ATE-Advanced Tech Ed	Bonnand, George	Professional Services	10,250.00
P63928	12	ATE - Advanced Tech Ed	Hunt, David R.	Professional Services	10,000.00
P63935	11	Administration & Finance - District	Fidelity Title	New Buildings - Escrow	50,000.00
P63936	61	Risk Management	Barsoum, Fahim	Bodily Injury Expense	1,758.61
P63938	11	Admissions & Records	Perfect Form Business Services, Inc	Copying and Printing	1,046.47

Purchase Order and Warrant Report - All District Funds
 Purchase Orders \$1000 and over
 11/01/05 thru 11/28/05

PO#	Fund	Department	Vendor	Description	Amount
P63940	32	Food Services	State Board of Equalization	Sales Tax	1,875.00
P63941	12	Contracts / Customized Training	Materialise	Computer Software Maint/License	5,486.63
P63942	11	Catalogues & Schedules	Synergistic Mailing Services	Other Services - Class Schedules Winter 06	3,500.00
P63944	11	Police Academy	Elite Tactical Sources, Inc	Instructional Supplies	3,769.28
P63947	11	Provost - Moreno Valley	Oce Financial Services, Inc.	Rents and Leases	16,563.00
P63948	11	Provost - Norco	Oce Financial Services, Inc.	Rents and Leases	14,655.00
P63952	11	Intercollegiate Athletics	91 Express Lanes	Transportation Contracts	1,500.00
P63955	11	Governmental Relations Office	Greene, Ravelle Lyn	Conferences	1,102.00
P63956	41	Mo Val Campus - Bridge Project	S. K. Telecon, Inc.	Remodel Projects	2,500.00
P63956	41	Norco Campus - Bridge Project	S. K. Telecon, Inc.	Remodel Projects	5,860.00
P63957	11	Catalogues & Schedules	RCC Revolving Fund	Other Services - Registration Appointments Winter 06	11,701.54
P63958	11	Chemistry, General	Sargent-Welch	Equip Additional \$200-\$4999	1,039.62
P63959	12	Parking	Golden Pacific Systems	Equip Additional \$5000 >	13,051.86
P63965	11	Open Campus-Comm. Educ. Classes	Balloons By Alice Lyons	Professional Services	2,000.00
P63977	12	Parking	Gateway Companies, Inc.	Comp Equip Replacement \$200-\$4999	2,136.06
P63982	11	Model United Nations	Sheraton Chicago Hotel & Towers	Conferences	1,907.56
P63983	11	Model United Nations	Tchami, Armin	Conferences	3,099.00
P63987	11	Police Academy	Coast Fitness Repair Shop	Repairs - Parts	5,943.44
P63988	12	Automotive Technology- Instructional	K-Log, Inc.	Equip Additional \$200-\$4999	9,493.85
P63995	12	Instructional Support- VTEA State	Chapman, Dee	Conferences	1,003.80
P63996	11	Open Campus-Comm. Educ. Classes	Rounds, Miller and Associates	Professional Services	1,500.00
P64005	12	Instructional Support- VTEA State	Cerro Coso Community College	Other Travel Expenses	1,253.00
P64006	11	Registered Nursing	Polycom Inc.	Repairs - Parts	1,200.00
P64011	12	Provost - Moreno Valley - Title V M	CDW-G	Comp Equip Additional \$200-\$4999	4,160.70
P64014	11	Bldg Maint - Landis Lobby / Art Gallery	Contract Carpet	Remodel Projects	1,190.00
P64015	11	Media and Communications	Alias, Inc	Computer Software Maint/License	4,000.00
P64016	11	Media and Communications	Ages	Computer Software Maint/License	14,800.00
P64018	11	Dean of Instruction - Mo Valley	Reliable Office Solutions	Other Supplies	1,803.21
P64020	11	Admissions & Records	Perfect Form Business Services, Inc	Copying and Printing	4,945.72
P64022	12	Social Sciences, General	Gateway Companies, Inc.	Comp Equip Additional \$200-\$4999	3,120.44
P64026	11	Admissions & Records	Perfect Form Business Services, Inc	Copying and Printing	4,945.73
P64028	11	Equipment Maintenance	Amtech Elevator Services	Repairs - Parts	4,800.00
P64029	11	Grounds Maintenance and Repairs	Bearcom	Equip Additional \$200-\$4999	5,790.82
P64030	11	Grounds Maintenance and Repairs	Aztec Technology Corp	Equip Additional \$200-\$4999	12,000.00
P64040	11	Open Campus-Comm. Educ. Classes	Marshall Reddick Seminars	Professional Services	1,500.00
P64042	11	Administration & Finance	Gateway Companies, Inc.	Comp Equip Additional \$200-\$4999	2,567.68
P64043	12	Grants Department - Riv Co Emancipation	Reliable Office Solutions	Equip Additional \$200-\$4999	1,677.86
P64050	11	Admissions & Records	Fiscal Advantage Group	Equip Additional \$200-\$4999	3,205.50
P64051	11	Admissions & Records	Fiscal Advantage Group	Equip Additional \$200-\$4999	3,205.50
P64052	11	Admissions & Records	Fiscal Advantage Group	Equip Additional \$200-\$4999	3,205.50

Purchase Order and Warrant Report - All District Funds
 Purchase Orders \$1000 and over
 11/01/05 thru 11/28/05

PO#	Fund	Department	Vendor	Description	Amount
P64060	12	ATE - Advanced Tech Ed	Zahraee, Mohammad A.	Other Services -NSF/AIE Grant	7,150.00
P64063	12	Student Personnel Administration	Gateway Companies, Inc.	Comp Equip Replacement \$200-\$4999	4,997.45
P64064	11	Grounds Services	Corona Clay Co., Inc.	Grounds/Garden Supplies	2,663.72
P64065	11	Administration & Finance - District	Union Bank of California	Other Benefits, Other CE Employees	381,464.73
P64067	11	Chancellor's Office	Association of Community	Conferences	1,989.00
P64070	12	Provost - Moreno Valley - Title V M	Excaltiber Hotel	Conferences	1,078.56
P64075	11	Fire Technology	Troxell Communications, Inc.	Other Supplies	1,045.18
P64078	11	IS Network Systems	Novacoast, Inc.	Consultants	6,000.00
P64080	12	Disabled Students Prog & Services	Sharp Electronics Corp.	Equip Replacement \$5000 >	5,885.31
P64082	11	Affirmative Action	HACU	Memberships	3,400.00
P64086	11	Bldg Maintenance	Contract Carpet	Repairs - Parts	3,035.00
P64088	12	Dean of Faculty - 4faculty Web Serve	Omnipatform Software Corporation	Other Services - Management Database Design	1,501.00
P64091	11	IS Network Systems	Microsoft	Consultants	1,225.00
P64095	11	Intercollegiate Athletics	Medco Supply Company	Health Supplies	1,638.33
P64096	41	Riverside - MLK Remodel Construction	TBP Architects	Architect's Fees	1,552.50
P64100	12	Grants Department - Title V - Riverside	Zottos, George	Conferences	1,132.92
P64104	12	Provost - Norco - Title V Norco	Dieckmeyer, Diane	Conferences	2,011.53
P64108	11	Bldg Maint - Dental Hygiene	J.S.I. Industries, Inc.	Repairs - Parts	1,800.00
P64108	12	School of the Arts - FIE Plan/Design	Anderson, Kristine	Conferences	1,237.00
P64109	12	Dean of Education - FIPSE	Hendrick, Irving	Conferences	1,247.46
P64112	11	Chancellor's Office	Rotella, Salvatore G.	Conferences	3,013.00
P64113	41	RSA / RCC Systems Offices - Property	Stewart Title of California, Inc.	New Buildings - Eserow Heiting Building	2,126,799.48
P64114	12	Instructional Support- VTEA State	Doral Desert Princess Resort	Other Services - Meeting - Student Learning Outcomes	2,500.00
P64118	12	Computer and Information Science	Academic Superstore	Computer Software Maint/License	8,445.88
P64119	12	Student Services - Talent Search Mo Valley	Trejo, Silvia	Other Travel Expenses	1,089.00
P64122	11	Chancellor's Office	Macdonald, Virginia	Conferences	1,658.20
P64123	11	Board of Trustees	Figueroa, Mary	Other Travel Expenses	1,658.20
P64124	11	Board of Trustees	Takano, Mark	Other Travel Expenses	1,658.20
P64132	11	Open Campus - Senior Citizens	U.S. Postal Service	Postage	18,000.00
P64134	11	Registered Nursing	National League for Nursing	Memberships	1,375.00
P64135	11	Registered Nursing	Environmental Management	Waste Disposal	2,500.00
P64136	11	Chancellor's Office	Monday Morning Group	Memberships	1,000.00
P64138	11	Admissions & Records	Perfect Form Business Services, Inc	Copying and Printing	4,168.85
P64140	11	Library	Quickstart Intelligence	Conferences	1,700.00
P64142	11	Course and Curriculum Development	Oce Financial Services, Inc.	Repairs - Parts	2,239.15
P64143	11	Auditorium	Fullerton Civic Light Opera	Rents and Leases	7,465.00
P64144	11	Performance Riverside	Vaughan, John	Professional Services	4,000.00
P64147	11	Physical Facilities Planning	Keith Francis & Company, Inc.	Consultants	1,035.00
P64149	11	Open Campus-Comm. Educ. Classes	Gateway Companies, Inc.	Comp Equip Additional \$200-\$4999	1,099.05
P64150	12	Child Develop Centers - Riv County	Aliso Creek	Conferences	4,200.00

Purchase Order and Warrant Report - All District Funds
 Purchase Orders \$1000 and over
 11/01/05 thru 11/28/05

PO#	Fund	Department	Vendor	Description	Amount
P64152	11	Grounds Maintenance and Repairs	Frazee Industries, Inc.	Equip Additional \$5000 >	5,200.00
P64153	11	Grounds Maintenance and Repairs	Corona Norco Lawnmower, Inc.	Equip Additional \$200-\$4999	1,726.12
P64156	11	Grounds Maintenance and Repairs	Pacific Compactor Corporation	Equip Additional \$5000 >	13,274.00
P64158	12	CITD	Ca Commission for Jobs and Economic	Advertising	4,000.00
P64162	12	Photography Laboratory Tech	Comp USA	Equip Additional \$200-\$4999	1,767.00
P64163	12	Photography Laboratory Tech	Image Source	Comp Equip Additional \$200-\$4999	4,524.42
P64164	12	Radio Motion Picture & Television	Full Compass Systems	Equip Additional \$200-\$4999	11,576.02
P64165	12	Radio Motion Picture & Television	Burst Communications	Equip Additional \$200-\$4999	2,423.99
P64170	12	Staff Diversity	California Comm. Colleges Registry	Conferences	1,500.00

Purchase Order and Warrant Report - All District Funds
 Purchase Orders \$1000 and over
 11/01/05 thru 11/28/05

PO#	Fund	Department	Vendor	Description	Amount
P57533	41	Riv Campus - P.E. Complex, Phase I.	ASR Constructors, Inc.	Construction Contract	187,560.00
P57533	41	Riv Campus - Parking Structure	ASR Constructors, Inc.	Demolition - Grading	218,005.00
P61016	11	Perform. Riverside - Off Broadway	Riverside Community College	Theatre Supplies	2,000.00
P61028	32	Food Services	Joseph Webb Foods	Cleaning Supplies	20,000.00
P61032	32	Food Services	Sysco Corp.	Kitchen Expendables	2,000.00
P61037	11	Warehouse	United Parcel Service	Postage	1,000.00
P61175	11	Open Campus-Comm. Educ. Classes	Reliable Office Solutions	Other Supplies	1,000.00
P61239	11	Vehicle Maintenance	Kuma Tire Distributors	Repairs - Parts	1,500.00
P61277	11	Fiscal Operations	Reliable Office Solutions	Equip Additional \$200-\$4999	1,430.00
P61365	11	Comm & Econ Dev - Economic Development	Global Learning Partners, Inc.	Other Services - Training Workshop City of Riverside	2,700.00
P61387	11	Personnel Management	Corporate Express	Other Supplies	2,000.00
P61430	11	Admissions & Records	Reliable Office Solutions	Other Supplies	1,000.00
P61540	11	Vehicle Maintenance	Shell Oil Company	Other Transportation Supplies	1,900.00
P61593	11	Emergency Medical Services	Riverside County Sheriffs Dept	Rents and Leases - Classroom Facilities	171,000.00
P61624	11	Custodial Services	Patriot Packaging & Supplies	Custodial Supplies	2,000.00
P61626	11	Bldg Maintenance	Home Depot	Repair Parts	2,000.00
P61701	11	Hazardous Materials	Environmental Management	Other Services - Environmental Services	4,716.00
P61778	11	Registered Nursing	Moore Medical Corporation	Instructional Supplies	1,500.00
P61784	11	Physical Education	Pat Leon's Exercise Equipment	Repairs - Parts	2,760.00
P61853	11	Dental Hygiene	Henry Schein Inc.	Instructional Supplies	5,000.00
P62090	11	Chemistry, General	Spectrum Chemicals & Lab Products	Instructional Supplies	1,000.00
P62137	11	District Legal Services	Reid & Hellyer	Legal	10,000.00
P62178	11	Performance(Choral,Band,Etc.) Vocal	Otter Distributors	Instructional Supplies	1,733.70
P62183	11	Physical Facilities Planning	Riverside Personnel Services, Inc.	Temporary Services	7,394.40
P62193	32	Food Services	California Deli Distributors, Inc.	Food	10,000.00
P62224	11	Public Affairs & Institutional Advancement	Geographics	Other Services - Graphic Design	2,500.00
P62315	11	District Legal Services	Thompson & Colgate LLP	Consultants	20,000.00
P62363	32	Food Services	Donut City	Food	1,200.00
P62450	12	Library - Instructional Equipment	CDW-G	Equipment Additional \$200-\$4999	2,042.00
P62485	11	Media	Cheap Batteries.Com	Other Supplies	1,000.00
P62534	11	Affirmative Action	Jobelephant.Com Inc.	Advertising	10,000.00
P62812	11	Open Campus-Comm. Educ. Classes	Center For Healthcare Ed., Inc	Professional Services	4,000.00
P62977	11	Performance Riverside	University/Resident Theatre Assoc.	Other Services - Actor Equity Services	9,030.00
P63062	11	Open Campus-Comm. Educ. Classes	Valley Printers, Inc.	Printing Class Schedule	36,500.00
P63411	11	Media and Communications	Ages	Repairs - Parts	6,800.00
P63500	11	Open Campus-Comm. Educ. Classes	LTM Associates	Professional Services	3,000.00
P63603	41	Mo Val Campus - Bridge Project	JD Lock & Key	Fixtures & Fixed Equipment	1,847.29

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
 11/01/05 thru 11/28/05

PO#	Fund	Department	Vendor	Description	Amount
P63827	11	Custodial Services	Waxie Sanitary Supply	Equip Additional \$200-\$4999	1,568.84
P63828	11	Grounds Maintenance and Repairs	Empire Mowers, Inc	Equip Additional \$200-\$4999	5,965.92
P63829	11	Bldg Maintenance	Dallas Midwest	Other Supplies	8,463.17
P63832	11	IS Network Systems	Novell, Inc.	Consultants	4,606.31
Subtotal (Pages 1-4)					3,870,274.86
Subtotal (Pages 5-6)					779,722.63
Purchase Orders \$1,000 and Over					4,649,997.49
Purchase Orders under \$1,000					94,357.03
Grand Total					<u>4,744,354.52</u>

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: IV-A-3

Date: December 13, 2005

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
ADMINISTRATION AND FINANCE

Report No.: IV-A-4-a

Date: December 13, 2005

Subject: Budget Adjustments

Background: The 2005-06 adopted budget represents our best estimates of both income and expenditures. As the year progresses, however, some accounts have surplus funds while others are underbudgeted. As provided in Title 5, Section 58307, the Board of Trustees may approve transfers between major expenditure classifications to allow for needed purchases. Unless otherwise noted, the transfers are within the unrestricted General Fund (Fund 11, Resource 1000). The following budget transfers have been requested:

<u>Program</u>	<u>Account</u>	<u>Amount</u>
1. Transfer to purchase equipment. (Fund 12, Resource 1190)		
From: Middle College High School, MV	Other Services	\$ 80
To: Middle College High School, MV	Equipment	\$ 80
2. Transfer to purchase equipment. (Fund 12, Resource 1190)		
From: Riverside Co Emancip Services	Other Services	\$ 4,800
To: Riverside Co Emancip Services	Equipment	\$ 4,800
3. Transfer to purchase replacement equipment and to provide for a secure area in the warehouse to store surplus equipment.		
From: Administration and Finance	Supplies	\$ 246
	Admin Contingency Acct	2,200
To: Administration and Finance	Equipment Replacement	\$ 246
Fiscal Operations	Fixtures and Fixed Equip	2,200
4. Transfer to purchase replacement equipment.		
From: Warehouse	Supplies	\$ 135
To: Warehouse	Equipment Replacement	\$ 135

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: IV-A-4-a

Date: December 13, 2005

Subject: Budget Adjustments (continued)

<u>Program</u>	<u>Account</u>	<u>Amount</u>
5. Transfer to provide for electrical service, window coverings and furniture in faculty offices.		
From: Salary Savings	Academic FT Non-Instr	\$ 17,145
Provost, Norco	Admin Contingency Acct	\$ 11,828
To: Provost, Norco	Supplies	\$ 1,636
	Equipment	27,337
6. Transfer to provide for equipment installation in the Student Services building.		
From: Provost, Norco	Admin Contingency Acct	\$ 1,483
To: Provost, Norco	Fixtures and Fixed Equip	\$ 1,483
7. Transfer to purchase supplies and provide for architect's fees related to the former ECS modular building on the Moreno Valley campus.		
From: Facilities, Campus Safety	Other Services	\$ 159
Facilities, Physical Facilities Plng	Professional Services	5,000
To: Facilities, Riverside	Supplies	\$ 159
Facilities, Physical Facilities Plng	Architect's Fees	5,000
8. Transfer to provide for maintenance of the 4Faculty.org website and Flextrack system. (Fund 12, Resource 1190)		
From: Faculty Affairs, 4Faculty Web Srvc	Classified Perm PT	\$ 9,242
To: Faculty Affairs, 4Faculty Web Srvc	Comp Software Maint/Lic	\$ 9,242

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: IV-A-4-a

Date: December 13, 2005

Subject: Budget Adjustments (continued)

<u>Program</u>	<u>Account</u>	<u>Amount</u>
9. Transfer to purchase supplies and provide for an academic special project to develop an online survey program. (Fund 12, Resource 1190)		
From: VTEA – State Leadership	Other Services	\$ 9,000
To: VTEA – State Leadership	Academic Special Project Supplies	\$ 8,000 1,000
10. Transfer to reallocate the CACT Program budget. (Fund 12, Resource 1190)		
From: CACT - Title VI	Supplies	\$ 49
CACT – Advanced Tech Ed	Supplies	37
CACT Grant	Equipment Replacement	3,000
To: CACT – Title VI	Classified FT	\$ 48
	Classified FT Admin	1
CACT – Advanced Tech Ed	Classified FT	37
CACT Grant	Supplies	3,000
11. Transfer to purchase supplies for the Riverside Student Equity Program.		
From: Student Services	Admin Contingency Acct	\$ 2,000
To: Student Equity Program	Supplies	\$ 2,000
12. Transfer to provide for labor compliance services related to the Quad Modernization project. (Fund 41, Resource 4100)		
From: Facilities	Remodel Project	\$ 4,931
To: Facilities	Professional Services	\$ 4,931

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: IV-A-4-a

Date: December 13, 2005

Subject: Budget Adjustments (continued)

<u>Program</u>	<u>Account</u>	<u>Amount</u>
13. Transfer to purchase equipment.		
From: Art	Supplies	\$ 220
To: Art	Equipment	\$ 220
14. Transfer to purchase instructional supplies.		
From: Performing Arts, Show Choir	Academic Special Project	\$ 2,125
To: Performing Arts, Show Choir	Instructional Supplies	\$ 2,125
15. Transfer to purchase equipment.		
From: Applied Tech, Culinary Academy	Supplies	\$ 330
To: Applied Tech, Culinary Academy	Equipment	\$ 330
16. Transfer to purchase equipment.		
From: Chemistry	Instructional Supplies	\$ 240
To: Chemistry	Equipment	\$ 240
17. Transfer to purchase supplies. (Fund 41, Resource 4100)		
From: Library, MLK Equipment	Equipment	\$ 104
To: Library, MLK Equipment	Supplies	\$ 104

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: IV-A-4-a

Date: December 13, 2005

Subject: Budget Adjustments (continued)

<u>Program</u>	<u>Account</u>	<u>Amount</u>
18. Transfer to provide for a sign language interpreter.		
From: Arts, Humanities and World Lang.	Copying and Printing	\$ 88
To: Arts, Humanities and World Lang.	Other Services	\$ 88
19. Transfer to provide for conferences and transportation.		
From: Student Services, Norco	Supplies	\$ 375
Student Services, Puente Project	Food	464
To: Student Services, Norco	Conferences	\$ 375
Student Services, Puente Project	Transportation	464
20. Transfer to provide student scholarships for the Student Support Services TRIO Program grant. (Fund 12, Resource 1190)		
From: Std Support Srvc TRIO, Norco	Classified FT	\$ 3,000
To: Std Support Srvc TRIO, Norco	Student Scholarships	\$ 3,000
21. Transfer to purchase equipment.		
From: Dental Hygiene, Moreno Valley	Instructional Supplies	\$ 1,036
To: Dental Hygiene, Moreno Valley	Equipment	\$ 1,036
22. Transfer to purchase equipment.		
From: Math, Science and Info Systems	Instructional Supplies	\$ 528
To: Math, Science and Info Systems	Equipment	\$ 528

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: IV-A-4-a

Date: December 13, 2005

Subject: Budget Adjustments (continued)

<u>Program</u>	<u>Account</u>	<u>Amount</u>
23. Transfer to reallocate the Instructional Equipment and Materials Program budget. (Fund 12, Resource 1190)		
From: Dean of Instruction, Riverside	Equipment	\$ 13,494
Information Systems and Tech	Equipment	2,614
Provost, Norco	Equipment	924
Dean of Instruction, MV	Equipment	14,673
To: English, Speech and Comm	Instructional Supplies	\$ 6,747
Hist, Philphy, Humnts, Ethnic Stud	Instructional Supplies	3,374
Behavioral Sciences	Instructional Supplies	3,373
Information Systems and Tech	Supplies	2,614
Arts, Humanities and World Lang	Instructional Supplies	924
Comm, Humanities and Soc Sci	Supplies	2,650
Math, Science and Info Systems	Software	1,118
	Instructional Supplies	1,394
	Supplies	4,526
	Comp Software Maint/Lic	388
Dean of Instruction, MV	Supplies	4,058
Health, Human and Public Services	Instructional Supplies	539

Recommended Action: It is recommended that the Board of Trustees approve the budget transfers as presented.

Salvatore G. Rotella
Chancellor

Prepared by: Aaron S. Brown
Associate Vice Chancellor, Finance

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: IV-A-4-b-1

Date: December 13, 2005

Subject: Resolution to Amend Budget – Resolution No. 12-05/06
2005-2006 Disabled Student Programs and Services (DSPS)

Background: The Riverside Community College District has received additional funding for the 2005-2006 Disabled Students Programs and Services (DSPS) in the amount of \$170,425 from the California Community Colleges Chancellor's Office. The funds will be used for salaries and benefits, conferences, supplies, tests, copying and printing, mileage, postage, and equipment.

Recommended Action: It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$170,425 to the budget and authorize the Vice Chancellor Administration and Finance to sign the resolution.

Salvatore G. Rotella
Chancellor

Prepared by: Paula McCroskey, District Dean
Disabled Student Programs and Services

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 12-05/06

2005-2006 Disabled Student Programs & Services

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$170,425 is assured to said district, which exceeds amounts previously budgeted; and

WHEREAS the governing board of the Riverside Community College District can show just cause for the expenditure of such funds;

NOW, THEREFORE, BE IT RESOLVED such additional funds be appropriated according to the schedule on the attached page.

This is an exact copy of the resolution adopted by the governing board at a regular meeting on December 13, 2005.

Clerk or Authorized Agent

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 INCOME & EXPENDITURES - BUDGET AMENDMENT
 Resolution No. 12-05/06
 2005-2006 Disabled Student Programs and Services**

Year	County	District	Date	Fund
06	33	07	12/13/2005	12

FUND	SCHOOL	RESOURCE	PY	GOAL	FUNC	OBJECT	AMOUNT	Object Code Description
12	000	1190	0	0000	0180	8621	170,425 00	REVENUE
								EXPENDITURES
12	AZP	1190	0	6420	0180	1439	6,035 00	Adjunct Hrly
12	DZP	1190	0	6420	0180	1439	14,223 00	
12	EZP	1190	0	6420	0180	1439	9,857 00	
12	FZP	1190	0	6420	0180	1439	12,960 00	↓
12	AZP	1190	0	6420	0180	2139	21,500 00	Classified Hrly
12	DZP	1190	0	6420	0180	2139	10,000 00	
12	EZP	1190	0	6420	0180	2139	5,000 00	
12	FZP	1190	0	6420	0180	2139	2,500 00	↓
12	AZP	1190	0	6420	0180	3130	6,218 00	Employee Benefits
12	AZP	1190	0	6420	0180	4590	5,982 00	Other Supplies
12	DZP	1190	0	6420	0180	4590	3,000 00	
12	EZP	1190	0	6420	0180	4590	1,300 00	
12	FZP	1190	0	6420	0180	4590	1,300 00	↓
12	AZP	1190	0	6420	0180	4360	1,000 00	Tests
12	AZP	1190	0	6420	0180	4555	4,000 00	Copying and Printing
12	DZP	1190	0	6420	0180	4555	800 00	
12	EZP	1190	0	6420	0180	4555	400 00	
12	FZP	1190	0	6420	0180	4555	400 00	↓
12	AZP	1190	0	6420	0180	5210	1,500 00	Mileage
12	DZP	1190	0	6420	0180	5210	200 00	
12	EZP	1190	0	6420	0180	5210	200 00	
12	FZP	1190	0	6420	0180	5210	200 00	↓
12	AZP	1190	0	6420	0180	5220	5,000 00	Conferences
12	DZP	1190	0	6420	0180	5220	1,000 00	
12	EZP	1190	0	6420	0180	5220	500 00	
12	FZP	1190	0	6420	0180	5220	500 00	↓
12	AZP	1190	0	6420	0180	5310	350 00	Memberships
12	AZP	1190	0	6420	0180	5045	1,500 00	Postage
12	AZP	1190	0	6420	0180	5890	20,000 00	Other Services
12	AZP	1190	0	6420	0180	6481	13,000 00	Equipment
12	DZP	1190	0	6420	0180	6481	10,000 00	
12	EZP	1190	0	6420	0180	6481	1,000 00	
12	FZP	1190	0	6420	0180	6481	1,000 00	↓
12	AZP	1190	0	6420	0180	6485	8,000 00	Computer Equipment
							170,425 00	TOTAL INCOME
							170,425 00	TOTAL EXPENDITURES

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: IV-A-4-b-2

Date: December 13, 2005

Subject: Resolution to Amend Budget – Resolution No. 13-05/06
2005-2006 TANF-Child Development Careers Program (CDCP)

Background: The Riverside Community College District has received additional funding for the 2005-2006 TANF-Child Development Careers Program (CDCP) in the amount of \$41,556 from the Foundation for California Community Colleges. The funds will be used to purchase supplies and services for TANF-CDCP students and to provide salaries and benefits for instruction and counseling.

Recommended Action: It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$41,556 to the budget and authorize the Vice Chancellor Administration and Finance to sign the resolution.

Salvatore G. Rotella
Chancellor

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

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 13-05/06

2005-2006 TANF-Child Development Careers Program (CDCP)

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$ 41,556 is assured to said district, which exceeds amounts previously budgeted; and

WHEREAS the governing board of the Riverside Community College District can show just cause for the expenditure of such funds;

NOW, THEREFORE, BE IT RESOLVED such additional funds be appropriated according to the schedule on the attached page.

This is an exact copy of the resolution adopted by the governing board at a regular meeting on December 13, 2005.

Clerk or Authorized Agent

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: IV-A-4-c

Date: December 13, 2005

Subject: Contingency Budget Adjustments

Background: The 2005-06 adopted budget represents our best estimate of anticipated expenditures necessary to address the educational needs of students pursuant to the District's mission, goals and objectives. New initiatives and projects and unanticipated needs may be identified subsequent to budget adoption, requiring that additional funds be established in the budget. The additional funds can be provided by transferring budget from available contingency balances. The following contingency budget adjustments have been requested:

	<u>Program</u>	<u>Account</u>	<u>Amount</u>
1.	Transfer to provide for additional Quad Modernization construction costs not covered by State funding. (Fund 41, Resource 4160)		
From:	GO Bond Capital Project	Contingency	\$ 4,176,270
To:	Facilities, Riverside	Quad Modernization	\$ 4,176,270
2.	Transfer to provide for the purchase of the District Office building. (Fund 11, Resource 1000)		
From:	General Fund	Contingency	\$ 2,100,000
To:	Administration and Finance	District Office	\$ 2,100,000
3.	Transfer to provide for exercise of the purchase option for the RCC System Office properties. (Fund 41, Resource 4160)		
From:	GO Bond	Contingency	\$ 233,052
To:	Administration and Finance	Property Purchase	\$ 233,052

Recommended Action: It is recommended that the Board of Trustees, by a two-thirds vote of the members, approve the contingency budget transfers as presented.

Salvatore G. Rotella
Chancellor

Prepared by: Aaron S. Brown
Associate Vice Chancellor, Finance

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Report No.: IV-A-7

Date: December 13, 2005

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) Mr. Phil Kelleher, director, fire technology, to travel to Albany, New York, November 28-30, 2005, to attend the Brady Fire – Firefighter I and II Project Meeting. There is no cost to the District.
- 2) Ms. Anita Kinser, associate professor, nursing education, to travel to Gatesville, Texas, December 6-9, 2005, to attend SimMan Human Patient Simulator Training. There is no cost to the District.

Revisions:

- 1) At the meeting of October 18, 2005, the Board approved out-of-state travel for Ms. Shelagh Camak, dean, workforce preparation, to travel to San Antonio, Texas, October 22-25, 2005, to attend the National Council for Workforce Education Annual Fall Conference – Creating Pathways for Success. Estimated cost: \$1,373.20. Funding source: Vocational Technical Education Act grant funds. The dates of travel changed to October 21-25, 2005.
- 2) At the meeting of November 15, 2005, the Board approved out-of-state travel for Chancellor Salvatore Rotella to travel to Washington, D.C., February 4-8, 2006, to attend the National Legislative Conference. Estimated cost: \$3,013.00. Funding source: the general fund. Travel has changed to include attendance at the Monday Morning Group Legislative Trip. The dates of travel have changed to February 3-15, 2006; and the cost has increased to \$3,713.00.
- 3) At the meeting of October 18, 2005, the Board approved out-of-state travel for Mr. Gary Storar, telephone systems account clerk, information services, to travel to Irving, Texas, November 27-December 2, 2005, to attend NEC/OpenworX Applications training. Estimated cost: \$2,704.35. Funding source: the general fund. The dates of travel have changed to December 4-9, 2005.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Report No.: IV-A-7

Date: December 13, 2005

Subject: Out-of-State Travel

Current:

- 1) Mr. Bill J. Bogle, Jr., auxiliary business services manager, auxiliary business services, to travel to Washington, D.C., March 18-22, 2006, to attend the National Datatel Users Group Conference. Estimated cost: \$2,471.27. Funding source: the general fund.
- 2) Ms. Shelagh Camak, dean, workforce preparation, to travel to New York City, New York, January 4-6, 2006, to attend a meeting with Bard High School Early College. Estimated cost: \$1,187.40. Funding source: the general fund.
- 3) Ms. Maureen Chavez, project director, Title V, Moreno Valley Campus, to travel to San Antonio, Texas, March 1-5, 2006, to attend the 1st Annual National Conference - American Association of Hispanics in Higher Education. Estimated cost: \$2,015.00. Funding source: Title V grant funds.
- 4) Ms. Cindy Conley, user support coordinator, information services to travel to Washington, D.C., March 18-22, 2006, to attend the National Datatel Users' Group 2006 Conference. Estimated cost: \$2,477.09. Funding source: the general fund.
- 5) Mr. Richard Hishmeh, instructor, English, to travel to Washington, D.C., December 27-30, 2005, to attend a Modern Language Association Paper Presentation. Estimated cost: \$1,085.00. Funding sources: \$150.00 from the general fund, \$500.00 from faculty staff development funds, and \$435.00 to be paid by the employee.
- 6) Mr. Henry L. Jackson, associate professor, applied technology, to travel to San Antonio, Texas, February 8-11, 2006, to attend the North American Steel Construction Conference/Upgrade Quality Control Program. Estimated cost: \$1,865.00. Funding Source: ASRCC/Vocational Industrial Clubs of America Welding Trust.
- 7) Ms. Donna Lesser, instructor, dental hygiene, Moreno Valley Campus, to travel to Orlando, Florida, March 7-11, 2006, to attend the American Dental Education Association 83rd Annual Meeting. Estimated cost: \$1,777.00. Funding source: the general fund.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Report No.: IV-A-7

Date: December 13, 2005

Subject: Out-of-State Travel

- 8) Mr. John Moore, educational advisor, Upward Bound/TRIO, Norco Campus, to travel to Honolulu, Hawaii, February 19-23, 2006, to attend the Compliance-Based Performance Management Training for Trio Personnel – Student Support Services Program. Estimated cost: \$1,112.00. Funding source: Student Support Services grant funds.
- 9) Mr. Lee Nelson, assistant professor, and Ms. Patricia Tutor, associate professor, nursing education, to travel to Lima, Peru, January 2, – March 3, 2006, to accompany nine students participating in the Nursing Spanish Language – Cultural Immersion Project. Costs to be met through \$59,439.00 from the Spanish Language – Cultural Immersion Grant from Kaiser Permanente Foundation/Riverside Community Health Foundation, and \$30,133.00 to be paid from department funds.
- 10) Mr. Henry Rogers, director, center for applied competitive technology, and Mr. Paul Van Hulle, instructor, manufacturing technology, applied technology, Norco Campus, to travel to Jeffersonville, Indiana, January 12-13, 2006, to visit Amatrol, Incorporated, to look at equipment for possible purchase. There is no cost to the District.

Salvatore G. Rotella
Chancellor

Prepared by: Michelle Haeckel
Administrative Secretary III

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: IV-A-8-a

Date: December 13, 2005

Subject: Consultant Agreement with Higher Education Evaluation and Research Group

Background: Attached for the Board's review and consideration is an agreement between Riverside Community College District and Higher Education Evaluation and Research Group (Norena Norton Badway, Ph.D. -Speaker), to facilitate a one-day workshop on student learning outcomes for administrators and faculty participants from Riverside Community College District. The term of the agreement is December 14, 2005 through January 31, 2006, and the total expenses for the agreement will not to exceed \$2,200.00. Funding source: VTEA 1-C.

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, she is not subject to Section II, 8 of the regulations for board policy 1080, conflict of interest code. This MOU has been reviewed by Sylvia Thomas, Associate Vice Chancellor, Instruction, and Ed Godwin, Risk Management.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, for December 14, 2005 through January 31, 2006, for an amount not to exceed \$2,200.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Ron Vito
District Dean, Occupational Education

Agreement Between
Higher Education Evaluation and Research Group (Norena Norton Badway, Ph.D.)
and Riverside Community College

THIS AGREEMENT is made and entered into by and between Riverside Community College District (District) and Higher Education Evaluation and Research Group (Norena Badway-Speaker) on December 13, 2005.

The parties hereto mutually agree as follows:

1. The Speaker agrees to provide the following services:
 - a. Present a one-day workshop on "Student Learning Outcomes" in January, 2006.
2. The service outlined in Paragraph 1 will be provided at a location determined by Riverside Community College. The District shall provide the Speaker with adequate working conditions and support as appropriate to conduct the services outlined in Paragraph 1.
3. The service rendered by the Speaker is subject to review and supervision by Riverside Community College's Chancellor and other designated representatives of the District.
4. The term of this agreement shall begin on December 14, 2005 and end January 31, 2006.
5. Payment in consideration of this agreement shall not exceed \$2,200, including Speaker fee and travel expenses.
6. Speaker 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 Speaker.
7. Speaker 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.

Norena Norton Badway, Ph.D., Speaker
Higher Education Evaluation
and Research Group

James L. Buysse
Vice Chancellor of Administration & Finance
Riverside Community College District

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No: IV-A-9-a

Date: December 13, 2005

Subject: Signature Authorization

Background: Education Code Sections 85232 and 85233 specify that authorization can be given to designated District administrators to sign orders drawn on District funds and notices of employment. Attached is the Certification of Signatures form required to be filed with the Riverside County Office of Education to certify the authorization.

In addition, to properly manage the District's banking activities, purchasing operations and Federal, State and locally funded grant programs, designated administrators can be authorized to sign bank checks, purchase orders and grant documents.

Recommended Action: It is recommended that the Board of Trustees authorize each Trustee and the following District administrators to sign vendor warrant orders, orders for salary payment, notices of employment, bank checks, purchase orders and grant documents:

Salvatore G. Rotella	Chancellor
James L. Buysse	Vice Chancellor, Administration and Finance
Ray Maghroori	Vice Chancellor, Academic Affairs
Linda L. Lacy	Vice Chancellor, Student Services/Operations
Aaron S. Brown	Associate Vice Chancellor, Finance
Richard Storti	District Controller
Edward Godwin	Director, Administrative Services

It is recommended that the Board of Trustees authorize the following District administrator to sign orders for salary payment and notices of employment:

Reyna Philp	Payroll Manager
-------------	-----------------

It is recommended that the Board of Trustees authorize the following District administrator to sign purchase orders:

Doretta Sowell	Purchasing Manager
----------------	--------------------

It is recommended that the Board of Trustees authorize the following District administrator to sign vendor warrant orders, orders for salary payment and purchase orders:

Bill Bogle Jr.	Auxiliary Business Services Manager
----------------	-------------------------------------

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No: IV-A-9-a

Date: December 13, 2005

Subject: Signature Authorization (continued)

It is recommended that the Board of Trustees authorize the following District administrator to sign bank checks for Associated Students of Riverside Community College and Financial Aid bank accounts:

Debbie DiThomas

Associate Vice Chancellor, Student Services

Salvatore G. Rotella
Chancellor

Prepared by: Aaron S. Brown
Associate Vice Chancellor, Finance

CERTIFICATION OF SIGNATURES

DISTRICT: Riverside Community College

SIGNATURES OF MEMBERS OF GOVERNING BOARD

COLUMN I

SIGNATURES OF PERSONNEL AUTHORIZED TO SIGN WARRANT ORDERS AND ORDERS FOR SALARY PAYMENT

COLUMN II

SIGNATURES OF PERSONNEL AUTHORIZED TO SIGN NOTICES OF EMPLOYMENT

COLUMN III

Bill Bogle Jr., Auxiliary Business Services Manager

Reyna Philp, Payroll Manager

Reyna Philp, Payroll Manager

Number of signatures district requires on Orders for Salary Payment: 1 Number of signatures district requires for "B" Warrant Orders: 1

If the board has given special instructions for signing Warrant Orders, Orders for Salary Payment, or Notices of Employment, please attach a copy of the resolution to this form.

PLEASE CHECK: Newly Elected Governing Board Substitution in Column I
 Addition in Column II Substitution in Column II
 Addition in Column III Substitution in Column III

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: IV-A-9-b

Date: December 13, 2005

Subject: Surplus Property

Background: Education Code Section 81450 permits the Board of Trustees to declare District property as surplus if the property is not required for school purposes; is deemed to be unsatisfactory or not suitable for school use; or if it is being disposed of for the purposes of replacement. Education Code section 81452 permits surplus property to be sold at private sale, without advertising, if the total value of the property does not exceed \$5,000. The District has determined that the property on the attached list does not exceed the total value of \$5,000. To help defray disposal costs and to generate a nominal amount of revenue, the staff proposes that we consign the surplus property identified in the attachment to The Liquidation Company for disposal.

Recommended Action: It is recommended that the Board of Trustees by unanimous vote: (1) declare the property on the attached list to be surplus; (2) find that the property does not exceed the total value of \$5,000; and (3) authorize the property to be consigned to The Liquidation Company to be sold on behalf of the District.

Salvatore G. Rotella
Chancellor

Prepared by: Rick Storti
District Controller

QUANTITY	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	GATEWAY	MONITOR - 17 INCH	VX720	P005025208	015372
1	GATEWAY	MONITOR - 17 INCH	VX720	P005024856	015416
1	GATEWAY	MONITOR - 17 INCH	vx720	9004003455	014594
1	GATEWAY	MONITOR - 17 INCH	VX720	p003000538	014593
1	GATEWAY	MONITOR - 17 INCH	vx700	p002234238	014967
1	GATEWAY	MONITOR - 19 INCH	vx900	v0c077757	014795
1	GATEWAY	MONITOR - 17 INCH	vx700	p001211628	014779
1	GATEWAY	MONITOR - 17 INCH	VX700	P910144345	014245
1	GATEWAY	MONITOR - 17 INCH	VX700	P910144285	014359
1	GATEWAY	MONITOR - 17 INCH	ev700	hdezjc001199	014962
1	TATUNG	MONITOR - 15 INCH	C5DZE	4MB909310570	014772
1	GATEWAY	MONITOR - 17 INCH	VX700	p909105916	014002
1	GATEWAY	MONITOR - 17 INCH	VX700	P909106218	014113
1	GATEWAY	MONITOR - 17 INCH	VX700	P909105921	014114
1	GATEWAY	MONITOR - 19 INCH	EV910	19016B179808	015619
1	GATEWAY	MONITOR - 19 INCH	EV910	19016B159887	015581
1	GATEWAY	MONITOR - 19 INCH	EV910	19016B184849	015165
1	GATEWAY	MONITOR - 17 INCH	EV700	17014D462392	016508
1	GATEWAY	COMPUTER - CPU PC	E3400-800	0020905377	016516
1	GATEWAY	MONITOR - 19 INCH	EV910	19016B292750	016523
1	DELL	MONITOR - 17 INCH	E770	MX0832DX4780109FH	015942
1	DELL	MONITOR - 17 INCH	E770	MX0832DX4780109FH	015946
1	GATEWAY	COMPUTER - CPU PC	E3400	0022057651	016860
1	GATEWAY	MONITOR - 17 INCH	EV700	MU17026CM9367	017193
1	GATEWAY	MONITOR - 17 INCH	VX720	P008128386	016487
1	GATEWAY	MONITOR - 17 INCH	VX720	P008128762	017233
1	GATEWAY	MONITOR - 17 INCH	EV700	17004A160469	010276
1	GATEWAY	MONITOR - 17 INCH	EV700	17004A160227	010277
1	GATEWAY	MONITOR - 17 INCH	EV700	17004A162674	010280
1	GATEWAY	MONITOR - 17 INCH	EV700	17004A157764	010283
1	GATEWAY	MONITOR - 17 INCH	EV700	17004A162617	010290
1	GATEWAY	MONITOR - 17 INCH	EV700	17004A162666	010287
1	GATEWAY	MONITOR - 17 INCH	EV700	17004A162673	010288
1	GATEWAY	MONITOR - 17 INCH	EV700	17004A160225	010289
1	GATEWAY	MONITOR - 17 INCH	EV700	17004C008827	011787
1	GATEWAY	MONITOR - 17 INCH	EV700	17004A162672	010278
1	GATEWAY	MONITOR - 19 INCH	VX920	P008022325	017261
1	GATEWAY	MONITOR - 17 INCH	EV700	LIC04506528	017405
1	HP	PRINTER - LASERJET	8150N	USBL01007	017489
1	HP	PRINTER - LASERJET	8150N	USBLM00225	017490
1	GATEWAY	MONITOR - 15 INCH FLATSCREEN	FPD1570	KUL5033D03012	015511
1	APPLE	MONITOR - 15 INCH	STUDIO DISF	CY1210RAJPC	018012
1	GATEWAY	MONITOR - 17 INCH	EV700	MAI878430171	014007
1	CONCORD	ALARM SYSTEM	-----	-----	018135
1	GATEWAY	MONITOR - 17 INCH	VX700	P905007554	013565
1	GATEWAY	MONITOR - 19 INCH	EV910	MU19003A0112677	018684
1	GATEWAY	MONITOR - 17 INCH	EV700	MU17026C0370305	018534
1	VIEWSONIC	MONITOR - 19 INCH	Q95	9L11700870	018255
1	GATEWAY	MONITOR - 17 INCH	VX720	107000609	018442
1	GATEWAY	MONITOR - 17 INCH	VX720	107000402	018441
1	GATEWAY	MONITOR - 17 INCH	VX720	107000599	018440
1	GATEWAY	MONITOR - 17 INCH	VX720	107000626	018439

QUANTITY	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	GATEWAY	MONITOR - 17 INCH	VX720	107000598	018438
1	GATEWAY	MONITOR - 17 INCH	VX720	107000596	018434
1	GATEWAY	MONITOR - 17 INCH	VX720	107000639	018433
1	GATEWAY	MONITOR - 17 INCH	VX720	107000421	018432
1	GATEWAY	MONITOR - 17 INCH	VX720	107000218	018431
1	GATEWAY	COMPUTER - CPU PC	E3400	0023389679	019249
1	GATEWAY	MONITOR - 19 INCH	EV910	19016B382428	021404
1	GATEWAY	COMPUTER - CPU PC	E4200-400	0013997524	013591
1	GATEWAY	MONITOR - 17 INCH	vx900	ucb877492	014520
1	GATEWAY	MONITOR - 17 INCH	VX700	P907042457	014988
1	VSS	COMPUTER - CPU PC	MCSE WORK	VS104640	019822
1	VSS	COMPUTER - CPU PC	MCSE WORK	VS104632	019819
1	GATEWAY	MONITOR - 17 INCH	VIVITRON 70	8295926	012586
1	GATEWAY	COMPUTER - CPU PC	E4200	0011899649	012539
1	GATEWAY	COMPUTER - CPU PC	E3110	0009810511	011029
1	GATEWAY	MONITOR - 17 INCH	VIVITRON 70	8295991	011959
1	GATEWAY	MONITOR - 17 INCH	EV700	17004A409015	012568
1	GATEWAY	MONITOR - 17 INCH	EV700	17004A409079	012567
1	GATEWAY	MONITOR - 17 INCH	EV700	17004A409012	012573
1	GATEWAY	MONITOR - 17 INCH	EV700	17004A409008	012569
1	GATEWAY	MONITOR - 17 INCH	VIVITRON 70	8295987	011347
1	GATEWAY	MONITOR - 17 INCH	VIVITRON 70	8295990	011349
1	GATEWAY	COMPUTER - CPU PC	E4200-400	0013997508	013564
1	KOMICA	COPIER	7165	56AE02901	019844
1	DELL	COMPUTER - CPU PC	GX1	4GGMU	013930
1	GATEWAY	COMPUTER - CPU PC	E3400	0022057630	016834
1	GATEWAY	COMPUTER - CPU PC	E3400	0022057656	016835
1	GATEWAY	COMPUTER - CPU PC	E3400	0022057633	016836
1	GATEWAY	COMPUTER - CPU PC	E3400	0022057647	016837
1	GATEWAY	COMPUTER - CPU PC	E3400	0022057635	016838
1	GATEWAY	COMPUTER - CPU PC	E3400	0022057654	016839
1	GATEWAY	COMPUTER - CPU PC	E3400	0022057646	016840
1	GATEWAY	COMPUTER - CPU PC	E3400	0022057631	016841
1	GATEWAY	COMPUTER - CPU PC	E3400	0022057638	016842
1	GATEWAY	COMPUTER - CPU PC	E3400	0022057649	016843
1	GATEWAY	COMPUTER - CPU PC	E3400	0022057648	016844
1	GATEWAY	COMPUTER - CPU PC	E3400	0022057639	016845
1	GATEWAY	COMPUTER - CPU PC	E3400	0022057641	016846
1	GATEWAY	COMPUTER - CPU PC	E3400	0022057634	016847
1	GATEWAY	COMPUTER - CPU PC	E3400	0022057650	016848
1	GATEWAY	COMPUTER - CPU PC	E3400	0022057645	016849
1	GATEWAY	COMPUTER - CPU PC	E3400	0022057636	016850
1	GATEWAY	COMPUTER - CPU PC	E3400	0022057655	016851
1	GATEWAY	COMPUTER - CPU PC	E3400	0022057642	016852
1	GATEWAY	COMPUTER - CPU PC	E3400	0022057653	016853
1	GATEWAY	COMPUTER - CPU PC	E3400	0022057644	016854
1	GATEWAY	COMPUTER - CPU PC	E3400	0022057640	016855
1	GATEWAY	COMPUTER - CPU PC	E3400	0022057637	016856
1	GATEWAY	COMPUTER - CPU PC	E3400	0022057652	016857
1	GATEWAY	COMPUTER - CPU PC	E3400	0022057632	016858
1	GATEWAY	COMPUTER - CPU PC	E3400	0022057643	016859
1	GATEWAY	COMPUTER - CPU PC	E3400	0023389671	019250

QUANTITY	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	GATEWAY	COMPUTER - CPU PC	E3400	0023389668	019259
1	GATEWAY	COMPUTER - CPU PC	E3400	0023389676	019260
1	GATEWAY	COMPUTER - CPU PC	E3400	0023389667	019261
1	GATEWAY	COMPUTER - CPU PC	E3400	0023389663	019262
1	GATEWAY	COMPUTER - CPU PC	E3400	0023389660	019263
1	GATEWAY	COMPUTER - CPU PC	E3400	0023389665	019264
1	GATEWAY	COMPUTER - CPU PC	E3400	0023389673	019265
1	GATEWAY	COMPUTER - CPU PC	E3400	0023389664	019267
1	GATEWAY	COMPUTER - CPU PC	SELECT 1000	0020135657	017254
1	GATEWAY	COMPUTER - CPU PC	SELECT 1000	0020135650	017256
1	GATEWAY	COMPUTER - CPU PC	E4200-800	0019281963	015183
1	GATEWAY	COMPUTER - CPU PC	E3100-300	0008696556	011145
1	GATEWAY	COMPUTER - CPU PC	E4200	0011312392	011718
1	bear	analyzer engine	42-940	03k719	020312
1	HP	PRINTER - LASERJET	lj6p	usb042125	020985
1	GATEWAY	CPU W/MONITOR	E4200	0024894378	011206
1	GATEWAY	cpu w/monitor	e3200	11295437	012356
1	GATEWAY	CPU W/MONITOR	e3200	0011220596	011539
1	GATEWAY	CPU W/MONITOR	E3200	0011220610	011545
1	GATEWAY	CPU W/MONITOR	E3200	0011220589	011547
1	GATEWAY	CPU W/MONITOR	E3200	0011220600	011549
1	GATEWAY	CPU W/MONITOR	E3200	011220605	011569
1	GATEWAY	CPU W/MONITOR	E3200	0011220599	011573
1	GATEWAY	CPU W/MONITOR	E3200	0011220597	011579
1	DRYALL	DRYER FILM	LEEDALL	24533ND	020542
1	GATEWAY	cpu w/monitor	e4200	00115605502	011991
1	GATEWAY	CPU W/MONITOR	E4200	011560504	011992
1	GATEWAY	CPU W/MONITOR	E4200	011560511	011998
1	GATEWAY	CPU W/MONITOR	E4200	0133997493	013679
1	GATEWAY	CPU W/MONITOR	e3200	11220602	011555
1	GATEWAY	COMPUTER - CPU PC	G6200	0006142941	009092
1	GATEWAY	cpu w/monitor	e3200	0013228664	012529
1	SHARP	COPIER	SF2002	30600200	007094
1	GATEWAY	CPU W/MONITOR	E4400	0007015450	009487
1	GATEWAY	cpu w/monitor	p5-166	0725732	009380
1	GATEWAY	cpu w/monitor	e3110	0024982166	015525
1	GATEWAY	CPU W/MONITOR	E3100	0008413034	010242
1	clone	CPU W/MONITOR	pii	041546543	013908
1	GATEWAY	cpu w/monitor	g6-200	0124789163	009232
1	GATEWAY	CPU W/MONITOR	E3110	0017287913	011335
1	GATEWAY	CPU W/MONITOR	E3110	0025819273	011982
1	GATEWAY	CPU W/MONITOR	E3110	0025819258	011983
1	GATEWAY	CPU W/MONITOR	E3110	0012759133	012014
1	GATEWAY	CPU W/MONITOR	E3110	0009935529	024212
1	GATEWAY	CPU W/MONITOR	e4200	0018239755	024207
1	GATEWAY	CPU W/MONITOR	E3110	0009935520	024213
1	GATEWAY	CPU W/MONITOR	e3110	009760570	012673
1	GATEWAY	COMPUTER - CPU PC	E4200	0012314761	011777
1	GATEWAY	CPU W/MONITOR	E3100	0008135027	012370
1	GATEWAY	CPU W/MONITOR	E3100	0056715677	020636
1	HP	PRINTER - LASERJET	ljiii	SG54513	020637
1	GATEWAY	CPU W/MONITOR	E4200	001113741	012217

QUANTITY	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	GATEWAY	CPU W/MONITOR	E4200	0011137932	012187
1	GATEWAY	CPU W/MONITOR	E4200	0113997478	013675
1	GATEWAY	monitor	ev700	hda8j6013759	024547
1	FORD	1998 CROWN VICTORIA	CROWN VIC	2FAFP71W7WX16551	-----
1	FORD	1998 CROWN VICTORIA	CROWN VIC	2FAFP71W9WX16551	-----
1	SHARP	FAX MACHINE	F0-2850	96509034	013189
1	XEROX	TYPEWRITER	6010	011-093965	001421
1	HP	SCANJET	6300C	SG97D171BH	-----
1	PANASONIC	FAX MACHINE	KXFL511	3GAFA009467	-----
1	HP	PRINTER	200	3302J05618	006817
1	SHARP	FAX MACHINE	F0-2850	86510418	012443
1	HP	SCANNER	C7690B	CNME21346	-----
1	HP	SCANNER	3C	US00057004	-----
1	SHARP	TOPERECORDER	RD651AV	870309392	-----
1	VISIONEER	SCANNER	FV62AD	009C016341D1	-----
1	SHARP	CALCULATOR	EL2630G11	7D088301	-----
1	TEKTRONIX	OSCILLOSCOPE	561A	21905	004289
1	EPSON	PRINTER	PROXL	2E20002597	-----
1	HEALTH KET	SCIENTIFIC EQUIP.	IG82	A46564	-----
1	MONROE	CALCULATOR	2125	415571	-----
1	GATEWAY	LAPTOP	2300	9898038	010559

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: IV-A-9-c

Date: December 13, 2005

Subject: Notice of Completion – Quad Swing Space, Administration and Business
Education Remodel Project

Background: On June 21, 2005, the Board of Trustees awarded a contract to Hinkley & Associates for the Quad Swing Space, Administration and Business Education remodel project in the amount of \$269,000.

The Associate Vice Chancellor of Facilities reports that the project is now complete.

Recommended Action: It is recommended that the Board of Trustees: 1) accept the Quad Swing Space, Administration and Business Education remodel project as complete; 2) approve the execution of the Notice of Completion (under Civil Code Section 3093-Public Works); and 3) authorize the Board President to sign the notice.

Salvatore G. Rotella
Chancellor

Prepared by: Doretta Sowell
Purchasing Manager

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: IV-A-9-d

Date: December 13, 2005

Subject: Notice of Completion –Landis Lobby Remodel Project

Background: On August 23, 2005, the Board of Trustees awarded a contract to Hinkley & Associates for the Landis Lobby Remodel project in the amount of \$115,000.

The Associate Vice Chancellor of Facilities reports that the project is now complete.

Recommended Action: It is recommended that the Board of Trustees: 1) accept the Landis Lobby Remodel project as complete; 2) approve the execution of the Notice of Completion (under Civil Code Section 3093-Public Works); and 3) authorize the Board President to sign the notice.

Salvatore G. Rotella
Chancellor

Prepared by: Doretta Sowell
Purchasing Manager

To be recorded with County Recorder
within 10 days after completion.
No recording fee.

Backup IV-A-9-d
December 13, 2005
Page 1 of 1

When recorded, return to:
James L. Buysse, Vice Chancellor
Administration and Finance
Riverside Community College District
4800 Magnolia Avenue
Riverside, CA 92506

NOTICE OF COMPLETION

Civil Code § 3093 - Public Works

(For Recorder's Use)

Notice is hereby given by the undersigned owner, a public entity of the State of California, that a public work of improvement has been completed, as follows:

Project title or description of work:	Landis Lobby Remodel Project
Date of completion:	December 13, 2005
Nature of owner:	Public School
Interest or estate of owner:	Fee Simple
Address of owner:	4800 Magnolia Avenue, Riverside, CA 92506
Name of contractor:	Hinkley & Associates
Street address or legal description of site:	4800 Magnolia Avenue Riverside, CA 92506

Dated: December 13, 2005

Owner: Riverside Community College District
(Name of public entity)

By: _____
President, Board of Trustees

STATE OF CALIFORNIA)
) ss
COUNTY OF RIVERSIDE)

I am the President of the governing board of the Riverside Community College District, the public entity which executed the foregoing notice and on whose behalf I make this verification; I have read said notice, know its contents, and the same is true. I certify under penalty of perjury that the foregoing is true and correct.

Executed at Riverside, CA on December 13, 2005. _____
President, Board of Trustees

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: IV-A-9-e

Date: December 13, 2005

Subject: Notice of Completion – Bridge Space Project – Site Work

Background: On August 23, 2005, the Board of Trustees awarded a contract to R. Jensen Company, for site work for the Bridge Space project in the amount of \$356,000.

The Associate Vice Chancellor of Facilities reports that the project is now complete.

Recommended Action: It is recommended that the Board of Trustees: 1) accept the site work for the Bridge Space project as complete; 2) approve the execution of the Notice of Completion (under Civil Code Section 3093-Public Works); and 3) authorize the Board President to sign the notice.

Salvatore G. Rotella
Chancellor

Prepared by: Doretta Sowell
Purchasing Manager

To be recorded with County Recorder
within 10 days after completion.
No recording fee.

Backup IV-A-9-e
December 13, 2005
Page 1 of 1

When recorded, return to:
James L. Buysse, Vice Chancellor
Administration and Finance
Riverside Community College District
4800 Magnolia Avenue
Riverside, CA 92506

NOTICE OF COMPLETION

Civil Code § 3093 - Public Works

(For Recorder's Use)

Notice is hereby given by the undersigned owner, a public entity of the State of California, that a public work of improvement has been completed, as follows:

Project title or description of work:	Bridge Space Project – Site Work
Date of completion:	December 13, 2005
Nature of owner:	Public School
Interest or estate of owner:	Fee Simple
Address of owner:	4800 Magnolia Avenue, Riverside, CA 92506
Name of contractor:	R. Jensen Company
Street address or legal description of site:	4800 Magnolia Avenue Riverside, CA 92506

Dated: December 13, 2005

Owner: Riverside Community College District
(Name of public entity)

By: _____
President, Board of Trustees

STATE OF CALIFORNIA)
) ss
COUNTY OF RIVERSIDE)

I am the President of the governing board of the Riverside Community College District, the public entity which executed the foregoing notice and on whose behalf I make this verification; I have read said notice, know its contents, and the same is true. I certify under penalty of perjury that the foregoing is true and correct.

Executed at Riverside, CA on December 13, 2005. _____
President, Board of Trustees

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: IV-A-9-f

Date: December 13, 2005

Subject: Notice of Completion – Bridge Space Project – Modular Buildings

Background: On April 19, 2005, the Board of Trustees awarded a contract to ModTech for the purchase of modular buildings for the Bridge Space project in the amount of \$606,059.

The Associate Vice Chancellor of Facilities reports that the project is now complete.

Recommended Action: It is recommended that the Board of Trustees: 1) accept the modular buildings for the Bridge Space project as complete; 2) approve the execution of the Notice of Completion (under Civil Code Section 3093-Public Works); and 3) authorize the Board President to sign the notice.

Salvatore G. Rotella
Chancellor

Prepared by: Doretta Sowell
Purchasing Manager

To be recorded with County Recorder
within 10 days after completion.
No recording fee.

Backup IV-A-9-f
December 13, 2005
Page 1 of 1

When recorded, return to:
James L. Buysse, Vice Chancellor
Administration and Finance
Riverside Community College District
4800 Magnolia Avenue
Riverside, CA 92506

NOTICE OF COMPLETION

Civil Code § 3093 - Public Works

(For Recorder's Use)

Notice is hereby given by the undersigned owner, a public entity of the State of California, that a public work of improvement has been completed, as follows:

Project title or description of work:	Bridge Space Project – Modular Buildings
Date of completion:	December 13, 2005
Nature of owner:	Public School
Interest or estate of owner:	Fee Simple
Address of owner:	4800 Magnolia Avenue, Riverside, CA 92506
Name of contractor:	ModTech
Street address or legal description of site:	4800 Magnolia Avenue Riverside, CA 92506

Dated: December 13, 2005

Owner: Riverside Community College District
(Name of public entity)

By: _____
President, Board of Trustees

STATE OF CALIFORNIA)
) ss
COUNTY OF RIVERSIDE)

I am the President of the governing board of the Riverside Community College District, the public entity which executed the foregoing notice and on whose behalf I make this verification; I have read said notice, know its contents, and the same is true. I certify under penalty of perjury that the foregoing is true and correct.

Executed at Riverside, CA on December 13, 2005. _____
President, Board of Trustees

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: IV-B-1

Date: December 13, 2005

Subject: Monthly Financial Report

Background: The Financial Report provides summary financial information, by Resource, for the period July 1, 2005 through October 31, 2005. The report presents the current year adopted budget, revised budget and year-to-date actual financial activity along with prior year actual financial information for comparison purposes.

<u>General Funds</u>	<u>Page</u>
Resource 1000 – General Operating	1
Resource 1050 – Parking	2
Resource 1070 – Student Health Services	3
Resource 1080 – Community Education	4
Resource 1090 – Performance Riverside	5
Resource 1110 – Contractor-Operated Bookstore	6
Resource 1170 – Customized Solutions	7
Resource 1180 – Redevelopment Pass-Through	8
Resource 1190 – Grants and Categorical Programs	9
<u>Special Revenue Funds</u>	
Resource 3200 – Food Services	10
Resource 3300 – Child Care	11
<u>Capital Projects Funds</u>	
Resource 4100 – State Construction & Scheduled Maintenance	12
Resource 4110 – Child Development Center Capital	13
Resource 4120 – Non-State Funded Capital Outlay Projects	14
Resource 4130 – La Sierra Capital	15
Resource 4150 – Self-Funded Equipment and Facility Projects	16
Resource 4160 – General Obligation Bond Funded Capital Outlay Projects	17
<u>Internal Service Funds</u>	
Resource 6100 – Health and Liability Self-Insurance	18
Resource 6110 – Workers Compensation Self-Insurance	19
<u>Expendable Trust and Agency Funds</u>	
Associated Students of RCC	20
Student Financial Aid	21
RCCD Development Corporation	22

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: IV-B-1

Date: December 13, 2005

Subject: Monthly Financial Report (cont'd)

Information Only: Attached for the Board's information is the Monthly Financial Report for the period ended October 31, 2005.

Salvatore G. Rotella
Chancellor

Prepared by: Rick Storti
District Controller

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED OCTOBER 31, 2005**

Fund 11, Resource 1000 is the primary operating fund of the District. It is used to account for those transactions that, in general, cover the full scope of operations of the entire District. All transactions, expenditures and revenue are accounted for in the general operating resource unless there is a compelling reason to report them elsewhere. Revenues received by the district from state apportionments, county or local taxes are deposited in this resource.

Fund 11, Resource 1000 - General Operating - Unrestricted

	Prior Year Actuals 7-1-04 to 6-30-05	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 103,662,808	\$ 113,954,558	\$ 113,954,558	\$ 34,847,597
Intrafund Transfer from				
District Bookstore (Resource 1110)	510,000	450,000	450,000	112,500
Interfund Transfer from				
Self-Funded Equipment and Facility Projects (Resource 4150)	983,860	1,123,870	1,123,870	280,967
General Obligation Bond Funded Capital Outlay (Resource 4160)	1,555,074	0	0	0
Total Revenues	<u>\$ 106,711,742</u>	<u>\$ 115,528,428</u>	<u>\$ 115,528,428</u>	<u>\$ 35,241,064</u>
Expenditures				
Academic Salaries	\$ 48,089,863	\$ 54,502,666	\$ 54,490,828	\$ 14,705,416
Classified Salaries	20,330,195	24,702,912	24,704,712	7,112,297
Employee Benefits	17,958,103	20,527,817	20,528,040	4,088,201
Materials & Supplies	1,529,036	2,211,273	2,193,057	620,266
Services	9,404,781	12,269,080	12,245,065	3,442,740
Capital Outlay	1,331,282	3,897,996	3,950,042	505,294
Intrafund Transfers to:				
DSP&S Program (Resource 1190)	641,731	665,157	665,157	166,289
Customized Solutions (Resource 1170)	173,470	173,470	173,470	43,367
EOPS (Resource 1190)	10,432	0	0	0
Federal Work Study (Resource 1190)	127,860	130,595	130,595	8,753
Matriculation (Resource 1190)	257,287	273,213	273,213	68,303
Charter School (Resource 1190)	40,229	0	0	0
Instr. Equipment Match (Resource 1190)	586,892	663,574	663,574	663,574
Performance Riverside (Resource 1090)	193,257	193,257	193,257	48,314
Interfund Transfer to:				
Resource 3300	320,000	220,000	220,000	110,000
Resource 6100	500,000	500,000	500,000	500,000
Total Expenditures	<u>\$ 101,494,418</u>	<u>\$ 120,931,010</u>	<u>\$ 120,931,010</u>	<u>\$ 32,082,814</u>
Revenues Over (Under) Expenditures	\$ 5,217,324	\$ (5,402,582)	\$ (5,402,582)	\$ 3,158,249
Beginning Fund Balance	7,402,371	12,619,695	12,619,695	12,619,695
Ending Fund Balance	<u>\$ 12,619,695</u>	<u>\$ 7,217,113</u>	<u>\$ 7,217,113</u>	<u>\$ 15,777,944</u>
Ending Cash Balance				<u>\$ 18,822,566</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED OCTOBER 31, 2005**

Parking was created to capture the financial activities of the parking operations at each campus. The primary revenue source is parking permit fees. Parking also receives revenue from parking meters and parking citations. Expenditures are for 75% of the operational costs of College Safety and Police and 100% of capital outlay costs, such as parking lot lighting, that directly benefit parking operations.

Fund 12, Resource 1050 - Parking

	Prior Year Actuals <u>7-1-04 to 6-30-05</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 2,083,612	\$ 2,093,694	\$ 2,093,694	\$ 719,195
Expenditures				
Classified Salaries	\$ 1,126,627	\$ 1,338,256	\$ 1,338,256	\$ 358,071
Employee Benefits	353,729	402,891	402,891	77,456
Materials & Supplies	53,642	57,760	57,760	11,255
Services	249,709	287,271	287,271	35,926
Capital Outlay	131,393	346,634	346,634	29,990
Total Expenditures	\$ 1,915,100	\$ 2,432,812	\$ 2,432,812	\$ 512,698
Revenues Over (Under) Expenditures	\$ 168,512	\$ (339,118)	\$ (339,118)	\$ 206,497
Beginning Fund Balance	784,079	952,591	952,591	952,591
Ending Fund Balance	\$ 952,591	\$ 613,473	\$ 613,473	\$ 1,159,088
Ending Cash Balance				\$ 1,180,524

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED OCTOBER 31, 2005**

Student Health Services was established to account for the financial activities of the student health programs at each of the District's three campuses.

Fund 12, Resource 1070 - Student Health Services

	Prior Year Actuals 7-1-04 to 6-30-05	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 578,034	\$ 650,816	\$ 650,816	\$ 251,427
Expenditures				
Academic Salaries	\$ 115,176	\$ 133,623	\$ 133,623	\$ 20,095
Classified Salaries	229,494	299,161	299,161	54,365
Employee Benefits	44,401	60,034	60,034	10,096
Materials & Supplies	21,929	45,900	45,900	5,987
Services	81,448	82,511	82,511	52,616
Capital Outlay	831	8,800	8,800	0
Total Expenditures	\$ 493,279	\$ 630,029	\$ 630,029	\$ 143,158
Revenues Over (Under) Expenditures	\$ 84,755	\$ 20,787	\$ 20,787	\$ 108,269
Beginning Fund Balance	333,088	417,843	417,843	417,843
Ending Fund Balance	\$ 417,843	\$ 438,630	\$ 438,630	\$ 526,112
Ending Cash Balance				\$ 528,894

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED OCTOBER 31, 2005**

Community Education was established to account for the financial activities of the Community Education Program which serves the community at large by providing not-for-credit classes for personal growth and enrichment.

Fund 11, Resource 1080 - Community Education

	Prior Year Actuals 7-1-04 to 6-30-05	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 1,002,094	\$ 1,059,424	\$ 1,059,424	\$ 511,508
Expenditures				
Academic Salaries	\$ 8,025	\$ 18,172	\$ 18,172	\$ 6,125
Classified Salaries	336,871	362,222	362,222	157,011
Employee Benefits	69,728	68,055	68,055	19,150
Materials & Supplies	18,428	17,400	17,400	4,502
Services	501,902	548,618	548,618	177,715
Capital Outlay	812	13,650	13,650	8,278
Total Expenditures	\$ 935,766	\$ 1,028,117	\$ 1,028,117	372,782
Revenues Over (Under) Expenditures	\$ 66,328	\$ 31,307	\$ 31,307	\$ 138,726
Beginning Fund Balance	15,549	81,877	81,877	81,877
Ending Fund Balance	\$ 81,877	\$ 113,184	\$ 113,184	\$ 220,603
Ending Cash Balance				\$ 221,973

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED OCTOBER 31, 2005**

Performance Riverside is used to record the revenues and expenditures associated with Performance Riverside activities.

Fund 11, Resource 1090 - Performance Riverside

	Prior Year Actuals 7-1-04 to 6-30-05	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 685,697	\$ 710,675	\$ 710,675	\$ 414,421
Intrafund Transfer from General Operating (Resource 1000)	193,257	193,257	193,257	48,314
Total Revenues	<u>\$ 878,954</u>	<u>\$ 903,932</u>	<u>\$ 903,932</u>	<u>\$ 462,735</u>
Expenditures				
Classified Salaries	\$ 241,983	\$ 270,710	\$ 270,710	\$ 92,668
Employee Benefits	67,876	82,532	82,532	18,100
Materials & Supplies	38,965	41,556	40,188	19,462
Services	528,638	507,134	507,134	260,698
Capital Outlay	0	0	1,368	889
Total Expenditures	<u>\$ 877,462</u>	<u>\$ 901,932</u>	<u>\$ 901,932</u>	<u>\$ 391,816</u>
Revenues Over (Under) Expenditures	\$ 1,492	\$ 2,000	2,000	\$ 70,919
Beginning Fund Balance	<u>(532,660)</u>	<u>(531,168)</u>	<u>(531,168)</u>	<u>(531,168)</u>
Ending Fund Balance	<u>\$ (531,168)</u>	<u>\$ (529,168)</u>	<u>\$ (529,168)</u>	<u>\$ (460,249)</u>
Ending Cash Balance				<u>\$ (456,861)</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED OCTOBER 31, 2005**

Contractor-Operated Bookstore is used to record the revenues and expenditures associated with the District's contract with Barnes and Noble, Inc. to manage the District's bookstore operations.

Fund 11, Resource 1110 - Contractor-Operated Bookstore

	Prior Year Actuals 7-1-04 to 6-30-05	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 837,758	\$ 843,144	\$ 843,144	\$ 131,510
Expenditures				
Classified Salaries	\$ 4,541	\$ 0	\$ 0	\$ 0
Employee Benefits	521	0	0	0
Services	29,751	31,050	31,050	36
Interfund Transfer to				
Food Services (Resource 3200)	326,930	356,930	356,930	81,733
Intrafund Transfer to				
General Operating (Resource 1000)	510,000	450,000	450,000	112,500
Total Expenditures	\$ 871,743	\$ 837,980	\$ 837,980	\$ 194,269
Revenues Over (Under) Expenditures	\$ (33,985)	\$ 5,164	\$ 5,164	\$ (62,759)
Beginning Fund Balance	121,618	87,633	87,633	87,633
Ending Fund Balance	\$ 87,633	\$ 92,797	\$ 92,797	\$ 24,874
Ending Cash Balance				\$ 24,874

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED OCTOBER 31, 2005**

Customized Solutions is used to record the revenues and expenditures associated with customized training programs offered to local businesses and their employees.

Fund 11, Resource 1170 - Customized Solutions

	Prior Year Actuals 7-1-04 to 6-30-05	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 223,606	\$ 890,902	\$ 890,902	\$ 38,300
Intrafund Transfer from General Operating (Resource 1000)	173,470	173,470	173,470	43,367
Total Revenue	<u>\$ 397,076</u>	<u>\$ 1,064,372</u>	<u>\$ 1,064,372</u>	<u>\$ 81,667</u>
Expenditures				
Academic Salaries	\$ 2,014	\$ 49,588	\$ 49,588	\$ 0
Classified Salaries	121,499	124,150	124,150	36,690
Employee Benefits	39,915	51,355	51,355	8,364
Materials & Supplies	8,163	61,267	61,267	1,406
Services	111,167	545,127	545,127	40,043
Capital Outlay	573	574	574	0
Total Expenditures	<u>\$ 283,331</u>	<u>\$ 832,061</u>	<u>\$ 832,061</u>	<u>\$ 86,503</u>
Revenues Over (Under) Expenditures	\$ 113,745	\$ 232,311	\$ 232,311	\$ (4,835)
Beginning Fund Balance	(27,044)	86,701	86,701	86,701
Ending Fund Balance	<u>\$ 86,701</u>	<u>\$ 319,012</u>	<u>\$ 319,012</u>	<u>\$ 81,866</u>
Ending Cash Balance				<u>\$ 82,784</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED OCTOBER 31, 2005**

Redevelopment Pass-Through receives a portion of tax increment revenues from various redevelopment projects within the boundaries of the District. Currently, expenditures are restricted to capital projects located in the redevelopment project areas generating the tax increment revenues.

Fund 12, Resource 1180 - Redevelopment Pass-Through

	Prior Year Actuals 7-1-04 to 6-30-05	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 650,860	\$ 670,200	\$ 670,200	\$ 9,286
Expenditures				
Services	\$ 130,487	\$ 156,100	\$ 156,100	\$ 56,856
Total Expenditures	\$ 130,487	\$ 156,100	\$ 156,100	\$ 56,856
Revenues Over (Under) Expenditures	\$ 520,373	\$ 514,100	\$ 514,100	\$ (47,570)
Beginning Fund Balance	1,651,823	2,172,196	2,172,196	2,172,196
Ending Fund Balance	\$ 2,172,196	\$ 2,686,296	\$ 2,686,296	\$ 2,124,626
Ending Cash Balance				\$ 2,122,172

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED OCTOBER 31, 2005**

Grants and Categorical Programs is used to account for financial activity for each of the District's grant and categorical programs.

Fund 12, Resource 1190 - Grants and Categorical Programs

	Prior Year Actuals 7-1-04 to 6-30-05	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 15,378,144	\$ 18,156,797	\$ 18,156,797	\$ 3,627,619
Interfund Transfer from Self Funded Equip. and Facilities Projects (Resource 4150) For Instructional Equipment Match	11,073	0	0	0
Intrafund Transfers from General Operating (Resource 1000)				
For DSP&S	641,731	665,157	665,157	166,289
For EOPS	10,432	0	0	0
For Federal Work Study	127,860	130,595	130,595	8,753
For Matriculation	257,287	273,213	273,213	68,303
For Gateway to College	40,229	0	0	0
For Instructional Equipment	586,892	663,574	663,574	663,574
Total Revenues	<u>\$ 17,053,648</u>	<u>\$ 19,889,336</u>	<u>\$ 19,889,336</u>	<u>\$ 4,534,539</u>
Expenditures				
Academic Salaries	\$ 3,028,648	\$ 3,271,665	\$ 3,293,657	\$ 879,954
Classified Salaries	4,136,893	5,245,455	5,138,923	1,446,450
Employee Benefits	2,092,018	2,531,666	2,532,971	471,013
Materials & Supplies	1,292,608	1,348,670	1,403,803	152,854
Services	3,097,687	4,378,137	4,412,768	357,646
Capital Outlay	3,100,696	2,707,351	2,700,822	782,808
Scholarships	68,794	194,466	194,466	24,531
Student Grants (Financial, Book, Meal, Transportation)	236,304	211,926	211,926	100,683
Total Expenditures	<u>\$ 17,053,648</u>	<u>\$ 19,889,336</u>	<u>\$ 19,889,336</u>	<u>\$ 4,215,940</u>
Revenues Over (Under) Expenditures	\$ 0	\$ 0	\$ 0	\$ 318,598
Beginning Fund Balance	0	0	0	0
Ending Fund Balance	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 318,598</u>
Ending Cash Balance				<u>\$ (805,815)</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED OCTOBER 31, 2005**

Food Services is used to account for the financial activities for all food service operations in District facilities, except for the Culinary Academy on Spruce Street. It is intended to be self-sustaining.

Fund 32, Resource 3200 - Food Services

	Prior Year Actuals 7-1-04 to 6-30-05	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 1,292,842	\$ 1,260,600	\$ 1,260,600	\$ 388,635
Interfund Transfers from Contractor-Operated Bookstore (Resource 1110)	326,930	356,930	356,930	81,733
Total Revenues	<u>\$ 1,619,772</u>	<u>\$ 1,617,530</u>	<u>\$ 1,617,530</u>	<u>\$ 470,368</u>
Expenditures				
Classified Salaries	\$ 557,682	\$ 651,093	\$ 651,093	\$ 170,744
Employee Benefits	188,406	256,996	256,996	45,602
Materials & Supplies	711,968	694,892	694,731	201,366
Services	103,126	91,245	91,245	21,066
Capital Outlay	15,175	0	161	161
Total Expenditures	<u>\$ 1,576,357</u>	<u>\$ 1,694,226</u>	<u>\$ 1,694,226</u>	<u>\$ 438,939</u>
Revenues Over (Under) Expenditures	\$ 43,415	\$ (76,696)	\$ (76,696)	\$ 31,429
Beginning Fund Balance	252,534	295,949	295,949	295,949
Ending Fund Balance	<u>\$ 295,949</u>	<u>\$ 219,253</u>	<u>\$ 219,253</u>	<u>\$ 327,378</u>
Ending Cash Balance				<u>\$ 301,417</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED OCTOBER 31, 2005**

Child Care was established to manage the finances of the District's Child Care Centers at all three campuses.

Fund 33, Resource 3300 - Child Care

	Prior Year Actuals 7-1-04 to 6-30-05	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 769,518	\$ 1,004,906	\$ 1,004,906	\$ 235,718
Interfund Transfer from General Operating (Resource 1000)	320,000	220,000	220,000	110,000
Total Revenues	<u>\$ 1,089,518</u>	<u>\$ 1,224,906</u>	<u>\$ 1,224,906</u>	<u>\$ 345,718</u>
Expenditures				
Academic Salaries	\$ 642,370	\$ 758,229	\$ 758,229	\$ 208,298
Classified Salaries	150,789	138,501	138,501	43,788
Employee Benefits	166,198	183,453	183,453	39,387
Materials & Supplies	48,903	58,032	57,558	13,487
Services	48,413	53,030	53,030	11,370
Capital Outlay	841	0	474	0
Total Expenditures	<u>\$ 1,057,514</u>	<u>\$ 1,191,245</u>	<u>\$ 1,191,245</u>	<u>\$ 316,330</u>
Revenues Over (Under) Expenditures	\$ 32,004	\$ 33,661	\$ 33,661	\$ 29,388
Beginning Fund Balance	(1,455)	30,549	30,549	30,549
Ending Fund Balance	<u>\$ 30,549</u>	<u>\$ 64,210</u>	<u>\$ 64,210</u>	<u>\$ 59,937</u>
Ending Cash Balance				<u>\$ 65,808</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED OCTOBER 31, 2005**

State Construction & Scheduled Maintenance was established to account for the financial activities of State-approved construction and maintenance projects. The funding sources are state funds and matching funds for Scheduled Maintenance from the District's General Obligation Bond Funded Capital Outlay Projects (Resource 4160).

Fund 41, Resource 4100 - State Construction & Scheduled Maintenance

	Prior Year Actuals 7-1-04 to 6-30-05	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 5,865,981	\$ 12,588,459	\$ 12,588,459	\$ 0
Intrafund Transfer from General Obligation Bond Funded Projects (Resource 4160)	322,000	0	0	0
Total Revenues	<u>\$ 6,187,981</u>	<u>\$ 12,588,459</u>	<u>\$ 12,588,459</u>	<u>\$ 0</u>
Expenditures				
Materials & Supplies	\$ 67,674	\$ 12,514	\$ 13,664	\$ 3,819
Services	4,573	1,600	6,531	82
Capital Outlay	5,512,698	13,317,817	13,311,736	160,143
Total Expenditures	<u>\$ 5,584,945</u>	<u>\$ 13,331,931</u>	<u>\$ 13,331,931</u>	<u>\$ 164,044</u>
Revenues Over (Under) Expenditures	\$ 603,036	\$ (743,472)	\$ (743,472)	\$ (164,044)
Beginning Fund Balance	140,436	743,472	743,472	743,472
Ending Fund Balance	<u>\$ 743,472</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 579,428</u>
Ending Cash Balance				<u>\$ (893,982)</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED OCTOBER 31, 2005**

Child Development Center Capital was established to account for the construction and expansion of the District's childcare facilities.

Fund 41, Resource 4110 - Child Development Center Capital

	Prior Year Actuals 7-1-04 to 6-30-05	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 9,081	\$ 1,200	\$ 1,200	\$ 577
Expenditures				
Services	\$ 2,450	\$ 0	\$ 0	\$ 0
Capital Outlay	324,482	47,911	47,911	1,712
Total Expenditures	\$ 326,932	\$ 47,911	\$ 47,911	\$ 1,712
Revenues Over (Under) Expenditures	\$ (317,851)	\$ (46,711)	\$ (46,711)	\$ (1,135)
Beginning Fund Balance	364,562	46,711	46,711	46,711
Ending Fund Balance	\$ 46,711	\$ 0	\$ 0	\$ 45,576
Ending Cash Balance				\$ 45,575

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED OCTOBER 31, 2005**

Non-State Funded Capital Outlay Projects was established to account for financial activities related to the acquisition or construction of major capital projects that are funded from non-state revenue sources.

Fund 41, Resource 4120 - Non-State Funded Capital Outlay Projects

	Prior Year Actuals 7-1-04 to 6-30-05	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 11,558	\$ 200	\$ 200	\$ 1
Expenditures				
Capital Outlay	\$ 11,390	\$ 0	\$ 0	\$ 0
Total Expenditures	\$ 11,390	\$ 0	\$ 0	\$ 0
Revenues Over (Under) Expenditures	\$ 168	\$ 200	\$ 200	\$ 1
Beginning Fund Balance	317	485	485	485
Ending Fund Balance	<u>\$ 485</u>	<u>\$ 685</u>	<u>\$ 685</u>	<u>\$ 486</u>
Ending Cash Balance				<u>\$ 487</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED OCTOBER 31, 2005**

La Sierra Capital is used to account for the revenues and expenses associated with the District's La Sierra Property.

Fund 41, Resource 4130 - La Sierra Capital

	Prior Year Actuals 7-1-04 to 6-30-05	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 137,262	\$ 223,000	\$ 223,000	\$ 16,774
Expenditures				
Services	\$ 109,572	\$ 18,893	\$ 18,893	\$ 4,051
Capital Outlay	1,294,496	2,299,587	2,299,587	1,711
Total Expenditures	\$ 1,404,068	\$ 2,318,480	\$ 2,318,480	\$ 5,762
Revenues Over (Under) Expenditures	\$ (1,266,806)	\$ (2,095,480)	\$ (2,095,480)	\$ 11,012
Beginning Fund Balance	7,379,836	6,113,030	6,113,030	6,113,030
Ending Fund Balance	\$ 6,113,030	\$ 4,017,550	\$ 4,017,550	\$ 6,124,042
Ending Cash Balance				\$ 6,124,042

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED OCTOBER 31, 2005**

Self-Funded Equipment and Facility Projects was established to provide for Board approved capital projects. The funding source for this resource was one-time, overcap growth money.

Fund 41, Resource 4150 - Self-Funded Equipment and Facility Projects

	Prior Year Actuals 7-1-04 to 6-30-05	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 32,172	\$ 8,000	\$ 8,000	\$ 3,061
Expenditures				
Interfund Transfers to:				
General Operating (Resource 1000)	\$ 983,860	\$ 1,123,870	\$ 1,123,870	\$ 280,967
Grants & Categorical Programs (Resource 1190)	11,072	0	0	0
Total Expenditures	\$ 994,932	\$ 1,123,870	\$ 1,123,870	\$ 280,967
Revenues Over (Under) Expenditures	\$ (962,760)	\$ (1,115,870)	\$ (1,115,870)	\$ (277,906)
Beginning Fund Balance	2,078,630	1,115,870	1,115,870	1,115,870
Ending Fund Balance	\$ 1,115,870	\$ 0	\$ 0	\$ 837,964
Ending Cash Balance				\$ 837,964

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED OCTOBER 31, 2005**

General Obligation Bond Funded Capital Outlay Projects was established to account for General Obligation Bond proceeds and financial activities related to Board approved Measure C projects.

Fund 41, Resource 4160 - General Obligation Bond Funded Capital Outlay Projects

	Prior Year Actuals 7-1-04 to 6-30-05	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 1,030,586	\$ 1,200,000	\$ 1,200,000	\$ 138,302
Proceeds from General Obligation Bond Series A and B	<u>132,290,322</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Revenues	<u>\$ 133,320,908</u>	<u>\$ 1,200,000</u>	<u>\$ 1,200,000</u>	<u>\$ 138,302</u>
Expenditures				
Materials & Supplies	\$ 83,190	\$ 50,000	\$ 50,000	\$ 13,131
Services	1,784,826	211,600	385,573	76,346
Capital Outlay	11,078,831	23,798,596	24,008,662	2,131,008
Debt Service	69,269,349	0	0	0
Intrafund Transfers to:				
State Construction (Resource 4100)	<u>322,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	<u>\$ 82,538,196</u>	<u>\$ 24,060,196</u>	<u>\$ 24,444,235</u>	<u>\$ 2,220,485</u>
Revenues Over (Under) Expenditures	\$ 50,782,712	\$ (22,860,196)	\$ (23,244,235)	\$ (2,082,182)
Beginning Fund Balance	<u>0</u>	<u>50,782,712</u>	<u>50,782,712</u>	<u>50,782,712</u>
Ending Fund Balance	<u>\$ 50,782,712</u>	<u>\$ 27,922,516</u>	<u>\$ 27,538,477</u>	<u>\$ 48,700,530</u>
Ending Cash Balance				<u>\$ 48,931,161</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED OCTOBER 31, 2005**

Health and Liability Self-Insurance is used to account for the revenues and expenditures of the District's health and liability self-insurance programs.

Fund 61, Resource 6100 - Health and Liability Self-Insurance

	Prior Year Actuals 7-1-04 to 6-30-05	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 3,950,696	\$ 4,190,007	\$ 4,190,007	\$ 1,442,372
Interfund transfer from				
General Operating (Resource 1000)	500,000	500,000	500,000	500,000
Intrafund transfer from				
Workers' Compensation (Resource 6110)	102,097	0	0	0
Total Revenue	<u>\$ 4,552,793</u>	<u>\$ 4,690,007</u>	<u>\$ 4,690,007</u>	<u>\$ 1,942,372</u>
Expenditures				
Classified Salaries	\$ 127,413	\$ 140,023	\$ 140,023	\$ 46,339
Employee Benefits	44,656	45,324	45,324	11,007
Materials & Supplies	3,224	3,900	3,900	1,722
Services	3,244,838	4,169,050	4,169,050	1,244,797
Capital Outlay	2,347	5,000	5,000	323
Total Expenditures	<u>\$ 3,422,478</u>	<u>\$ 4,363,297</u>	<u>\$ 4,363,297</u>	<u>\$ 1,304,188</u>
Revenues Over (Under) Expenditures	\$ 1,130,315	\$ 326,710	\$ 326,710	\$ 638,184
Beginning Fund Balance	<u>(1,019,434)</u>	<u>110,881</u>	<u>110,881</u>	<u>110,881</u>
Ending Fund Balance	<u>\$ 110,881</u>	<u>\$ 437,591</u>	<u>\$ 437,591</u>	<u>\$ 749,065</u>
Ending Cash Balance				<u>\$ 2,255,450</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED OCTOBER 31, 2005**

Workers' Compensation Self-Insurance is used to account for the revenues and expenditures of the District's workers compensation self-insurance program.

Fund 61, Resource 6110 - Workers' Compensation Self-Insurance

	Prior Year Actuals 7-1-04 to 6-30-05	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 892,076	\$ 1,057,882	\$ 1,057,882	\$ 320,976
Expenditures				
Classified Salaries	\$ 43,316	\$ 47,502	\$ 47,502	\$ 15,387
Employee Benefits	15,548	15,384	15,384	3,621
Materials & Supplies	205	500	500	408
Services	869,807	1,175,000	1,175,000	479,409
Intrafund Transfer to Health & Liability Self Ins (Resource 6100)	102,097	0	0	0
Total Expenditures	\$ 1,030,973	\$ 1,238,386	\$ 1,238,386	\$ 498,825
Revenues Over (Under) Expenditures	\$ (138,897)	\$ (180,504)	\$ (180,504)	\$ (177,849)
Beginning Fund Balance	945,280	806,383	806,383	806,383
Ending Fund Balance	\$ 806,383	\$ 625,879	\$ 625,879	\$ 628,534
Ending Cash Balance				\$ 1,528,438

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED OCTOBER 31, 2005**

Associated Students of RCC is used to record the financial transactions of the student government, college clubs, and organizations of the district. Revenue includes student activity fees, interest income, pay phone commissions and athletic ticket sales.

Associated Students of RCC

	Prior Year Actuals 7-1-04 to 6-30-05	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 644,906	\$ 625,000	\$ 625,000	\$ 274,919
Expenditures				
Materials & Supplies	\$ 526,702	\$ 625,000	\$ 625,000	\$ 165,953
Other Outgo	(19,309)	0	0	(15,555)
Total Expenditures	\$ 507,393	\$ 625,000	\$ 625,000	\$ 150,398
Revenues Over (Under) Expenditures	\$ 137,513	\$ 0	\$ 0	\$ 124,521
Beginning Fund Balance	874,097	1,011,610	1,011,610	1,011,610
Ending Fund Balance	\$ 1,011,610	\$ 1,011,610	\$ 1,011,610	\$ 1,136,131
Ending Cash Balance				\$ 2,045,341

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED OCTOBER 31, 2005**

Student Financial Aid is used to record financial transactions for scholarships given to students from the federal Pell and FSEOG grant programs as well as the State's Cal Grant program. Also included are reimbursements to the District for federal grants such as Federal Work Study, GEAR-up, Upward Bound, Title III Strengthening Institutions, FIPSE, and FIE.

Student Financial Aid

	Prior Year Actuals 7-1-04 to 6-30-05	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 15,316,879	\$ 15,092,512	\$ 15,092,512	\$ 2,810,694
Expenditures				
Other				
Scholarships and Grant				
Reimbursements	\$ 15,316,879	\$ 15,092,512	\$ 15,092,512	\$ 2,314,670
Total Expenditures	\$ 15,316,879	\$ 15,092,512	\$ 15,092,512	\$ 2,314,670
Revenues Over (Under) Expenditures	\$ 0	\$ 0	\$ 0	\$ 496,024
Beginning Fund Balance	0	0	0	0
Ending Fund Balance	\$ 0	\$ 0	\$ 0	\$ 496,024
Ending Cash Balance				\$ 519,071

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED OCTOBER 31, 2005**

RCCD Development Corporation is used to account for financial transactions related to the development corporation. This corporation currently has very little activity but remains operational should the District need to use it for future transactions related to property development. Revenues consist of interest income. Expenses are for tax filing fees paid to the state.

RCCD Development Corporation

	Prior Year Actuals 7-1-04 to 6-30-05	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 16	\$ 0	\$ 0	\$ 6
Expenditures				
Services	\$ 20	\$ 0	\$ 0	\$ 0
Total Expenditures	\$ 20	\$ 0	\$ 0	\$ 0
Revenues Over (Under) Expenditures	\$ (4)	\$ 0	\$ 0	\$ 6
Beginning Fund Balance	16,240	16,236	16,236	16,236
Ending Fund Balance	<u>\$ 16,236</u>	<u>\$ 16,236</u>	<u>\$ 16,236</u>	<u>\$ 16,242</u>
Ending Cash Balance				<u>\$ 16,242</u>

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-1-a

Date: December 13, 2005

Subject: Proposed Curricular Changes

Background: Presented for the Board's review and consideration are proposed curricular changes. The District Curriculum Committee and the college administration have reviewed the attached proposed curricular changes and recommend their adoption by the Board of Trustees.

Recommended Action: It is recommended the Board of Trustees approve the curricular changes for inclusion in the District's catalog and in the schedule of class offerings.

Salvatore G. Rotella
Chancellor

Prepared by: Sylvia Thomas
Associate Vice Chancellor, Instruction

Proposed Course Deletions

1. ADJ-800 – Orientation to Peace Officer Basic Training
2. ADJ-802 – Issues in Public Safety
3. ADJ-803 – Firearms Clinic
4. ADJ-804 – Orientation to the Correctional Deputy Academy

Updated Non-Credit Courses

1. SCE-804 – Senior Topics 0 units
Prerequisite: None.
This course is designed to encourage students 55 years and older to develop a sense of personal empowerment through continued learning that demonstrates self-awareness of knowledge, experience, understanding and wisdom attained in later adulthood. Students will participate in various discussions of special interest and have an opportunity to review and discuss great books, biographies, film, theatre, music and news items while experiencing intellectual excitement and the pleasure of camaraderie during class sessions. 24 hours lecture. Positive attendance.
2. SCE-805 – Writing and Reading for Seniors 0 units
Prerequisite: None.
This course is designed to encourage students 55 years and older to either A) read short stories, essays and various works of authors and discuss their finding and feeling regarding these works and/or B) write short stories and essays of a autobiographical and biographical form as a means of capturing the story of their lives and the lives of their families. The course will provide an encouraging and welcoming social environment as well as a means of capturing the well-written history of an older generation. 24 hours laboratory. Positive attendance.
3. SCE-808A – Music Therapy for Seniors 0 units
Prerequisite: None.
This course will focus on listening to, participating in and learning the history of music deemed to be of interest to seniors. Classes will include live piano and vocal presentations and instruction on composers, song stories, backgrounds and musical styles from approximately 1900 - 1960. This course is designed for students 55 years and older who are able to be active, mobile participants. 30 hours laboratory. Positive attendance.
4. SCE-808B – Music Therapy for Seniors 0 units
Prerequisite: None.
This course will focus on listening to, participating in and learning the history of music deemed to be of interest to seniors. Class will include live piano and vocal presentations and instruction on composers, song stories, backgrounds and musical styles from approximately 1900 - 1960. This course is designed for students 55 years and older who might live in assisted living environments. 36 hours laboratory. Positive attendance.

5. SCE-809 – Computer Basics for Seniors 0 units
Prerequisite: None.
This course is designed to teach students 55 years and older the basics of home computer use, including terminology, components, basic windows functions, accessory programs, simple word processing and spreadsheet programs and accessing and using the internet. 16 hours laboratory. Positive attendance.
6. SCE-810 – Photography for Seniors 0 units
Prerequisite: None.
In this course, students 55 years and older will use their own 35mm and digital cameras as they learn the theory and application of basic photographic skills needed to consistently take high quality photographs under a variety of shooting conditions. Students will be responsible for processing their own photographs. Socialization and working as a group will be an important part of this course. Students will be taught in a progressive systematic manner. 28 hours laboratory. Positive attendance.
7. SCE-811 – Drawing and Painting Therapy for Seniors 0 units
Prerequisite: None.
Course will include a potpourri of drawing, illustration, painting, mixed media and basic design components that will allow individual classes to have one or more emphases. Class will be focus on personal creative interpretation of subjects from life, landscape and imagination, and will include basic exploration of design elements and principles, composition, observation skills and methods of conserving and displaying completed works, all in a welcoming social environment. Students will provide their own materials and supplies. 24 hours laboratory. Positive attendance.
8. SCE-813 – Dynamic Activities for Seniors 0 units
Prerequisite: None.
Student's aged 55 years and older at all levels of fitness will learn basic information about helpful and harmful activities and exercises in reference to the aging process. Students will learn and perform basic movements and exercises designed to increase strength, flexibility, balance, coordination and cardiovascular fitness designed to help them overcome some of the side affects of aging. Students will learn to monitor their own fitness level and the appropriate level of exercise that will be of benefit to their bodies. The class is designed the make the tasks of daily living more enjoyable. 24 hours laboratory. Positive attendance.
9. SCE-814 – T'ai-chi ch'uan for Seniors 0 units
Prerequisite: None.
This course introduces the Yang style of T'ai-chi ch'uan, a traditional Chinese exercise method used to help improve mental and physical faculties that may slow as a result of the aging process. This internal form of Kungfu improves balance and agility in seniors, can

lower blood pressure, improve arthritis and reduce stress. Students will be taught in a progressive systematic manner. Classes are designed for students 55 years and older. 24 laboratory hours; Positive Attendance.

10. SCE-815 – Yoga for Seniors 0 units
Prerequisite: None.
Students 55 years and older will learn the principles of yoga exercises and how their practice can increase levels of health and fitness. Students will learn techniques to improve their breathing, concentration, flexibility, strength, balance and endurance as well as techniques to help them relax. 24 hours laboratory. Positive attendance.

11. SCE-816 – Swim and Water Exercise for Seniors 0 units
Prerequisite: None.
Students 55 years and older will learn basic swimming skills, including water safety in and around a pool. Students will learn aquatic exercises designed to increase strength, flexibility, balance, coordination and cardiovascular fitness and relieve stress and muscle tension for seniors. 24 hours laboratory. Positive attendance.

12. SCE-819 – Walking for Health for Seniors 0 units
Prerequisite: None.
Students 55 years and older will learn to improve physical stamina and increase current level of health through walking designed to address their cardiovascular needs. The class will cover safety techniques, including the proper clothing and footwear, hydration, and how to monitor heart rate levels as well as building cardiovascular efficiency, strength and endurance, weight control, general mental vitality and an opportunity to exercise in an socially interactive and safe environment. 24 hours laboratory. Positive attendance.

13. SCE-830 – Mature Driving Improvement 0 units
Prerequisite: None.
This course is designed to update the driving skills of students 55 years and older. Curriculum is provided by the State of California DMV to help older drivers become more defensive, more alert to their surroundings as they drive and to familiarize them with new traffic laws. DMV requires that the course be 8 hours long and be open to a maximum of 30 students. Students will pay a nominal fee for the DMV Certificate of Completion. 8 hours lecture. Positive attendance.

14. SCE-840 – Craft Therapy and Design for Seniors 0 units
Prerequisite: None.
This course offers students 55 years and older the opportunity to create and construct various types of crafts in a socially interactive environment. The course will feature crafts that give students an opportunity to use their creative talents while retaining and continuing to develop their fine motor skills and improve memory skills. Some of the

crafts featured in various classes might include ceramics, stain glass, wood carving, jewelry, china painting, calligraphy, fabric crafts, scrap book design, various crafts using glass items, wood items, clay pots, found items and items from nature like gourds and pine cones, etc. Students will supply their own craft materials. 24 hours laboratory. Positive attendance.

15. SCE-842 – Needle Arts for Seniors 0 units
Prerequisite: None.

Students 55 years and older will learn to create needle arts projects in a socially interactive environment. The course will feature a wide variety of needle arts instruction to give students an opportunity to use their creative talents while retaining and continuing to develop fine motor skills memory improvement and will provide an opportunity to share backgrounds and family history through the various projects and offer in a socially interactive environment. Some of the various needle arts that might be included in various classes are: needlepoint, cross stitch, needle beading, embroidery, ribbon embroidery, Japanese bunka and other ethnic needle arts, fabric embellishment, appliqué, quilting, crochet and knitting. Students will provide their own needle art supplies. 24 hours laboratory. Positive attendance.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No: V-A-1-b

Date: December 13, 2005

Subject: Strategic Initiatives, 2005-2010

Background: Presented for the Board's review and information is a copy of Riverside Community College District's Strategic Initiatives, 2005-2010, document. As RCCD transitions to three independent colleges, it is critically important that the District develops its strategic plan for the next few years defining goals that focus on the learner and objectives for an emerging three college system. The Strategic Initiatives document was presented and adopted by the District Executive Strategic Planning Committee on October 14, 2005. The document was also discussed at the District-wide Academic Planning Council on October 21, 2005. Subsequently, it has been disseminated to the Strategic Planning Committees on each of the three campuses for discussion and implementation. Further, each committee has been asked to engage faculty, staff and students in dialogue to develop strategic initiatives locally that relate specifically to the mission of the campus.

The District's Strategic Initiatives and Academic Master Plan will help to map the future of the District and provide a foundation to support student learning and teaching excellence.

Recommended Action: Information Only.

Salvatore G. Rotella
Chancellor

Prepared by: Sylvia Thomas
Associate Vice Chancellor, Instruction

**Riverside Community College District
Strategic Initiatives
2005-2010**

Ray Maghroori
Vice Chancellor, Academic Affairs
&
Virginia McKee-Leone, President
District Academic Senate

October 2005

Introduction

In response to recommendations made during the 2001 Accreditation process, the District has been engaged in improving and refining a strategic planning process. This process is now well defined and has been actualized. It begins on each campus and culminates at the System level. Equally important, a culture of planning has been developed that engages the faculty, staff and students in a process that maps the future of the District.

The District's Academic Master Plan, a document summarizing departments' academic plans for the next five years has been compiled and will be submitted to the Board in December 2005. This document, prepared by the District's Academic Planning Council, will guide academic planning for the next five years and is an important element of the self study process.

Program review and assessment, the cornerstone of academic planning, have been used by disciplines to improve student learning outcomes through curriculum and instructional improvement. To date, eleven disciplines have completed their reviews. In addition, 18 other disciplines are currently engaged in program review. This process, which is now institutionalized, will continue to evolve as the campuses and District embark on the self-study process in preparation for an accreditation visit in fall of 2007.

The planning process will continue to improve and mature as the District transitions to three separate colleges with independent status for Moreno Valley and Norco. It is expected that in the coming years, new processes will be developed and existing ones will be modified to reflect the need for new structures and improved procedures.

This is a critically important period in the history of the institution and an appropriate time for the District to develop its strategic plan for the next few years, defining goals and objectives for an emerging three-college system. The goals should focus on the student as a learner; thus, it is recommended that the District's strategic initiatives embrace the following concepts:

- ✓ Increase Student Access
- ✓ Increase Course Retention
- ✓ Increase Successful Course Completion
- ✓ Student Persistence
- ✓ Improve Student Learning Outcomes
- ✓ Increase the number of Awards, Certificates and Transfers
- ✓ Improve the Quality of the Student Experience
- ✓ Develop a Comprehensive Enrollment Management Program

Increase Student Access

It is the goal of RCCD to serve all those who can benefit from its programs and services. As an open-access institution, the District is committed to serving all eligible students in its service area. The service area of the District includes students from the following unified school districts: Alvord, Corona-Norco, Jurupa, Moreno Valley, Riverside and Val Verde.

The District will set a goal of increasing the student population by 25% over the next five years. This number translates to an annual growth increase of approximately 5% a year. We recognize that while growth rate may vary from year to year, our goal is a total increase of 25% by 2010.

This goal has been set with the expectation that equalization funding will continue to bring additional funding to the District. Further, we recognize that there might be differences in growth rate among the three campuses during this period; however the district as a whole would grow by approximately 5% per year.

Traditionally, the district has enrolled 20% of the graduating high school students in its service area. This group of first-time recent high school graduates accounts for 8% of the fall student body (other first-time students account for 12%). The balance of the fall semester students is comprised of continuing, returning or transfer students. Since the count of first-time recent high school graduates is somewhat dependent on the pool of high school students, any substantial increase in this measure requires the District to increase its capture rate above the traditional 20% of graduating high schools per year. This may require new programs to address the needs of those who have not traditionally attended college immediately after graduation.

Increase Course Retention

Currently, RCCD has an overall course retention or course completion rate of 87.5%. Completed course enrollments are those where enrollment results in a grade equal to an "A", "B", "C", "D", "F", "CR", "NC" or "I". The sum of these grades is divided by the total of all valid grades to calculate the course completion rate. Since this rate is already comparatively high, the goal will be to keep this rate at or above 87.5% for the next five years.

Increase Successful Course Completion

Successful course completion builds upon the course completion measure by counting only students who received grades of "A", "B", "C", or "CR". The most recent (2003-2004) successful course completion rate is 66.9%. The goal is to increase this rate to 70% by 2010.

Increase Student Term-to-Term Persistence

Persistence is defined as a student enrolling in consecutive terms at RCC. Starting in fall 2003, we have an overall persistence rate of 62% for 2 consecutive semesters, 31% for three consecutive semesters, and 17% for four consecutive semesters.

For first-time students in fall 2003, their persistence rates were 59% for two consecutive semesters, 36% for three consecutive semesters, and 25% for four consecutive semesters. (Students who received awards are deleted from analysis after the term when the award was granted.) Our goal is to increase each of these rates for each subgroup by 1 percent each year for the next five years.

Improve Student Learning Outcomes

Riverside Community College has been an accredited institution throughout its history. Student learning and excellence in teaching have been cornerstones for all academic plans and processes. During the next two years, accreditation will be a major focus as the campuses in Moreno Valley and Norco conduct their self studies independently from the Riverside campus. Although shadow accreditations were conducted in 2001, this will be the first time in the District's history that Riverside, Moreno Valley and Norco will produce independent self study review documents.

The next accreditation process differs sharply from the previous ones. Before 2002, accreditation, a process for insuring quality in the delivery of education, relied on a set of inputs such as human resources, financial, technology, library resources and student records as indicators of quality. The current accreditation relies on attainment of desired learning outcomes by students as an indicator and guarantor of quality. It is the output rather than the input which is now examined and evaluated. In this context, defining student learning outcomes and assessment at the course, program, and degree level are the focus of the institutional effectiveness of the District's programs.

During the last three years, the District has been engaged through collegial process in developing assessment tools for evaluating the effectiveness of the curriculum and student learning outcomes. The District's Assessment Committee has been working on defining learning outcomes for the general education component of the AA/AS degrees. In addition, in such disciplines as English, the faculty defined student learning outcomes for composition courses and implemented procedures for assessing outcomes in selected courses on a regular basis.

The goal for 2005-2010 is to define institutional outcomes at the degree, program and course level. Furthermore, the goal is to monitor the student learning and work toward improving the learning outcomes.

Increase Awards, Certificates and Transfer Readiness

During the 2003-04 academic year, RCC granted 2,542 awards and certificates, and facilitated the transfer readiness of 2,203 students. (Transfer prepared is defined as the net number of students system wide who earned, within a six-year period, 56 transferable units with a minimum GPA of 2.00.)

The number of certificates and degrees awarded during academic years 2001-02 through 2003-04, has increased from 7.7% to 8.1% of the respective fall enrollments during those years. This rate of certificates and degrees awarded should increase by 1% over the next five year. This translates to an average annual growth rate of 0.2% a year through

through 2010, when the count of certificates and degrees for academic year 2010-2011 should be 9.5% of the fall 2010 student enrollment.

Likewise, the number of transfer-prepared students during academic years 2001-02 through 2003-04, increased from 5.6% to 7.1% of the fall enrollments for those years. This rate of transfer preparedness should increase by 0.7% every year through 2010, when the number of transfer-prepared students for academic year 2010-2011 should be 12.0% of the fall 2010 student enrollment.

Improve the Quality of Student Experience at RCC

The Community Colleges Student Experiences Questionnaire (CCSEQ) was administered in the spring 2004 semester to a representative sample of 1,200 enrolled students. This questionnaire has a scale in which students evaluate their total student experience at RCCD. When the scores from the 25 items were summed and averaged, the score was 2.5. The strategic plan calls for improving this indicator which is reflective of the total operations of the System. When this test is re-administered, it is the District's goal that the average would improve by (0.1) for each year, with the goal of attaining 3.0 by the year 2010.

Developing a Comprehensive Enrollment Management Plan

Given the District's commitment to increasing access, retention and success it is imperative that the District develop a comprehensive enrollment management program aimed at increasing enrollment, improving retention, increasing student learning outcomes, and assisting students achieve their academic and professional objectives. Currently, a District-wide task force is examining enrollment management issues and will be making recommendations to the Chancellor's Executive Cabinet by January 2006. These recommendations will be the impetus for the development of an enrollment management plan. Such a plan should address issues such as:

- Access and retention
- Best practices on registration processes
- Strategic recruitment of potential students
- The delivery and location of services
- The use of appropriate technology related to access and retention
- Identification of new segments of the population that can benefit from RCCD's programs and services
- Development of a marketing plan for student recruitment

This plan, like the Strategic Plan of 2003-2004, is organized around the mission of the District. It reflects the intent of the District to respond to its environment and community. The goals are intended to provide a framework around which to build action plans. These action plans and the accreditation self-study framework will support and guide the District's efforts to support teaching excellence and student learning.

Strategic Initiatives 2005-2010

- Increase Student Access
- Increase Course Retention
- Increase Successful Course Completion
- Student Persistence
- Improve Student Learning Outcomes
- Increase the number of Awards, Certificates and Transfers
- Improve the Quality of the Student Experience
- Develop a Comprehensive Enrollment Management Program

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No: V-A-1-c

Date: December 13, 2005

Subject: Academic Master Plan

Background: Presented for the Board's review and information is a copy of the RCCD Academic Master Plan, 2005-2010, Building Block for the Future. In fall 2003, a process began to update the "Educational Master Plan of the District, 1997-2005 and Beyond." The new process was guided by the principle of open dialogue among department chairs throughout the District with key academic administrators and internally among members of departments. At the request of Academic Affairs, the department chairs on each campus were asked to respond to a planning survey that initiated discussions about future plans within each department. Over a two year period, departments formulated plans, developed priorities and listed resources necessary to actualize their plans. These plans have already been revised several times since they were originally submitted. The current document was presented to the District's Strategic Planning Committee on October 14, 2005. Subsequently, it was reviewed by the District-wide Academic Planning Council on October 21, 2005. The Academic Master Plan and the District's New Strategic Initiatives, 2005-2010, will serve as the foundation for additional and ongoing planning by the District and provide a framework for action plans that focus on student learning.

Recommended Action: Information Only.

Salvatore G. Rotella
Chancellor

Prepared by: Sylvia Thomas
Associate Vice Chancellor, Instruction

Academic Master Plan

Table of Contents

	Executive Summary	i
Section 1	Introduction	1
Section 2	Key Planning Elements	4
Section 3	Students and Learning	9
Section 4	Data and Research	11
Section 5	Instructional Program	14
Section 6	Methodology	16
Section 7	Riverside City College	17
Section 8	Moreno Valley Campus	82
Section 9	Norco Campus	96
	List of Documents	109

Academic Master Plan

Executive Summary

In fall 2003, a process began that would update the “Educational Master Plan of the District, 1997-2005 and Beyond,” a document that included unit plans for the future. The new process was guided by certain principles, among these were a belief that the process should consist of an open dialogue among department chairs throughout the District with key academic administrators and internally among members of departments. The intent of the process was to build upon a learner-centered curriculum framework, focusing on planning that would help shape the direction of the emerging colleges.

The AMP is based on Riverside Community College District’s 2003-2004 strategic plan directing the academic community to utilize the curriculum-centered strategic planning model and the learner-centered curriculum framework. The AMP is built on two planning surveys completed by academic departments, begun in September 2003, updated in March 2004 and again in June 2005 and a facilities survey, conducted in spring 2004.

This AMP, which is an aggregation of academic department plans, will serve as the foundation for additional and ongoing planning at the campus/college and District levels. It is intended to be flexible in adjusting to changing times, capable of responding to internal and external challenges and opportunities and dynamic in meeting the educational goals of students.

Academic Master Plan

Acknowledgements

Contributors

Riverside City College

Tom Allen
Michael Amrich
Sandy Baker
Sai Bhatia
Scott Blair
Douglas Bond
Tim Brown
Debbie Cazares
Rita Chenoweth
Jim Cregg
Kathy Farris
Angie Fawson
Sharon Gillins
Dariush Haghghat
Judy Haugh
Steve Horn
Glenn Hunt
Jodi Julian
Mary Legner
David Nelson
Paul O'Connell

Moreno Valley Campus

James Banks
Matthew Barboza
Doug Beckstrom
Fabian Biancardi
Cordell Briggs
Patricia Bufalino
Dan Clark
Lisa Conyers
Sean Drake
Olga Dumer
Jose Duran
Gregory Elder
Rebecca Loomis
Diane Marsh
Michael McQuead
Rosario Mercado
Dolores Middleton

Cyndi Pardee
Ron Pardee
Charlie Richard
John Rosario
Phyllis Rowe
Rogelio Ruiz
Christine Sandoval
Rosemarie Sarkis
Jan Schall
Terry Shaw
Steve Sigloch
Carla Stoabs
Cid Tenpas
Jim Thomas
Bill Vincent
Ron Vito
Roger Warren
Don Ajene Wilcoxson
Cecilia Wong

James Namekata
Kathy Saxon
Edd Williams

Norco Campus

Mike Cluff
John Coverdale
Diane Dieckmeyer
Joe Eckstein
Carol Farrar
Mark Lewis
Dawn Lindsay
David Payan
Bob Prior
Andy Robles
Fernando Salcedo

Karin Skiba
Walter Stevens
Deborah Thompsett-Makin
Sheryl Tschetter
Beatriz Vasquez
Tom Wagner
Todd Wales
Gail Zwart

Editors

Tom Johnson
Kristina Kauffman
Ray Maghroori

Institutional Effectiveness

Raj Bajaj
Susan Mills
David Torres

Managing Editor

Sylvia Thomas

Academic Master Plan

Section 1 – Introduction

Section 1 - Table of Contents
Purpose
District Profile
Authority
Governing Board

Purpose of the Academic Master Plan

The academic master plan (AMP) for Riverside Community College District (RCCD) is based upon its 2003-2004 strategic plan directing the academic community to utilize the curriculum-centered strategic planning model and the learner-centered curriculum framework (both adopted by the Board of Trustees March 7, 2002). The AMP establishes a focus on curriculum developed by departments and disciplines, and thus provides an alignment of strategic planning with curriculum and program development. It informs strategies, goals, and objectives for District decision making.

This AMP also builds on a meta-analysis of two District-wide department planning surveys, one begun in September 2003, completed in March 2004, and a second survey with updates in November 2004 and June 2005. In anticipation of a bond initiative, the District conducted a survey of facilities needs in spring 2004. The insights gleaned from this meta-analysis add to the information from Institutional Effectiveness about the students, the environment and the curriculum that the District provides.

Deleted: The insights

Deleted: fro

Thus, the AMP is an aggregation of plans developed by the academic departments throughout the District. These plans address curriculum and programmatic needs, future development, strategic enrollment, facility, technological and human resource needs. It is intended that the AMP be as dynamic as the District in responding to internal and external challenges and opportunities. To that end, the AMP is a fluid document, undergoing regular department review, update and change.

District Profile

Riverside Community College has been committed to serving the educational needs of its community for 89 years. In September 1916, the new junior college formally opened using fourteen Poly High School classrooms for 110 students who were taught by 16 faculty members. Since then, RCCD's enrollment has grown to over 31,000 students who take classes at three primary locations, Riverside City College, Moreno Valley and Norco campuses as well as Ben Clark Training Center, March Dental Education Center and various community venues. RCCD is an integral and valued part of the community, responding to changing needs and committed to supporting the learning of its students.

The District encompasses the Alvord, Corona/Norco, Jurupa, Moreno Valley and Riverside Unified School Districts, and the Val Verde School District, as well as, surrounding communities and the military installation of March Air Reserve Base. In recent years, the population of Riverside County has increased dramatically. Between 1980 and 1990, the population grew by over 76% making Riverside the fastest growing county in California. In 2003, the Country's population was estimated to be 1, 782,650 and was projected to grow another 58.23% by 2010. The District's service area, comprised of a wide range of social, economic and ethnic diversity, is over 440 square miles and includes densely populated metropolitan communities and outlying rural areas. Serving this diverse population continues to be a challenge and a major goal for the District.

In 2004-2005, RCCD had an annual budget of \$231,000,000 which included restricted and unrestricted funds along with special revenue, Internal Service and capital projects. Each year more than 50,000 students attend classes at one of the District's campuses or at a community site where curriculum is delivered across more than 50 subject areas through 2500 courses involving nearly 1000 faculty and another 1000 staff.

The District's students, various constituencies and community have demonstrated an increased expectation for accountability. Through flex days and professional development activities, the institution is raising the level of awareness and sensitivity to student learning outcomes and assessment. Emphasis is placed on the results of the educational process and the extent to which the institution uses assessment information and student learning outcomes to re-evaluate goals, make essential improvements and plan for the future. The passage of the Measure C Bond in 2004 has placed an even greater emphasis on good stewardship over the budget and funds spent to produce outcomes. As RCCD approaches its 90th anniversary, it looks forward to future expansion and a continued commitment to serve a diverse population that has embraced its mission and presence in the community.

Authority

The Riverside Community College District is officially recognized by the California Postsecondary Education Commission and the California Community Colleges Board of Governors. Since 1916, Riverside Community College has offered educational opportunities to the citizens of its community under various statutes and in accordance with the standards of the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges. In addition to its campus in the City of Riverside, since April 1991 the District has operated a center at Norco and another at Moreno Valley. In the ensuing years, these two campuses have grown and developed in response to the needs of their respective communities and are now prepared to become independent colleges within the Riverside Community College District. Consistent with the District's accreditation cycle and scheduled site visit in fall 2007, Riverside City College, Moreno Valley and Norco campuses are conducting separate self studies in preparation for status as independent colleges.

Governing Board

The Riverside, Norco, and Moreno Valley campuses are governed by a five-member Board of Trustees which is responsible to the constituent public interest of the District for the quality, integrity, and financial stability of the college district. Quarterly reports to the Board of Trustees, required by the Curriculum-Centered Strategic Planning Model (CCSPM) adopted by the Board of Trustees on March 7, 2002, will guide the planning at the three campuses to ensure that all processes – educational, facilities, financial, human resources – are congruent with the District and college mission statements. The Board of Trustees is elected at large and can efficiently fulfill its responsibilities.

Academic Master Plan

Section 2 – Key Planning Elements

Section 2 - Table of Contents
Mission, Vision and Values
Alignment with the Strategic Planning Process
Linking Strategic Planning to Accreditation
Institutional Effectiveness and Strategic Planning
Program Review
Assumptions, Challenges and Opportunities

Mission

The current mission statement adopted by the Board of Trustees in June 1994 and published in the district catalog states:

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, and 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 Corona, and Moreno Valley.

Vision

To be a leader among community colleges, highly regarded for our commitment to students; respected for excellence in teaching; and recognized as responsive to the communities we serve.

Values

Student Centeredness: To serve the best educational interest of the students, to offer a comprehensive and flexible curriculum together with programs and services according to diverse and evolving student needs; to treat each other with a sincere, caring attitude and to respond to suggestions and constructive criticism from students; to counsel and advise

students to help them plan for and progress toward their individual educational goals; and to recognize outstanding student performance.

Teaching Excellence: To communicate to students a body of knowledge in a creative, stimulating, and challenging manner; to work to establish student and instructor rapport; to maintain the highest standard of professional performance and recognize teaching excellence; to promote the exchange of ideas among colleagues and provide opportunities for professional development; to define for students course goals, objectives and grading standards, making clear the expectation of high achievement; to encourage students to think critically and analytically, applying learned principles, concepts, and skills; and to inspire independence of thought and self-discipline.

Learning Environment: To create an atmosphere in which students and staff find satisfaction in their work and feel pride in achievement; to provide comfortable, functional, and aesthetically pleasing facilities and grounds; to provide and maintain state-of-the art equipment and ample supplies; to provide programs and support services which are responsive to student and community needs; and actively to support academic and social activities which take place outside the classroom.

Tradition: To further the traditions of prides, quality, innovation, and professionalism found in this institution; to share our heritage by making the Riverside Community College District the educational and cultural center of the communities it serves; and to build for the future on the foundations of our past.

Alignment with the Strategic Planning Process

The Strategic Planning Process was developed in response to critical observations and assessments made during the 2000-2001 Accrediting Commission for Community and Junior Colleges (ACCJC) self-study process, which indicated that the size and complexity of the District had outgrown its planning architecture. The new planning process focuses attention on the learner, the learning process, and support given to the learner across the District with professional development and Program Review processes. Through this process the District has developed a plan that articulates the direction that should be taken to achieve its mission and vision for the future.

In 2001 an annual planning cycle with quarterly assessments was established and the Strategic Planning Document was updated in September 2004. (Document 2.1).

Within the planning framework, strategies are revisited, updated and published annually as the District assesses and responds to its rapidly changing internal and external environments. Annual assessment of the plan is presented at the Spring Board of Trustees Planning Retreat. The Board of Trustees approves District strategies and authorizes revisions of the District Strategic Plan and related tactical plans. District personnel, faculty, and members of the Board of Trustees are able to access and review tactical plans using the District's website.

The Academic Master Plan aligns with the Strategic Planning Process by providing detail and direction in meeting the educational goals of the District, the students and the communities the District serves. Thus, the alignment of the AMP and the Strategic Planning Process ensures that resources will be utilized efficiently and effectively.

Linking Strategic Planning to Accreditation

Recently, the structure and process for strategic planning has been reordered and aligned with the current accreditation standards. (Document 2.2) A Strategic Planning Committee (SPC) brings together the key stakeholders on each campus. The SPC is supported by sub-committees focused on specific planning elements, like educational programs, human resources, facilities, and technological resources that are aligned with the current accreditation standards. The SPCs take action and make recommendations on campus-specific planning issues to the District Strategic Planning Executive Committee (SPEC). From 2005 to 2007 a major focus for the SPCs will be the accreditation self study process.

Institutional Effectiveness and Strategic Planning

The strategic planning process is supported and informed by a comprehensive institutional effectiveness (IE) program. The IE program ensures that student learning outcomes, learner assessments, program review, and a wide variety of other assessments and evaluations are systematically utilized to improve the educational processes of the District. The RCCD curriculum architecture has been built to enable a comprehensive overview of the curriculum and its component parts to ensure that the institutional mission directs an action plan that supports student learning and teaching excellence.

The strategic planning process aligns programs and services to meet learner needs through learning outcomes assessment and program review, an on-going process that integrates planning, development, implementation, and evaluation with curriculum and program improvement.

Program Review

Instructional Program Self-Study, Program Review, is part of RCCD's planning and Institutional Effectiveness process. The District has long engaged in program review; however, during spring 2000 and fall 2001, the process was revised to include a growing concentration on student learning outcomes and assessment. (Document 2.3) Program review is a collaborative goal setting and assessment process designed to assist faculty, staff, and administrators across the three campuses with improving and refining college services. Disciplines, departments, and interdisciplinary programs undergo self-study as part of a five-year process that results in a comprehensive assessment of their role in the District's overall effectiveness. The District Program Review Committee, composed of faculty from various disciplines and administrators, and the Office of Academic Affairs review the self-studies to determine how the departments or District may best contribute to ensure the success of each program.

The review process necessitates internal dialogue within the instructional units (disciplines) and requires disciplines to clarify and achieve goals within the overall context of the District's mission, vision, and strategic goals. In addition, the process seeks to:

- Strengthen programs within and across instructional units;
- Foster improvement within instructional units;
- Strengthen the links between instructional units, institutional goals, and strategic planning;
- Strengthen the bonds within the college community and foster cooperation among instructional and non-instructional units;
- Provide systematic feedback on student learning;
- Stimulate and encourage ongoing dialogue on improving student learning outcomes through program and service improvements; and
- Maximize the use of institutional resources.

The self-study process asks instructional units to assess:

- *Current status.* Who is/isn't being served?
- *Mission and goals.* What are the short and long term goals for the unit?
- *Strategies.* What strategies are in place or will be developed for addressing the mission and meeting the unit's goals?
- *Data and Research.* What evidence is needed to monitor and track progress?
- *Evaluation.* How can the self-study process be improved?

Each year, a number of disciplines volunteer to undertake the self-study process which is conducted with the guidance and supervision of the Associate Vice President of Institutional Effectiveness and a faculty member who receives reassigned time to serve as an Assessment Coordinator. Additionally, other faculty who serve on the Program Review Committee act as mentors/trainers and provide support to disciplines undergoing review. Typically the program review is facilitated by a lead faculty member along with a team or one or more additional faculty co-leaders from the discipline. All discipline faculty are highly encouraged to participate in the dialogue. To date, eleven disciplines have completed the process, twenty-one are in progress, and at least thirteen remain to be scheduled. (Document 2.4)

Assumptions, Challenges and Opportunities

1. The majority of students entering RCCD will continue to require pre-collegiate academic remediation, especially in math and English in order to be successful in college-level and university-transferable courses.
2. RCCD will be expected to provide more remedial and basic skills instruction for under-prepared high school graduates, UC and CSU-bound students, reverse university transfers, and the local work force.
3. RCCD is charged with formally aligning curriculum and programs with emerging needs of the community.

4. The AMP and PR will be utilized to identify needs and the Strategic Planning Process will prioritize the emerging needs and facilitate their actualization.
5. Given changes in technology, delivery modes and instructional methodology, it will be necessary to provide modern facilities with updated infrastructure that supports teaching and student learning.
6. The institution will continue to serve a significant number of students who are economically challenged, first-generation college students, non-native English speakers and individuals working full or part-time.
7. Student learning outcomes assessment, intended to systematically improve student learning at institutions of higher education, will be increasingly emphasized at the course, program and degree levels.
8. While enrollment in AA/AS Degree, certificate and vocational programs will continue to grow, there will be an increasing demand by employers for individuals who are “workforce ready and competent” and who possess competency in interpersonal communication and the basic skills areas of computation, reading, writing, critical thinking, conflict resolution and problem solving.
9. Fluctuating and uncertain funding levels will continue to impose fiscal restraints that demand both strategic planning and accountability.
10. Virtually all departments expressed a desire to keep pace with the evolving enrollment demands of their disciplines which, in most cases, will require additional resources (human, technological and physical).

Academic Master Plan

Section 3 – Students and Learning

Section 3 - Table of Contents
Learner-Centered Curriculum Framework
Learner Populations
Learner Centered Support Services

Learner-Centered Curriculum Framework

The Learner-Centered Curriculum Framework (LCCF) provides a comprehensive and structured view of RCCDs curriculum. The structure details the programs of study and describes the key components and underlying philosophies used to build courses, certificate patterns and programs of study that constitute the District's curriculum. The design and deployment of curriculum is described in Section 5.

Learner Populations

The foundation of the Learner-Centered Curriculum approach is dependent upon a complete understanding of the learning demands and needs of the population the institution serves and the community at large. Who are the learners the institution now serves? Why are they here? What do they seek? Many come with the intent of obtaining an Associates Degree. In 2003-2004, two thousand six students obtained an AA or AS degree. This was a 9.6% increase over the previous year. (Document 3.1) Another group are here for upgrades of skills or to complete an occupational program certificate. Eight hundred and ten students completed certificates in the 2003-2004 academic year in a variety of occupational areas. (Document 3.2, 3.3) Still others attend to complete requirements for transfer to four-year institutions. In 2004, one thousand twenty-five students transferred to either a UC or CSU campus; an unspecified number transferred to private colleges or institutions out of state. (Document 3.4)

But, are there others the institution could or should be serving? Understanding who the learners are is an essential component of shaping the curriculum. The learner population characteristics including preferred venues and delivery formats, are all key to this understanding. (Documents 3.5, 3.6, 3.7, 3.8)

Learner-Centered Support Services

Learner-Centered Support services are an integral component of a learner-centered curriculum. The curriculum alone is insufficient. It must be supported by an effective and efficient student services division that provides services that are required to admit, enroll, assess, advise, and place students. Each year more than fifteen thousand students

are assessed in English, English as a Second Language, Math, and Reading. Accurate placement is another key to student success. (Document 3.9) Additional services like counseling, financial aid, tutorial services, and Disabled Student Program and Services (DSP&S) are all critical to the process of creating and supporting student success. Providing ease of access to these services is an essential part of the learner-centered curriculum model.

Academic Master Plan

Section 4 – Data and Research

Section 4 - Table of Contents
 Internal Scan of District
 Internal Scan of Riverside City College
 Internal Scan of Moreno Valley Campus
 Internal Scan of Norco Campus

A critical component of the AMP includes aligning institutional strengths to meet external opportunities and challenges. Secondly, the identified objectives and goals of the learners are a fundamental component of the overall structure and intent of an institution's curriculum. Understanding learners' objectives is an important element for structuring curriculum, developing programs and maintaining currency. What do the learners seek? What are their objectives? How does the institution change to meet the changing needs of the learner? It is incumbent on the institution to provide programs and services that are developed and delivered in an environment that supports student success.

Enrollment: The overall enrollment for the District has grown by 52% in the last ten years and is composed of students who are new to the college, returning after one or more terms away from college and continuing students. (Documents 4.1, 4.2, 4.3, 4.4, 4.4)

<i>Fall 2004 Census</i>	
Total Enrollment	31,193

<i>Enrollment Status</i>	<i>Count</i>	<i>Percentage</i>
First-Time Students	6,326	20.3
First-time Transfer Stud.	2,592	8.3
Returning Students	4,959	15.9
Continuing Students	16,168	51.8
Not Applicable	730	2.3
Unknown	418	1.3

Educational Background: RCCD students have varied backgrounds and different levels of preparation.

<i>Highest Prior Education</i>	<i>Count</i>	<i>Percentage</i>
Special Admit (K-12)	730	2.3
Not a HS Graduate	1,275	4.4
High School Grad or Equivalent	26,481	84.9

Received an AA Degree	957	3.1
Received a BA or higher	1,568	5
Unknown	82	0.3
Total	31,193	100

Gender: Overall, the majority of students at RCCD are women. (Documents 4.5, 4.6, 4.7))

<i>Gender</i>	<i>Count</i>	<i>Percentage</i>
Men	12,599	40.4
Women	18,454	59.2
Unknown	140	0.4

Ethnicity: The racial/ethnic distribution of RCCD students is similar to the diversity in the community it serves. (Document 4.8, 4.9, 4.10)

<i>Ethnicity</i>	<i>Count</i>	<i>Percentage</i>
Caucasian	11,777	37.8
Hispanic	10,618	34
African American	3,769	12.1
Asian/Pacific Islander	2,859	9.2
Native American	245	0.8
Other	1,925	6.2

Age: Although the student body is composed of students from all age groups, the majority, 61%, are between the ages of 18 and 24 with the highest percentage of students in the 20 to 24 year range. (Documents 4.11, 4.12, 4.13)

<i>Age</i>	<i>Count</i>	<i>Percentage</i>
17 and Under	457	1.5
18 or 19	7,997	25.6
20 to 24	11,270	36.1
25 to 34	5,839	18.7
35 to 54	4,737	15.2
55 and Over	861	2.8
Unknown	32	0.1

Student Load: Over two-thirds of the students at RCCD are part-time. (Documents 4.14, 4.15, 4.16)

<i>Unit Load</i>	<i>Count</i>	<i>Percentage</i>
1 to 5.9	10,078	32.3
6.0 to 11.9	11,755	37.7
12.0 and Up	9,360	30

Educational Goals: Although a large percentage of students self identify as being undecided or having a goal that is unknown, a significant percentage of students list transfer as their educational goal.

<i>Educational Goals</i>	<i>Count</i>	<i>Percentage</i>
Transfer after AA	8,549	27.4
AA without Transfer	1,288	4.1
Vocational Degree without Transfer	510	1.6
Vocational Certificate	642	2.1
Explore Career Options	731	2.3
New Career/Job	1,194	3.8
Advance in Job	1,020	3.3
Maintain Certificate or License	323	1
Personal Development	895	2.9
Improve Basic Skills	442	1.4
Obtain GED	864	2.8
Undecided	6,380	20.5
Unknown	6,368	20.4

FTES/WSCH: The Full Time Student Equivalents and Weekly Student Contact Hours have increased steadily. Overall, student enrollments are greater during the fall and summer terms as compared to spring and winter.

<i>RCCD</i>	<i>FTES</i>	<i>WSCH</i>
Summer 2004	2,222.95	71,598.01
Fall 2004	10,621.48	342,103.03
Winter 2005	2,018.25	65,004.98
Spring 2005	9,803.47	315,755.81
Total	24,666.15	794,461.83

Statistical information prepared by Institutional Effectiveness, David Torres, Raj Bajaj

Academic Master Plan

Section 5 – Instructional Program

Section 5 – Table of Contents
Curriculum Design and Deployment
Academic Organizational Structure
Faculty Hiring Plan

Curriculum Design and Deployment

The District’s mission statement shapes institutional action. For the District to meet the educational goals of its students and the training needs of the workforce, it is essential that all processes be aligned through adequate and thorough planning. RCCD is charged with formally aligning curriculum and programs with emerging needs of the community. The Learner Centered Curriculum Framework (LCCF), formally and systematically does this and reaffirms the Districts’ focus on student learning.

The AMP extends the college’s strategic plan by providing further detail and direction in meeting the educational goals of the institution through the plans of each academic department. On the pages that follow, departments on each of the campuses define more completely their current status, vision, resource needs and future plans.

The curriculum process is well defined and includes both district wide discipline and campus departmental approval. Curriculum, both new and revised for single courses, certificates and programs is presented to the Curriculum Committee, a standing committee of the Academic Senate. The Curriculum Committee, meeting twice a month, is chaired by an elected faculty member and co-chaired by the Associate Vice President of Instruction. Elected representatives from each department as well as administrators on all three campuses, an ASRCC student and the articulation officer serve as members of the committee. Business is conducted twice a month on the Riverside City campus with video conference participation available for Moreno Valley and Norco members. Assistance with pre-requisites, co-requisites, advisories and limitations on enrollment is provided by a standing sub-committee of the Curriculum Committee.

Academic Organizational Structure

Academic disciplines across the district are organized into departments composed of either single or multi-disciplines. The department is an academic unit of the college and has the responsibility for the academic disciplines under its jurisdiction. Under the convening and representative authority of a department chair, each department functions as a community of teachers and scholars working collegially. To ensure consistency, all departments establish a guideline for departmental operations. Individual departmental structure may vary, but typically each department is led by a department chair, elected by the full-time faculty in the department, and supported by an instructional department

specialist (IDS). Larger departments may have one or more elected assistant chairs or co-chairs. Departmental reassigned time allocations are determined annually by the faculty headcount (full and part time) for the fall, winter and spring terms. (RCCD/CTA Agreement 2004-2007, Appendix F, 5, Page 78, Document 5.1)

As the largest of the three campuses, Riverside has 20 departments including Public Safety (Ben Clark Center). As a result of growth, a reorganization of disciplines occurred at both Norco and Moreno Valley in fall 2004 increasing the number of departments from 3 to 5 with additional department(s) expected as the campuses expand. A few departments like Library, Counseling, Nursing, Physical Education, Early Childhood Studies, and Education have both a department chair and a dean. With the exception of nursing, these departments have some district-wide responsibilities or functions. In addition, there has been a recent trend toward the naming of "schools" within the District and thus The School of Nursing and The School of Education and more recently, The School of Business have been so designated. Irrespective of nomenclature, these entities continue to operate as departments -- scheduling classes, assigning faculty, developing and revising curriculum and programs.

As the District continues to grow, it is likely that additional restructuring of the academic departments will be necessary. Departments with multiple disciplines may separate and/or reorganize as course offerings increase and enrollments grow.

Faculty Hiring Plan

With consideration for academic planning and in light of growth and retirements, departments submit requests for new and replacement faculty. A process for prioritizing position requests is being refined and a new faculty hiring plan has been developed for the hiring of new faculty for the 2005-06 academic year. (Document 5.2) Since 1990, as a result of growth, expansion of programs, Partnership for Excellence and the District's commitment to increase the number of full-time faculty, 303 faculty have been hired. They join 65 other faculty whose hire dates span the years from 1958 to 1989 bringing the total number of full time faculty on all three campuses to 368 as of Fall 2005. Over the years, the make up of the faculty has become more diverse with an increasing number of individuals who have doctoral degrees. As the Norco and Moreno Valley campuses have grown, the number of full-time faculty at each has also increased to 63 and 60 respectively. Additionally, a highly qualified contingent of more than 900 adjunct faculty teach throughout the District.

Academic Master Plan

Section 6 - Methodology

Section 6 – Table of Contents Departmental Planning Surveys Facilities Survey

The AMP builds on a meta analysis of two planning surveys completed by academic departments district wide and a facilities survey. The intent of the planning questions is to guide departments through a modified self study leading to a discussion about the vision, five-year goals, expected learning outcomes, and resources needed to achieve the individual department's vision. (Documents 6.1, 6.2) Begun in September 2003, the first planning surveys were completed in March 2004 and updated in November 2004 and again in June 2005. They are largely focused on resources, both human and physical, needed to support current and emerging curriculum and programs.

To determine RCCDs future facilities needs and establish a tentative prioritization of modernization projects as well as new construction, a facilities survey was completed by faculty, administrators and staff district-wide during Spring 2004. (Document 6.3) The results of that survey have been used by the Strategic Planning Committees on each campus and by the Executive Strategic Planning Committee as projects are proposed for consideration. (Document 6.4) This information is used as part of the facilities planning process is defined by Title 5 of the California Code of Regulations, Sections 57000-57003, which prescribes standards for the utilization and planning of most educational facilities in public community colleges. In 1955, California adopted space standards for higher education based upon enrollment and space capacity allocations in existence at that time.

Academic Master Plan

Section 7 – Riverside City College

Section 7 – Table of Contents
Introduction
Mission
Operational Status
Learner Population
Department Configuration
Programs
Department Plans

Introduction

Riverside City College, established in 1916, is strategically located in the metropolitan area of the City of Riverside. The Riverside Campus is situated on 90+ acres surrounded by historic neighborhoods and a middle school. Located in close proximity to downtown, Riverside City College is charged with the responsibility of utilizing existing facilities at full capacity and carefully planning future building. The college emphasizes a liberal arts education combined with a rich array of occupational programs. Each semester more than 19,000 students take classes during the day and evening, creating a stimulating atmosphere for learning and personal success. Known for its innovative education, community and business partnerships, Riverside City College prepares students for transfer to four-year institutions and success and readiness in the workplace. The Campus enjoys the active support of the local community and business leaders, many of whom are alumni or have family members who are RCC students and graduates.

In 2003, the District opened a Digital Library and Learning Resource Center on the campus, which provides access to technology and worldwide research information for students and the community. The campus is also home to the RCC Alumni House, which is operated by the RCCD Foundation. Strong community support has led to the establishment of early college awareness programs like Passport to College, Middle College High School and the Early College High School Program, Gateway to College.

The District's Community Education program which serves more than 11,000 people a year through non-credit classes, including the College for Kids summer program, is located at Riverside. Likewise, the District's office for Open Campus on the Riverside campus. It is also home to acclaimed programs in dance, theatre and music, including the Marching Tigers band known around the world for its award-winning performances and appearances in the Tournament of Roses, commercials and films. Most of RCCDs athletic teams are based in Riverside, including the three-time state championship men's baseball team and women's water polo and basketball league champions. In the academic arena, the Model United Nations team which has placed first in national competitions

against such teams as Harvard and Yale and the Forensic team that consistently places in national competition are both located at City Campus.

During 2005-2007, RCC will be undertaking a self study which will be completed in spring 2007 and will culminate with a visit by an ACCJC team in fall 2007. It is expected that the college's accreditation status will be reaffirmed.

Mission

The mission statement for the District has served as the mission statement for Riverside City College guiding its institutional action and program development. Currently, a sub-committee of the Strategic Planning Committee (SPC) has introduced a process for the development of a mission statement for Riverside City College. The process is expected to take several months.

Operational Status

Since 1965, when the District separated from the city school system, the primary operations for the District have been located on the Riverside campus. The offices of the Chancellor, two Vice Chancellors and the majority of the managers and administrators in the District can all be found at Riverside. Aside from the Deans of Instruction and Student Services, several of the administrators located at Riverside City College have district-wide responsibilities. In 2003, the Human Resources office, Planning and Facilities operations along with some other district wide operations were moved to the Systems Office located nearby in downtown Riverside. The eventual move of other district offices to the Systems Office is expected to take place over time. A Transition Team charged with the responsibility of identifying and addressing issues inherent in the move to three independent colleges has been exploring the possibility of moving some district-wide functions from Riverside to Norco, Moreno Valley or alternative locations. A search for the eighth President for Riverside City College was completed in June 2005. The conclusion of this process marked another important milestone in the progression to a three-college system. Riverside City College is home to 220 full time and 660 part time faculty.

Learner Population

The student body is an eclectic mix of new high school graduates from the area's three unified school districts, Riverside, Alvord and Jurupa, continuing students, re-entry college students and older adults taking classes for personal enrichment, transfer or career advancement. The campus serves an ethnically diverse student body, possessing various career, personal and transfer goals and a variety of educational backgrounds. (Document 7.1)

According to assessment results for September 2004 through February 28, 2005, of the students tested across the District, Riverside had the higher percentage of students placing into English 1A and college-level math than the other two campuses. At the

same time, the majority of students tested at City Campus, placed into a remedial English, reading or math class. Thus, remediation in all areas of basic skills is both a District and campus issue. (Document 7.2)

Department Configuration – Total of 20

Applied Technology
Art
Behavioral Sciences
Chemistry
CIS, Business, CAT (Computer Applications, Office Technologies)
Cosmetology
Counseling
Early Childhood Studies, Education
Economics, Geography, Political Science
English, ESL, Speech Communication, Reading, Journalism
History, Humanities, Philosophy
Library
Life/Natural Sciences
Mathematics
Nursing
Performing Arts (Theatre, Music, Dance)
Physical Education
Physical Sciences
Public Safety (Fire and Police Science)
World Languages

Riverside City College programs

The Riverside Campus offers comprehensive liberal arts and science programs. Students can earn an associate degree or career certificates in more than 70 different programs or complete transfer requirements for a four-year university or college. Classes are offered in a variety of flexible scheduling patterns and delivery formats including traditional and online distance education formats. The following are among Riverside's programs.

- Administration of Justice
- Air Conditioning and Refrigeration
- Art
- Automotive Technology (Ford, Toyota, General Motors)
- Business Administration
- Computer Applications and Office Technology
- Computer Information Systems
- Construction Technology
- Cosmetology
- Culinary Arts
- Early Childhood Studies

- Fire Technology
- Geographic Information Systems
- Graphics Technology
- Law Enforcement, Public Safety & Fire Technology (Ben Clark Training Center)
- Music
- Nursing
- Paralegal
- Photography
- Physical Education/Sports & Wellness
- Sign Language Interpreting
- Telecommunications
- Welding Technology

Department Academic Plans

Applied Tech at Riverside	
History	<p>The Applied Technology Department provides accessible and affordable post secondary education for career preparation and for transfer education in direct response to the changing needs of the Riverside community in a highly technological society.</p> <p>The certificate and associate degree programs in the Applied Technology Department provide specialized training and education leading to college transfer, immediate employment and professional development or skills enhancement for individuals who are already employed. Our programs are developed to meet the needs of the diverse range of educational and career goals reflected in the students and are planned with the ongoing input and assistance of industry advisory committees from each of the occupational disciplines.</p> <p>Air-conditioning and refrigeration:</p> <ul style="list-style-type: none"> ▪ A certificate and associate degree program preparing students for employment in the fields of residential and commercial air conditioning repair. <p>Automotive Technology:</p> <ul style="list-style-type: none"> ▪ A program preparing students for careers in a variety of automotive industries, including corporate automotive certificate and associate degree programs. <p>Graphics/Multimedia:</p> <ul style="list-style-type: none"> ▪ Certificate and associate degree program preparing

	<p>students for a broad range of careers in graphics, production printing and multimedia.</p> <p>Culinary Arts:</p> <ul style="list-style-type: none"> ▪ Certificate and associate degree program preparing students for careers in the food service industry. <p>Construction Technology:</p> <ul style="list-style-type: none"> ▪ Certificate and associate degree program preparing students for construction management and inspection with a primary focus on building codes and other legal requirements. <p>Photography:</p> <ul style="list-style-type: none"> ▪ Certificate and associate degree program preparing students for entry level positions in photojournalism, advertising, studio photography and multimedia production. <p>Telecommunications:</p> <ul style="list-style-type: none"> ▪ Certificate and associate degree program preparing students for entry level positions in a broad range of production areas including news and entertainment for broadcast and cable television; special event, and court and legal videography; and interactive multimedia. <p>Welding Technology:</p> <ul style="list-style-type: none"> ▪ Certificate and associate degree programs preparing students for a variety of welding methods including arc, semi automatic, and gas tungsten arc welding, and certification for licensing classes for individuals already working in the field.
5 year Goals	<ul style="list-style-type: none"> ▪ Increase the number of students getting jobs in industry relative to their training ▪ Increase the number of students enrolled in the classes offered ▪ Expand course capacity and improve technical training facilities ▪ Develop and implement a plan to share facility and equipment resources among related disciplines ▪ Work with departments offering A.S. general education classes to develop a more flexible range of course offerings for applied technology students ▪ Conduct program review on all applied technology disciplines ▪ Achieve a system of budget planning that allows for the reasonable upgrade, maintenance and purchase of equipment. ▪ Success in the Applied Tech programs is measured

	<p>by the number of students who complete the programs and the level of technical competence they achieve. There is a need to track the department's progress in achieving these goals. The following quantitative data should be gathered:</p> <ul style="list-style-type: none"> ▪ The number of certificates issued in each of the certificate patterns
Human Resources	<p>Increase full-time faculty by 35% and part-time faculty by 15%</p> <ul style="list-style-type: none"> ▪ 2 new full-time in photography ▪ 1 new full-time in alternative fuels ▪ 1 new full-time in auto body ▪ 1 new part-time in hospitality ▪ 1 new part-time in telecom/motion graphics ▪ 1 new full-time applied technology Director ▪ 1 new full-time culinary and hospitality administrative clerical support
Physical Resources	<ul style="list-style-type: none"> ▪ The disciplines of Applied Technology are widely dispersed and occupy facilities located in a variety of buildings on the Riverside City Campus and in off campus locations like the Culinary Academy on Spruce St. and construction technology at March Education Center. The wide dispersal of the disciplines and the lack of proximity of related disciplines create a challenge for sharing the physical and human resources. All disciplines face a shortage of space that impacts their ability to grow. We would like to co-locate related disciplines into applied technology work groups. For example: <ul style="list-style-type: none"> ▪ Auto technology, welding, air conditioning, auto body, auto upholstery and construction ▪ Photography graphics, multimedia and telecom ▪ Relocate auto technology to a location near Riverside Auto Plaza
Technology Resources	<ul style="list-style-type: none"> ▪ A real-time virtual set and 3/D motion graphics equipment
Instructional Programs	<p>Some of the fastest growing occupations identified by the Department of Economic Development include automotive technicians, structural steel workers, construction supervisors, restaurant cooks and air conditioning repair techs. Because of this the demand for programs in these areas already exceeds capacity. Thus to</p>

	<p>keep pace with growth the Department needs to increase all offerings, particularly those offered during the weekend.</p> <ul style="list-style-type: none"> ▪ Revise and expand auto body program ▪ Transition from wet lab to digital photography ▪ Work with the Art Department to develop an art/sculpture and ornamental iron component for welding ▪ Develop a motion graphics emphasis as part of telecom ▪ Expand the construction technology program to serve more students ▪ The number of applicants to the culinary programs is 2-3 times the capacity of the program ▪ In disciplines that have a two-year course rotation schedule in place it is difficult to adhere to the schedule as a result of curricular changes and fiscal concerns <p>New Program Goals:</p> <ul style="list-style-type: none"> ▪ Develop a hospitality program which is an interdisciplinary program including culinary, business and marketing ▪ Develop an alternative fuels program: a model program for the state of California that may capitalize on existing relationships with major automotive dealers ▪ Explore the opportunity to serve new motorcycle industries in the Inland Empire through a motorcycle technician program.
Instructional equipment	
Library and Learning Support Services	
Student Support Services	<ul style="list-style-type: none"> ▪ 1 new full-time student success counselor/academic facilitator ▪ Applied Technology disciplines serve continuing education needs of working adults; as a result many of the classes are offered at non-traditional times and use non-traditional delivery methods. Classes are conducted on Saturdays, evenings and at office campus facilities. There is a special need to provide these students with access to the same student services that are routinely provided for traditional students. ▪ A student success center for Applied Technology students that would provide counseling, tutoring, basic skills development and computer lab.

Financial Resources	<ul style="list-style-type: none">▪ Aggressively seek outside grant funding to support innovative and emerging programs▪ Acquire general fund budget line items for new and replacement equipment
Other	<ul style="list-style-type: none">▪ Build collaboration between art and welding▪ Work in collaboration with English, math and reading disciplines to develop technical reading, writing and applied math courses that could meet A.S. graduation requirements.▪ 100% AOC for Applied Tech Students (Assessment/Orientation/Counseling)

Art Department at Riverside	
History	
5 year Goals	<ul style="list-style-type: none"> ▪ Increase communication ▪ Increase emphasis on community networking ▪ Develop student apprentice opportunities ▪ Keep abreast of current trends in the fine arts industry ▪ Develop an informative and current website ▪ Improve the gallery space, increase its staffing, strengthen its presence, reputation and professionalism ▪ Incorporate photography classes into the arts program ▪ Reassess certificates
Human Resources	<ul style="list-style-type: none"> ▪ Full-time studio art instructor: Animation plus digital ▪ Permanent full-time art gallery director ▪ Permanent full-time lab aid for ceramics ▪ Permanent full-time lab aid for art ▪ Fine art photography instructor ▪ Part-time instructors (including digital media expertise) and Animation instructors (specialized training needed)
Physical Resources	<p>Teaching, viewing, creating, developing, and exhibiting creative art requires extensive space, specialized equipment, budget, staff and skill. Currently the facilities and equipment constraints limit expansion of the program. As a result improvement is needed in the following areas:</p> <ul style="list-style-type: none"> ▪ Internet connection ▪ Remodel the ceramics building to include a loading dock ▪ Add outside staircase ▪ Expand storage (shelving and lockers) ▪ Expand and remodel the indoor/outdoor kiln ▪ Remodel the art gallery with expanded storage and reception spaces ▪ Improve the fine art photography dark room ▪ Create a tool room in ceramics basement (make it into usable space)
Technology Resources	<ul style="list-style-type: none"> ▪ Integrate computers and internet into all classrooms with a Digital Projection System ▪ Add Lap tops or Power books for all classrooms

	<ul style="list-style-type: none"> ▪ Enhance the oversize printing capability ▪ Develop the website
Instructional Programs	<p>Art classes continue to be in high demand filling rapidly with an increase in enrollment from 530 to nearly 1800 in the last 10 years resulting in a need to increase both day and evening offering to meet student growth demands in all modes of delivery including the following:</p> <ul style="list-style-type: none"> ▪ Crafts: create programs in glass blowing, foundry sculpture, weaving and woodworking ▪ Media fine arts: fine art photography, experimental techniques, computer art and animation ▪ Museum curation: matting and framing, exhibition design and art restoration ▪ Expand multicultural offerings: non western, Asian, Mexican, African, etc.
Instructional equipment	<ul style="list-style-type: none"> ▪ Potters wheels ▪ Kiln ▪ Power tools for ceramics ▪ Easels ▪ Tables
Library and Learning Support Services	<p>Update ceramic and sculpture books and periodicals Add art related materials such as books and DVDs</p>
Student Support Services	<p>Improve communication for both parents and students about important dates, enrollment procedures and fees</p>

Behavioral Science at Riverside	
History	
5 year Goals	All disciplines would like to update and modernize the delivery of instruction through the use of technology and laboratory support, as well as utilize cluster learning, computer modules and increased hands on lab activities.
Human Resources	<ul style="list-style-type: none"> ▪ Add one additional psychologist ▪ Need student help for proposed computer lab
Physical Resources	<ul style="list-style-type: none"> ▪ All four disciplines have one significant need: a workable reconfigured classrooms with computer lab ▪ CIS lab ▪ Rooms for large group lectures ▪ Computer lab for courses in social science research methods and statistics ▪ Lab space for physical anthropology
Technology Resources	<ul style="list-style-type: none"> ▪ Computers for lab
Instructional Programs	<p>Maintain the existing ratio of day/evening traditional courses, while increasing the number of hybrid and online courses.</p> <ul style="list-style-type: none"> ▪ Add private security and homeland security courses and/or certificates to administration of justice ▪ In anthropology develop lecture/lab combination courses in order to utilize more skeletons, fossils, etc. ▪ In psychology and sociology add more large group lectures ▪ Develop courses in social science research methods and statistics
Instructional equipment	<ul style="list-style-type: none"> ▪ Equipment is needed to support forensic studies/crime scene investigation ▪ Anthropology materials
Library and Learning Support Services	<ul style="list-style-type: none"> ▪ Develop supplemental instruction course to pair with lecture class that assists students in learning how to study for the class
Student Support Services	
Financial Resources	
Other	<ul style="list-style-type: none"> ▪ Work with English Department to develop a body of written assignments

Business Administration, CIS, Computer Applications and Office Technology at Riverside	
History	<p>Business:</p> <ul style="list-style-type: none">▪ The current department configuration is not appropriate to achieve our goals. The department is too large and business needs to be its own department. As the Dean of Business position is filled there should be an improvement in coordination and growth. The evolving departments should be identified and configured according to faculty needs, advisory committee recommendations and professional accreditation standards. In the past the department has had up to 4000 declared business majors and could increase to that level if more sections are offered. Additional factors, indicating faster growth include that the Inland Empire is the second fastest growing economy and the most “business friendly” area in the United States. Local employers will soon be short of qualified employees and managers. Faster paced growth and an increased demand for college business graduates are anticipated. <p>CIS:</p> <ul style="list-style-type: none">▪ It is imperative that we create a Computer Science discipline and align with CSUSB and UCR. The CIS discipline will be closely aligned with Information and Decision Science Department at CSUSB. The department must increase the level of scholarships offered to upcoming transfer students and build better alliances with CSUSB and UCR. This can be accomplished by emphasizing a transfer path to 4 year institutions. The department must expand its market-driven curriculum on server side programming technologies, including Perl CGI programming, Java programming, database management, and ECommerce. Using Active Server Page (ASP) to create dynamic Web applications. Business today needs Web developers to create a new type of business application for the Web called Web Services. Web applications needed to become more dynamic. A dynamic Web application

	<p>enables the user to interact with the Web application in ways that change the appearance or the content of the Web page. Examples of dynamic Web applications include shopping carts, membership data bases, online catalogs, and personalized Web sites. Local internships can be offered and alliances can be built with business partners. Research predicts that the majority of Internet activities in the future will be business-to-business transactions, which are often referred to as e-business and CIS has to adjust to this change. This can be accomplished by increasing offerings in Web related curriculum to give students greater access to Web development tools. This curriculum will supplement and augment current offerings in CIS, Office and Business.</p>
<p>5 year Goals</p>	<p>CIS:</p> <ul style="list-style-type: none"> ▪ Create computer science discipline and align with four year institutions ▪ Increase all curriculum and offerings for web development. ▪ Develop local internships and alliances with business partners would benefit students ▪ Create a Computer Science Department with its own compliment of classes, faculty and facilities ▪ It is imperative that we create a Computer Science discipline and align with CSUSB and UCR. The CIS discipline will be closely aligned with Information and Decision Science Department at CSUSB. ▪ The department must increase the level of scholarships offered to upcoming transfer students and build better alliances with CSUSB and UCR. This can be accomplished by emphasizing a transfer path to 4-year institutions. ▪ The department must expand its market-driven curriculum on server side programming technologies including Perl CGI programming, Java programming, database management, and Ecommerce, using Active Server Page (ASP) to create dynamic Web applications. Business today needs Web developers to create a new type of business application for the Web called Web Services. Web applications need to become more dynamic. A dynamic Web application enables the user to interact with the Web application in ways

	<p>that change the appearance or the content of the Web page. Examples of dynamic Web applications include shopping carts, membership data bases, online catalogs, and personalized Web sites. Local internships can be offered and alliances can be built with business partners. Researchers predict that the majority of Internet activities in the future will be business-to business transactions, which are often referred to as e-business and CIS has to adjust to this change. This can be accomplished by increasing offerings in Web related curriculum to give students greater access to Web development tools. This curriculum will supplement and augment current offerings in CIS, Office and Business.</p> <p>Office Administration discipline:</p> <ul style="list-style-type: none">▪ The OFC discipline has several “revitalization” goals. First, approximately two years ago, the discipline considered changing the discipline name from Office Administration to Computer Applications and Office Technology. This primary goal has been nearly met and is the cornerstone the changes proposed for the discipline in the next 5 years. The name change has been approved by curriculum and is due to become effective beginning summer 2005. The discipline name change arose from the need to keep pace with discipline changes with other community colleges.▪ In addition, the discipline addresses the changing software applications needs of the clerical/administrative/office professions. Historically (approximately 25-30 years ago) the discipline taught typewriting on typewriters, bookkeeping with paper ledgers, and filing with file folders. Recent technology changes have shaped what we teach and how we teach in the discipline. Most clerical/administrative workplace skills are now performed on a computer using computer applications.▪ Lastly, many Office Administration courses are cross-listed with Computer Information Systems. However, because of this association Office Administration FTES is difficult to accurately ascertain as many students will automatically enroll in a cross-referenced CIS/OFC course under
--	---

	<p>the CIS section—even if students are enrolled for an Office Administration certificate or returning to update skills for the workplace. The OFC and CIS disciplines maintain a cooperative, mutually beneficial relationship. The OFC discipline wishes to maintain that symbiotic balance. However, updating the OFC discipline name should help us make a more accurate determination of our FTES.</p> <ul style="list-style-type: none">▪ The second discipline goal is to review curriculum, particularly cross-listed courses. The MIS data should be closely analyzed if it is to be used as the sole measure for calculating discipline needs in Office Administration.▪ A third discipline goal is to offer certificate courses on a regular basis so as to ensure student completion within 1 to 2 semesters. The previous three years saw a reduction in the number of times courses could be offered in an academic year. A critical component for students needing quick occupational training choices is the ability to complete a certificate (or obtain a series of skills) within a short amount of time.▪ A fourth goal is to expand the Microsoft Office Specialist (MOS) course offerings. The Riverside Campus is an Authorized Microsoft testing center. The “center” was comprised of seven testing workstations and one administrative machine which were housed in a small section of the computer lab. Due to lack of space and funding for required hardware to continue testing the testing center has been unable to offer the exams to faculty or students. We are currently waiting for space in the refurbished MLK library. The discipline is responsible for offering seven Microsoft Exam preparation courses. Five of these courses are included in the discipline’s Administrative Assistant occupational certificate.▪ A fifth goal is to develop an internship course and program with local employers. Opportunities for an internship program exist within various industries. However, due to the maximum allocation of current full-time faculty responsibilities (1 faculty member is responsible for overseeing certificate courses, scheduling, and planning) a new faculty member is needed to assist with the development of the internship program.
--	---

	<p>Additional faculty members are also need to assist with related activities which include regular meetings with advisory committee members and high school counselors.</p> <ul style="list-style-type: none"> ▪ A sixth goal is to closely track MIS data in response to the discipline name change and curriculum revisions. ▪ A seventh, critical goal is to hire 4 new faculty members for all disciplines in the department. The department must rely less on VTEA and more on District funded equipment and software. Beginning summer 2005 the Office Administration Discipline will change its name to Computer Applications and Office Technologies. Our three letter acronym will change from OFC to CAT. This name change updates our discipline name with what we are actually teaching. Nine other community college Office Administration disciplines in California have made this change. Our name change was approved by the department and our discipline as well as by the curriculum committee. <p>CAT Summary:</p> <ul style="list-style-type: none"> ▪ Review curriculum particularly the cross-listed courses ▪ Analyze MIS data to see if it should be the sole measure for calculating discipline needs ▪ Offer certificate courses on a regular basis to ensure student completion within one to two semesters ▪ Expand Microsoft Office Specialist (MOS) course offerings ▪ Develop an internship course and program with local employers
Human Resources	<p>Business:</p> <ul style="list-style-type: none"> ▪ 1 additional full-time faculty in accounting ▪ 1 to 1 additional tenure track faculty for introduction to business ▪ 6 additional dedicated tenure track faculty in marketing, paralegal, real estate, operations management, finance, and human resources management ▪ Dean of the College of Business needs to be in place, along with an administrative assistant ▪ An accreditation coordinator

	<ul style="list-style-type: none"> ▪ A business school articulation coordinator ▪ Increase part-time faculty by 75 – 100% <p>CAT:</p> <ul style="list-style-type: none"> ▪ Additional full-time faculty are needed to meet Ed code 87482.6 mandates that 75% of credit hour instruction should be taught by full-time faculty. Approximately 25% of credit instruction within the discipline is taught by full-time faculty. ▪ Need an additional 2 full-time faculty members as replacements for retired faculty and to accommodate current needs and projected growth. ▪ A clerical person to be hired for the business and information systems for the evening program <p>CIS:</p> <ul style="list-style-type: none"> ▪ The CIS department is consistently changing to meet the demands of industry. Approximately 30% of the course outlines have to be revised each year justifying the addition of 2 tenure track CIS faculty. <p>CIS and CAT:</p> <ul style="list-style-type: none"> ▪ Increase part-time faculty by 20%
Physical Resources	<p>Business:</p> <ul style="list-style-type: none"> ▪ Add three additional dedicated classrooms and two computerized classrooms. Within five years three more will be needed. ▪ Add office space for faculty <p>CAT:</p> <ul style="list-style-type: none"> ▪ Need space for the MOS center as the Riverside campus is an authorized Microsoft testing center, but due to lack of space the testing center has been unable to offer the exams.
Technology Resources	<p>Need computers in every classroom and all rooms should be smart classrooms. Cutting edge software should be available on all computers.</p> <p>Business:</p> <ul style="list-style-type: none"> ▪ 72 computer work stations, 5 smart classrooms with one room capable of teleconferencing <p>CAT:</p> <ul style="list-style-type: none"> ▪ Need the required hardware for the MOS testing
Instructional Programs	<p>CIS and CAT:</p> <ul style="list-style-type: none"> ▪ Increase day and evening classes by 35% ▪ Increase hybrids by 15%, online by 30% and increase the percentage of telecourses ▪ Substantially increase weekend offerings. ▪ Identify certificate completions and encourage

	<p>more certificate completions</p> <p>Business:</p> <ul style="list-style-type: none"> ▪ Department needs to expand by offering additional sections of lower division transfer courses required by business majors at CSU system. ▪ Expand by offering more certificate and degree patterns for vocational students. With over 2000 declared majors in business there are not enough classes for students to make acceptable progress through the certificate and degree options. ▪ Additional certificate patterns are being investigated and developed: human resources, banking and finance, hospitality management (in cooperation with applied technology), Entrepreneurship (including a center for entrepreneur development), service management and governmental accounting ▪ Transfer courses and programs will change significantly to comply with professional accreditation standards ▪ Increase day classes by 25%, evening classes by 50%, and substantially increase weekend classes ▪ Increase traditional courses by 10 – 25%, hybrid courses by 5 – 10%, online by 10 – 20%
Instructional equipment	
Library and Learning Support Services	<p>Business:</p> <ul style="list-style-type: none"> ▪ The library has done an excellent job of keeping adequate titles for our program ▪ New programs will need to be evaluated by library staff for expanded holdings
Student Support Services	<p>Business:</p> <ul style="list-style-type: none"> ▪ A better way of dealing with student adds would be helpful ▪ Student retention should be systematically addressed <p>CIS and CAT:</p> <ul style="list-style-type: none"> ▪ Admissions should advise students that faculty are not obligated to add students to the course, even if the time to add still exists
Financial Resources	Increase funds for faculty conference attendance.
Other	<p>Additional support is needed from marketing to promote programs and courses within the disciplines both to students on campus to employers and community members.</p> <p>Business:</p> <ul style="list-style-type: none"> ▪ As new growth occurs in program areas all GE

	<p>courses will be effected</p> <ul style="list-style-type: none">▪ More professional development opportunities <p>CIS and CAT:</p> <ul style="list-style-type: none">▪ Inconsistent or changing minimum enrollments from semester to semester make planning for a long term course offerings difficult
--	--

Chemistry Department at Riverside	
History	
5 year Goals	
Human Resources	Need two new faculty positions Need additional support personnel
Physical Resources	<ul style="list-style-type: none"> ▪ Remodel PS 208 to increase student capacity from 24 to 34 ▪ Replace fume hoods in PS 203, 205, 206, & 207 ▪ Convert PS 203 to a laboratory ▪ Acquire four lecture rooms with seating capacity for 70 -80 students and demonstration tables with utilities and hood ▪ Need small prep room/stock room with fume hood and utilities to service lecture rooms ▪ Equip solvent room and stock room with new hoods including acid and base cabinets under the hood ▪ Improve lighting in classrooms
Technology Resources	<ul style="list-style-type: none"> ▪ One Lab Work station for every two students in PS 203 ▪ Projection DVD and VCR capability for each room
Instructional Programs	<p>Chemistry serves three primary areas: health professions, engineering and the physical sciences. Growth in chemistry offerings is expected to increase significantly due to the anticipated growth in the nursing program and the expected addition of chemistry as a prerequisite for many life science classes. This is going to result in an increased need for Chemistry 1A, 2A and 2B</p> <ul style="list-style-type: none"> ▪ Increase evening offerings
Instructional equipment	<ul style="list-style-type: none"> ▪ Three walls of hoods in PS 206 ▪ Reagent shelving down the center of the bench in all labs ▪ Install new eye washes and safety showers with drainage, including in the stock room ▪ Install faucets with hot water in every lab ▪ Purchase stools with back rests
Library and Learning Support Services	
Student Support Services	

Community Service at Riverside	
History	<p>For approximately 15 years the District has offered non-credit classes designed to meet the needs of the senior citizen population through a program called Senior Citizen Education (SCE). The program managed by Community Education is commonly known as the Young-at-Heart program. This FTES generating program is designed to offer free non-credit classes that promote life-long learning to individuals aged 55 or older. The number of students taking both community education and senior citizen education (SCE) classes has grown steadily in the past five years. Statistics indicate that this growth will continue and increase especially as the over 55 population increases in the Corona-Norco and Moreno Valley areas.</p>
5 year Goals	<p>An increase in not-for-credit classroom services by large organizations over extended periods of time is anticipated, as is an increased need for senior citizen programs all of which necessitate:</p> <ul style="list-style-type: none"> ▪ Purchase of web-based software designed to manage all aspects of adult education ▪ Growth of the Senior Citizen Education program in Corona-Norco and Moreno Valley ▪ Development of local business sponsors to off set marketing costs ▪ Development of larger ticket price programs to offset the cost of less profitable smaller programs ▪ Work with the mayor's commission on aging and the office on aging to determine specific course needs ▪ Development of an advisory committee
Human Resources	<p>The program is currently staffed by 10% of an administrative position, 50% of a clerical position and 16 adjunct faculty who teach the SCE classes. All program development, advertisement, schedule development and input, instructor interaction and support and student registration is provided in the Community Education office without an IDS or the use of Admissions staff. We need to:</p> <ul style="list-style-type: none"> ▪ Increase staffing for the program to one full-time practitioner ▪ Add adjunct faculty to teach SCE classes ▪ Add one additional full-time program development position for Community Education

	<ul style="list-style-type: none"> ▪ Add hourly employees as needed
Physical Resources	<p>Facilities are a challenge. The student population often has difficulty walking distances to class and dealing with parking frustrations. As a result an attempt is made to locate facilities that have easy access to classroom space. Currently there are 18 facilities located in Corona-Norco, Riverside and Moreno Valley. The classroom space on campuses is utilized when it is available. Space needs include:</p> <ul style="list-style-type: none"> ▪ A Community Education Center that would house both Community Education and Senior Citizen Education. ▪ One computer lab ▪ One art room ▪ One to two class rooms ▪ Two large activity class spaces ▪ Or, access to these same facilities on one of the campuses
Technology Resources	<ul style="list-style-type: none"> ▪ Computers for a computer lab and accompanying instructor work station ▪ A digital overhead projector ▪ Internet access and server connection for a dedicated CE computer lab
Instructional Programs	<p>Due to anticipated growth in the senior population, there should be an expansion of offerings in the SCE program to accommodate this population. Approximately 200 classes each year, excluding winter intercession, are offered to 4000 students. Programs include: Drawing, Painting, Ceramics, Photography, Arts & Crafts, Calligraphy, Yoga, Walking, Tai Chi, Dynamic Exercise, Water Aerobics, Mature Driver Improvement, Writing, Topics on Aging, Music. Goals include:</p> <ul style="list-style-type: none"> ▪ Review and redesign current courses, develop additional courses in the areas of finance and health ▪ Find additional locations for classes ▪ Offer additional sections of courses each term ▪ Hire additional instructors ▪ Develop more opportunities for students to display their work ▪ Research grant opportunities
Instructional equipment	<ul style="list-style-type: none"> ▪ Registration software system ▪ Several small color printers ▪ One large mass quantity printer ▪ Computer phone and desk for additional staff member

	▪ Mats and mirrors for activity room
Library and Learning Support Services	
Student Support Services	
Financial Resources	The program needs funding for an off-campus site that can be used for senior citizen classes and credit classes that would include several classrooms, a computer lab and a teaching kitchen.
Other	

Cosmetology Department at Riverside	
History	The Cosmetology Department was created in the 1950's and since its induction has maintained its status as California's champion and leader in Cosmetology Programs. The passing rate for the California Barbering & Cosmetology State Board exam has consistently been over 90% since the founding of the Program.
5 year Goals	<p>General goals:</p> <ul style="list-style-type: none"> ▪ New facilities that address current demands for student enrollment, classroom environments and instructional needs ▪ To address demand from the community for an expanded Cosmetology program ▪ To develop additional course work to address continuing education/professional growth post graduation and extension courses in advanced/post state mandated work ▪ Develop programs on other campuses to meet demands from the community
Human Resources	<ul style="list-style-type: none"> ▪ 1 to 2 new full-time faculty members are needed to support the program and meet increased enrollment (increase by 33%) ▪ Additional part-time faculty are needed (increase by 33%) ▪ 1 to 2 additional staff are needed to facilitate community and program needs
Physical Resources	<p>The Department presently turns away two to three students for everyone one that is accepted.</p> <ul style="list-style-type: none"> ▪ Additional instructional space is needed to meet the demand for enrollment in the program; larger classroom and "lab" spaces ▪ Current facilities need additional requirements for student success ▪ Alternative sites could be developed at Moreno Valley or Norco
Technology Resources	<ul style="list-style-type: none"> ▪ Computer stations require modern spatial issues and updated applications are needed to help prepare students to meet industry standards for record keeping, inventory, appointments and analysis ▪ Internet access for research purposes and to keep abreast with current state requirements
Instructional Programs	<ul style="list-style-type: none"> ▪ Develop program extension course of 330-350

	<p>hours in advanced/post state mandated course work</p> <ul style="list-style-type: none"> ▪ Develop brush up and/or licensing courses for out-of-state transfer student ▪ Develop advanced post-graduate course work for professional growth (continuing education)
Instructional equipment	<ul style="list-style-type: none"> ▪ Department needs to incorporate modern equipment to meet industry standards with an annual review process ▪ Department needs to incorporate a 5 year replacement cycle of standard instructional equipment to handle student load
Library and Learning Support Services	<ul style="list-style-type: none"> ▪ Department is implementing online resources and support services
Student Support Services	<ul style="list-style-type: none"> ▪ Department is collaborating with Student Services ▪ Create in house and online support to address student schedules
Financial Resources	<ul style="list-style-type: none"> ▪ Budget needs to reflect continual replacement costs of standard instructional equipment ▪ Budget needs to increase to reflect current department demands to ensure student success ▪ When new student enrollment increases the budget will need to increase accordingly.
Other	<ul style="list-style-type: none"> ▪ The Cosmetology Department requires new facilities and budget revisions. ▪ Since the programs development in the 1950's, equipment has advanced requiring loads that the current building cannot suffice. ▪ The enrollment has increased in excess of the original intended capacity and space is now an issue impacting effective instruction ▪ The department's budget is currently 26% lower than in previous years, yet the budget has never been revised to reflect the increase in full enrollment of day, night and weekend courses.

Counseling at Riverside	
History	
5 year Goals	<ul style="list-style-type: none"> ▪ Serve underrepresented and underserved populations by providing appropriate courses and counseling services based on an understanding of the differences among the populations served. (District Goal 6) ▪ Increase knowledge and skills of counseling staff through continuous collaboration amongst faculty, feedback, and offering adequate professional development opportunities for all counselors. (District Goals 1, 2, and 3) ▪ To ensure program effectiveness the Department must develop a continuous cycle of monitoring and evaluating our guidance courses through collection and compilation of data in collaboration with RCCD Research Department. (District Goal 2) ▪ Become a valued department throughout RCCD and the community and be recognized as an integral factor in student retention and success. (District Goal 2 and 4) ▪ Stay abreast of current and changing technologies to improve effectiveness of instruction, services, and counseling practices. (District Goal 3) ▪ Increase the number of current guidance classes ▪ Determine methods to reach more students ▪ Establish a computer generated program to create and update student educational plans ▪ Develop new guidance classes ▪ Develop a computerized online orientation presentation ▪ Develop a computerized online presentation on academic or progress probation ▪ Define methods to deal with and track passport to college students ▪ Increase articulation efforts with four year universities and colleges ▪ Find methods to deal with the anticipated surge of enrollment created by cut backs in the UC and CSU systems ▪ Lobby to move counseling faculty on the instructional side of the 50-50 law
Human Resources	The increase in the student population necessitates additional staffing for assessing, planning and

	<p>implementing student education plans and the collaboration and incorporation of a counseling component into a number of programs (Puente, first year experience, Title V, Passport to College and so forth). Currently the counselor student ratio on the Riverside City Campus is one counselor to 2,769 students (the statewide counseling task force determined that one counselor to 1,918 students is the statewide average and still found it to be inadequate)</p> <ul style="list-style-type: none"> ▪ 3 additional counselors are needed to meet the needs of the student population ▪ 1 new counseling clerk II, 1 counseling records clerk, 1 secretary and 1 educational advisor ▪ Increase full-time staff by 30% and part-time staff by 20%
Physical Resources	<ul style="list-style-type: none"> ▪ Additional space is needed to meet provide for the expansion of staff and services ▪ All offices are currently being utilized and, given the need to increase faculty space, this becomes a significant issue ▪ There are limited areas where confidential sessions can be held with students <ul style="list-style-type: none"> ▪ There is very limited space in the transfer and career center ▪ Counseling counter staff area is very crowded with 4 full-time clerks, 8 part-time clerks and the Puente clerks
Technology Resources	
Instructional Programs	<ul style="list-style-type: none"> ▪ The department does not foresee the creation of new programs, but does foresee an increase in the number of sections and expansion of the current curriculum ▪ To better serve students the department needs to increase the number of day and evening classes, and online courses with no change to the current number of hybrid and telecourses
Instructional equipment	
Library and Learning Support Services	
Student Support Services	
Financial Resources	<ul style="list-style-type: none"> ▪ Funding needs to be increased to accommodate the hiring of additional faculty and staff
Other	

Early Childhood Studies – District Wide	
History/Background	<p>The demand for college coursework and training in ECS continues to increase. Most courses fill before registration is complete. Enrollments exceed 50 students in many of the department’s classes. It is anticipated that the need to expand will continue to increase to with the addition of the Early Childhood Assistant Certificate and Associate of Science Degree. Additionally, many instructional aides within the unified school districts must take coursework to meet requirements of “No Child Left Behind Act.” Another factor that contributes to program growth is the implementation of pre-school for all.</p> <p>The ECS Department has found that the existing configuration at the Riverside City Campus works well. As faculty members are added at Moreno Valley and Norco, it is important that ECS Studies remain a cohesive discipline across the District to ensure scheduling of classes is in best interest of students. ECS currently has an Associate Dean housed at the Riverside City Campus who collaborates with department chairs at Moreno Valley and Norco on scheduling.</p>
5 year Goals	<ul style="list-style-type: none"> ▪ To hire additional faculty to ensure that 75% of classes are taught by full-time instructors. ▪ To explore development of certificates in the areas of Infant/Toddler, School Age Vocational, and Early Childhood Administration. ▪ To develop new courses requested by Advisory Committees and community organizations. ▪ To continue with faculty team meetings for course revision and text book review. ▪ To assist the Child Development Centers in their continued pursuit of a high quality child development program ▪ To assist Child Development Centers in pursuing NAEYC (National Association Education of Young Children) Accreditation ▪ To obtain for each full-time faculty member, a .2000FTE reassigned time to be used to perform supervision, curriculum development and evaluation functions in the Child Development Center.
Human Resources	<ul style="list-style-type: none"> ▪ Hire 2 full-time faculty at all three locations

	<p>(Norco, Moreno Valley and Riverside)</p> <ul style="list-style-type: none"> ▪ Hire at least 2 full-time Master Teachers for Child Development Centers at Moreno Valley and Norco and 3 at Riverside
Physical Resources	<ul style="list-style-type: none"> ▪ Riverside – New carpet in the classroom, better lighting, heating and air conditioning
Technology Resources	<ul style="list-style-type: none"> ▪ Moreno Valley and Norco – Internet access, LCD projectors ▪ Video equipment in laboratory school classrooms with live feed to instructional classrooms on all three campuses and La Sierra
Instructional Programs	<p>The ECS program is currently impacted. Current trends, public policies, and community needs all indicate that there is a strong need for the program to expand its capacity.</p> <ul style="list-style-type: none"> ▪ To increase course offerings on all three campuses ▪ To expand evening and weekend offerings to meet student needs ▪ To increase the percentage of traditional and hybrid courses in the program
Instructional equipment	<ul style="list-style-type: none"> ▪ Moreno Valley and Norco – Mounted video monitors ▪ All three campuses need mounted audio speakers ▪ Photocopier for all three locations
Library and Learning Support Services	
Student Support Services	<ul style="list-style-type: none"> ▪ Consistent “late add” policy is needed district-wide
Financial Resources	
Other	

Economics, Political Science and Geography Department	
History	
5 year Goals	Retain the current department configuration with additional faculty, lecture halls, computer room and online and hybrid courses to accommodate growth.
Human Resources	<ul style="list-style-type: none"> ▪ 2 faculty members for political science ▪ 1 faculty member for economics ▪ 1 faculty member for geography ▪ 2 student workers for Model United Nations ▪ Computer technician to support the labs
Physical Resources	<ul style="list-style-type: none"> ▪ Reconfigured classrooms to allow for both lecture and lab activities ▪ Two lecture halls
Technology Resources	<ul style="list-style-type: none"> ▪ Computer lab ▪ One smart classroom for each discipline
Instructional Programs	<ul style="list-style-type: none"> ▪ More diverse online and television offerings ▪ More diverse offerings ▪ Assistance from the English Department to develop a body of written assignments
Instructional equipment	<ul style="list-style-type: none"> ▪ Weather equipment for geography
Library and Learning Support Services	
Student Support Services	

English, English as a Second Language, Reading and Speech Communication at Riverside	
History	
5 year Goals	<p>ESL:</p> <ul style="list-style-type: none"> ▪ Expand avenues of access/matriculation to non native speakers ▪ Develop strong discipline-based curriculum and norming to maintain standards across the discipline ▪ Computerized PTESL test to allow more effective placement of students ▪ Expand student enrollment to accurately reflect the community demographics ▪ Increase success rate of students moving through the ESL program ▪ Research development of an ESL certificate, expand access through hybrid courses, increase ESL offerings to provide an accessible intensive 12 unit schedule ▪ Develop campus based ESL special topics courses based on needs of other disciplines (e.g. vocational ed and nursing) ▪ Continue to build ESL student resources <p>Journalism:</p> <ul style="list-style-type: none"> ▪ Develop a Journalism certificate and associates degree. <p>Reading:</p> <ul style="list-style-type: none"> ▪ Develop paired courses for multiple section content area courses ▪ Develop learning (reading) modules for single section content area courses <p>Speech Communication:</p> <ul style="list-style-type: none"> ▪ Keep pace with estimated growth and enrollment ▪ Meet changing student needs by assessing ability levels (entry and exit) and availability and scheduling of classes (types, number, places and times) ▪ Orchestrate collaboration of campuses to meet student needs respective of location and demographics ▪ Maintain academic integrity: quality of instruction and consistency among instructors and courses ▪ Address student needs while maintaining integrity of the program

	<ul style="list-style-type: none"> ▪ Consider ways of integrating speech communication across the curriculum ▪ Assess ways to serve the communities we represent and encourage civic responsibility
Human Resources	<p>English:</p> <ul style="list-style-type: none"> ▪ Need at least 2 more tenure track positions to meet student enrollment needs and patterns <p>ESL:</p> <ul style="list-style-type: none"> ▪ An ESL Director compensated with a minimum of .5 reassigned time ▪ Double the number of faculty from 5 to 10 <p>Journalism:</p> <ul style="list-style-type: none"> ▪ Additional part-time faculty and staff to support a journalism certificate program ▪ Full-time journalism production specialist. Funding for this position was approved but withdrawn in 2000. This position will help students use computers, related equipment and software while working in the Viewpoints newsroom. <p>Reading:</p> <ul style="list-style-type: none"> ▪ Additional full-time faculty will be needed as well as part-time faculty in order to meet enrollment needs as paired courses are developed ▪ Should reading become a prerequisite for any academic program a significant increase in enrollment would be expected, resulting in a need for a 50% increase in full-time faculty and 200% increase in part-time faculty <p>Speech Communication:</p> <ul style="list-style-type: none"> ▪ The discipline consists of 4 full-time faculty and 12 part-time instructors. An additional full-time tenure track position will be hired for fall 2005. ▪ With a projected growth of 20 – 25% of enrollment in the next 5 years that would require the addition of 2 – 3 full-time instructors and 8 part-time instructors
Physical Resources	<p>ESL</p> <ul style="list-style-type: none"> ▪ An adequate language lab facility with listening, pronunciation, writing and grammar programs. <p>Journalism:</p> <ul style="list-style-type: none"> ▪ Journalism needs a 2000 sq foot facility for the Viewpoints newsroom and an additional 2400 square foot facility as a classroom for journalism 1, 7 and 2 classes <p>Speech Communication</p>

	<ul style="list-style-type: none"> ▪ Require additional classroom space that includes practice rooms and computers for the forensics program.
Technology Resources	<p>Journalism:</p> <ul style="list-style-type: none"> ▪ To take advantage of existing internet infrastructure the Journalism discipline needs new computers. Specific infrastructure needs include access to digital cable television and broadcast analog radio reception. ▪ Journalism students at RCC cannot even view their own weekly television newscast. Because breaking news of extreme importance often is reported first on radio the journalism discipline needs access to clear radio broadcast analog reception on AM and FM frequencies. <p>Speech Communication</p> <ul style="list-style-type: none"> ▪ Incorporate video streaming and internet access
Instructional Programs	<p>ESL:</p> <ul style="list-style-type: none"> ▪ Expand and coordinate the courses offerings for 91, 92, 93 and 95 or 71, 72, 73 and 74 to provide for an intensive ESL program. This would allow students to become immersed in English which results in improved acquisition. ▪ Onsite ESL testing at Riverside adult education and at high schools ▪ Field trips to RCC from Riverside adult education ▪ Help or training for non-native speakers to use WebAdvisor for registration ▪ Identify student goals upon entering the ESL program, and evaluate student success based upon those identified goals ▪ Devise and implement a plan to improve ESL student success ▪ Research curriculum of local area college ESL certificate programs <p>Journalism:</p> <ul style="list-style-type: none"> ▪ The Journalism discipline has grown in size and has developed an excellent reputation among media professionals. There is a need to develop and offer a certificate and degree in Journalism. <p>Speech Communication:</p> <ul style="list-style-type: none"> ▪ In fall 2004 there were 39 sections of Speech Communication, 18 of which were taught by full-time faculty. Approximately 40 sections were held in spring 2005. Full-time to part-time ratio is 46%. ▪ Need to increase the sections in Speech 1 and

	<p>Speech 9, develop a wider range of elective courses that could be offered more frequently and work to articulate more elective courses to meet transfer requirement.</p> <ul style="list-style-type: none"> ▪ Work to develop student learning outcomes and ongoing assessment. ▪ Develop alternative modes of delivery ▪ Continue the dialogue on prerequisites for speech courses ▪ Integrate student DVD/Videos as part of the learning lab and forensic workshops ▪ Revise course outlines of record ▪ Work to be included as part of the basic skills acquisition programs such as Title V
<p>Instructional equipment</p>	<p>Journalism:</p> <ul style="list-style-type: none"> ▪ A two-year replacement schedule needs to be instituted for computers and monitors. The journalism discipline needs to replace all 10 computers in the Viewpoints newsroom with units suitable for page design. Need 36 computers in an adjacent classroom for instructional purposes. <p>Speech Communication:</p> <ul style="list-style-type: none"> ▪ Classrooms should have TV/VCR/DVD
<p>Library and Learning Support Services</p>	
<p>Student Support Services</p>	<p>ESL:</p> <ul style="list-style-type: none"> ▪ Outreach personnel dedicated to visiting and promoting RCC's ESL program at high school and adult education sites ▪ A dedicated ESL counselor ▪ Personnel to give onsite tests ▪ A registration system that is more accessible to non-native speakers, for example Tiger Talk with Spanish translation ▪ Create a wait list option on WebAdvisor and Tiger Talk to monitor enrollment
<p>Financial Resources</p>	<p>ESL:</p> <ul style="list-style-type: none"> ▪ A dedicated budget and adequate resources to pay faculty and adjunct faculty for norming sessions and development of common finals and materials and resources ▪ Funding for development and implementation of computerized PTESL testing <p>Journalism:</p> <ul style="list-style-type: none"> ▪ Funding needs to be restored to levels provided in the 2000-2001 academic year. Journalism's

	<p>funding has been reduced every year with a 15% cut in the 2003-2004 year. These reductions have caused hardships for the journalism discipline resulting in reducing the number of students that can attend the JACC convention, eliminating plans to purchase equipment and supplies, such as digital cameras and non renewal of maintenance contracts for computer peripherals not maintained by RCC's support staff.</p>
Other	<ul style="list-style-type: none">▪ ESL:▪ Track the number of transfers from 60A to ESL courses▪ Cross reference PTESL and Acuplacer English scores to determine a cut off

History, Humanities, Philosophy and Ethnic Studies Department at Riverside	
History	
5 year Goals	<p>General goals:</p> <ul style="list-style-type: none"> ▪ Expansion of curriculum and faculty ▪ To maintain the current faculty-student ratios ▪ To maintain the current ratio of student's served by the department as compared to the enrollment of the campus ▪ Develop a department brochure <p>Ethnic Studies</p> <ul style="list-style-type: none"> ▪ Formalization of the ethnic studies concentration or development of an ethnic studies program <p>History</p> <ul style="list-style-type: none"> ▪ An expansion of overall offerings ▪ Increase the number of sections taught by full-time faculty in world history ▪ Develop courses in the history of Africa, Asia and Eastern Europe <p>Humanities and Philosophy</p> <ul style="list-style-type: none"> ▪ Develop non western themed courses ▪ Expand the number of sections to reflect the globally-interdependent world ▪ Expand the curriculum to include the study of world views
Human Resources	<p>Overall increase in both full-time and part-time faculty by 25 %</p> <ul style="list-style-type: none"> ▪ 3 additional full-time faculty members (priority to world history instructor) ▪ 5 – 8 more adjunct faculty <p>Other staff</p> <ul style="list-style-type: none"> ▪ Additional secretarial help ▪ Funding for student work study assistants
Physical Resources	<ul style="list-style-type: none"> ▪ More and larger offices for faculty ▪ Shared office space with storage, computers, printers and copies for adjunct faculty ▪ Work room/Conference room that could be shared with other departments ▪ Increased writing lab space ▪ Additional classrooms
Technology Resources	<ul style="list-style-type: none"> ▪ Update the website ▪ Department laptops for new smart classrooms ▪ White board system in classrooms

Instructional Programs	<ul style="list-style-type: none"> ▪ Create non-transferable courses which support the remediation needs of some students ▪ Reinstate prerequisite requirements for transfer courses, particularly the IGETC courses ▪ Create new courses to allow for greater diversity of offerings in world and ethnic studies ▪ Offer more concentrated studies courses in each of the department's disciplines ▪ Develop writings based courses in collaboration with English that would also fulfill the English 1A requirement ▪ Enrollment management needs to be handled at the department level
Instructional equipment	<ul style="list-style-type: none"> ▪ Up-to-date wall map sets ▪ Video projectors, DVD/VHS systems in the classrooms
Library and Learning Support Services	<ul style="list-style-type: none"> ▪ Develop library holdings ▪ Journal and periodical subscriptions ▪ Develop great collection of microfilm and microfiche ▪ Make the writing lab available as a resource for all students
Student Support Services	Need process for rapid adds for online courses
Financial Resources	<ul style="list-style-type: none"> ▪ Increased instructional equipment, material and supply budget ▪ Increased allocation for faculty development and travel
Other	<ul style="list-style-type: none"> ▪ Reinstate on campus duplicating and mail service ▪ Additional full size copiers for self-copying in the copy center ▪ Quicker turn around of copy services

Library for the District	
History	The library IMC has experienced a tremendous increase in usage as enrollment has increased especially since the opening of the new Digital Library and Learning Resources Center. This trend is expected to continue as the District grows. Increased library services will be needed to support student success.
5 year Goals	<p>The Library/Learning Resources Department, which includes the libraries and instructional media centers for the entire District, needs to be reconfigured to achieve its goals and objectives.</p> <ul style="list-style-type: none"> ▪ The District must add new equipment to the DLLRC state of the art. An equipment replacement plan needs to be developed and technology funds need to be identified and allocated in the yearly budget. ▪ The library will need additional instructional faculty to increase course offerings in a variety of formats to meet the information competency needs of students. ▪ The department needs to increase the amount of space and maximize work flow efficiency by expanding the facilities for the Libraries and IMCs at the Moreno Valley and Norco campuses. ▪ Increase staffing and funding to meet the need for additional services and increase hours of operation. ▪ Increase weekend hours ▪ Extend hours during winter and summer sessions
Human Resources	<ul style="list-style-type: none"> ▪ The library needs instructional faculty to staff the information/reference desk, to conduct orientations, and to teach information competency courses. One additional reference librarian is needed for winter and summer sessions on each campus. One computer technician at the Riverside City Campus is needed to maintain the District library network. ▪ Two additional classified staff are needed at the Riverside campus, one at Moreno Valley and 50% at Norco. ▪ The IMC requires two additional technicians at Riverside, one each at Moreno Valley and Norco.
Physical Resources	<ul style="list-style-type: none"> ▪ The Riverside library facility is adequate for future growth in the next 10 years, but both Moreno Valley and Norco's facilities have limited space.

	<p>The Norco Campus library does not have an orientation room for hands on instruction and the public access area is small. Shelving is inadequate which limits any expansion of the collection. The limitations inherit in the Norco Campus library design are significant barriers in keeping pace with the growth. Similarly the Moreno Valley Campus library facility is limited and needs an additional 1,500 sq feet of space and some internal remodeling.</p> <ul style="list-style-type: none"> ▪ The IMC at Riverside is adequate for the next ten years. The space for the IMC at Norco is limited and does not provide adequate room to store equipment, which results in an awkward and inefficient work flow. The IMC at Moreno Valley will be receiving new space as part of phase III construction. As a result, the space for the IMC will be sufficient to serve the campus needs for 5 – 7 years.
Technology Resources	<ul style="list-style-type: none"> ▪ Various technological devices including LCD projectors, screens, TVs, VCR/DVD players, desk top PCs, network infrastructure, servers, routers and switches need to be updated on a five year cycle. All equipment will need to be replaced five years from now. The library can develop a replacement plan for the District.
Instructional Programs	<ul style="list-style-type: none"> ▪ In 2004 the library initiated a new information competency program, Library 1. This program will be expanded in terms of format and numbers of sessions offered and will be made available on all three campuses. The department needs to increase the number of day classes offered and move into the hybrid and online environment.
Instructional equipment	
Library and Learning Support Services	
Student Support Services	
Financial Resources	<ul style="list-style-type: none"> ▪ Funds are needed for equipment replacement, training and software upgrades and an equipment replacement plan needs to be developed and technology funds needs to identified and allocated in the yearly budget.
Other	

Life Sciences at Riverside	
History	
5 year Goals	<ul style="list-style-type: none"> ▪ Based on existing wait lists for courses and the anticipated future increase in demand for courses expansion is necessary in the area of majors in biology, botany, and zoology. ▪ Increase the number of sections in the area for biology majors ▪ Increase the technology resources and update equipment for lab courses ▪ Develop course offerings in the natural history of California ▪ Initiation of construction of a new science complex
Human Resources	<ul style="list-style-type: none"> ▪ Increase the pool of adjunct professors ▪ If nursing is to double the number of students enrolled in its program then the number of faculty should increase in the areas that support the nursing program (although increased offerings are limited by space) ▪ Addition of .5 to 1.0 FTE lab tech ▪ An increase in full- time faculty with increased space and course offerings
Physical Resources	<ul style="list-style-type: none"> ▪ Need to double the lab space (new building) and add at least one more large lecture hall (preferably 2-3 additional lecture rooms) – The proposed science building will move us in the appropriate direction
Technology Resources	<ul style="list-style-type: none"> ▪ Update existing computers and laboratory equipment
Instructional Programs	<ul style="list-style-type: none"> ▪ Increase course offerings in the areas of anatomy and physiology, microbiology (nursing) and biology 11 and 12 (for majors) ▪ Develop course offerings in the natural history of California (this has been accomplished) ▪ Increase the number of day and evening classes ▪ Expand into weekends when more field studies courses are in place ▪ Add Biology courses that will provide a diverse biology curriculum, for example evolution and field courses
Instructional equipment	<ul style="list-style-type: none"> ▪ Add instructional equipment to support the growth that we are experiencing as the result of the enrollments in nursing, dental hygiene, physician assistant, etc. ▪ Add instructional equipment to support the growth of courses for majors
Library and Learning Support Services	<ul style="list-style-type: none"> ▪ Develop enhanced tutorial services for students in the sciences, perhaps by employment of UCR/CSU

	students
Student Support Services	
Financial Resources	<ul style="list-style-type: none">▪ Increase financial resources to purchase new equipment and replace worn out and aging equipment▪ Continue support of equipment maintenance contracts
Other	

Math at Riverside	
History	<p>The major developments, activities and projects in the Mathematics Department over the past 5 years have been:</p> <ol style="list-style-type: none">1) experimentation with alternative methods of delivery,2) collaboration with Student Services to improve student retention/success,3) use of technology,4) learning communities,5) redesign of Elementary Algebra and Arithmetic6) remaining current in mathematics/mathematics education field. <p>In the area of experimentation with alternative methods of delivery, the Mathematics Department has developed online courses for Math 50 – Prealgebra, Math 52 – Elementary Algebra, Math 35 – Intermediate Algebra, and Math 11 – College Algebra. In addition for Math 51 – Elementary Arithmetic, a telecourse is offered. To serve the needs of workforce preparation, Math 62A, B, and C – Mathematics in the Workplace modules were created. A committee is presently working on the creation of developmental mathematics modules to (at least initially) serve the needs of students who earn a borderline score on the computerized placement test, Accuplacer. The Mathematics Department has also begun to assess through an online survey students’ learning styles. Components of the Elementary Algebra redesign course were developed with regard to students’ differing learning styles, and faculty members have continued to explore learning styles in this course.</p> <p>In the area of collaboration with Student Services, the Mathematics Department has worked very actively and effectively with the Office of Matriculation in choosing the computerized placement test, Accuplacer. The Mathematics department is participating in an ongoing validation of the cut scores established for Accuplacer. The Mathematics Department also volunteered to be the first pilot discipline for Early Alert. In cooperation with the Counseling Department, the Mathematics Department has been coordinating and offering mathematics study skills workshops and implemented a successful First-Year</p>

	<p>Experience program.</p> <p>In the area of use of technology, the Mathematics Department has continued to offer a laboratory in conjunction with the first and second semester calculus lecture courses. Software, such as Mathematica, and graphing calculators are used with calculus courses. In cooperation with the Physics discipline, a mathematics course based exclusively on the Mathematica software was developed and is offered. As part of the Elementary Algebra redesign, the use of a technology-based learning tool, MyMathLab, was introduced. MyMathLab is a web-based program that generates testing, tutorials, course management, video instruction, homework problems and web resources.</p> <p>In the area of learning communities, the Mathematics department has participated for seven years in the QUEST program at Cal Poly Pomona. QUEST – “Quality Unites Engineering and Science Teams” – is a month-long summer residential program in which Latino, African American, and Native American students showing interest in mathematics-based majors are immersed in an integrated curriculum of chemistry, mathematics, and engineering.</p> <p>In Summer 2000 the Mathematics discipline was awarded a grant from the Pew Charitable Trust to redesign the Elementary Algebra course. The redesign planning involved the entire discipline and, in particular, involved a “Pew Team” and four committees – Lab Planning, Common Final, Common Syllabus, and Assessment. The math department had five faculty members that were very involved throughout the process. Mathematics faculty spent fall 2000 preparing for the pilot of the course redesign. Activities included establishing lab facilities, lab activities, a common syllabus, and common midterm and final examinations. As a part of the redesign, class size was increased from 45 students to 75 students. The discipline was thus able to serve 1,836 students (with 26 sections) in fall 2001 as opposed to 1,352 students (with 34 sections) in fall 2000. During fall 2000, one course section piloted the web-based software ALEKS, a major redesign component. A week prior to the beginning of the spring 2001 semester, ten faculty members attended a two-day training session on the redesign and the ALEKS</p>
--	---

	<p>system. During spring 2001, nine sections (two on the Norco campus, three at Moreno Valley, and four at Riverside City) piloted the redesign with approximately 300 students. During fall 2001 all Elementary Algebra course sections were taught in the redesigned format – altogether 26 sections with an enrollment of over 1800 students. Extensive assessments were performed for the spring and fall 2001 courses.</p> <p>In the area of remaining current in the mathematics/mathematics education field, members of the Mathematics Department are actively involved in organizations such as the American Mathematical Society (AMS), the Mathematical Association of America (MAA), and the California Mathematics Council for Community Colleges (CMC³). Department members have attended the AMS/MAA joint mathematics meetings and a contingent attends CMC³-South each year. Mathematics Department members have also presented at several District Flex workshops.</p>
5 year Goals	<p>The primary goal of the Mathematics Department is to offer sufficient sections to meet demand in an efficient manner. The department plans to develop strategies to reduce the number of students who repeat courses. The development of the math center will require at least the equivalent of six full-time staff.</p> <p>The Mathematics Department would like to address the following issues in the next five years:</p> <ol style="list-style-type: none"> 1) Remediation issues <ol style="list-style-type: none"> a. Should Math 50 and Math 51 be combined as one course? b. Are enough sections of remedial math being offered? c. How effective are current course formats for remedial courses? d. How can the math lab be used to better serve our students who are taking remedial courses? 2) Communication and course offerings <ol style="list-style-type: none"> a. How can the department effectively and efficiently maintain one curriculum? b. What transferable courses should be offered each semester and is there a need to introduce more liberal arts math courses?

	<ul style="list-style-type: none"> c. How can the department prioritize projects and get more faculty involved? 3) Successful completion rates <ul style="list-style-type: none"> a. Will Early Alert help to decrease the number of F's seen in the math grade distributions? 4) Dissemination of information <ul style="list-style-type: none"> a. How can the department more effectively disseminate information from conferences? b. How can the department motivate more faculty members to participate in professional development activities? c. How can the department more effectively disseminate information to adjunct faculty? 5) Facilities <ul style="list-style-type: none"> a. What are the possibilities of constructing a math building? b. What are the possibilities that the Nursing and Life Science departments will move to a new building and the Mathematics Department will move to the Life Science Building?
Human Resources	<ul style="list-style-type: none"> ▪ 3 tenure track positions for fall 2005 ▪ Need for 3 additional positions by fall 2006 ▪ The lab coordinator reassigned time will need to be reevaluated as more courses are added
Physical Resources	<p>The Mathematics Department is very much in need of classroom space. Only four classrooms are dedicated to mathematics, two of which are not adequate for the math class sizes. The large majority of math classes are presently capped at 45; holding classes with 45 or more students in Life Sciences 204 and 205 does not create an optimal learning environment as the classrooms become very crowded. The department shares two classrooms with chemistry, two with geology, and two with physics. The department also uses the Board Room for the Math 52 redesign classes which are capped at 75 students. Room PS-102 was converted from a math lab used for calculus and arithmetic labs to a regular classroom. Calculus and arithmetic labs were moved to the redesign lab. Plans for the renovation of the existing MLK Library include the use of the third floor as computer laboratories for mathematics, sciences and nursing with the understanding that nursing will eventually move to a new building</p> <ul style="list-style-type: none"> ▪ The redesigned math lab has been converted to the

	<p>math lab for students enrolled in Math 52, 96, 97 and 1A courses. As a result of the math lab being impacted, it has been necessary to extend the math lab hours.</p>
Technology Resources	<ul style="list-style-type: none"> ▪ Continue to expand the math lab and keep the lab upgraded with the latest technology
Instructional Programs	<p>Prior to July 1, 2001, approximately 17% of students tested placed into college-level math and over 80% of students placed into developmental mathematics. Since July 1, 2001, 96% of students tested have placed into developmental mathematics classes (Math 50, Math 51, Math 52, Math 53 and Math 35). The Mathematics Department is working with the Office of Matriculation and the Office of Institutional Research to validate the current placement scheme.</p> <p>The remedial issue is also compounded by the one-year rule of the California State System. Students with remedial needs who begin at a California State University have one year to complete these remedial needs. Many of the students who do not meet the Cal State requirement may matriculate to community colleges to take remedial courses.</p> <p>The implications of growth within the District and the increase in remedial needs of students are significant. The Mathematics Department will be hiring three new faculty members for fall 2005. Using the growth figure, the Mathematics Department projects a need for a minimum of three additional tenure-track positions by fall 2006. These three need to be new hire positions in addition to any replacement positions.</p> <p>The increasing needs for remediation will require the Mathematics Department to continue to explore creative and innovative ways to meet these needs. The department has already begun these explorations with the Elementary Algebra redesign. The department is presently working on the concept of math modules and has plans to redesign the pre-algebra and the elementary arithmetic courses. Resources needed to continue exploring modes of delivery to accommodate the increasing numbers of remedial students will be discussed under Topic III. Despite the glaring placement test results, the Mathematics Department resolves to hold constant the transfer function and meet the needs of students both placing into or</p>

	<p>progressing through the system into college-level courses.</p> <ul style="list-style-type: none">▪ Increase the number of math sections especially in pre algebra, intermediate algebra, survey of math, statistics, and college algebra▪ Maintain the cohesion of the curriculum within the three campuses▪ Modify delivery techniques in Math 51, 50 and 35▪ Continue to work on modules▪ Add a lab component to statistics and survey of math▪ Offer a study skills course and workshops related to various mathematical topics▪ Increase day, evening and weekend classes▪ Increase traditional, hybrid and online classes▪ With the modification to the AA, AS degree requirements the Mathematics Department may be expected to develop a new course having elementary algebra as the prerequisite. Math will be expected to grow at a faster rate than projected college growth because of special program such as passport to college and dual enrollment.▪ Future Additional Math Lab Services<ul style="list-style-type: none">○ VCRs and DVD players available for student viewing of textbook lectures – currently available in the library○ Math 51 and Math 50 web-enhanced classes similar to the current Math 52 class○ Math 51 and Math 50 self-paced, computer-based classes (late start or open entry)○ Math review courses available for students who have been away from math for a while or those that are not passing early in the semester (computer-based, late start or open entry)○ Separate testing room for web-enhanced classes and makeup testing for all math classes○ Math 1C and Math 2 Lab component○ Math 62A, B, and C in this lab○ Math 12 Lab○ Tutorial software for all math courses available to Math 96/97 students○ Online textbook availability for all math courses to students in Math 96/97▪ Increase day, evening, and weekend classes
--	--

	<ul style="list-style-type: none">▪ Increase traditional, hybrid, and online courses
Instructional equipment	<ul style="list-style-type: none">▪ Classrooms are in need of updating with projection systems, etc.▪ New student desks are needed
Library and Learning Support Services	
Student Support Services	<ul style="list-style-type: none">▪ Continue to interface with the Office of Matriculation on early alert▪ Continue work with offices of Matriculation and Institutional Research on placement validation
Financial Resources	
Other	<ul style="list-style-type: none">▪ Hold brown bags and additional FLEX opportunities

Nursing at Riverside	
History	
5 year Goals	<ul style="list-style-type: none"> ▪ Expand career ladder to include CNA to LVN to ADN to BSN to MSN ▪ Increase enrollment to meet community needs Offer extension of program at an off-site facility ▪ Expand curriculum to include part-time evening ADN program ▪ Use technology to provide flexible distance education LVN to ADN program ▪ Gain state approval to grant baccalaureate degree ▪ Collaborate to provide MSN on-campus program ▪ Maintain current retention and NCLEX pass rates and full approval by all accrediting bodies
Human Resources	<p>Both the full-time and part-time faculty must be increased by 25% in order to adequately address student needs and to create and support the new programs mentioned under the instructional program section.</p> <ul style="list-style-type: none"> ▪ Faculty: 5 Full-time (2 full-time faculty for the part-time evening ADN program; two full-time faculty for distance learning LVN to ADN program, and one full-time faculty for Human Patient Simulator Lab) ▪ Staff: 6 Full-time and 4 Part-time positions (Full-time learning lab coordinator (new), Nursing Lab Technician, Nursing Enrollment Technician, IDS, Secretary I (new) and IV and maintain 4 part-time classified hourly positions)
Physical Resources	<p>A new facility is needed to accommodate an expanded School of Nursing and to keep pace with student demand and address the nursing shortage that exists nationwide.</p> <ul style="list-style-type: none"> ▪ New building with state of the art classrooms, laboratories, virtual hospital, and admission/ counseling area ▪ Human Patient Simulator Lab
Technology Resources	<ul style="list-style-type: none"> ▪ 70 to 100 computer lab stations for testing and use of instructional programs ▪ Updated classrooms that include Smart Board ▪ LCD projectors ▪ Instructor computer with internet access/wireless technology ▪ Video-streaming and/or teleconferencing capabilities

Instructional Programs	<ul style="list-style-type: none"> ▪ CNA to LVN to ADN to BSN to MSN
Instructional equipment	<ul style="list-style-type: none"> ▪ Hospital/medical equipment, i.e., pumps, beds, IVs, Hoyer lift, ventilator, oxygen, suction, EKG monitor, defibrillator, etc.
Library and Learning Support Services	<ul style="list-style-type: none"> ▪ Expanded library/resource collection ▪ Digitalization of existing videos so that students can view them in the computer lab
Student Support Services	<ul style="list-style-type: none"> ▪ Dedicated Nursing counselor on-site in department ▪ Coordination with other departments such as Life Sciences , English, Chemistry to increase the number of Anatomy/Physiology, Microbiology, English 1A and Chemistry sections that are offered
Financial Resources	<ul style="list-style-type: none"> ▪ As student enrollment increases and program expands, the budget will need to increase accordingly. ▪ Increased staff development funds so that instructors can remain current in specialized fields
Other	<ul style="list-style-type: none"> ▪ Expanded clinical sites and hours ▪ Technology training for faculty in the use of all equipment (i.e., Human Patient Simulators, Smart boards, etc.) ▪ Continued support for grant procurement

Physical Education at Riverside

History

In the last five years, the Physical Education Department has developed, gained state approval and started the implementation of the Exercise, Sport and Wellness Certificate Program. The prerequisites, co-requisites, advisories, and limitations on enrollment for all courses in the certificate program were reviewed as part of the certificate approval process and are currently being updated again as part of our current program review of the discipline. The course outlines for the certificate program including the updating of learning objectives and entry and exit skills (content review) for courses in a sequence have been revised.

The department has also established an ongoing Advisory Committee for the ESW Certificate Program. Current advisors on the committee give us advice concerning current trends and needs of the employers of our students in the school districts (part-time coaches), city parks and recreation departments, sport medicine clinics, community sports organizations and clubs, athletic training businesses, fitness clubs, and the corporate fitness industry. New lecture and activity courses have also been developed that were not part of the ESW Certificate Program.

The Physical Education Department has used technology to improve classroom instruction, increased faculty and student access to information, and improved communication between faculty and students. Faculty members have developed power point presentations for several lecture courses. Each full-time instructor has a computer with internet access. Faculty and students can communicate through email and voicemail. We added the number of faculty and course sections that are taught online or through telecourse offerings.

The Physical Education Department is in the process of developing and implementing a new course combining our physical fitness and weight training courses. These are our most popular courses and are the largest generators of FTES in the department. The new course would be offered with flexible scheduling and would include an in-depth fitness evaluation for the students. Other activity and

lecture classes in our department could also use the assessment equipment.

Programs and Curriculum

The Physical Education Department provides lower division transfer courses for students majoring in the disciplines of Physical Education. The majority of our students are working on an A.A. degree with the idea of transferring and earning a B.S./B.A. degree. Another large group of our students are undecided about their educational goals. The department offers a wide variety of activity classes to meet the diverse needs of our students. Many of the activity classes are sequenced for skill improvement in a series of classes starting with beginning and progressing through intermediate and advanced levels.

5 Year Goals

The Physical Education Department is committed to expanding and improving the existing curriculum and improving instruction to better meet the students' needs in the next five years. We must be more responsive, offer a more diverse curriculum and be flexible in the way classes are scheduled.

The Physical Education Department has a vision to continue to provide a wide variety of classes that are responsive to both student and community needs. These classes provide opportunities for the general student body to receive current knowledge about physical fitness, healthful living practices, leisure time pursuits, and stress management techniques. In addition, students develop motor skills and healthy lifestyles, and participate in activities that can be enjoyed throughout life. Also, we need to serve our physically challenged students better by surveying their needs and creating new curriculum for them. We need to hire a faculty member who specializes in adaptive physical education.

The Exercise, Sport and Wellness Certificate and A.S. degree program in Physical Education are just getting off the ground as a new exciting program and need time and effort to make it a successful program for students.

The biggest challenge is to improve our learning environment for students, to acquire additional capacity to offer more class sections with larger class sizes for lecture and activity classes, to train current faculty in the use of

new technology, and to hire additional qualified faculty.

Curriculum changes will require new facilities, new equipment and additional full-time staff.

Goals

- Incorporate technology to improve classroom instruction and increase faculty/student access to information.
- Expand offerings in the area of adaptive physical education
- Develop new curriculum that will implement pre and post fitness evaluations and develop individualized fitness programs.
- Develop new course offerings for the Exercise, Sport and Wellness Certificate Program.

Human Resources

Increase full-time faculty by 25% and part-time faculty by 10%. Adjunct instructors teach approximately 50% of the FTES in the department. Currently, eight varsity sports are coached by part-time faculty.

Goals

- One full-time faculty position with emphasis on the development of curriculum for the Fitness and Wellness Center.
- One full-time faculty position to develop adaptive PE courses
- One full-time faculty position specializing in the development of the Exercise, Sport and Wellness Program.
- Site manager to oversee and maintain facilities

Physical Resources

Office space in the department is inadequate with many staff members including head coaches sharing office space with other staff and part-time instructors.

- Construction of a Fitness and Wellness Center
- Wheelock and Huntley Gym renovation
- Multi-purpose rooms for yoga, aerobics and karate
- Renovation of men's and women's locker rooms
- Storage space for equipment
- Upgrades to the men and women coaches' locker rooms

Technology Resources

- Attendance tracking equipment
- LCD, laptops and wireless capability in the classrooms and the Fitness and Wellness Center
- TVs wired with cable or dish network, DVD and video recorders in the multipurpose rooms and the

Instructional Programs	wellness center The PE department anticipates extensive growth in all areas if technology, facility and staffing needs are met. The fact that obesity is a close rival to tobacco as the number one preventable cause of death in the US indicates that our students must become more aware of the importance of regular physical activity and a healthy diet. The PE program provides an opportunity for students of all ages to assume responsibility for their own level of fitness.
Instructional equipment	Wheelock/Huntley Classrooms <ul style="list-style-type: none">• LCD projectors and computers wired for internet access• Television with videotape and DVD capabilities Fitness Room <ul style="list-style-type: none">▪ Fitness evaluation equipment▪ Attendance tracking equipment▪ Fitness, free weight, cardiovascular and adaptive equipment▪ Video and Stereo equipment Student Locker Rooms <ul style="list-style-type: none">▪ Men's and women's half lockers in both Wheelock and Huntley Gyms.▪ Benches, Stools and Whiteboards. Athletic Training and Equipment Rooms <ul style="list-style-type: none">▪ Taping Bench and Utility Sinks▪ Muscle stimulating machines▪ Additional treatment tables and whirlpools▪ 50 lb washers and dryers Athletic Strength Training Facility <ul style="list-style-type: none">▪ Video and Stereo equipment▪ Olympic Bars, Dumbbells and Racks▪ Elite Stations/Squat Power Racks▪ Platforms/Bumper Plate Sets▪ Flat Benches, Incline Benches, Olympic Plates and Racks. Pool <ul style="list-style-type: none">▪ Flagpole, bleachers and scoreboard▪ Goals and lane lines▪ Sound System Soccer Field <ul style="list-style-type: none">▪ No equipment at this time. Will be used for swing space for construction projects. Wheelock/Huntley Tennis Courts <ul style="list-style-type: none">▪ New tennis ball machines

	<ul style="list-style-type: none">▪ Bleachers
	Portable 3
Library and Learning Support Services	<ul style="list-style-type: none">▪ Yoga/Karate/Aerobics/Kick Boxing mats▪ Mirrors and sound system▪ Staff training in the areas of assessment and the use of technology▪ Library books, periodicals and DVDs on fitness, wellness and so forth▪ Software on nutrition and assessment
Student Support Services	The Physical Education Department works closely with the financial aid, counseling and tutoring departments in regards to our students. The department communicates regularly with Disabled Student Services to better meet the needs of students in our adapted physical education courses.
Financial Resources	<p>Development of Fitness and Wellness Center would be a resource to students, faculty/staff and the community. The center could attract funding through police and fire departments, small businesses and large corporations who have a need to employ personnel who must attain and maintain a particular level of fitness.</p> <p>Partnerships or sponsorships with businesses, corporations and the City Park and Recreation Department to improve existing facilities or build new facilities.</p> <p>Sport camps and clinics are other possible sources of funding that establishes positive relations between the college and the community.</p>
Other	

Performing Arts at Riverside	
History	<p>Given the demographics, the performing arts expect more demand than current staffing and operating budgets can handle. We expect demand for the transfer courses to increase in the next five years, because we are already seeing increased demand. We anticipate demand for online and hybrid classes and the demand for classroom space to increase. We expect performing groups to grow and to outgrow current facilities, as the Marching Band, Wind Ensemble, and Pilates programs have already demonstrated. Faculty in the performing arts already recruit students into their programs from area high schools. They seek to attract talented students from good quality high school programs. As the high schools grow, so will these programs.</p> <p>The certificate programs in music have already generated an increase in students seeking those certificates. When the “music major” is approved and “fully articulated,” students will seek the RCC transfer program for its value and quality. Associate degrees in dance and musical theatre will bring similar increases. The community expects the college to provide arts programming and performers for its functions on a regular basis already. As city planning focuses more and more on Riverside as an <i>Arts Destination</i>, RCC’s arts programs will grow concomitantly.</p> <p>The faculty at all three campuses would like to see the District’s financial resources used efficiently to maximize the opportunities for students to participate in arts programs either as performers or as members of the audiences. The faculty would like to see appropriate, adequate, and dedicated space for instruction in the arts available on all three campuses. As such, the Performing Arts Department would like to function as a District-wide department for dance, music, and theatre during the next five years, working together with the Riverside School for the Arts and the Norco, Moreno Valley, and Riverside City campuses to offer the Inland Empire performing arts instruction and a cultural environment that will be the envy of Los Angeles!</p>
5 year Goals	<ul style="list-style-type: none"> ▪ Complete Program Review in all three disciplines by spring of 2005.

	<ul style="list-style-type: none"> ▪ Cooperate with the District to develop a District-wide plan for the development of performing arts programs. ▪ Increase financial resources to a level adequate for maintaining the current high quality of programs/performances/ensembles. ▪ Identify adequate, appropriate, dedicated space for teaching, studying, and performing. ▪ Upgrade computers for faculty and student use in labs, classrooms, and offices. ▪ Hire a full-time marketing and promotions staff person to design season brochures, flyers, posters, and websites; arrange for performance venues; handle paperwork associated with contracts and consultants; and assist in fund raising. ▪ Launch with Public Affairs an “RCC Live” marketing campaign to promote the arts activities on all three campuses. (Plan is on hold pending on appropriate funding.) ▪ Cooperate with the Riverside School for the Arts in providing specialized arts instruction to students selected for the Core Studio Course, beginning in fall 2005. ▪ Increase awareness of the critical need for the arts in contemporary life with both students and members of the community. ▪ Complete the redesign of the RCC Performing Arts website, including information from all three campuses. ▪ Coordinate fund-raising activities with the RCCD Foundation to supplement current scholarship programs for students and operating budgets for programs.
Human Resources	<ul style="list-style-type: none"> ▪ Need orchestral strings position (currently vacant) ▪ New technical theater position ▪ New Pilates instructor and a new music technology position, new piano/theory position in music ▪ Additional technical staff for technical theater, conversion of 6 – 8 casual hourly positions to part-time permanent positions, and the continuation of 46 – 50 hourly employees who assist with all aspects of producing arts events
Physical Resources	<ul style="list-style-type: none"> ▪ The ideal would be a dedicated, modern, state-of-the-arts facility housing all of the performing arts in a single performing arts center. ▪ A classroom/rehearsal space for the 250 member

	<ul style="list-style-type: none"> ▪ marching band. ▪ A black box theater space for rehearsal, classes and performances ▪ Renovation of Landis Auditorium for acoustics and various audience configurations ▪ Computer lab for music theory, composition and MIDI ▪ Expanded dance rehearsal and performance space ▪ A recording studio in conjunction with telecom
Technology Resources	<ul style="list-style-type: none"> ▪ Dance: LCD and DVD players, video and audio equipment ▪ Music: DVD and CD players and burners, expansion of the MIDI lab, permanent computer installation in Stover 100, audio assistance in the Digital Library Auditorium for sound reinforcement during live musical performances, and digital audio recording capabilities ▪ Theater: Sound, digital recording equipment for video and audio
Instructional Programs	<ul style="list-style-type: none"> ▪ Develop a Pilates certification program and a technical theater position ▪ Develop an A.A. degree in technical theater
Instructional equipment	<p>The performing arts require expensive, discipline specific equipment</p> <ul style="list-style-type: none"> ▪ Dance: flooring, matte, bar, mirrors, piano, drum set, lighting, additional Pilates equipment and risers for informal dance performance ▪ Music: Instruments of all kinds (upwards of \$8000 for a single instrument) pianos, audio equipment, locking cabinets, cables, recording devices and software ▪ Theater: equipment for building sets
Library and Learning Support Services	<ul style="list-style-type: none"> ▪ The development of a Pilates library
Student Support Services	<ul style="list-style-type: none"> ▪ Priority registration for students who are planning to transfer and participate in performing ensembles, outreach programs, national and international events and ensembles which travel. These students have tremendous time restrictions because of their service to the college and need the opportunity to register early for the required GE courses.
Financial Resources	
Other	<ul style="list-style-type: none"> ▪ Special parking accommodations for community participants and attendees to performing arts

	<p>events</p> <ul style="list-style-type: none">▪ Professional development for all full-time and part-time instructors who teach Pilates to facilitate the creation of a certificate program▪ Work with Institutional Effectiveness to gather data on the success of their core students to be able to track these students to UC and Cal State (particularly those that do not get AA degrees)▪ Performing arts has begun an investigatory dialogue with Institutional Effectiveness to develop substantial and meaningful documentation that adequately reflects the multi faceted needs of performing arts.▪ Conducting exit polls of students who view live performances as a possible avenue for documenting the effect of live performance as a means to enhance student understanding and appreciation of the arts.
--	---

Physical Science at Riverside	
History	
5 year Goals	
Human Resources	<ul style="list-style-type: none"> ▪ Hire one to two full-time faculty in the areas of metrology/physics, physical oceanography/physics, or planetary geology/astronomy/geology ▪ Convert the 1000 hour physical science technician position to permanent full-time position ▪ Increase full-time faculty by 50% and part-time faculty by 50%
Physical Resources	<ul style="list-style-type: none"> ▪ Modernize the Physical Sciences Building first floor ▪ Extend and modernize the Robert Dixon Planetarium with a lecture hall, laboratory and science museum ▪ Build large lecture facilities for the sciences
Technology Resources	<ul style="list-style-type: none"> ▪ LCD projectors in all of the classrooms and internet access ▪ Laptop computers
Instructional Programs	<p>The demand for the Physics 4A sequence has exceeded the available space for the lecture/lab offerings. Additional dedicated space is needed to meet current demand. Space limitations impact the physical science department's ability to increase day and evening offerings in physical science, Astronomy 1 A, and in geology lecture and labs. The department needs to work with other departments to develop a sequence of courses for majors intending to transfer to UC and CSUs.</p> <ul style="list-style-type: none"> ▪ Develop a physics course for health professions. ▪ Redesign the oceanography course ▪ Expand the Physics 4 sequence ▪ Explore the expansion of the physics 2 sequence ▪ Create a new geology course covering earthquakes and other natural disasters ▪ Increase day and evening offerings ▪ Create dedicated lab rooms to give flexibility in terms of scheduling for mornings, evenings and afternoons ▪ Add telecourses in astronomy, (Coast Learning Systems) ▪ Increase the percentage of hybrid courses and develop a geology of national parks and

	monuments course <ul style="list-style-type: none">▪ Increase Physics 11 and possibly Physics 4A
Instructional equipment	<ul style="list-style-type: none">▪ Additional lab equipment is needed to meet current course offerings<ul style="list-style-type: none">○ Labs are being offered for 24 students with only 6 complete sets of equipment
Library and Learning Support Services	
Student Support Services	
Financial Resources	Increase department operating budget and equipment. We are at 1/3 the budget that the department had 10 years ago.
Other	

Public Safety Education & Training at Riverside	
History	
5 year Goals	<p>Law Enforcement/Public Safety</p> <ul style="list-style-type: none"> ▪ Expand all existing programs to maintain the growing needs of Law Enforcement agencies specific to the growing populations in California. ▪ Develop a Homeland Security Training Program (Hazardous Materials, Weapons of Mass Destruction, Terrorism) ▪ Develop a Cyber Crime Investigation course ▪ Develop a program in terrorism/dispatchers ▪ Develop a community-based policing Programs ▪ Develop a program in parolee awareness ▪ Develop a Citizen/Youth Outreach Program to fulfill VTEA requirements for outreach to youths ▪ Develop a Pre-Academy program to expand opportunities for non-traditional students in Public Safety ▪ Develop a Deputy Leadership Institute <p>Fire Technology</p> <ul style="list-style-type: none"> ▪ Expand all existing programs to maintain the growing needs of Fire Agencies ▪ Develop Fast Track Associate Degree and Certificate Programs and implement the programs at the Ben Clark Training Center. ▪ Develop online education specific to the needs of public safety personnel ▪ Expand and/or develop offerings in the areas of: <ul style="list-style-type: none"> ○ Hazardous materials (Technical Specialist) ○ Weapons of mass destruction ○ Terrorism ○ Advanced technical rescue (Rescue Systems II and Structural Collapse Specialist)
Human Resources	<p>Law Enforcement/Public Safety: To maintain the existing program and to support expansion and development of additional/new programs the following resources are needed:</p> <ul style="list-style-type: none"> ▪ Faculty – 3 full-time faculty in the following programs <ul style="list-style-type: none"> ○ Basic and Reserve Modular Academies ○ Probation and Correctional Core Courses ○ Supervisory Core Courses

	<ul style="list-style-type: none"> ○ Deputy Leadership Institute ▪ Staff ○ Supervisory Department Chair/Director of Law Enforcement position to develop and maintain continuity of delivery of all Law Enforcement course scheduling ○ Administrative Assistant for Law Enforcement ○ Two clerical assistants for the Law Enforcement office <p>Fire Technology: To maintain existing program and to support future growth the following human resources are required:</p> <ul style="list-style-type: none"> ▪ 1 full-time faculty to teach degree and certificate programs ▪ 2 full-time faculty to instruct in Basic Academy and distance learning courses ▪ 2 part-time support staff
Physical Resources	<p>Law Enforcement/Public Safety Need:</p> <ul style="list-style-type: none"> • A 30,000 square foot learning resource facility on the property at the Ben Clark Training Center. The facility will include classrooms and laboratories that will facilitate learning in Law Enforcement, Fire Technology, Emergency Medical Services, and Paramedic programs ▪ A physical training area with gymnasium (locker rooms, mat areas, circuit training area) fitness center and on-site obstacle course ▪ A Scenario Village ▪ An emergency vehicle operations track ▪ A chemistry and hazmat laboratory ▪ Simulators ▪ A Dispatch Center ▪ A Canine Training Complex <p>Fire Technology Needs:</p> <ul style="list-style-type: none"> ▪ A burn tower on site ▪ More classroom space
Technology Resources	<ul style="list-style-type: none"> ▪ Computers for all faculty and staff member ▪ Computer laboratory for students ▪ Computer technology upgrades for instructional purposes
Instructional Programs	<p>In order to address the scheduling needs of working professionals in Law Enforcement and Fire Technology and to increase the opportunities to complete an AS degree, a “Fast Track” Program will be developed.</p> <ul style="list-style-type: none"> ▪ Provide GE requirements at BCT

	<ul style="list-style-type: none"> ▪ Offer courses in weekend patterns (Sat/Sun in four-week intervals during all four terms) <p>Other areas of development</p> <ul style="list-style-type: none"> ▪ Middle College High School program in both Law Enforcement and Fire Technology ▪ Homeland Security ▪ Additional HazMat courses
Instructional equipment	<ul style="list-style-type: none"> ▪ Additional, current equipment specific to instructional areas
Library and Learning Support Services	<ul style="list-style-type: none"> ▪ Library services and LAMP accessibility for students and faculty
Student Support Services	<ul style="list-style-type: none"> ▪ Admission, counseling, matriculation, assessment services on site
Financial Resources	<ul style="list-style-type: none"> ▪ As student enrollment increases and program expands, budgets will need to increase accordingly.
Other	

World Languages at Riverside	
History	
5 year Goals	<ul style="list-style-type: none"> ▪ Develop level five and six Spanish courses ▪ Develop Vietnamese, Tagalog and/or other Pacific Rim languages and Hebrew ▪ Expand all languages, hybrid and telecourses ▪ Lower the caps on courses ▪ Develop honors courses ▪ Develop emersion weekends ▪ Develop A.A. programs in the most popular and needed languages ▪ Better standardization of language instruction
Human Resources	<p>The addition of a minimum of one full-time faculty member per language</p> <ul style="list-style-type: none"> ▪ Full-time faculty member in Spanish, Arabic, Greek, Latin, Chinese, Portuguese, and German/other language ▪ Full-time faculty member in ASL/interpreting ▪ Full-time lab coordinator ▪ Additional adjunct instructors
Physical Resources	<p>Currently the department has four classrooms to accommodate 69 sections. The ability to expand, particularly in the evening, is limited by classroom availability. The addition of two dedicated classrooms would allow for expansion to meet demand.</p>
Technology Resources	<ul style="list-style-type: none"> ▪ Smart classroom ▪ Video conference camera
Instructional Programs	<ul style="list-style-type: none"> ▪ Increase day and evening offerings and increase the percentage of hybrid and online courses ▪ Reduce the cap on classes from 33 to 25 and 27 for level one and level two courses respectively and to 20 for level 3, level 4 and conversational classes
Instructional equipment	<ul style="list-style-type: none"> ▪ New ASL lab materials (DVDs and CDROM) ▪ Video cameras, TV with remote controls, webcams
Library and Learning Support Services	<ul style="list-style-type: none"> ▪ Transfer the video library to DVD ▪ Workshops on technology for language instructors ▪ More library books and more realia ▪ Subscriptions to SCOLA, and other satellite educational programs
Student Support Services	
Financial Resources	
Other	

Academic Master Plan

Section 8 – Moreno Valley Campus

Section 8 – Table of Contents
Introduction
Mission
Operational Status
Learner Population
Departmental Configuration
Programs
Department Plans

Introduction

Moreno Valley has been preparing for the status change from campus to college for a number of years. Much of this preparatory work has been discussed in recent documents – the Institutional Self-Study of 2001, the Interim Report of 2002, and the Mid-Term Report of 2003. The Board of Trustees Resolution 53-01/02, adopted on March 20, 2002, formally supported the move from a three-campus district to a three-college system. Subsequent actions on this resolution included letters of intent to the California Community College Board of Governors and Chancellor's Office, the California Postsecondary Education Commission, the Western Association of Schools and Colleges, the California Board of Education, the United States Department of Education, and other agencies. At its March 26, 2004 meeting, the California Postsecondary Education Commission approved proposals from the District to convert the Moreno Valley educational center to full college status. This notice was sent to the Governor, Members of the Legislature, and other agencies. In July 2004, an Eligibility Report affirming the campuses' readiness to become an independent college was approved by the Accrediting Commission. Presently, Moreno Valley has been organizing in preparation for an accreditation self study report, a process which is expected to be completed in Fall 2007. Acceptance of this report by the Accrediting Commission for Community and Junior Colleges (ACCJC) will be the final step to independent college status.

The Moreno Valley Campus opened its doors in spring of 1991 to 3,000 students. Today, the campus serves over 7,000 students on a 140 acre site, 16 miles east of the Riverside campus in the city of Moreno Valley. Located near the Riverside County Regional Medical Center, the Moreno Valley Campus is identified by its strong emphasis on Health, Human and Public Services Programs. One such program, which educates future Physician Assistants, is the only fully accredited community college-based program in the western United States. Moreno Valley is also home to the district's first Middle

College High School program which targets at-risk high school students who are able to complete their high school diplomas while simultaneously earning college credit. Expansion is underway as the Moreno Valley Campus has recently opened a new Early Childhood Center/Lab School and planning is underway for additional buildings and Phase IV construction.

Moreno Valley is the second largest city in Riverside County with a service area population of over 250,000. Two out of every five residents are 18 years of age and younger and yet the area has one of the lowest college-going rates in California. As the only postsecondary institution in the city, the Moreno Valley Campus is positioned to respond to a growing student enrollment that has been increasing at the rate of 15% a year.

Learner Population

The Moreno Valley Campus, serving two unified school districts enrolling over 45,000 students in its service area, is the most ethnically diverse of the three RCCD campuses and has the largest percentage, 64%, of women enrolled in classes. (Document 8.1) Both of its unified school districts have a high percentage of Hispanic students. Over 50% of Moreno Valley Unified School District and nearly 70% of Val Verde Unified School District students are Hispanic. A considerable percentage of students from the feeder school districts use English as a second language. In 1995, the 15th Air Force re-located out of March Air Force Base, many of the servicemen and their families abandoned their homes. At the same time, families from Los Angeles county continued to relocate to the area. Many of these families have children who are, or will become, first generation college-bound students. The diversity in the campus make up is recognized in initiatives such as the successful Puente Program and Community Interpretation in Spanish, a program that prepares students to work in bilingual professional venues in the business, medical and legal fields.

Although assessment results indicate that some incoming Moreno Valley students qualify for English 1A and college level math, based on course placement results for September 2004 through February 2005, Moreno Valley Campus has the highest percentages of students needing basic skills remediation. (Document 8.2) Thus, meeting the needs of under-prepared students is essential.

Mission

In preparation for independent college status, Moreno Valley has developed the following mission statement:

The Moreno Valley Campus provides for the educational, economic, and social needs of its community. It offers quality programs in remedial education, baccalaureate transfer, health sciences, human and public services (including applied language and culture), and business technologies for its diverse student body.

Operational Status

Moreno Valley has been operational since April, 1991, when it opened for a concentrated short spring semester. By fall 1991, the enrollment was 3,325, in fall 1997 it was 4,479, and in spring 2002 it was 6272. Current enrollment is over 7,000. Information from an environmental scan indicates that demand for space at the Moreno Valley campus will continue to increase. The staff has the appropriate professional preparation and experience needed to fulfill all responsibilities for overseeing campus operations. Sixty full-time faculty, fifty-six full-time staff and managers, and 258 part time instructors provide service to students.

Department Configuration

Communications

Health, Human and Public Services

Humanities and Social Sciences

Math, Sciences and Physical Education

Business and CIS

The educational program at Moreno Valley is designed to lead students to associate degrees, transfer to four-year institutions, or certificates. In addition, Moreno Valley campus offers classes in pre-collegiate remedial or developmental improvement and general education. Open Campus courses, including distance education, telecourses, hybrid and on-line courses, are offerings at Moreno Valley designed to provide options for students in alternative delivery modes. The campus also offers classes on Friday evenings and Saturdays to accommodate the working students. Moreno Valley special programs focus in the areas of Health Sciences, Human and Public Services, Business Technologies, and Baccalaureate Transfer Programs. Current certificate or degree programs include:

Current Certificate/Degree Programs:

Dental Hygiene	Phlebotomy Technician
Dental Technology	EKG Monitor Technician
Physician Assistant	Unit Secretary
Human Services	Sterile Processing and Distribution Technician
Community Interpretation in Spanish	Sequential Degree in Public Health
Medical Assisting	in Wellness Management
Medical Transcription	Certified Home Health Aid
Medical Insurance/Coding Technician	Computer Information Systems
Biotechnology	Office Administration
Emergency Medical Technician	Certified Nursing Assistant
Paramedic Program	Baccalaureate Transfer Programs

Programs Currently in Development:

- Dental Assisting
- Gaming Simulation
- Pharmacy Technician
- U.S.-Mexico Border Studies
- Sequential Degree in Advanced Computer Technology
- SAMET Program (Shortage Area Medical Education Training)
- Sequential Degree in Teacher Preparation
- Sequential Degree in Computer Technology
- Sequential Degree in Public Health (Biomedical Data Management)

Academic Plans

Communications at Moreno Valley

History

The new Communications Department, formed in June 2004, was originally part of the Humanities and Social Sciences Department, which has been involved in the college's strategic planning process. Since its inception the department immediately began planning to create a more balanced and expanded curriculum in four of the five disciplines: English, English as a Second Language (ESL), Reading, and Speech Communication. The department has not yet begun to focus on journalism. For the fall and spring terms 2004-2005, the department expanded course sections in English, ESL, Reading, and Speech Communication to accommodate the increased enrollment. In addition, the department offered two literature courses, one in Latino Literature and the other in African American literature in the morning schedule; it also offered an advanced grammar course in the evening as a part of planning the Language and Culture Institute.

For the academic year, the Communications Department has had nine full-time faculty, one of whom has a one-year temporary assignment. Out of the eight full-time, contract faculty, only one has a full FTE. Because of the varied responsibilities needed to be addressed by the department and the college campus, everyone else has some reassignment. As a result, the department does not possess a full-time reading instructor nor a full-time ESL instructor who could serve as Assistant Chair of each discipline.

The most serious facilities need confronted by the department is the Writing and Reading Center (WRC). While classroom space is extremely limited for adding new course sections, the space in the WRC is inadequate to accommodate both writing and reading needs of students. As the course sections in English and Reading continue to expand, the WRC does not possess any additional computer nor work space to accommodate the increased enrollment. In addition, the thirty-three computers in the WRC need to be upgraded and new computer stations need to be added to the existing number to accommodate the students who do not have space to work.

For the department to consider programmatic expansion, it needs to have additional space. It is difficult to plan, for example, hybrid and short term courses because of the lack of available space. (The department, however, realizes that this problem of space will be resolved with the building of Phase III, as programs in the Humanities building vacate existing space.) In addition, either the department or the library needs funding to order instructional media materials.

In the next five years, the department anticipates that an increased number of students with basic oral, reading, and writing needs will enroll at the Moreno Valley campus. As a result of this anticipated increase, the department would like to create an integrated basic skills program to address those needs. The department would also like to increase its course offerings in all of the disciplines, especially in English and ESL, and Reading. Part of this increase will involve expanding its honors course offerings. Currently, the department has moved in these planned directions: it will add a tenure-track reading instructor; offer a curriculum-approved course in American literature; re-arrange the ESL curriculum to offer more course sections in the morning to attract more students; and provide a greater variety of course offerings to students in speech communication. The department will offer a certificate for students interested in a language and culture program. Finally, the department would like to have an expanded space and full-time staff for the WRC.

5 year Goals

- To develop an integrated basic skills program, the department will need to write a proposal for funding or use Title V resources. The development of this proposal will include faculty across the disciplines within the department.
- The department will develop or schedule other literature courses, such as Ethnic or Multi-cultural literature, Asian American literature, Native American literature and additional course sections of literature courses offered already to meet the growing demand of new students. The department will also expand its course offering in Reading to include Reading 2, Rapid Reading; Reading 3, Reading for Academic Success; Reading 87, Reading Tutorial; and Reading 95, Special Topics in Reading.
- The department will seek to add new faculty with expertise in basic skills and transfer-level courses.
- The department will create and implement strategies to recruit new ESL students.
- The department will develop and implement a certificate program in language and culture.

Human Resources

- 4 additional English instructors are needed to teach existing and new course sections in basic skills and degree credit programs
- 1 ½ new ESL instructors to teach classes both on and off campus
- 1 speech communication instructor
- 1 full-time reading instructor
- 1 full-time journalism instructor
- 1 part-time theater arts instructor
- Other staffing
- 1 full-time IDS
- 1 full-time writing and reading center coordinator
- A half time staff position for multicultural resource center to collect and manage a repository of materials on language and culture

Physical Resources

- Classroom space for expansion of new course section offerings within the department
- Additional space for students in the WRC
- Space for a journalism lab

Technology Resources

- 20 new computers and 33 upgraded computers for WRC
- 5 smart boards for internet use
- E-solution type equipment to inform instructor's

- Instructional Programs
- pedagogical practices and test taking activities by students.
 - Language and culture program – the language and cultural institute designed to integrate both English language and social science programs to provide an educational options for students interested in ethnic studies, humanities, child development and health sciences and a journalism program
 - As space becomes available, increase day, evening and weekend classes including Sundays; increase the percentage of traditional courses by 5 % each term. Increase the percentage of hybrid courses in reading and English and increase the percentage of online courses in English.
 - The challenge encountered with enrollment management is trying to expand course sections in all of the disciplines except journalism. Offering new course sections is based upon classroom availability, and frequently odd times exist in which to arrange a new course section. This challenge is especially difficult for potential ESL students who tend to be parents with school age children. When phase III is built, some of these challenges will be resolved.
- Instructional equipment
- Furniture and equipment for expansion of the WRC
 - Upgraded overhead projectors
 - Books for the multicultural resources center
- Library and Learning
Support Services
Student Support Services
Financial Resources
- Funding of a proposal to develop an integrated basic skills program
- Other

Health, Human and Public Services (HHPS) at Moreno Valley

History

5 year Goals

Accreditation

- To obtain the highest possible accreditation, when available, for all department programs
- To introduce new programs with conditional accreditation implicit in the program proposals

Mentoring of new faculty

- To develop a mentoring protocol that includes the identification of potential mentoring relationships and activities

Integration of Programs

- To assess each program to determine ways to share faculty knowledge
- To assess each program's long-term goals to identify similar areas of interest and design projects that meet program goals

Central Information Bank

- To establish a centralized information bank consisting of curricula information, accreditation self-studies and program review documents

Program Outreach Specialist

- Develop a cohesive community outreach program for the purpose of promoting careers and professions in the HHPS Department

Web Page for each program on the RCCD website

- To coordinate efforts at developing a website that is current and helpful for all users

Human Resources

Obtaining accreditation will require the following additional positions

- Dental hygiene, dental assisting, medical assisting, human services, emergency medical services, physician assistant, health care technician and community interpretation

Support staff:

- At least one additional clerical support person in the following areas: dental, medical assisting, health care technician, emergency medical services and physician assistant
- A person to develop, design and maintain the department's website

Physical Resources

- A designated college laboratory space for the medical assisting clinical assistant program
- Possible move to larger central operating center for

the department

Technology Resources

Instructional Programs

Instructional equipment

Library and Learning

Support Services

Student Support Services

Financial Resources

Other

- Current hardware and software to support instruction in all program areas
 - A number of programs are in the master plan and should be enacted within the next five years, including dental assistant, phlebotomy technician, health information technician, pharmacy technician, and radiologic technician
 - Increase the number of all courses: traditional, hybrid, online and telecourses
 - The department could work to have programs become more integrated with each other to perform more efficiently and pool resources
 - Enrollment management: the faculty are concerned with enrollment management and continuously offer sections at times most likely to draw students.
 - Update and replacement of broken and out-of-date equipment
 - Computerized microscope
 - Laptop computer and portable LCD
 - Portable computer lab to be used on a shared basis
-
- Support for professional development and use of expert consultants to develop new programs
 - Additional life and physical science course offerings
 - Additional behavioral science offerings
 - Spanish for health care professionals
 - Vocational English as a second language
 - Applied mathematics for health care situations

Humanities and Social Sciences Department at Moreno Valley

History	<p>The Humanities and Social Sciences Department is a continuing part of the original Communications, Humanities and Social Sciences Department, which was formed when the Campus began separation from the City and Norco Campuses in 1997. In the Fall Semester of 2005, we are served by 18 full-time Faculty, Counselors, a Director of Student Activities. We are further assisted by 57 adjunct faculty.</p>
5 year Goals	<ul style="list-style-type: none">▪ We intend to enhance existing programs and introduce new programs to give a full expression to the Liberal Arts and Sciences taught on this campus.▪ The Humanities faculty, in conjunction with other disciplines, is developing an Honors program which will enable students to transfer to US and other schools with an Honors designation on their records as well as by refining their research and critical thinking skills.▪ The Art program can be further expanded to include instruction in computer generated art, figure drawing, and ceramics.▪ The Music program, currently consisting of RCC Gospel Singers, Moreno Valley Master Chorale, guitar, and music theory classes) will be further developed by the addition of a Piano Lab, Guitar ensemble, a “midi-lab” consisting of computerized musical composition, and the development of a weekly public recital on campus.▪ The Modern languages Program will be further developed by the addition of instruction in other languages, (eg. French, Latin) and additional higher level courses in languages currently taught in the District (e.g. Spanish 4).▪ The HSS faculty will continue to develop and teach other lower level undergraduate courses beyond the first year introductory surveys. Recent new courses to this Campus provide examples of such a project to be further developed: Women’s History, Sociology of the Black Community, Spanish 3, Ancient Greek History, International Relations.▪ Integration of HSS subjects in applied areas at the Moreno Valley Campus (e.g. Spanish and Health Sciences; Geography, and Border Studies.)
Human Resources	<ul style="list-style-type: none">▪ An additional IDS

- Physical Resources
 - Additional faculty are needed in the areas of where we currently have no full time faculty, e.g. Economics, and Administration of Justice. Additional faculty in areas already in possession of one full time faculty will need to be added to meet the growing number of sections, (e.g. Psychology, Counseling, Modern Languages.)
 - The addition of temporary classrooms as well as the long awaited Phase Three building project will enable a vastly greater service to the education needs of the Moreno Valley community by opening the doors to many needed sections of classes.
 - Remodeling work is needed for the counters and cabinets in the art lab
- Technology Resources
 - The continued expansion of the internet and other computer resources will enable faculty and students to do research and study. Access to original sources in art, literature, music and photography is essential in the liberal arts.
- Instructional Programs
 - As our academic programs grow and evolve, it will soon be necessary to divide the HSS Department into smaller departments along discipline lines, perhaps dividing the Humanities from the Social Sciences, after appropriate consultation with the Academic Senates.
- Instructional equipment
 - DVD players, expansion of the basic equipment for art composition (e.g. easels), more sophisticated computer terminals and office space are essential.
- Library and Learning Support Services
 - The expansion of academic programs will require additional funding for the Library on the Moreno Valley Campus, for books, music, journals, art and other media.
- Student Support Services
 - As the campus population grows, the HSS Department is mindful of the increased need for office, secretarial, and other support staff to compliment our current priceless workers.
- Financial Resources
- Other

Math, Sciences and Information Systems Department at Moreno Valley

History

5 year Goals

- Explore the development of a certificate program or area of concentration in computer gaming and computer security/forensics.
- Expand the faculty pool both full-time and adjunct in the various disciplines within the department.
- Become more independent from the city campus in terms of offering advanced courses in math.
- Split the department into two departments with a possible math, sciences and physical education and business and CIS in the other department.
- Expand the laboratory facilities in math, the life sciences, chemistry and CIS/office
- Keep abreast of student enrollment needs
- Establish and cultivate direct links to the work forces
- Establish a dialogue with appropriate four year college and universities regarding transfer requirements
- Engage in staff development that will result in more expertise in the curriculum process

Human Resources

Math:

- Increase the number of full-time math faculty to staff the increased number of sections in math and also to coordinate the math lab. A 100% increase is needed.

Sciences:

- Addition of 1 Biology faculty member to reduce the current number of sections being taught by adjunct faculty, which is currently 75%.
- 1 full-time health science instructor to replace Bill Vincent
- 1 full-time anatomy position
- Additional faculty for Chem 2A and B, probably adjunct faculty initially, plus 1 additional full-time faculty position in Chemistry

CIS:

- Additional faculty address the increased number of course offerings

Office Administration

- 1 -2 new full-time faculty members

- Additional part-time lab technician to support additional sections in chemistry and other sciences most likely assigned to the evening program.
 - A part-time lab tech for Physics and physical science
 - CIS – additional lab techs to handle increasing enrollments
 - Office administration – at least one part-time to assist the IDS
 - Physical Education – 1 new full-time faculty member with specialty in areas of the discipline that will expand and enhance our physical education options.
- Physical Resources
- The west facing classrooms in the HM building need proper maintenance of the ventilation/air conditioning. Construction of a larger microbiology lab to accommodate more than 24 students per section.
 - Conversion of the current micro lab into a class/lab room.
 - Installation of a new thermostat, heating and air conditioning system in the science building.
 - Installation of a new ventilation system in the science building for fumes and proper ventilation.
 - Conversion of the current micro prep room into an additional specimen room.
 - The addition of a large lecture room to accommodate expansion in chemistry.
 - Add specialized lab facilities including a stock room and instrument room to support chemistry
 - Add new classroom facilities to accommodate additional class offerings in office administration.
 - The addition of Physical Education facilities.
- Technology Resources
- Upgrade computers in math faculty offices.
 - Upgrade computers in Science labs/ faculty offices.
 - Lap top computer station for lecturing
 - Expansion of the computer lab with additional computers including both Macs and PCs for CIS
 - New computers and up to date software for Office
 - Over head LCD projection systems
 - A smart classroom with wireless computer equipment.
- Instructional Programs Math

- Expand the facilities in the math lab and increase the number of advanced courses offered
- Increase the percentage of day, evening and weekend classes

Sciences

- Offer more anatomy and physiology, more biology and more chemistry

CIS

- Develop a program in gaming and explore other high interest job fields for course development
- Increase the number of evening, hybrid and online courses
- Office
- Increase both day and evening offerings and consider a high school/employment needs survey to gather information about future course offerings
- Increase the percentage of online courses and decrease the number of telecourses

Physical Education

- Development of Fitness and Wellness program.

Strategic Enrollment

- The department experiences major problems with enrollment issues every semester. A large number of students attempt to add and become frustrated. The use of an accurate waiting list would be helpful.
- Need equipment to fully stock lab facilities for chemistry and other sciences
- Need equipment to support Fitness and Wellness.

Instructional equipment

Library and Learning

Support Services

Student Support Services

Financial Resources

Other

- The institution needs to develop budgets that fund replacement and upgrades of equipment in an orderly and predictable manner
- Additional faculty parking spaces in the south parking lot

Academic Master Plan

Section 9 – Norco Campus

- Introduction
- Mission
- Operational Status
- Learner Population
- Department Configuration
- Programs
- Department Plans

Introduction

Norco, like Moreno Valley, has been preparing to be an independent college for a number of years. The preparatory work has been discussed in recent documents – the Institutional Self-Study of 2001, the Interim Report of 2002, and the Mid-Term Report of 2003. The Board of Trustees Resolution 53-01/02, adopted on March 20, 2002, formally supported the move from a three-campus district to a three-college system. Subsequent actions on this resolution included letters of intent to the California Community College Board of Governors and Chancellor’s Office, the California Postsecondary Education Commission, the Western Association of Schools and Colleges, the California Board of Education, the United States Department of Education, and other agencies. At its March 26, 2004 meeting, the California Postsecondary Education Commission approved proposals from the District to convert the Norco educational center to full college status. This notice was sent to the Governor, Members of the Legislature, and other agencies. At its January 2005 meeting, the Accrediting Commission of Community and Junior Colleges approved the Eligibility Report for the Norco campus to become an independent college. The final step in the process to independent status will be the preparation and approval of an accreditation self study report which is planned for completion in Fall 2007.

The Norco Campus, situated on a 141 acre site south of Riverside, offers courses that meet the transfer program requirements paralleling the first two years of university offerings and pre-professional, career preparation, occupational and technical programs leading to the associate of arts and the associate of science degrees and a variety of certificates. The curriculum and programs create a learning environment, that develops the learner’s knowledge, critical thinking skills, independent thought, cultural awareness, self-reliance and personal growth. In support of this mission, it provides services required to maintain learning programs as well as the basic skills that equip students to complete transfer and/or occupational objectives. In response to changing needs, Norco Campus focuses on the theme of technology in the 21st Century and is best known for its cutting edge programs in technology and manufacturing, reflecting partnerships with industry and community groups.

The city of Norco has a population of 25,250 while the population of the nearby community of Corona is 137,000. Located in the most western tip of the Riverside Community College District, along the Interstate 15 and 91 freeway corridors, the Norco Campus is a gateway to the engineering, manufacturing and warehousing companies serving the counties of Riverside, Orange, and San Bernardino. With its emphasis on academic programs that prepare graduates to work in the business sectors of manufacturing, technology and distribution, the Norco Campus has kept pace with the surrounding growth of its communities and is ready to meet the future.

Learner Population

Norco is Riverside Community College District's fastest growing campus, offering students a dynamic, state-of-the-art learning environment. Its student body is culturally diverse, representing the communities of western Riverside County and commuters living in Orange County. Although a significant number of Norco's students are enrolled in less than 12 units, over a third are full-time, and 70% take more than 6 units. (Document 9.1) As is true across the District, the majority of Norco students who took assessment tests between September 2004 and February 2005, placed into basic skills classes in reading, math and English. (Document 9.2) Thus, in addition to the general education/transfer classes and career-focused occupational programs, Norco offers classes to meet the needs of under-prepared students.

Mission Statement

In preparation for independent college status, the Norco Campus has developed the following mission statement:

Norco Campus, as part of the Riverside Community College District, is an accessible and comprehensive educational center committed to providing an affordable post-secondary education, including student services, to a diverse student body.

Organizational Status

Norco has been operational since April, 1991, when it opened for a concentrated short spring semester. By fall 1991, the enrollment was 3,755, in fall 1997 it was 5,012, and in spring 2002 it was 6,619. Current enrollment is over 8,500. All projections indicate that this area of the Inland Empire will continue to experience rapid growth from Orange County overflow and the I-15 corridor housing expansion. In fact, Norco is the most rapidly growing campus in the district, experiencing a 28.4% increase in enrollment since 2002. The staff has the appropriate professional preparation and experience needed to fulfill all responsibilities to oversee the operation of the campus. Currently, there are 60 classified staff, 63 full-time faculty and approximately 221 part-time faculty.

Department Configuration

Business, Engineering, and Information Technologies
 Communications
 Mathematics and Science
 Arts, Humanities and World Languages
 Social and Behavioral Sciences

The educational program at Norco is designed to lead students to associate degrees, transfer to four-year institutions, or certificates. In addition the campus offers programs in pre-collegiate remedial or developmental improvement and for general education. Open Campus courses encompassing distance education, telecourses, hybrid and on-line courses are offerings at Norco designed to provide options for students in alternative delivery modes. Workshop courses and cooperative work experience classes are also offered. Norco’s special programs focus in the areas of Engineering, Drafting, Architecture, Logistics, Manufacturing Technology, and the Competitive Applied Technology Center. In addition Norco offers the “Weekend College” for 1,107 working adults who are able to complete certificate and general education requirements attending classes scheduled on Friday evening, Saturday and Sunday and is preparing to initiate an Afternoon College beginning in Fall 2006. (Document 9.3)

Current Certificate/Degree Programs:

- | | |
|-----------------------------------|------------------------------|
| Architecture | Accounting |
| Art-Commercial | Business Administration |
| Computer Information Systems | Computer Applications |
| Computer Programming | Drafting Technology |
| Early Childhood Studies | Electronics Computer Systems |
| Electronics Technology | Engineering Aide |
| Engineering Software Applications | Engineering Technology |
| Logistic Management | Manufacturing Technology |
| Mechatronics | Marketing |
| Office Administration | Real Estates |

Programs Currently in Development:

- | | |
|--------------------------------|--------------------------------|
| Advanced Plastics Technologies | Environmental Science |
| Civil Engineering Technician | Composite Materials Technician |
| Manufacturing Management | Human Resources |

Department Academic Plans

Arts, Humanities and World Languages at Norco	
History	
5 year Goals	The current configuration of the department is not

	<p>conducive to growth and meeting student needs. The department should be split and new departments should be created. The present department has 17 disciplines which includes: administration of justice, anthropology, art, English, ESL, guidance, history, humanities, music and dance, philosophy, political science, psychology, reading, sociology, world languages, speech and theater (since this plan was submitted a realignment of departments has occurred that includes communications; social and behavioral science; and arts, humanities and world languages).</p> <p>Overarching goal: To increase the number of hybrid and online courses in all areas. Additional goals are:</p> <ul style="list-style-type: none"> ▪ To increase the number of modern languages offered at Norco and include levels 1, 2 and 3 for each language. The department began offering French and Sign Language in fall of 2005. ▪ Establish better communication across the District through the chairs and members of the disciplines. ▪ Add full-time faculty in areas where there are no full-time faculty members or only one – AJ and anthropology do not have full-time faculty; political science, psychology and sociology only have one. ▪ Develop better orientation and skills development/workshops for part-timers. ▪ Develop honors classes ▪ Increase cross-discipline collaboration between creative artists from Norco and other campuses
Human Resources	<p>The Department needs to add:</p> <ul style="list-style-type: none"> ▪ a full-time faculty in world languages, anthropology, administration of justice, music, sociology, psychology and political science ▪ A full-time writing lab coordinator and assistant ▪ A full-time read lab assistant/coordinator ▪ One full-time instructor in English every third semester to meet growth ▪ An IDS to support growth and newly formed departments
Physical Resources	<p>Facilities needs include:</p> <ul style="list-style-type: none"> ▪ A photo lab and art room ▪ Additional classrooms and faculty office space ▪ An art gallery or exhibition space ▪ At least one or two smart classrooms ▪ Enclose ATEC 119 patio to become a classroom

	<ul style="list-style-type: none"> ▪ Innovation Technology Center for Faculty ▪ Full Service Cafeteria and Student Center ▪ Collaborative relationship with the John F Kennedy Middle College to begin utilizing their 35 classrooms in fall 2006.
Technology Resources	<p>The department needs more:</p> <ul style="list-style-type: none"> ▪ DVD players ▪ LCD projectors ▪ Set up of smart rooms
Instructional Programs	<ul style="list-style-type: none"> ▪ Competition from the large City Campus has had an impact on Norco enrollments in low-enrollment, specialized courses. To ameliorate this concern a greater level of awareness within disciplines and better communication is needed. ▪ A more comprehensive theater program is needed. ▪ Dance class offerings should grow. ▪ More music classes should be added with offerings at the Fender facility ▪ Photography and digital media should be offered in conjunction with art ▪ 3-D modeling and animation classes are needed ▪ Continue development of speech class offerings ▪ Revise and expand art discipline ▪ Further develop the Journalism program ▪ Develop interdisciplinary offerings and/or honors classes in history and continue growth in the humanities ▪ Add more traditional classes to the late afternoon and evening schedule ▪ Add more online courses in more subject areas ▪ Add more hybrid courses in more subject areas ▪ Develop telecourses that are up to date using CD and DVD capabilities or decrease their number if that is not available
Instructional equipment	<ul style="list-style-type: none"> ▪ New maps ▪ Equipment for photography lab
Library and Learning Support Services	<ul style="list-style-type: none"> ▪ Professional Development Books
Student Support Services	
Financial Resources	
Other	

Business, Engineering and Information Technologies at Norco	
History	
5 year Goals	<p>Engineering, architecture, design/drafting, electronics, and manufacturing goals are:</p> <ul style="list-style-type: none"> ▪ Improved articulation with UC/CSU and local high school districts ▪ Course integration between the areas of engineering, design/drafting, manufacturing and electronics ▪ Architecture – develop a full-time day and evening program ▪ Electronics – develop a full evening and partial day program ▪ Engineering – provide a transfer program that offers ENE 17, 35, and 45 at least one semester per year ▪ Manufacturing – develop a full day and evening program <p>Business, Logistics, accounting, marketing, and real estate goals are:</p> <ul style="list-style-type: none"> ▪ Improved articulation, establish effective advisory counsels, increase informational seminars for students and the community and a closer coordination with the business community
Human Resources	<p>Engineering, architecture, design/drafting, electronics, and manufacturing</p> <ul style="list-style-type: none"> ▪ 100% increase in full-time faculty and 70 – 100% increase in part-time ▪ Manufacturing – 1 full-time, 2 to 4 part-time faculty ▪ Architecture – 1 full-time, 2 – 3 part-time ▪ Electronics – 1 full-time, 2 – 3 part-time <p>Business, Logistics, accounting, marketing, and real estate</p> <ul style="list-style-type: none"> ▪ 75% increase in full-time faculty over four years ▪ Accounting – 1 full-time ▪ Business – 1 full-time ▪ Other staffing: <ul style="list-style-type: none"> ▪ Outreach coordinator: a full-time faculty member reassigned with .65 FTE to focus on recruitment, meeting advisory committees, new articulation and upgrades, placement, advising, marketing and advertising for all occupational areas on the Norco Campus ▪ A full-time secretary to support the

	<p>outreach coordinator and IDS</p> <ul style="list-style-type: none"> ▪ Tool room attendant for manufacturing ▪ Lab Technician for electronics
Physical Resources	<ul style="list-style-type: none"> ▪ With the addition of phase three building facilities will be adequate
Technology Resources	<ul style="list-style-type: none"> ▪ Computer upgrades are necessary in three year cycles with 30 new computers for the advanced CAD lab rotating the older ones out to engineering or drafting labs ▪ Maintenance and upgrade dollars must be available for rapid-prototyping (3D printing equipment)
Instructional Programs	<p>Engineering, architecture, design/drafting, electronics, and manufacturing</p> <ul style="list-style-type: none"> ▪ No anticipated new programs are expected to be developed within the next five years. ▪ Specific focus will be concentrated on growing architecture, manufacturing, electronics and transfer engineering programs ▪ Increase day and evening offerings, traditional, hybrid, and look at possibly developing some online courses <p>Business, Logistics, accounting, marketing, and real estate</p> <ul style="list-style-type: none"> ▪ Developing new programs in occupational business skills for managers/partners/sole operators and their staffs and in human resources ▪ Implement Human Resources Certificate ▪ Increase evening and weekend classes and the percentage of hybrid and online courses and eliminate telecourses
Instructional equipment	<ul style="list-style-type: none"> ▪ Phase three should address equipment needs for the next five years.
Library and Learning Support Services	
Student Support Services	
Financial Resources	<ul style="list-style-type: none"> ▪ A significant repair/replacement budget is needed to support the manufacturing program (\$10,000.00). ▪ A supply budget is needed to support manufacturing (\$8,000.00) ▪ Approximately \$25,000.00 is needed annually to maintain engineering and design software upgrades ▪ Increased budgets in engineering, architecture and electronics are necessary to accommodate

	technology changes and inflation
Other	

Communications Department at Norco	
History	<p>The Department is concluding its first year as a department after leaving behind the Department of Arts, Humanities, and Social Sciences. The Department “houses” the disciplines of English, English As a Second Language, Journalism, Reading, and Speech. During this year, we have:</p> <ul style="list-style-type: none"> ▪ increased class sections by 16%, ▪ increased faculty by 33%, ▪ continued to work with Puente program by introducing a new team, ▪ worked with Title V in English and Reading to develop new methods of delivery, and ▪ introduced a one-unit classes to help students acquire specific college-level skills outside a “typical” classroom environment.
5 year Goals	<p>The department’s five-year goals include:</p> <ol style="list-style-type: none"> 1. Continuing to hire full-time, tenure track faculty to achieve a minimum of 25% of all sections being taught by full-time faculty, and to make sure each of our five disciplines has at least one, full-time faculty (Journalism does not.). 2. Developing a strong ESL program through community outreach and dialogue with admissions staff and counseling. 3. Participating in campus leadership and strategic planning for accreditation and separation into our own college. 4. Building programs and projects with JFK Middle College High School when it opens in fall 2006. 5. Continuing assessment of student learning outcomes and program reviews to ensure programs, courses, seminars, and workshops are responding to students’ needs. 6. Modifying the Writing/Reading Center to fit evolving and changing student needs and pedagogical needs. 7. Working to expand course offerings in all disciplines to continue to meet student needs. 8. Researching and using alternative methods of instructional delivery. 9. Developing Senior Class Preparation classes for students at JFK Middle College.

Human Resources	<p>The department continues to need</p> <ol style="list-style-type: none"> 1. Full-time faculty to achieve a minimum of 25% of sections taught by full-time. In addition, Journalism is still taught by 100% part-time faculty; 2. A dedicated, full-time IDS; and 3. A full-time Reading Paraprofessional, as Norco is the only campus without this staff person.
Physical Resources	<p>The department needs:</p> <ul style="list-style-type: none"> ▪ Dedicated classrooms to facilitate classroom utilization and provide permanent homes for video and audio equipment currently being shuttled between classrooms; ▪ Faculty offices; ▪ More classrooms, ▪ ESL classes on campus not at NOHS <p>The Norco Campus needs</p> <ul style="list-style-type: none"> ▪ More classrooms, ▪ Conference rooms, ▪ Student activity center/cafeteria ▪ Cyber café.
Technology Resources	<p>As the technology campus, Norco has wireless access everywhere on campus. This is terrific but other technological resources will need to be updated in:</p> <ul style="list-style-type: none"> ▪ Most department classrooms where video equipment is outdated and most classrooms do not have a computer; ▪ Most department faculty offices where computers are +6 years old and printers are old; ▪ In the Writing/Reading Center where software and hardware will need updating in 2006-07. <p>Special technological resources such as digital video equipment and computers to record and play back student performances for improvement in disciplines such as Speech should be considered.</p>
Instructional Programs	<p>The department is currently involved with</p> <ul style="list-style-type: none"> ▪ Puente with English ▪ Title V with English, Reading, and soon with ESL and Speech, ▪ Weekend College with English, Reading, and Speech ▪ Night courses with English, ESL, Reading and

	Speech.
Instructional equipment	Classrooms used by the department are generally well-equipped unless otherwise indicated in this report.
Library and Learning Support Services	The department enjoys an excellent relationship with Celia Brockenbrough and her staff; their support of all of our disciplines is excellent.
Student Support Services	The department continues to work with Student Support Services to develop clear matriculation and placement responses to student needs. This is especially true in the areas of English, ESL, and Reading.

Math, Science and Information Systems at Norco	
History	Since this plan was submitted, a realignment of departments has occurred. Information Technology has been placed in a separate department.
5 year Goals	<p>Department goals:</p> <ul style="list-style-type: none"> ▪ To expand the pre-nursing/science offerings ▪ Offer enough classes for a science major to transfer ▪ Develop new certificates in physical education ▪ Offer an integrated math 52 and 35 ▪ Development of a dedicated math lab
Human Resources	<p>Full-time faculty:</p> <ul style="list-style-type: none"> ▪ 2 life science instructors to teach anatomy and physiology and microbiology ▪ 3 additional math instructors ▪ 2 additional PE instructors ▪ 1 additional chemistry instructor ▪ 1 additional physics instructor <p>Classified positions:</p> <ul style="list-style-type: none"> ▪ 2 full-time science lab technicians ▪ 1 IDS/assistant
Physical Resources	<ul style="list-style-type: none"> ▪ 1 more physics or chemistry lab ▪ 1 more micro lab ▪ 1 more anatomy and physiology lab ▪ 1 more PE classroom ▪ Dedicated math lab
Technology Resources	<ul style="list-style-type: none"> ▪ 50 graphics calculators ▪ 5 replacement data projectors ▪ 2 new data projectors
Instructional Programs	<ul style="list-style-type: none"> ▪ Increase the number of day and evening classes and increase the percentage of hybrid and online courses with no change to telecourses ▪ Offer more pre-nursing science classes ▪ Add math courses to meet remedial needs and address the anticipated change in the AA degree requirement ▪ Develop new certificates in PE in the area of stress reduction and rehabilitation therapy ▪ Add Biology 11 and Biology 12 classes for transferring students
Instructional equipment	<ul style="list-style-type: none"> ▪ Equipment to fully stock new labs (physics, chemistry, micro, and A&P) ▪ Weight training and aerobics equipment for

	physical education
Library and Learning Support Services	
Student Support Services	
Financial Resources	
Other	

Academic Master Plan

Appendix – List of Documents

Section 1	No Tables		
Section 2	No Tables		
Document	2.1	Strategic Planning Update, 2004	1
Document	2.2	Campus Strategic Planning Committee Structure	23
Document	2.3	Instructional Programs, Self-Study Resource Guide	24
Document	2.4	Program Review Status 2005	48
Section 3			
Document	3.1	Totals for Graduation and Certificates, 1998-2004	49
Document	3.2	Program Awards for 2003-2004 by Program Type	51
Document	3.3	RCCD Occupational Certificates and A.S. Degrees	52
Document	3.4	Transfer Data for the 2003-2004 Academic Year	54
Document	3.5	Course Type Headcount Distributions, Spring 2005	55
Document	3.6	Course Type Enrolled Space Distributions, Spring 2005	56
Document	3.7	Course Type Headcount Percentage, Spring 2005	57
Document	3.7	Course Type Enrolled Space Percentage, Spring 2005	57
Document	3.8	Course Placements, September 2004-February 2005	58
Section 4			
Document	4.1	RCCD Headcount and Enrolled Spaces, Spring 2005	59
Document	4.2	Enrollment Status Headcount, Spring 2005	60
Document	4.3	Enrollment Status Enrolled Spaces, Spring 2005	61
Document	4.4	Enrollment Status Percentage Headcount, Spring 2005	62
Document	4.4	Enrollment Status Percentage Enrolled Spaces, Spring 2005	62
Document	4.5	Gender Headcount Distributions by Location, Spring 2005	63
Document	4.6	Gender Enrolled Space Distributions, Spring 2005	64
Document	4.7	Gender Percentage Headcount Distributions, Spring 2005	65
Document	4.7	Gender Percentage Enrolled Spaces Distributions, Spring 2005	65
Document	4.8	Race/Ethnicity Distributions by Location, Spring 2005	66
Document	4.9	Race/Ethnicity Enrolled Spaces, Spring 2005	67
Document	4.10	Race/Ethnicity Percentage Distributions, Spring 2005	68
Document	4.10	Race/Ethnicity Percentage Enrolled Spaces, Spring 2005	68
Document	4.11	Age Headcount Distributions, Spring 2005	69
Document	4.12	Age Enrolled Space Distributions by Location, Spring 2005	70
Document	4.13	Age Percentage Headcount Distributions, Spring 2005	71

Document	4.13	Age Percentage Enrolled Space Distributions, Spring 2005	71
Document	4.14	Units Attempted Headcount Distribution, Spring 2005	72
Document	4.15	Units Attempted Enrolled Spaces, Spring 2005	73
Document	4.16	Units Attempted Percentage Headcount, Spring 2005	74
Document	4.16	Units Attempted Percentage Enrolled Spaces, Spring 2005	74
Section 5			
Document	5.1	RCCD/CTA Agreement, Appendix F, 5, Page 78	75
Document	5.2	Plan for Tenure Track Faculty Hiring	76
Section 6			
Document	6.1	Department Planning Questions	82
Document	6.2	Instructional Programs Self-Study: Departmental Version	86
Document	6.3	Survey of Facilities Needs	100
Document	6.4	Facilities Needs Survey Results from Departments	102
Document	6.5	Facilities Needs Survey Results from Administration/Faculty	103
Section 7			
Document	7.1	Riverside City Learner Population Demographics	104
Document	7.2	Course Placements, Riverside, Sept. 2004-Feb. 2005	107
Section 8			
Document	8.1	Moreno Valley Learner Population Demographics	108
Document	8.2	Course Placements, Moreno Valley, Sept. 2004-Feb. 2005	111
Section 9			
Document	9.1	Norco Learner Population Demographics	112
Document	9.2	Course Placements, Norco, Sept. 2004 – Feb. 2005	115
Document	9.3	Weekend College, 2002-2005	116

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-2-a

Date: December 13, 2005

Subject: Agreements for Concert Band Festival

Background: Presented for the Board's review and consideration are agreements between Riverside Community College District and Robert Feller and Don Gunderson to provide services as clinicians for the RCC Concert Band Festival. The term of the agreements are for March 14, 2006, for \$300.00 each and a total not to exceed \$600.00. Funding source: General Fund.

The vendors identified in this contract 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 these individuals are 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. These agreements have 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 agreements, for March 14, 2006, for an amount not to exceed \$600.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreements.

Salvatore G. Rotella
Chancellor

Prepared by: Glenn Hunt
Dean of Instruction
Kevin A. Mayse
Associate Professor, Music

AGREEMENT BETWEEN ROBERT FELLER
AND RIVERSIDE COMMUNITY COLLEGE DISTRICT

THIS AGREEMENT is made and entered into on this 14th day of December 2005 by and between ROBERT FELLER 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. Guest Clinician for District's Department of Performing Arts Concert Band Festival March 14, 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 \$300.00.
5. 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.
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.

Robert Feller

Riverside Community College District

Consultant Signature

James L. Buisse
Vice Chancellor, Administration and Finance

AGREEMENT BETWEEN DON GUNDERSON
AND RIVERSIDE COMMUNITY COLLEGE DISTRICT

THIS AGREEMENT is made and entered into on this 14th day of December 2005 by and between DON GUNDERSON hereinafter referred to as "Consultant" and RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "District".

The parties hereto mutually agree as follows:

4. The consultant agrees to provide the following services:
 - a. Guest Clinician for District's Department of Performing Arts Concert Band Festival March 14, 2006.
5. 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.
6. 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 \$300.00.
7. 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.
8. 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.

Don Gunderson

Riverside Community College District

Consultant Signature

James L. Buisse
Vice Chancellor, Administration and Finance

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-2-b

Date: December 13, 2005

Subject: Agreement with Vangie Pearson

Background: Presented for the Board's review and consideration is an agreement between Riverside Community College District and Vangie Pearson to provide services as the clinician for the RCC Symphony Orchestra Clinic. The term of the agreement is for December 19 and 20, 2005, for a fee of \$500.00. Funding source: General Fund.

The vendor 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 this individual 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. 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, for December 19 and 20, 2005, for an amount not to exceed \$500.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Glenn Hunt
Dean of Instruction
Kevin A. Mayse
Associate Professor, Music

AGREEMENT BETWEEN VANGIE PEARSON
AND RIVERSIDE COMMUNITY COLLEGE DISTRICT

THIS AGREEMENT is made and entered into on this 14th day of December 2005 by and between VANGIE PEARSON 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. Guest Clinician for District's Department of Performing Arts Symphony Orchestra Clinic December 19-20, 2005.
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 \$500.00.
5. 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.
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.

Vangie Pearson

Riverside Community College District

Consultant Signature

James L. Buisse
Vice Chancellor, Administration and Finance

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-2-c

Date: December 13, 2005

Subject: Agreement with James & James Sound Recording

Background: Presented for the Board's review and consideration is an agreement between Riverside Community College District and James & James Sound Recording to provide recording services for the RCC Wind Ensemble and RCC Symphony Orchestra. The term of the agreement is for December 19, 2005 through February 1, 2006, for a fee of \$2,000.00. Funding source: General Fund.

The vendor 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 this individual 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. 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, for December 19, 2005 through February 1, 2006, for an amount not to exceed \$2,000.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Glenn Hunt
Dean of Instruction
Kevin A. Mayse
Associate Professor, Music

AGREEMENT BETWEEN JAMES & JAMES SOUND RECORDING
AND RIVERSIDE COMMUNITY COLLEGE DISTRICT

THIS AGREEMENT is made and entered into on this 14th day of December 2005 by and between JAMES & JAMES SOUND RECORDING 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 recording for District's Department of Performing Arts Wind Ensemble and Symphony Orchestra December 19, 2005 – February 1, 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. 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.
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.

James & James Sound Recording

Riverside Community College District

Consultant Signature

James L. Buisse
Vice Chancellor, Administration and Finance

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-2-d

Date: December 13, 2005

Subject: Agreement with Marty Rhees

Background: Presented for the Board's review and consideration is an agreement between Riverside Community College District and Marty Rhees to provide services as the guest soloist for the RCC Conducting Symposium. The term of the agreement is for April 29, 2006 for a fee of \$150.00. Funding source: General Fund.

The vendor 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 this individual 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. 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, for April 29, 2006, for an amount not to exceed \$150.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Glenn Hunt
Dean of Instruction
Kevin A. Mayse
Associate Professor, Music

AGREEMENT BETWEEN MARTY RHEES
AND RIVERSIDE COMMUNITY COLLEGE DISTRICT

THIS AGREEMENT is made and entered into on this 14th day of December 2005 by and between MARTY RHEES 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. Guest soloist for District's Department of Performing Arts Conducting Symposium April 29, 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 \$150.00.
5. 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.
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.

Marty Rhees

Riverside Community College District

Consultant Signature

James L. Buisse
Vice Chancellor, Administration and Finance

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-2-e

Date: December 13, 2005

Subject: Agreement with Shang-Ying Tsai

Background: Presented for the Board's review and consideration is an agreement between Riverside Community College District and Shang-Ying Tsai to provide services as the guest artist for the RCC Music Faculty Recital. The term of the agreement is for November 17, 2005, for a fee of \$200.00. Funding source: General Fund.

The vendor 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 this individual 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. 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 ratify the agreement, for November 17, 2005, for an amount not to exceed \$200.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Glenn Hunt
Dean of Instruction
Kevin A. Mayse
Associate Professor, Music

AGREEMENT BETWEEN SHANG-YING TSAI
AND RIVERSIDE COMMUNITY COLLEGE DISTRICT

THIS AGREEMENT is made and entered into on this 14th day of December 2005 by and between SANG-YING TSAI 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. Guest artist for District's Department of Performing Arts Faculty Recital November 17, 2005.
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 \$200.00.
5. 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.
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.

Shang-Ying Tsai

Riverside Community College District

Consultant Signature

James L. Buisse
Vice Chancellor, Administration and Finance

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-3-a

Date: December 13 , 2005

Subject: Agreement with Quebecor World

Background: Attached for the Board's review and consideration is an agreement between Riverside Community College District and Quebecor World. The District will provide training services related to Sexual Harassment Prevention. The term of the agreement is October 24, 2005 through June 30, 2006. Customized Solutions for Business and Industry will facilitate all aspects of the performance and required documentation. The service fee for 3 hours of training is \$750.00. 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 ratify the agreement, from October 24, 2005 through June 30, 2006, 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, CIS, Economic Development
Linda Reifschneider
Director, Customized Solutions for Business and Industry

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
EDUCATIONAL SERVICES AGREEMENT**

This agreement is entered into this 24th day of October, 2005, between Riverside Community College District, hereinafter referred to as "**District**," and Quebecor World 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 October 24, 2005 through June 30, 2006.
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

By: _____
Signature

Vice Chancellor Administration & Finance
Title

CONTRACTOR

By: _____
Signature

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 the 24th day of October, 2005 between the Riverside Community College District and Quebecor World, 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: Sexual Harassment Prevention

Number of hours: 3

Schedule: November 15, 2005 from 1:00 pm to 4:00 pm

Fee: \$ 750

100% payable upon completion

Please provide us with your nine (9) - digit Employer Identification Number (EIN) or federal identification number: _____

Please provide us with the total number of employees: _____

District initials

Date

Contractor initials

Date

Bill to:

Mayra Terry
Quebecor World Riverside
6688 Box Springs Blvd.
Riverside, CA 92507

Send payment to:

Auxiliary Business Services
Riverside Community College District
4800 Magnolia Avenue
Riverside, CA 92506

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-4-a

Date: December 13, 2005

Subject: Memorandum of Understanding with Riverside Gateway to College Early
College High School

Background: Presented for the Board's review and consideration is a Memorandum of Understanding (MOU) between Riverside Community College District and Riverside Gateway to College Early College High School which extends the term of the original MOU entered into on August 11, 2004. This extension will allow for a continuity of services from July 1, 2005 through June 30, 2006. This extension is provided for in the original MOU in Section 2, subsection 2.1. No additional funding is provided under this extension.

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

Recommended Action: It is recommended that the Board of Trustees ratify this Memorandum of Understanding, for the period July 1, 2005 through June 30, 2006, with no additional funding, and authorize the Vice Chancellor, Administration and Finance, to sign the Memorandum of Understanding.

Salvatore G. Rotella
Chancellor

Prepared by: Shelagh Camak
Dean, Workforce Preparation
Jill Marks
Project Coordinator, Riverside Gateway to College

MEMORANDUM OF UNDERSTANDING (MOU)

This Agreement, made and entered into this December 14, 2004, by and between Riverside GATEWAY TO COLLEGE ECHS, (herein referred to as Gateway to College), and RIVERSIDE COMMUNITY COLLEGE DISTRICT (herein referred to as THE COLLEGE). WHEREAS, the GATEWAY TO COLLEGE is authorized to collaborate with an entity who is competent to perform the special services required, and WHEREAS, THE COLLEGE has the expertise, and experience to perform the duties set out herein.

Now therefore, in consideration of the mutual covenants contained herein, the parties hereto agree as follows:

1. DESCRIPTION OF SERVICES: THE COLLEGE shall provide all services as outlined and specified in Exhibit A, consisting of 1 page, attached hereto and by this reference incorporated herein.
2. PERIOD OF PERFORMANCE: It is mutually agreed and understood that the obligation of the GATEWAY TO COLLEGE is limited by and contingent upon the availability of funds for the GATEWAY TO COLLEGE'S expenditures. In the event that the GATEWAY TO COLLEGE is unable to fulfill its obligation, GATEWAY TO COLLEGE shall immediately notify THE COLLEGE in writing, and reimburse THE COLLEGE for all services rendered. This Agreement shall be deemed terminated per the terms of Paragraph 6 and have no further force.
 - 2.1 This Agreement shall be effective as of July 1, 2005 and continue in effect through June 30, 2006,
3. HOLD HARMLESS – GATEWAY TO COLLEGE: It is understood and agreed that no relationship of employer employee exists between the parties hereto. GATEWAY TO COLLEGE shall not be entitled to any benefits payable to employees of THE COLLEGE, including THE COLLEGE's Workers Compensation Benefits. GATEWAY TO COLLEGE hereby holds THE COLLEGE harmless from any and all claims that may be made against THE COLLEGE upon any contention by any third party that an employer-employee relationship exists by reason of this Agreement.
4. HOLD HARMLESS – THE COLLEGE: It is understood and agreed that no relationship of employer employee exists between the parties hereto. THE COLLEGE shall not be entitled to any benefits payable to employees of THE COLLEGE, including THE COLLEGE Workers' Compensation Benefits. THE COLLEGE hereby holds GATEWAY TO COLLEGE harmless from any and all claims that may be made against THE COLLEGE based upon any contention by any third party that an employer-employee relationship exists by reason of this Agreement.
5. INDEMNIFICATION:
 - (1) GATEWAY TO COLLEGE shall defend, indemnify and hold THE COLLEGE, its officers, agents, and employees harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this

Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or

result from the negligent or intentional acts or omissions of the GATEWAY TO COLLEGE, its officers, agents, or employees.

- (2) THE COLLEGE shall defend, indemnify and hold GATEWAY TO COLLEGE, its officers, agents, and employees harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of THE COLLEGE, its officers, agents, or employees.
6. TERMINATION: This Agreement may be terminated by either party by giving thirty (30) days written notice of intention to terminate, and may be terminated for cause by either party by giving five (5) days written notice of intention to terminate.
7. CONFLICT OF INTEREST: THE COLLEGE shall have no interest and shall not acquire any interest, direct or indirect, which will conflict in any manner or degree with the performance of services required under this Agreement.
8. ADMINISTRATION: GATEWAY TO COLLEGE shall administer this Agreement on behalf of the GATEWAY TO COLLEGE.
9. ASSIGNMENT: This Agreement shall not be assigned by THE COLLEGE either in whole or in part, without prior written consent of GATEWAY TO COLLEGE any assignment or purported assignment of this Agreement by THE COLLEGE without the prior written consent of GATEWAY TO COLLEGE will be deemed void and of no force or effect.
10. THE COLLEGE'S SUBCONTRACTS AND SUBAGREEMENTS: THE COLLEGE shall not assign this Agreement nor enter into any Agreement with any other party or transfer any interest or obligation in the Agreement without written consent of GATEWAY TO COLLEGE.
11. NONDISCRIMINATION: THE COLLEGE shall not discriminate in recruiting, hiring, promotion, demotion or termination practices on the basis of race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status or sex in the performance of this Agreement, and, to the extent they shall be found to be applicable hereto, shall comply with the provisions of the California Fair Employment Practices Act (commencing with Section 1410 of the Labor Code), and Federal Civil Rights Act of 1962 (P.L. 88-352).
12. ALTERATION: No alteration or variation of the terms of this Agreement shall be valid unless made in writing and signed by the parties hereto, and no oral understanding or agreement not incorporated herein shall be binding on any of the parties hereto.
13. LICENSE AND CERTIFICATION: THE COLLEGE verifies upon execution of this Agreement, possession of a current and valid license in compliance with any local, State, and Federal laws and regulations relative to the scope of services to be performed under Exhibit A.
14. CONFIDENTIALITY: GATEWAY TO COLLEGE and THE COLLEGE shall observe all Federal and State regulations concerning confidentiality of records.

15. WORK PRODUCT: All reports, preliminary findings, or data assembled or compiled by THE COLLEGE under this Agreement become the property of the GATEWAY TO COLLEGE. The GATEWAY TO COLLEGE reserves the right to authorize others to use or reproduce such materials. Therefore, such materials may not be circulated in whole or in part, nor released to the public by THE COLLEGE.
16. 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 or interpret the provisions of the Agreement, the prevailing party shall be entitled to attorney's fees in addition to whatever other relief is granted.
17. WAIVER: Any waiver by GATEWAY TO COLLEGE of any breach of any one or more of the terms of this Agreement shall not be construed to be a waiver of any subsequent or other breach of the same or of any other term thereof. Failure on the part of the GATEWAY TO COLLEGE to require exact, full and complete compliance with any terms of this Agreement shall not be construed as in any manner changing the terms hereof, or stopping GATEWAY TO COLLEGE from enforcement hereof.
18. DEBARMENT: Executive Order 12549, Debarment and Suspension, 34CFR Part 85, Section 85.510. (Lower Tier)
 1. THE COLLEGE certifies, that in its operations of an activity program, neither it nor its Principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
 2. Where the recipient agency is unable to certify to any of the statements in this certification, such agency shall attach an explanation to this proposal.
19. DRUG-FREE WORKPLACE: As required by the State Drug-Free Workplace Act of 1990 (Government Code Section 8350 et seq.) and the Federal Drug-Free Workplace Act of 1988, and implemented at 34 CFR Part 85, Subpart F, for grantees, as defined at 34 CFR Part 85, Sections 85.605 and 85.610, THE COLLEGE certifies that it will continue to provide a drug-free workplace. The Authorized THE COLLEGE in signing this document certifies that they have read and are in compliance with all terms and conditions required for certification.
20. SEVERABILITY: If any provision in 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.
21. ENTIRE AGREEMENT: This Agreement constitutes the entire agreement between the parties hereto with respect to the subject matter hereof and all prior or contemporaneous agreements of any kind or nature relating to the same shall be deemed to be merged herein. This agreement does not interfere with THE COLLEGE from hiring its own personnel to perform any function identified in the scope of work outlined in Exhibit A. Any modifications to the terms of this Agreement must be in writing and signed by the parties herein.
22. 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 (1) day after their deposit in the United States Mail, postage prepaid:

IN WITNESS WHEREOF, the parties hereto have caused their duly authorized representatives to execute this Agreement.

RIVERSIDE COMMUNITY COLLEGE

GATEWAY TO COLLEGE

By: James Buysse, Vice President
Administration and Finance

By: _____

DATED: _____

DATED: _____

EXHIBIT A

Scope of Work

It is agreed that THE COLLEGE will provide staff personnel and operating supplies to operate RIVERSIDE GATEWAY TO COLLEGE ECHS. The following staff assignments will be provided by THE COLLEGE to meet the replication objectives as prescribed by the agreement between THE COLLEGE and Portland Community College:

Project Director (Principal)
Student Resource Specialist
Secretary
Accounting Clerk

Gateway to College will reimburse THE COLLEGE the cost of salary and benefits for the specified staff assigned to RIVERSIDE GATEWAY TO COLLEGE ECHS. Additionally, Gateway to College will reimburse THE COLLEGE the full cost of any operating supplies and materials that are required to replicate the Early College High School model. Total payment under this Agreement shall not exceed \$290,000.00 for the period July, 1 2005 through June 30, 2006. THE COLLEGE will ensure that all assigned personnel will track and record their pad time on an ongoing basis using standardized Paid Performance Reports supplied by RIVERSIDE GATEWAY TO COLLEGE ECHS.

THE COLLEGE will invoice RIVERSIDE GATEWAY TO COLLEGE ECHS on a quarterly basis for the time worked by assigned personnel.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-4-b

Date: December 13, 2005

Subject: Contract Agreement with the Community College Foundation

Background: Attached for the Board's review and consideration is a Contract Agreement between Riverside Community College District and the Foundation for California Community Colleges, to provide independent living skills workshops to foster youth. The contract provides funding, fiscal management and accountability for the Independent Living Program as part of the statewide effort to assist foster youth preparing to emancipate. The term for this agreement is July 1, 2005 through June 30, 2006. Total funds provided are \$10,425.00. No cost to the District.

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

Recommended Action: It is recommended that the Board of Trustees ratify this Contract Agreement for the period July 1, 2005 through June 30, 2006, for the amount of \$10,425.00, and authorize the Vice Chancellor, Administration and Finance, to sign the Contract Agreement.

Salvatore G. Rotella
Chancellor

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



**AGREEMENT OF
THE COMMUNITY COLLEGE FOUNDATION
STATEWIDE INDEPENDENT LIVING PROGRAM
July 1, 2005 through June 30, 2006**

This Agreement is entered into between The Community College Foundation (TCCF) and Subcontractor named below for the **Independent Living Program – Statewide (ILP-DS)**.

College Name Riverside Community College District (Subcontractor)

Term of Agreement July 1, 2005 through June 30, 2006

Maximum Amount \$10,425.00 Agreement No.: 457-112

The parties agree to comply with the terms and conditions of the following Sections and Exhibits which are by this reference made a part of the Agreement:

Section I – Scope of Work	Exhibit A – Training Plan
Section II – Fiscal Responsibilities	Exhibit B – Budget
Section III – General Provisions	Exhibit C – Confidentiality Agreement
	Exhibit D – Expenditure Report

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first written below.

**THE COMMUNITY COLLEGE
FOUNDATION CONTRACTOR**

David Springett, President

SUBCONTRACTOR
(Authorized Signature)

(Printed Name and Title)

Riverside Community College District
(College)

4800 Magnolia Avenue
(Address)

Riverside, CA 92506-1293
(City/Zip)

(Telephone Number)

(Date)

SECTION I—SCOPE OF WORK

This is a subcontract agreement, under the terms of a prime contract between The Community College Foundation (TCCF) and the California Department of Social Services (CDSS). All representations and warranties shall insure the benefits of CDSS.

TCCF, as the Contractor, agrees to provide to CDSS statewide educational training on life skills and college and career preparation to current and emancipated foster and probation youth aged 16 to 21 years, for improved successful transition of youth to adulthood. In addition, all adult care providers, including but not limited to, foster parents, kinship caregivers, group home staff, foster family agencies, and other adults who provide services to current and emancipated foster youth, shall also have the opportunity to receive this educational training in conjunction with the youth. Services will be implemented on a statewide as well as regional and local basis.

ARTICLE 1 – RESPONSIBILITIES OF THE SUBCONTRACTOR

- 1) The Subcontractor shall offer Independent Living Program (ILP) educational training to current and emancipated ILP-eligible foster and probation youth, ages sixteen (16) to twenty-one (21) years of age, as well as foster parents, kinship care providers, group home staff, foster family agency staff, social workers, and other adults, with the majority of training for youth. All ILP youth and adult training will be designed to help foster youth successfully emancipate from the child welfare system.
- 2) The Subcontractor shall offer Independent Living educational training **free** of charge to all participants.
- 3) Work with, as appropriate, the local County Welfare Directors (CWD), adult caregivers, college ILP Advisory Board, California Youth Connection (CYC), Employment Development Department (EDD)/Workforce Information Act (WIA)/Workforce Investment Board (WIB) administration and other agencies that work with current and emancipated foster and probation youth, and community members to further the educational and employment training of foster, probation, and emancipated youth.
- 4) Complete an annual Training Plan for each Fiscal Year from 2005-2007. The Training Plan will include TCCF's 10 Outcome Deliverables, 10 hours of experiential workshops, curricula and other materials to be used, and a description of the college's role in local WIA/certification/collaboration activities as it relates to job readiness and maintenance, education and career preparation for current and emancipated foster and probation youth, ages of 16 to 21. Experiential workshops are defined as activities which require youth to be actively participating. Some examples may include: completing job applications, job city, applying for financial aid, cooking, going to a grocery store, going out to dinner, etc.
- 5) Provide a minimum of thirty (30) hours per year of life skills to include job readiness and maintenance, college and career preparation, and alternative secondary education options to current and emancipated foster and probation youth ages 16 through 21. Training for adult care providers – including foster parents, kinship caregivers, group home staff, foster family agencies, resource families, and other significant adults – will focus on transition preparation that promotes a youth's more successful transition to adulthood. Adult training hours cannot exceed youth training hours.

- 6) Provide an array of competency/experiential/skill-based educational training materials, at no charge to the participants, which include Internet-based and technology curricula in addition to other cost-effective materials. Examples of specific curricula include: *This Is My Life; Thinking it Through; Going Out and Living Successfully (GOALS); Providing Understanding, Support and Help for Youth (PUSH); Pass It On: Helping Staff to Share Knowledge and Skills with Youth; Pathways to Transition; Taking Charge; High School Financial Planning Program*. Other areas of training should include: the Ansell/Casey Life Skills Assessment, registration for WorkSource/OneStop Centers, completing job applications online, resource seeking through the Internet, financial literacy, and other relevant topics including the WIA 10 Core Elements.
- 7) Administer TCCF's *10 Outcome Deliverables*, which includes the Ansell/Casey Life Skills Assessment, to eligible foster and probation youth participating in ILP. Documentation and results will be reported to TCCF quarterly.
- 8) Set up a plan to sunset ILP Advisory Boards into a local collaboration of WIA/WIB/ILP advisory boards, if that is most beneficial to the local community's collaborative efforts, and hold at least four (4) meetings during the year to review, assess needs, prepare a yearly plan, implement, modify and help evaluate the plan and process, including responding to WIA proposals. Advisory Boards will be comprised of, but not limited to, current and/or emancipated foster and probation youth, foster parents, relative care providers, representatives from group home/foster family agencies, county departments of social services, county juvenile probation offices, county welfare director, chief probation officer, Foster Youth Services programs, EDD, local mental health director, public health nurses, local rehabilitation department representative, kinship care associations, California Ombudsman's Office, CYC and its adult supporters, local school districts, alternative secondary school agencies, occupational and skill centers, vocational and trade schools, apprenticeship programs, Job Corps, local housing authority, private business partners, WorkSource/OneStop representatives, Family Development/Resource Centers, county ILP Coordinators, and other community agencies serving foster youth. A roster of all members, including contact information for each respective member, will be given to TCCF quarterly. Agendas of scheduled ILP Advisory Board meetings and meeting minutes shall be mailed to TCCF quarterly and to the CDSS upon request.
- 9) Provide quarterly and annual reports to TCCF based on ILP data. The reports will include information on the number of ILP classes provided, total number of hours of ILP education, total number of youth and adult participants, and results of TCCF's *10 Outcome Deliverables* with the Ansell/Casey Life Skills Assessment.
- 10) Host at least one (1) Emancipation Youth Roundtable per year using TCCF's youth focused guidelines. Submit summary data to TCCF no later than with the final quarterly report.
- 11) Provide technology activities such as teaching computer skills and locating Internet sites that promote self-sufficiency of foster youth. Collaborate with other TCCF programs to link foster youth with technology training and resources. In addition, current and emancipated foster and probation youth and their care providers will be made aware of other community college resources and services that are available.
- 12) Provide training and educational services on the college campus to current and emancipated foster and probation youth at least four (4) times during the fiscal year. These services shall include, but not be limited to, Financial Aid and Scholarships, Extended Opportunity Programs and Services (EOPS), Regional Occupation Program

(ROP), Certificate/Vocational Programs, Job Placement, Career Exploration, and computer labs.

- 13) A minimum of one staff member from each Subcontractor ILP is required to participate in the annual ILP Training for Trainers Conference.
- 14) Prepare quarterly narrative reports, survey reports as requested and fiscal reports that reflect the actual funds expended by the college ILP.

SECTION II—FISCAL RESPONSIBILITIES

- 1) The total amount payable under this Agreement shall not exceed the sum of **\$10,425.00** for the period of July 1, 2005 through June 30, 2006. Subcontractor shall submit a budget using the attached "Budget" form, Exhibit B.
- 2) The Subcontractor may make changes in any individual line item in the budget, provided such changes in the aggregate as to any line item shall not exceed 10% of that budget category. Additional budget changes are allowable only with prior written approval of TCCF Statewide ILP Program Manager. The Foundation reserves the right to review service levels and billing procedures as these impact charges against this Agreement.
- 3) For work performed in accordance with this Agreement, Subcontractor shall submit quarterly fiscal reports using the "Expenditure Report" form (sample attached as Exhibit C) sent to you on a quarterly basis using the following schedule:

<u>Fiscal Period:</u>	<u>Reports Due No Later Than:</u>
July 1, 2005 through September 30, 2005	October 15, 2005
October 1, 2005 through December 31, 2005	January 15, 2006
January 1, 2006 through March 31, 2006	April 15, 2006
April 1, 2006 through June 30, 2006	July 15, 2006

- 4) Payment to the Subcontractor will be based upon the Subcontractor program narrative reports submitted quarterly as required in Scope of Work Article I, item 15) and the Subcontractor Expenditure Reports received by TCCF as required in SECTION II, item 3) stated above. The Subcontractor Expenditure Reports will be in keeping with the program plan as indicated in the Subcontractor Training Plan, Exhibit A. No single payment will exceed seventy-five percent (75%) of the Subcontractor total budget for that fiscal period without written permission of Statewide ILP Program Manager.
- 5) TCCF reserves the right to **withhold** funding from any Subcontractor whose performance does not comply with the terms of this Agreement

SECTION III — GENERAL PROVISIONS

- 1) The contracting parties agree to be subject to the examination and audit of the Auditor General for a period of five (5) years after final payment under this Agreement.
- 2) The Subcontractor shall maintain necessary program records documenting services, and fiscal records showing expenditures made under the Agreement. Records shall be maintained for at least five (5) years from the end of the fiscal year during which this Agreement is terminated or until all state and federal audits are complete for the fiscal year during which this Agreement is terminated, whichever is later. The Subcontractor shall make these records available to the State or TCCF upon request
- 3) All reports shall become the property of TCCF.
- 4) The Subcontractor agrees to obtain a financial program compliance and internal control structure audit of its organization in accordance with the Federal Office of Management and Budget (OMB) Circular A-133. The Subcontractor agrees to send a copy of the completed audit report to TCCF.
- 5) It being understood that the funding source herein is a federal appropriation, and it being further understood that the Subcontractor is responsible for administering the program as described herein, the Subcontractor agrees to accept responsibility for receiving, replying to, and/or complying with any audit exceptions by the appropriate state and/or federal audit agencies, directly related to the provisions of this Agreement
- 6) In the event of a dispute, the Subcontractor agrees to file a "Notice of Dispute" with TCCF within ten (10) days of the discovery of the problem. Within ten (10) days of the filing of the Notice, TCCF shall meet with the Subcontractor and Statewide Program Manager for purposes of resolving the dispute. The decision of TCCF shall be final.
- 7) The copyright to all materials produced, as a result of this Agreement shall belong to the State of California. The Subcontractor assigns all rights, title and interest including the copyright to any works created pursuant to this Agreement on all publications of such work. The State may license the Subcontractor to reproduce and disseminate copies of such work.
- 8) This Agreement supersedes and makes null and void any prior Agreements between the parties which conflict with the terms of this Agreement.
- 9) Intellectual Property.
 - a) TCCF and Subcontractor agree that all software, curricula, materials, data and information developed under and used in connection with this Agreement shall become the sole property of CDSS, provided that Subcontractor may retain possession of all working papers prepared by Subcontractor. During and subsequent to the term of this Agreement, TCCF shall have the right to inspect any and all such working papers, make copies thereof, and use the working papers and the information contained therein.
 - b) Any materials, data and information not developed under this Agreement, which Subcontractor considers to be proprietary and confidential, shall be plainly and prominently marked by Subcontractor as "TRADE SECRET," "PROPRIETARY," or "CONFIDENTIAL."
 - c) TCCF will use reasonable means to ensure that Subcontractor's proprietary and confidential materials, data and information are safeguarded and held in confidence.

However, TCCF will notify Subcontractor of any Public Records request for items described in Section 3.b. TCCF agrees not to reproduce or distribute such materials, data and information to non-TCCF entities without the prior written permission of Subcontractor.

- 10) The Subcontractor shall maintain the confidentiality of all records, including but not limited to billings in accordance with any applicable federal, state and local laws, regulations, ordinances and directives relating to confidentiality. Failure to do so will result in termination of this Agreement. Confidential information shall include, but not be limited to, any information in whatever form, which is allocated to the current or future business of TCCF or any of its contracts, which information is not generally and publicly known.

All employees and independent contractors of Subcontractor who have access to confidential records and data must sign and adhere to the attached "Employee Acknowledgement and Confidentiality Agreement", Exhibit D.

- 11) Subcontractor agrees to indemnify, defend and save harmless TCCF, its officers, directors, employees and volunteers from all claims and losses resulting from any and all professional services, consulting services and other obligations provided in connection with the performance of this Agreement.
- 12) This Agreement supersedes and makes null and void any prior Agreements between the parties that conflict with the terms of this Agreement.
- 13) All written notices, reports, and other written communications under this Agreement shall be addressed to:

Kim Bradley, Program Manager
Statewide Independent Living Program
The Community College Foundation
1901 Royal Oaks Drive
Sacramento, CA 95815
Phone: (916) 418-5100 – Fax (916) 418-5150

- 14) TCCF may terminate the whole or any part of this Agreement if the Subcontractor has made a misrepresentation of any required element in the Agreement or fails to comply with or perform any provision of this Agreement or fails to make progress so as to endanger performance of any term of this Agreement.
 - 15) This Agreement may be canceled by either party upon providing written notice to the other party thirty (30) days prior to the termination date.
- 1)

The Community College Foundation
 Exhibit A – Training Plan

EXHIBIT A – TRAINING PLAN

College: _____

Completed by: _____

List educational training and number of hours of training you plan to provide during the 12-month period from July 1, 2005 through June 30, 2006. Indicate the training that will be targeted to foster youth (16 to 21), adult care providers or both (together). Incorporate the following activities to strengthen the impact of life skills training:

- 1) Orientation(s) to college and ILP with tours of the campus and resources
- 2) Vocational assessment and registration/orientation at a local One-Stop Center
- 3) College, employment and career preparation.
- 4) Computer/Internet training
- 5) Financial aid workshop(s)
- 6) Emancipation Roundtable(s)
- 7) Completion of the TCCF 10 Tangible Outcomes©
- 8) Experiential Workshops

Please copy the back of this form, if additional space is needed.

<i>Class Title</i>	<i>Class Participants</i>		<i>Total hours provided</i>
	<i>Y - Youth</i>	<i>A - Adults</i> <i>B - Both</i>	
Orientation to College & ILP 1. 2. 3.			
Vocational and Career Assessment 1. 2. 3.			
Financial Aid/EOPS 1. 2. 3.			
Education (Skill Area #1) 1. 2.			

The Community College Foundation
 Exhibit A – Training Plan

3. <i>Class Title</i>	<i>Class Participants</i> <i>Y - Youth</i> <i>A - Adults</i> <i>B - Both</i>	<i>Total hours provided</i>
Employment (Skill Area #2) 1. 2. 3.		
Daily Living Skills (Skill Area #3) 1. 2. 3.		
Survival Skills (Skill Area #4) 1. 2. 3.		
Choices & Consequences (Skill Area #5) 1. 2. 3.		
Interpersonal Social Skills (Skill Area #6) 1. 2. 3.		
Computer/Internet (Skill Area #7) 1. 2. 3.		

The Community College Foundation
 Exhibit A – Training Plan

10 Tangible Outcomes 1. 2.		
<i>Class Title</i>	<i>Class Participants</i> <i>Y - Youth</i> <i>A - Adults</i> <i>B - Both</i>	<i>Total hours provided</i>
Emancipation Roundtable 1. 2.		
Registration at local One-Stop Center 1. 2.		
Other 1. 2.		
What will you do to connect foster youth and adult care givers to available college resources?		

COMMUNITY RESOURCES WORKSHEET

Please complete the following worksheet, noting the names and phone numbers of your 2005-2006 ILP advisory board members. If your advisory board roster is in another format, please return it with your training plan. Thank you. *Please note:* Dates of your ILP advisory board meetings will be requested in quarterly reports. If the dates change from those specified in the reports, please contact The Foundation ILP office. Please email calendars of scheduled ILP advisory board meetings to The Foundation and CDSS in a timely manner, followed by the minutes of those meetings.

<u>Number</u>	<u>Name/Phone Number</u>
_____ Chairperson	_____
_____ Co-Chair	_____
_____ Foster Parents	_____
_____ Foster Youth (current)	_____
_____ Foster Youth (emancipated)	_____
_____ Relative Care Providers	_____
_____ Foster Family Agencies	_____
_____ Group Home Agencies	_____
_____ Social Workers	_____
_____ California State Foster Parent Association (CSFPA)	_____
_____ California Care Providers Association	_____
_____ College ILP Supervisor	_____
_____ College Financial Aid/EOPS Staff	_____
_____ College Student Services Staff	_____
_____ County Welfare Director	_____
_____ County ILP Supervisor	_____
_____ County ILP Coordinator	_____
_____ County Probation Staff	_____
_____ County Mental Health	_____
_____ Judicial Representatives	_____
_____ Local School District(s)	_____
_____ Foster Youth Services	_____
_____ CalWORKS Staff	_____
_____ MediCal Representatives	_____
_____ Court Appointed Special Advocates (CASA)	_____
_____ Local Legislators or Staff	_____
_____ Early Childhood Educators	_____
_____ Clergy	_____
_____ Other	_____

To encourage your community ILP advisory board meetings to focus on local foster youth issues, what Action Groups, such as literacy, mentoring, transitional housing, would you like to form this year?



EXHIBIT B - Budget For The Community College Foundation


From College: Riverside Community College Contract No.: 457-112
 Program Name: Independent Living Program Statewide Year Start: July 1, 2005
 Contract Code: ILPDS06 Year End: June 30, 2006

Line Item	Budget Amount
Salaries This includes instructional teacher contract, instructional teacher hourly, non-instructional contract, non-instructional hourly, classified contract, classified hourly, instructional aids, and others.	_____
Employee Benefits	_____
Operating Expenses To include supplies, materials, consultants, telephone, travel mileage, retreat, postage, student fees/parking, and other.	_____
Regional Coordination	_____
Travel (Mandatory attendance at one statewide meeting in Sacramento. You must budget for this meeting.)	_____
Project Coordination	_____
Direct Budget	\$ 9,929.00
College Administrative (Indirect)*	\$ 496.00
Total Budget	\$ 10,425.00

Prepared by _____

Date _____

FOR THE COMMUNITY COLLEGE FOUNDATION USE ONLY

	This budget has been approved as evidenced by the signature below: _____ Jason Roberson, Operations Manager Date
---	---

*Indirect calculated as Direct Budget Amount X 5% (rounded up to next whole dollar).

EXHIBIT C - CONFIDENTIALITY STATEMENT

GENERAL

This acknowledgment is to emphasize that it is necessary to protect the confidentiality of information obtained at the California Department of Social Services (CDSS). I understand that THE COMMUNITY COLLEGE FOUNDATION (TCCF) has entered into a contract with the State of California (STATE) to provide various services to the STATE.

As an employee of _____, (college name) a subcontractor of TCCF, I must sign this Confidentiality Agreement as a condition of my work to be provided by TCCF for the STATE.

EMPLOYER ACKNOWLEDGMENT

I understand that _____ (college name) is my employer for the purpose of this agreement. I rely upon _____ (college name) for payment of salary and any and all other benefits payable to me or on my behalf during the period of this employment. I understand and agree that I am not an employee of TCCF or the STATE for any purposes and that I do not have any and will not acquire any rights or benefits from TCCF or the STATE pursuant to any agreement between my employer, TCCF and the STATE.

CONFIDENTIALITY AGREEMENT

As an employee of _____ (college name) involved with work pertaining to STATE services, I may have access to confidential data pertaining to clients of the CDSS. All clients of CDSS are assured that information they give is confidential. Names, addresses, and all other information concerning the circumstances of any individual for whom or about whom information is obtained, are confidential. This is true of all information, whether written or oral.

I understand that I may not discuss any situation(s) that could possibly identify an individual, nor shall names, addresses, or any other identifying information of applicants, clients, foster parents, or birth parents ever be discussed. I will not read narratives, letters, documents, or other information except as necessary in performance of my duties.

In the event that I find that I am assigned to work with a family or client known to me, it is my responsibility to ask that the particular case or client be reassigned.

I hereby agree that I will not divulge to any unauthorized person any information obtained while performing work pursuant to the contract between TCCF and the STATE.

I agree to refer all requests for the release of information received by me to my immediate supervisor.

I agree to report any and all violations to the above by any other person and/or myself to my immediate supervisor, and I agree to ensure that said supervisor reports such violations to the STATE. I agree to return all materials to my immediate supervisor upon termination of my employment with _____ (college name).

I acknowledge that violation of this Agreement and acknowledgment may subject me to civil and/or criminal action and that the STATE will seek all possible legal redress.

Name: _____
(Signature)

Date: _____

Name: _____
(Printed)

Job Title: _____

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-4-c

Date: December 13, 2005

Subject: Memorandum of Understanding with ACS/Perris OASIS Youth
Opportunity Center

Background: Presented for the Board's review and consideration is a Memorandum of Understanding (MOU) between Riverside Community College District and ACS/Perris OASIS Youth Opportunity Center that provides for a comprehensive array of educational and guidance services to youth 14-21 years of age. Riverside Community College District will coordinate services that will support post-secondary referral, application for financial assistance to college, access to vocational certificated programs and transfer pathways. RCCD will also provide access to professional staff to offer support and facilitation of academic and vocational relevant workshops. Term of this MOU is September 13, 2005 through June 30, 2006. Payment to RCCD for these services is \$2,000.00. Funding source: ACS/Perris Youth Opportunity Center.

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

Recommended Action: It is recommended that the Board of Trustees ratify this Memorandum of Understanding, for the period September 13, 2005 through June 30, 2006, for the amount of \$2,000.00, and authorize the Vice Chancellor, Administration and Finance, to sign the Memorandum of Understanding.

Salvatore G. Rotella
Chancellor

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

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

Parties

ACS/ 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, 2006, 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: 351 Wilkerson Avenue, Suite F, Perris, CA 92570.

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

PARTNERs Administrative Offices: 4800 Magnolia Avenue, Riverside, CA 92506.

2. Description of Services

A. PARTNER Responsibilities:

- (1) Coordinate services that will support post-secondary referrals, application for financial assistance and access to vocational certificated programs and transfer pathways.
- (2) Provide access to professional staff to offer support and facilitation of high interest workshops.

- (3) Offer post-secondary college awareness/preparation workshops to youth who are considering college as a career readiness option.

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

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. Funding Costs of Services

PARTNER is to render the above stated services, ((1), (2), and (3) Description of Services) for the total amount not to exceed \$2,000.00.

4. Method of Payment

PARTNER shall submit itemized monthly invoices and sufficient backup documentation to ACS State & Local Solutions, Inc. certifying that required services were performed. No accrual of disallowed costs is permitted. PARTNER's final billing will be due 30 days following the end of the MOU term.

5. Partnership Funding Allocation

PARTNER agrees to provide cash and/or in-kind contributions in the amount of \$2,000.00 during the term of this agreement. The AGENCY will maintain written record of the contributions and report it monthly on the Universal Invoice, Cash or In-Kind Match Detail page.

6. 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)].

7. 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.

8. 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.

9. 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.

10. 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.

11. 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.

12. 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.

13. Insurance

PARTNER and AGENCY will maintain professional liability, 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 professional liability, 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. A copy of the insurance policy shall be maintained on site by the AGENCY.

14. Additional Provisions

The PARTNER, at their expense, may utilize AGENCY'S shared, web-based, electronic case management system, if the PARTNER so desires, if it meets the system's hardware and software requirements.

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.

15. Monitoring

As part of the required duties in the performance of this MOU, the AGENCY shall monitor WIA program activities of its collaborative PARTNERS, including but not limited to fiscal management, invoices, and services rendered to the partnership. The Agency shall submit a written report of the monitoring and if applicable, any findings should be noted. Copies of monitoring reports must be available for review by the County, State, and Federal monitors or auditors and shall be maintained in files at the Agency's office. Monitoring of all sub-recipients shall be completed by the end of the fiscal year 1st quarter.

16. Dispute Resolution Process

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

17. 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.

18. Governing Law

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

19. 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, and may be terminated for cause, such as a willful and or material breach of the MOU by either party by giving five (5) days written notice of intention to terminate by certified mail.

Notwithstanding any of the provisions of this MOU, PARTNER'S rights under this MOU shall terminate (except for fees accrued prior to the date of termination) upon PARTNER'S bankruptcy, death or disability, or in the event of 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.

20. 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: _____
NAME of PARTNER
Dated: _____ By: _____ Authorized Signatory of PARTNER, Title
Print Name, Title: _____

ADDENDUM "A"

PARTNER agrees to indemnify and hold harmless the AGENCY, its agents, officers, and employees from and against any and all liability, expense, including defense costs and legal fees, and claims for damages of any nature whatsoever, including but not limited to, bodily injury, death, personal injury, or property damage arising from or connected with the partner agency operations, or its services hereunder, or from or as a result of an audit of services received under this MOU arising from the negligent acts or omissions of the partner agency in the performance of this MOU, including any Workers' Compensation suits, liability, or expense, arising from or connected with services performed by or on behalf of the PARTNER by any person pursuant to this MOU.

AGENCY agrees to indemnify and hold harmless the PARTNER, its agents, officers, and employees, from and against any and all liability, expense, including defense costs and legal fees, and claims for damages of any nature whatsoever, including but not limited to, bodily injury, death, personal injury, or property damage arising from or connected with the partner agency operations, or its services hereunder, or from or as a result of an audit of services received under this MOU arising from the negligent acts or omissions of the partner agency in the performance of this MOU, including any Workers' Compensation suits, liability, or expense, arising from or connected with services performed by or on behalf of the AGENCY by any person pursuant to this MOU.

ADDENDUM "B"

The Local Workforce Investment Act Grievance Process will be defined in the 5-page document issued by the Economic Development Agency (EDA), the local agency responsible for monitoring Workforce Investment Act guidelines.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-5-a

Date: December 13, 2005

Subject: First Amendment to Clinical Affiliation Agreement with Redlands Community Hospital

Background: Presented for the Board's review and consideration is a proposed first amendment to the clinical facility agreement between Riverside Community College District and Redlands Community Hospital. Each year the District enters into these agreements to provide clinical experience for nursing students. This amendment will include Homecare and Hospice experience and driving/vehicle limitations for nursing students participating in Homecare and Hospice activities for this hospital. The term of this amendment begins December 14, 2005 and automatically renews each year the clinical affiliation agreement with Redlands Community Hospital is in force. Funding source: No cost to the District.

This first amendment has been reviewed by Ed Godwin, Director, Administrative Services, Sylvia Thomas, Associate Vice Chancellor, Instruction, and Glenn Hunt, Dean of Instruction.

Recommended Action: It is recommended that the Board of Trustees approve this amendment, beginning December 14, 2005 with automatic annual renewal, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign this amendment.

Salvatore G. Rotella
Chancellor

Prepared by: Sandra Baker
Dean/Director, Nursing Education

AMENDMENT TO CLINICAL AFFILIATION AGREEMENT
BETWEEN RIVERSIDE COMMUNITY COLLEGE DISTRICT
AND REDLANDS COMMUNITY HOSPITAL
FOR STUDENT NURSE TRAINING

That certain Clinical Affiliation Agreement between Redlands Community Hospital and Riverside Community College District (School) dated December 14, 2005, be amended pursuant to the following:

- a. Add the following statement to AGREEMENT paragraph 1, clinical/educational experience to include:

“Homecare and Hospice”

- b. Add the following paragraph:

“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/HOSPITAL FACILITY vehicle, but may ride in such vehicles during their participation in this Program when driven by a Riverside Community College District approved driver.”

All other terms and conditions of this Agreement are to remain unchanged.

IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this Amendment.

RIVERSIDE COMMUNITY COLLEGE
DISTRICT

REDLANDS COMMUNITY
HOSPITAL

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

By: _____

Date: _____

Date: _____

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-5-b

Date: December 13, 2005

Subject: Amendment to the Agreement with Valley Health System

Background: Presented for the Board's review and consideration is a proposed second amendment to the agreement between Riverside Community College District and Valley Health System, dba Moreno Valley Community Hospital. Each year the District enters into agreements to provide sites for clinical experience for nursing students. This amendment will require criminal background checks for nursing students and a one-day "New employee orientation at the Agency" before students begin their on-site clinical training. The Agency will provide the orientation. The term of the amendment begins April 1, 2005 through April 14, 2006. Funding source: No cost to the District.

This second amendment has been reviewed by Ed Godwin, Director, Administrative Services, Sylvia Thomas, Associate Vice Chancellor, Instruction, and Glenn Hunt, Dean of Instruction.

Recommended Action: It is recommended that the Board of Trustees ratify the amendment to the agreement, from April 1, 2005 through April 14, 2006, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign this amendment to the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Sandra Baker
Dean/Director, Nursing Education

Amendment to Agreement
for Educational Clinical Affiliation

Valley Health System, a California local health care district, owner and operator of Moreno Valley Community Hospital, hereinafter referred to as "Hospital" 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, 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. Add the following paragraph as required by the Joint Commission on Accreditation of Healthcare Organizations (JCAHO) to be included in all Education Agreements:

"District warrants that all Personnel and Students who will be in any Hospital facility have received and been cleared by a criminal background check, and in doing so, District shall comply with the Fair Credit Reporting Act, 15 U.S.C. Sections 1681-1681u. Proof of the above shall be available to the Agency upon request"
 - B. Add the following paragraph:

"Agency will provide a one-day orientation before the on-site training begins. Students will participate in a regularly scheduled 'New Employee Orientation' at the Agency."
3. Effective. This Amendment is effective as of April 1, 2005.
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-5-c

Date: December 13, 2005

Subject: Amendment to Agreement with California State University, Fullerton

Background: Presented for the Board's review and consideration is a proposed first amendment to the agreement between Riverside Community College District and California State University, Fullerton for the RN to BSN Completion Program. The term of the amendment begins December 16, 2006 through May 31, 2009. Funding source: No cost to the District.

This first amendment has been reviewed by Ed Godwin, Director, Administrative Services, Sylvia Thomas, Associate Vice Chancellor, Instruction, and Glenn Hunt, Dean of Instruction.

Recommended Action: It is recommended that the Board of Trustees approve the amendment, from December 16, 2006 through May 31, 2009, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign this amendment.

Salvatore G. Rotella
Chancellor

Prepared by: Sandra Baker
Dean/Director, Nursing Education

FIRST AMENDMENT TO AGREEMENT
FOR RN TO BSN COMPLETION PROGRAM

This FIRST AMENDMENT TO AGREEMENT No. C300046, for RN to BSN COMPLETION PROGRAM, dated as of October 12, 2005, ("First Amendment") is entered into by and among the State of California through the Trustees of the California State University on behalf of California State University, Fullerton, located at 2600 East Nutwood Avenue, Suite 300, Fullerton, CA 92831, ("University") and Riverside Community College, ("RCC").

WHEREAS, University and RCC desire to extend the term of the Agreement.

THEREFORE, it is understood and agreed by the parties hereto that:

1. Effective upon expiration of said agreement, the agreement shall be amended to extend the Term of the Agreement through the end of the Spring semester 2009. The forth paragraph of the "TERMS OF AGREEMENT" of the Agreement shall be amended to read in its entirety as follows:

"The University and RCC have reached this initial agreement for the term beginning *December 16, 2006* and ending *May 31, 2009*. This Agreement shall become effective upon execution and shall continue until terminated by either party after giving the other party 30 days advance written notice of the intention to so terminate".

2. All terms and conditions of the original agreement are to remain the same.

3. The individuals executing this Amendment on behalf of the named parties represent and warrant that they are authorized to do so.

The above referenced change shall be deemed to be part of the Agreement document and shall be applicable as if originally contained therein.

IN WITNESS WHEREOF, this Amendment has been executed by the parties hereto as of the day and year first written above.

CALIFORNIA STATE UNIVERSITY,
FULLERTON

RIVERSIDE COMMUNITY COLLEGE

By: _____

By: _____

Name: Angela Warren

Name: Dr. James Buysse

Title: Buyer III

Title: Vice Chancellor
Administration and Finance

Date: _____

Date: _____

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-5-d

Date: December 13, 2005

Subject: Agreement with San Antonio Community Hospital

Background: Presented for the Board's review and consideration is a proposed agreement between Riverside Community College District and San Antonio Community Hospital to provide clinical experience for nursing students. Clinical experience is required by both nursing accrediting bodies. The term of the amendment is December 14, 2005 through December 13, 2006. Funding source: No cost to the District.

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

Recommended Action: It is recommended that the Board of Trustees approve the agreement from December 14, 2005 through December 13, 2006 at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign this Agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Sandra Baker
Dean/Director, Nursing Education

SAN ANTONIO COMMUNITY HOSPITAL AGREEMENT
FOR CLINICAL EDUCATION

This agreement is entered into this 14th day of December, 2005, by and between San Antonio Community Hospital (hereinafter 'Hospital') and Riverside Community College (hereinafter 'College').

WITNESSETH

WHEREAS, College operates community education for Nursing Education Program ;
and

WHEREAS, the said curriculum complies with all applicable laws and regulations; and

WHEREAS, the Hospital operates facilities which are suitable for the Program; and

WHEREAS, all parties will benefit if students of the Program use the Hospital which is located at 999 San Bernardino Rd., Upland, CA 91786 during their participation in the Program.

NOW THEREFORE, the parties hereto enter into this Agreement as a full statement of their respective responsibilities during the term of this Agreement and in consideration of the representations made above the covenants and the conditions set forth herein, the parties agree as follows:

PROVISIONS

1. OBLIGATIONS OF COLLEGE

1.1 COLLEGE SHALL:

- A. It shall be the responsibility of the Academic Coordinator of Clinical Education, after consultation with the Hospital, to help plan the clinical educational program for student clinical experiences.
- B. Designate the students who are enrolled and in good standing in the said curriculum to be assigned for clinical training at the facilities. The College will assign to the Hospital only those students who have satisfactorily completed the prerequisite didactic portion of the curriculum.
- C. Supervise all students and their clinical training at the facilities and provide the instructors for the Program.

- D. Maintain all attendance and academic records of students participating in the Program.
- E. Provide a list of names and telephone numbers of students and instructors on or before commencement of program. The list will be available in the Nursing Office.
- F. Require every student and faculty to conform to all applicable Hospital policies, procedure and regulations, and to all additional requirements and restrictions agreed upon by representatives of the College and Hospital.
- G. Require College's program administrator and instructors to reach mutual agreement with the Hospital's designated representatives to the appropriateness of clinical objectives with designated area of facility to be utilized for instruction of students.
- H. Be responsible for the care and control of educational supplies, materials and equipment used for instruction during the Program.
- I. Report to the Hospital the clinical schedule for each student and the instructor assigned before the commencement of each instructional session.
- J. Require program administrator and instructors to attend any orientation program presented for them by the Hospital, if applicable.
- K. Provide Program students with orientation information about the facilities in accord with any orientation presented by the Hospital to Program instructors.
- L. Assumes the responsibility for instructing students in safety awareness relative to occupational exposure to bloodborne pathogens.
- M. Require that at the time each student first reports to the Hospital, the student complies with the Hospital's requirements for immunizations and tests.
- N. Ensure that, prior to clinical placement, each student will be tested for tuberculosis with the PPD skin test within one year or if the student has a history of positive skin tests they will have a chest x-ray within the last three years in accordance with Hospital Policy. Chest x-rays will be accompanied by a TB questionnaire.

- O. Ensure that, prior to clinical placement, each student has taken or declined the Hepatitis B series.
- P. Ensure that, prior to clinical placement, each student will provide to University documentation of required immunization(s) as follows:
 - a. Measles, Mumps, Rubella (MMR)
 - b. Tetanus/Diphtheria booster
 - c. Chickenpox
 - d. Rubeola (2MMRs)
- Q. Ensure that its instructors and students in the Program maintain the confidentiality of any and all patient and other information received in the course of the Program and do not discuss, transmit or narrate in any form, any patient information of a personal nature, medical or otherwise, except as a necessary part of a patient's treatment plan or the Program.
- R. Ensure that, at the beginning of a school program and prior to clinical placement, a background check will be conducted at the expense of either the student or the College. The background check will meet the requirements listed in the attachment to this Agreement.

2. OBLIGATIONS OF THE HOSPITAL

A. THE HOSPITAL SHALL:

- A. Permit access for the Program instructors and those designated by College, pursuant to Paragraph 1B above, to the facilities as necessary to participate in the Program, so long as such access does not interfere with the regular activities of the facilities.
- B. Maintain the facilities so that they at all times shall conform to the requirements of the state and/or federal regulations and other accrediting agencies.
- C. Provide, when possible, a reasonable amount of storage space for College's instructional materials and reasonable classroom or conference room space at the facilities for use in the Program.
- D. Assign a member or members of the Hospital staff to participate with the Program administrator or designee to plan, implement, and coordinate the Program, so long as such participation does not interfere with the personnel's regular service commitments. The name of the designated

person(s) shall be given to College prior to commencement of each instructional session.

- E. Recommend that the College withdraw from the facilities any student who the Hospital determines is not performing satisfactorily or is not complying with the Hospital's policies, procedures and regulations. Such recommendation shall be in writing and include a statement why the Hospital recommends that the student be withdrawn. College shall comply with such recommendation within (5) days of receiving it. The Hospital also reserves the right, exercisable in its discretion after consultation with the College, to exclude any student from its premises in the event that such a person's conduct or state of health is deemed objectionable or detrimental, having in mind the proper administration of said Hospital.
- F. Provide necessary emergency health care or first aid necessitated by an accident occurring at the facilities for a student participating in the Program. The Hospital shall be reimbursed such costs in accordance with the usual workers' compensation provisions.
- G. Retain ultimate professional and administrative accountability for all patient care.
- H. Shall maintain their customary number of staff as a result of the assignment of Program students to the facilities.
- I. Provide College with a supply of San Antonio Community Hospital Contractor Handbook for the purpose of orienting students to the Hospital policies and procedures. Students will acknowledge receipt of the Contractor Handbook by signing an acknowledgement form, which will be kept in student's file by College.

3. CONFIDENTIALITY

Employees, students and all representatives of the College agree to comply with the applicable provisions of the Administrative Simplification section of the Health Insurance Portability and Accountability Act of 1996, as codified at 42 U.S.C. § 1320 through d-8 ("HIPAA"), and the requirements of any regulations promulgated thereunder, including, without limitation, the federal privacy regulations as contained in 45 C.F.R. Part 164, and the federal security standards as contained in 45 C.F.R. Part 142 (collectively, the "Regulations").

Employees, students and all representatives of the College shall not use or further disclose any protected health information, as defined in 45 C.F.R. § 164.504, or individually identifiable health information, as defined in 42 U.S.C. § 1320d (collectively, the “Protected Health Information”), other than as permitted by this Agreement and the requirements of HIPAA or the Regulations. Employees, students and all representatives of the College shall implement appropriate safeguards to prevent the use or disclosure of Protected Health Information other than as contemplated by this Agreement. Employees, students and all representatives of the College shall promptly report to SACH any use or disclosures, of which they become aware, of Protected Health Information in violation of HIPAA or the Regulations. In the event that employee, student and/or any representatives of the College contracts with any agents to whom they provide Protected Health Information (*i.e.*, a billing company), employees, students and all representatives of the College shall include provisions in such agreements pursuant to which they and such agents agree to the same restrictions and conditions that apply to employees, students and all representatives of the College with respect to Protected Health Information. Employees, students and all representatives of the College shall make its internal practices, books and records relating to the use and disclosure of Protected Health Information available to the Secretary to the extent required for determining compliance with HIPAA and the Regulations. No attorney-client, accountant-client or other legal or equitable privilege shall be deemed to have been waived by employees, students and all representatives of the College or SACH by virtue of this Section 3. The provisions set forth herein shall survive expiration or other termination of this Agreement, regardless of the cause of such termination.

4. INSURANCE

4.1 College shall purchase and maintain for the duration of this Agreement and after the expiration of this Agreement as provided below, the following insurance coverage:

4.2 Comprehensive general liability insurance to cover College’s employees and students while at the facilities at levels of not less than One Million Dollars (\$1,000,000.00) per occurrence and Three Million Dollars (\$3,000,000.00) annual aggregate.

4.3 Professional liability insurance for such employees and students at levels of not less than One Million Dollars (\$1,000,000.00) per occurrence and Three Million Dollars (\$3,000,000.00) annual aggregate.

The College shall furnish Hospital with certificates evidencing compliance with these insurance requirements upon request. Certificates shall further provide for thirty (30) days advance written notice to Hospital of any cancellation of the above coverage. If College obtains insurance on a "claims-made" basis (as opposed to an "occurrence" basis), such party shall be responsible for purchasing "tail" coverage upon the expiration or the earlier termination of this Agreement in order to cover claims made following the expiration or the earlier termination of this Agreement.

The College hereby agrees to defend, indemnify and save harmless the Hospital from liability or damages the Hospital may suffer as a result of claims, demands, costs or judgments against it resulting from the operation of the program covered by this Agreement resulting from the negligence of the College, its employees, students or authorized agents. The Hospital agrees to give the College notice in writing within thirty (30) days of any claim made against it on the obligations covered hereby.

The Hospital hereby agrees to defend, indemnify and save harmless the College from liability or damages the College may suffer as a result of claims, demands, costs or judgments against it resulting from the operation of the program covered by this Agreement resulting from the negligence of the Hospital, its employees, directors, or agents. The College agrees to give Hospital notice in writing within thirty (30) days of any claim made against it on the obligations covered hereby.

5. TERM AND TERMINATION

5.1 This Agreement shall be in effect for a term of one year from the date of execution and may be renewed for an additional one year term upon mutual and written agreement of both parties.

5.2 This Agreement may be terminated by either party, at any time, for any reason, upon thirty (30) days written notice to the other party.

5.3 If the termination date occurs while a student of the College has not completed his or her clinical learning experience at the Hospital and is in good standing with the Hospital, the student shall be permitted to complete the scheduled learning experience, and the College and the Hospital shall cooperate to accomplish this goal.

6. ARBITRATION

6.1 All disputes arising under, in connection with, or concerning the interpretation, enforcement or breach of this Agreement shall be arbitrated by the Los Angeles Office of the American Arbitration Association in accordance with its applicable commercial rules. The losing party shall pay the reasonable attorneys' fees and costs of the prevailing party in the arbitration, as well as with respect to any procedure or litigation, including any appeal, related to any arbitration award or judgment and/or the enforcing and/or collection of any such judgment or award. The parties intend that the Arbitrator shall have the broadest power possible to conclusively resolve all such disputes, and that no judicial review shall be made of the Arbitrator's decision on any grounds, including public policy, except for fraud or corruption in or by the Arbitrator, or lack of due process in the Arbitration hearing.

7. GOVERNING LAW

7.1 This Agreement shall be governed by and interpreted under the laws of the State of California.

7.2 Employees, students and all representatives of the College shall at all times comply with all applicable federal, state and local laws.

8. NONWAIVER

8.1 The failure of any party to enforce at any time any of the provisions hereof shall not be construed to be a waiver of the right of such party thereafter to enforce such provisions.

9. NOTICES

9.1 Any notice to be made in connection with this Agreement shall be in writing and shall be deemed effectively given when delivered in person or sent by registered or certified mail, telegram or telex by one party to the other party, as follows:

Hospital	San Antonio Community Hospital
	999 San Bernardino Road
	Upland, CA 91786-4920
	Attention: Liz Aragon RN, MHA, Vice President, Nursing Services
College:	Riverside Community College
	4800 Magnolia Avenue
	Riverside, CA 92506-1299
	Attention: Sandra Baker, MSN, RN, Dean/Director, Nursing Education

or such other addressees as any party may specify by written notice to the other.

10. INDEMNIFICATION

10.1 College shall save and hold Hospital harmless from and against and shall indemnify Hospital for any liability, loss, cost, expense or damage whatsoever caused by reason of any injury sustained by any person or to property by reason of any act, neglect, default or omission of College or any of its staff, students or other representatives. If Hospital is sued in any court for damages by reason of any of the acts of College, its staff, students or other representatives, College shall defend said action (or cause same to be defended) at its own expense and shall pay and discharge any judgment that may be rendered in any such action. If College fails or neglects to so defend said action, Hospital may defend the same and any expenses, including reasonable attorneys' fees, which Hospital may pay or incur in defending said action and the amount of any judgment which Hospital may be required to pay shall be promptly reimbursed by College upon demand.

10.2 Hospital shall save and hold College harmless from and against and shall indemnify College for any liability, loss, cost, expense or damage whatsoever caused by reason of any injury sustained by any person or to property by reason of any act, neglect, default or omission of Hospital or any of its staff, directors, or other representatives. If College is sued in any court for damages by reason of any of the acts of Hospital, its staff, students or other representatives, Hospital shall defend said action (or cause same to be defended) at its own expense and shall pay and discharge any judgment that may be rendered in any such action. If Hospital fails or neglects to so defend said action, College may defend the same and any expenses, including reasonable attorney's fees, which College may pay or incur in defending said action and the amount of any judgment which College may be required to pay shall be promptly reimbursed by Hospital upon demand.

10.3 Neither termination of this Agreement nor completion of the term of this Agreement shall release any party from its obligations to indemnify as to any claim or cause of action asserted so long as the event upon which such claim or cause of action is predicted shall have occurred prior to the effective date of any such termination or completion.

11. STATUS OF COLLEGE, ITS PERSONNEL AND HOSPITAL

The parties expressly understand and agree that:

11.1 This Agreement is not intended and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture or association between College and the Hospital and their employees, students, partners, or agents, but rather is an agreement by and among independent Agencies.

11.2 College's instructors and students are present at the facilities only for educational purposes, and such instructors and students are not to be considered employees or agents of the Hospital for any purpose including, but not limited to, compensation for services, employee welfare and pension benefits, or any other fringe benefits of employment. None of the College's students, instructors, employees, or agents shall receive any compensation from the Hospital.

11.3 The Hospital will assess no fees to the College for the use of the Hospital's clinical resources; likewise, the students will receive no remunerations from the Hospital for services incidental to their clinical experience.

12. PUBLICITY

12.1 Neither College nor the Hospital shall cause to be published or disseminated any advertising materials, either printed or electronically transmitted, which identify another party or its facilities with respect to the Program without the prior written consent of the other party.

13. SEVERABILITY

13.1 If any part of this Agreement is held by a court of competent jurisdiction of California or federal law to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force and effect.

14. ENTIRE AGREEMENT

14.1 This Agreement contains the final, complete and exclusive Agreement between the parties hereto. Any prior agreements, promises, negotiations or representations relating to the subject matter of this Agreement not expressly set forth herein are of no force or effect.

15. AUTHORIZATION

15.1 The undersigned individuals represent that they are fully authorized to execute this Agreement on behalf of the named parties.

-- IN WITNESS WHEREOF, the undersigned have executed this Agreement as of the date first above written.

Hospital:

San Antonio Community Hospital

By: _____

Title: _____

Vice President, Nursing Services

By: _____

Title: _____

Date: _____

College:

Riverside Community College

By: _____

Title: _____

Vice Chancellor, Administration & Finance

Date: _____

ATTACHMENT I

Student and Instructor Parking
Acknowledgement

In an effort to better serve our patients and visitors, we require that all students and instructors continue to park in the lot directly east of the 1148 Building located on the south side of San Bernardino Road (across the street from the main visitor lot). In the event the 1148 lot is full, students and their instructors may park in the visitor lot with the following condition:

The main parking lot in front of the hospital is reserved solely for patients and visitors. The only exception to this policy is the perimeter surrounding the back half of the parking lot identified by the perimeter fence/gate. It is in the spacing along this perimeter that you may park. A parking citation will result for those who do not park in the designated locations in the visitor lot. If you have questions about the designated locations for parking, please contact the Security Department at extension 24450.

Students who are employed at the hospital as Student Nurse Externs (SNEs) may park in Employee Parking when they are on duty as SNEs.

Students and/or instructors who are walking to and from their cars after dark are encouraged, as a group, to request an escort from the Security Department.

Signature and Title

Date



San Antonio Community Hospital

Required Background Check Elements

- Cover past 7 years
- Cover 3 counties
- Office of Inspector General (OIG – Medicare fraud)
- Social Security #
- Two names – such as maiden, married, also-known-as
- Addresses
- Sex Offender

Unacceptable Offense ‘Hit’ List

- Murder
- Sexual offenses
- Felonies involving weapons and/or violence
- Felony assault
- Felony possession and furnishing (without certificate of rehab – both drugs and alcohol)
- Felony theft
- Class A and Class B misdemeanor theft
- Fraud

School Responsibility

At the beginning of a school program, a one-time background check will be required for all potential students coming into a hospital facility or institution prior to the start of their requested clinical rotation. The students will request their own background check, including all the elements noted above, through a reputable vendor- example vendor www.Mybackgroundcheck.com – payable by the student or school. The school must review all background check results for any of the above-noted unacceptable offense ‘hits.’ If even one hit is identified, the student will not be able to participate in any clinical rotation at the facility/institution. The school must review a student’s ability to continue a rotation if the student is arrested during the course of the program. If a student discontinues or suspends

participation in a program for a period of time, a background check will be required upon re-application/re-entry to the program.

Hospital facilities and institutions retain the right to conduct random audits on student background checks with affiliated schools. If agreed upon by the hospital facility or institution, all background check provisions will become a part of the institution policy, practice, and Affiliation Agreement documents.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-5-e

Date: December 13, 2005

Subject: Affiliation Agreement Renewals

Background: Presented for the Board's review and consideration are proposed renewals of agreements between Riverside Community College District and various clinical facilities (Community Care on Palm, Heartland Home Health Care & Hospice, DaVita Dialysis Inc. dba: DaVita Riverside Dialysis Clinic & DaVita Valley View Dialysis Clinic & DaVita Corona Dialysis, Riverside Center for Behavioral Medicine, Visiting Nurse Association of the Inland Counties, Vista Pacifica Enterprises dba: Vista Pacifica Center and/or Vista Pacifica Convalescent, and/or Pacific Manor Board and Care) to provide clinical experience for nursing students. Clinical experience is required by both nursing accrediting bodies. The term for each agreement begins February 1, 2006 and automatically renews each year. Funding source: No cost to the District.

These agreement renewals have been reviewed by Ed Godwin, Director, Administrative Services, Sylvia Thomas, Associate Vice Chancellor, and Instruction, Glenn Hunt, Dean of Instruction.

Recommended Action: It is recommended that the Board of Trustees approve the renewal agreements, from February 1, 2006 with automatic annual renewals, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign these agreements.

Salvatore G. Rotella
Chancellor

Prepared by: Sandra Baker
Dean/Director, Nursing Education

CLINICAL FACILITY AGREEMENTS

RECOMMENDED RENEWALS
 NURSING EDUCATION

FACILITY	TERMS OF AGREEMENT	COST
Community Care on Palm	February 1, 2006 - Automatic renewals	No cost to the District
Heartland Home Health Care & Hospice	February 1, 2006 - Automatic renewals	No Cost to the District
DaVita Dialysis Inc. dba: DaVita Riverside Dialysis Clinic dba: DaVita Valley View Dialysis Clinic dba: DaVita Corona Dialysis	February 1, 2006 - Automatic renewals	No Cost to the District
Riverside Center for Behavioral Medicine	February 1, 2006 - Automatic renewals	No Cost to the District
Visiting Nurse Association of the Inland Counties	February 1, 2006 - Automatic renewals	No Cost to the District
Vista Pacifica Enterprises dba: Vista Pacifica Center, and/or Vista Pacifica Convalescent, and/or Pacific Manor Board and Care	February 1, 2006 - Automatic renewals	No Cost to the District

COLLEGE/CLINICAL FACILITY AGREEMENT

THIS AGREEMENT shall become effective as of the 1 day of February, 2006, by and between the RIVERSIDE COMMUNITY COLLEGE DISTRICT, Riverside, California, hereinafter referred to as the "COLLEGE," and the Community Care on Palm, 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, Trivalent Polio 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
4800 Magnolia Avenue
Riverside, California 92506-1299

CLINICAL FACILITY

Community Care on Palm
4768 Palm Avenue
Riverside, CA 92501-4012

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:

COMMUNITY CARE ON PALM

By: _____

Name:

Title: _____

Date: _____

COLLEGE/CLINICAL FACILITY AGREEMENT

THIS AGREEMENT shall become effective as of the 1 day of February, 2006, by and between the RIVERSIDE COMMUNITY COLLEGE DISTRICT, Riverside, California, hereinafter referred to as the "COLLEGE," and the Heartland Home Health Care & Hospice, 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, Trivalent Polio 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
4800 Magnolia Avenue
Riverside, California 92506-1299

CLINICAL FACILITY

Heartland Home Health Care & Hospice
1700 Iowa Avenue Suite 280 & 230
Riverside, CA 92507-2420

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:

HEARTLAND HOME HEALTH CARE & HOSPICE

By: _____

Name:

Title: _____

Date: _____

COLLEGE/CLINICAL FACILITY AGREEMENT

THIS AGREEMENT shall become effective as of the 1 day of February, 2006, by and between the RIVERSIDE COMMUNITY COLLEGE DISTRICT, Riverside, California, hereinafter referred to as the "COLLEGE," and the DaVITA DIALYSIS INC.: dba DaVita Riverside Dialysis Clinic; dba DaVita Valley View Dialysis Clinic; dba DaVita Corona Dialysis 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, Trivalent Polio 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
4800 Magnolia Avenue
Riverside, California 92506-1299

CLINICAL FACILITY

DaVita Dialysis Inc.
dba
DaVita Riverside Dialysis Clinic
4361 Latham Street, Suite 100
Riverside, CA 92501-1767
dba
DaVita Valley View Dialysis Clinic
26900 Cactus Avenue
Riverside, CA 92555-3912
dba
DaVita Corona Dialysis
1820 Fullerton Avenue, Suite 180
Corona, CA 92881- 3147

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:

DAVITA DIALYSIS INC.

By: _____

Name:

Title: _____

Date: _____

COLLEGE/CLINICAL FACILITY AGREEMENT

THIS AGREEMENT shall become effective as of the 1 day of February, 2006, by and between the RIVERSIDE COMMUNITY COLLEGE DISTRICT, Riverside, California, hereinafter referred to as the "COLLEGE," and the Riverside Center for Behavioral Medicine, 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, Trivalent Polio 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
4800 Magnolia Avenue
Riverside, California 92506-1299

CLINICAL FACILITY

Riverside Center for Behavioral Medicine
5900 Brockton Avenue
Riverside, CA 92506

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:

RIVERSIDE CENTER FOR BEHAVIORAL MEDICINE

By: _____

Name:

Title: _____

Date: _____

COLLEGE/CLINICAL FACILITY AGREEMENT

THIS AGREEMENT shall become effective as of the 1 day of February, 2006, by and between the RIVERSIDE COMMUNITY COLLEGE DISTRICT, Riverside, California, hereinafter referred to as the "COLLEGE," and the Visiting Nurse Association of the Inland Counties, 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, Trivalent Polio 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
4800 Magnolia Avenue
Riverside, California 92506-1299

CLINICAL FACILITY

Visiting Nurse Association of the Inland
Counties
6235 River Crest Drive, Suite L
Riverside, CA 92507

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:

VISITING NURSE ASSOCIATION OF THE INLAND COUNTIES

By: _____

Name:

Title: _____

Date: _____

COLLEGE/CLINICAL FACILITY AGREEMENT

THIS AGREEMENT shall become effective as of the 1 day of February, 2006, by and between the RIVERSIDE COMMUNITY COLLEGE DISTRICT, Riverside, California, hereinafter referred to as the "COLLEGE," and the Vista Pacifica Enterprises, dba; Vista Pacifica Center, and/or Vista Pacifica Convalescent, and/or Pacific Manor Board and Care, 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, Trivalent Polio 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
4800 Magnolia Avenue
Riverside, California 92506-1299

CLINICAL FACILITY

Vista Pacifica Enterprises, dba;
Vista Pacifica Center
Vista Pacifica Convalescent
Pacific Manor Board and Care
6235 River Crest Drive, Suite L
Riverside, CA 92507

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:

VISTA PACIFICA ENTERPRISES

By: _____

Name:

Title: _____

Date: _____

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No: V-A-6-a

Date: December 13, 2005

Subject: Agreement with Diane Mapes

Background: Attached for the Board's review and consideration is a proposed agreement between Riverside Community College District and Diane Mapes, former Director of Riverside County Office of Education Children and Family Services, and now a consultant serving First Five Riverside and other agencies. She will study the feasibility of the Riverside Community College District operating its new Child Center at the Innovative Teaching and Learning Center at La Sierra as a state subsidized childcare program and make appropriate recommendations to the District in that regard. The period of the agreement extends from December 14, 2005 through June 30, 2006. The fee for these services is \$50.00 per hour up to a maximum of \$10,000.00, as well as reimbursement for travel expenses. Funding source: Fund for the Improvement of Education Grant.

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

The vendor 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.

Recommended Action: It is recommended that the Board of Trustees approve the agreement for December 14, 2005 through June 30, 2006, for a maximum of \$10,000.00 plus travel expenses, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Irving G. Hendrick
Dean of Education

AGREEMENT BETWEEN
THE RIVERSIDE COMMUNITY COLLEGE DISTRICT
AND
DIANE MAPES

THIS AGREEMENT is made and entered into on this 14th day of December, 2005, by and between Diane Mapes, hereinafter referred to as the "Consultant," and the RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as the "District."

ARTICLE I. TERM OF CONTRACT

This Agreement is effective to cover activities beginning December 14, 2005, through June 30, 2006.

ARTICLE II. SERVICES TO BE PERFORMED BY CONSULTANT

Consultant 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

In consideration for the services to be performed by the Consultant, the District will reimburse the Consultant for her travel and expenses in performance of her consultant work and pay the consultant a fee of 50.00 per hour up to a maximum of \$10,000.00.

ARTICLE IV. OBLIGATIONS OF CONSULTANT

1. Minimum Amount of Service. The Consultant agrees to devote her best efforts to the performance of services outlined in "Exhibit A" on behalf of the District.
2. Indemnification. The Consultant agrees to indemnify and hold the District free and harmless from any obligations, claim costs, judgments, attorneys' fees and/or attachments arising from, growing out of, or in any way connected with the services rendered pursuant to the terms of the Agreement. The Consultant agrees to hold the District harmless for claims of libel and slander following from any and all information provided in the Consultant's presentation.
3. Assignment. Neither this Agreement nor any duties or obligations under this Agreement may be assigned by either party without the prior written consenting of the other party.
4. Treatment of District Information. Consultant shall regard all District data and information used in the work performed under this agreement as confidential.

ARTICLE V. OBLIGATIONS OF THE DISTRICT

Cooperation of the District. The District agrees to comply with all reasonable requests of the Consultant and provide access to all documents and other data necessary to the performance of the Consultant's duties under this Agreement.

ARTICLE VI. TERMINATION OF AGREEMENT

Termination Upon Notice. Either party hereto may terminate this Agreement at any time upon 30 days written notice to the other.

ARTICLE VII. GENERAL PROVISIONS

1. Entire Agreement of the Parties. 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 parties, which are not embodied herein, and that no other agreement, statement or promises 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.
2. Vendor Status. The vendor 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.
3. Governing Law. This Agreement will be governed by and construed in accordance with the laws of California.

Riverside Community College District

Consultant

James L. Buisse
Vice Chancellor, Administration and Finance

Diane Mapes

EXHIBIT A

Agreement Between
The Riverside Community College District
and
Diane Mapes

SCOPE OF SERVICES

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

General Consultation and Representation

Consultant hereby agrees to study the feasibility of the Riverside Community College District operating its new Child Center at La Sierra as a state subsidized childcare program, and make appropriate recommendations to the District in that regard.

Deliverables

The following services will be delivered to the District:

- Ms. Mapes will consult with appropriate representatives of the California Department of Education and with local providers of childcare services concerning the availability of a state subsidized program license for RCC's programmatic purposes.
- Working in concert with the Associate Dean of Early Childhood Programs, the Dean of Education, and a designated representative of the Vice Chancellor, Administration and Finance, Ms. Mapes will present a feasibility study to the District outlining the likely fiscal impact of a decision to institute the program referred to above.
- The report of Ms. Mapes will include an analysis of the relative fiscal and programmatic advantages of operating a private pay facility, a state subsidized facility, and a facility that serves parents who come from both constituencies.
- Ms. Mapes will assist the Associate Dean of Early Childhood Programs in preparing the appropriate application for a suitable license to operate the new Child Center.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-7-a

Date: December 13, 2005

Subject: Agreement with Omnimusic

Background: Presented for the Board's review and consideration is an agreement between Riverside Community College District and Omnimusic. This is a renewal of an existing agreement for the continued Omnimusic Blanket License Agreement, which is an annual service provided by Omnimusic. This agreement includes Moreno Valley, Norco and Riverside Instructional Media Center, (IMC), locations. Omnimusic gives the IMC all rights to use music for all broadcast productions and presentations. The term of the agreement is July 1, 2005 through June 30, 2006 and includes a fee of \$1,600.00. Funding source: General Fund.

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

Recommended Action: It is recommended that the Board of Trustees ratify the agreement, from July 1, 2005 through June 30, 2006, for an amount not to exceed \$1,600.00, and authorize the Vice Chancellor, Administration and Finance, to sign the Agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Cecilia Wong
Executive Dean, Technology and Learning Resources

OMNIMUSIC BLANKET LICENSE
COVER SHEET

This cover sheet and the accompanying **Omnimusic Blanket License Agreement** shall constitute the entire agreement between the parties hereto.

Date of Agreement: May 3, 2005

Licensee Name: Riverside Community College **Client Code:** 3885

Address: Media Productions
4800 Magnolia Avenue
Riverside, CA 92506-1299

Contact: Henry Bravo

Phone: 714-684-3240

Fax:

Term: One year, from July 1, 2005 to June 30, 2006

Total Agreement Price: \$1,600

Payment Terms: One payment of \$1,600

Materials Covered by this License: All Omni CDs plus all new releases

Rights Granted: Educational (Includes Broadcast and Non-Broadcast)

Special Conditions: None

By our signatures below we indicate that we have read and agree to be bound by the conditions and limitations set forth in this document and the accompanying Blanket License Agreement.


_____ for Omnimusic

_____ for Riverside Community College

_____ date

2/4/05

_____ date

OMNIMUSIC BLANKET LICENSE AGREEMENT

This agreement is made between Franklin-Douglas Inc., a New York corporation doing business under the name "Omnimusic" of 52 Main Street, Port Washington, NY 11050 ("us"), and the licensee named on the front cover page of this agreement ("you").

1. General Description of Rights Granted:

Under this agreement, you are entitled to access certain materials and to receive mechanical and synchronization licenses for your use of selections from libraries owned or distributed by Omnimusic. These licenses grant certain rights which exist in perpetuity for the original production. This agreement also conveys certain limited performance rights for our music contained in your productions.

2. Music Use

This agreement allows you to synchronize and mechanically reproduce the music as background music in various media productions, including productions for the internet and on CD-ROM. The music itself may not constitute the primary value of the production, or be made available for downloading. You may not use the music in any "adult entertainment" or "pornographic" productions. National (network) commercials and theatrical releases are not covered by this agreement.

The cover page of this document specifies additional rights which may be granted. If you have obtained foreground rights, you may use the music "in the clear" without additional audio layering. If you have purchased broadcast rights, you may use the music in productions for use on radio and television stations, cable channels or commercial satellite. Please note that broadcast rights do not include rights of public performance. (See paragraph 6)

3. Copies

Omni licenses allow the duplication of up to 10,000 copies of any production. If more copies will be made, an additional fee will be required. Unless otherwise noted, productions offered for retail sale are subject to an additional license fee.

Copying the libraries is obviously prohibited. Single copies of selections from the libraries can be made for audition purposes; however, you will be responsible for any unauthorized use of these copies.

If you have more than one location or facility where production takes place, we will issue a license to cover the additional locations and provide additional sets of discs. You may not make copies of discs (or selections) to use at other locations.

4. Production Facility Location

Unless noted under "Special Conditions", the location where the library discs are maintained must be the address on the front page of this agreement.

Productions using our music may be distributed throughout the world. Omni has exclusive representation agreements with music publishers in other countries which limit our ability to authorize production directly in those countries. Unless specifically noted under "Special Conditions" on the cover page of this agreement, production work must take place in the United States or Canada.

5. Notice of Use

Omni composers are paid royalties based on the reported use of their music. We request that you tell us of your music usage so that we can distribute royalties based on what is reported. Your reports tell us what kind of music is most popular, and help us plan new releases. You can report usage by phone, fax or e-mail, or on regular printed license applications. There is no penalty for not reporting.

Omnimusic Blanket Agreement/2

6. Limited Non-Broadcast Performing Rights License

This agreement conveys to you a limited right to perform our music in the United States as part of your productions in non-broadcast, non-cablecast and non-theatrical situations, including phone programs, trade shows, internet productions and in-house corporate performances. Unless specifically granted to you on the cover sheet of this agreement, rights of public performance for our music in broadcast, commercial satellite or cable media are administered by ASCAP and BMI.

7. Ownership of Materials

The compact discs which are provided to you under this agreement remain our property, and must be returned to us after the end of this agreement or any extensions of this agreement. Failure to return the CDs may result in charges of up to \$100 per disc. You will be legally responsible for the unauthorized use of any discs not returned to us after the expiration of this agreement.

8. Guarantee

Our music, our materials and our services are guaranteed. If you are not satisfied with any aspect of your relationship with Omnimusic, please notify us. If we are unable to rectify the problem to your satisfaction, we will arrange for the pickup of Omni materials and refund the unused portion of your blanket agreement payment. If there are any legal problems arising out of this agreement, they will be adjudicated in the State of New York.

9. Indemnity

We have agreements with our composers which allow us to grant the rights which are conveyed by this agreement. The compositions and recordings which comprise the libraries (except for public domain works) are our exclusive property. In the unlikely event that a claim for copyright infringement is made against you by virtue of your use of our music, you must notify us immediately. We will dispose of the claim in the manner we think best, holding you harmless from any judgment.

10. Trademark

The names Omnimusic, CDM Music, Omni Blue Dot, Omni-FX and Omnitrak are registered with the Patent and Trademark offices in the United States. Please do not use these names in your advertising or promotion without our written approval.

11. Other Conditions

The conveyance of the rights in this agreement is predicated on timely payment of the blanket license fee. If you fail to pay us as required, we may take action for copyright infringement under the United States Copyright Law. The term of this agreement is specified on the cover page, and may be renewed by mutual consent. Any rights not specifically granted to you under this agreement are reserved by us.

12. Entire Agreement

This document and the attached cover sheet constitute the entire understanding between us. There are no other understandings or agreements, either express or implied, oral or written, which abrogate or modify any of the terms or conditions contained in this agreement.



for Omnimusic

for Licensee

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-7-b

Date: December 13, 2005

Subject: Agreement with Avid Technology, Inc.

Background: Presented for the Board's review and consideration is an agreement between Riverside Community College District and Avid Technology, Inc. This is a renewal of an existing agreement for the continued preventive maintenance services for the Avid Adrenaline Video Editing Workstation. The term of the agreement is December 9, 2005 through December 8, 2006. Under the terms of this agreement, the District will pay \$1,999.00 for the cost of assurance adrenaline maintenance, \$999.00 for twenty-four hour coverage, seven days a week, and \$2,100.00 for an extended hardware warranty with a volume discount of \$764.70, for a total of \$ 4,333.30. Funding source: General Fund.

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

Recommended Action: It is recommended that the Board of Trustees approve the agreement, from December 9, 2005 through December 8, 2006, for an amount not to exceed \$4,333.30, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Cecilia Wong
Executive Dean, Technology and Learning Resources



AVID TECHNOLOGY, INC
 P.O. BOX 3197
 BOSTON, MA 02241-3197
 User: PHIBBARD

QUOTATION		
ORDER NO.	DATE	PAGE
20011699	09/16/2005	2

CUSTOMER ORIGINAL

ORDER DATE 08/16/2005	SERVICES	FREIGHT TERMS FOB ORIGIN	SALES TEAM 9988	TERRITORY WEST/LA
METHOD OF SHIPMENT		PAYMENT TERMS COD		
CUSTOMER PURCHASE ORDER NUMBER assurance quote		FREIGHT BILLBACK		

BILL TO: RIVERSIDE COMMUNITY COLLEGE DIST. 4800 MAGNOLIA AVE RIVERSIDE CA 92506-1201
SOLD TO: RIVERSIDE COMMUNITY COLLEGE DIST. 4800 MAGNOLIA AVE RIVERSIDE CA 92506-1201

BILL TO CUSTOMER 69767	SOLD TO CUSTOMER 69767
----------------------------------	----------------------------------

TERMS: Net 30 days, subject to credit approval. All prices are exclusive of all taxes and duties imposed by any governmental authority, all freight and shipping charges, and any insurance premiums, all of which shall be paid by purchaser. Overdue amounts may bear interest at 1 1/2% per month, or such lower rate as is the highest rate permitted by law. Until full payment is made, AVID shall have a purchase money security interest in the system(s) purchased to secure purchaser's obligations. Purchaser agrees to accept partial order shipments, and for such shipments, shall be responsible for paying the partial amount due. Neither this agreement nor purchaser's rights hereunder may be assigned to any third party without AVID's prior written consent. Purchaser acknowledges that all systems purchased are subject to separate license agreements and agrees to be bound thereby. Any additional or inconsistent terms issued by Purchaser shall not be binding on AVID.

BY SIGNING BELOW, PURCHASER ACKNOWLEDGES READING AND AGREEING TO THESE TERMS.

 Print Name Title Authorized Signature

Credit Card Information:

Amex _ Acct. Number: _____ Expiration Date: _____
 Visa _
 MasterCard _ Card Holder Name: _____
 Card Holder PH #: _____

 Assurance Contact Name Email address

*This page is an integral part of your quote, please complete and return all pages.
 Thank You, Avid Inside Sales.*



Avid Assurance Support Offerings

Basic Assurance includes

- Toll free access to Technical Phone Support - Monday - Friday 9am- 9pm EST excluding company observed holidays
- Electronic Software updates released during contract duration (current model only)
- Electronic Avid Newsletter subscription
- Advanced exchange of in-warranty parts. In-warranty replacement parts are shipped in advance, usually same day, to ensure minimal system downtime.
- Swap and Exchange program – qualifying out of warranty spare parts receive a 30% credit upon return of failed part.

Assurance Optional Coverage¹ (can be added to Base Assurance)

- 7x24 Technical Phone Support - Extends basic hours to include weekends and Holidays. 7x24 option must be purchased on all systems at customer site.
- Extended Hardware Warranty service – Extends factory warranty on most printed circuit boards for contract duration. This option does not include the workstation, monitors, drives, keyboard, and other peripherals. All labor, materials, and shipment costs are included. Replacements are shipped in advance of failed parts, usually in the same day, minimizing system downtime.

Avid Unity MediaNetwork Options

- Extended Hardware Warranty service for AVID Unity MediaNetwork Systems provide hardware replacement for ALL Avid Supplied components, except the JBOD drives and chassis (covered under separate warranty), keyboards, monitors, and cables. All labor, materials, and shipment costs are included.
- Unlimited On-Site support for Avid Unity MediaNetwork systems
 - Premium On-Site with 2 hour response (limited geographic areas)
 - Standard On-Site with 8 hour response (limited geographic areas)

On-Sites are for troubleshooting, disconnect or reconnect services, configuration issues and swap out of failed components. On-Sites cannot be used for Installations or System upgrades, these must be purchased separately.

Note 1.) Optional 7x24 or Extended Hardware coverage is not available for Xpress Pro or Xpress DV products.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-8-a

Date: December 13, 2005

Subject: Agreement with Valley Health System

Background: Presented for the Board's review and consideration is an amended agreement between Riverside Community College District and Valley Health System. This is a facility use agreement that provides a venue for the Healthcare Technician classes for the Moreno Valley Campus at Hemet Valley Medical Center, Menifee Valley Medical Center, and Moreno Valley Community Hospital. The term of the agreement begins on December 14, 2005 and continues until either party requests amendment or termination of agreement. Funding source: No cost to the District.

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

Recommended Action: It is recommended that the Board of Trustees approve the agreement, beginning on December 14, 2005, and to authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Lisa Conyers
Dean of Instruction
Patricia Bufalino, Department Chair
Health, Human and Public Services

Amendment to Agreement
for Educational Clinical Affiliation

Valley Health System, a California local health care Hospital, owner and operator of Moreno Valley Community Hospital, hereinafter referred to as "Hospital" 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 November 10, 1998, 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. Hospital is required by law to include confidentiality and security language in all of its contracts where patient identifiable information is accessible by individuals providing services under such contracts. Add the following new wording to comply with the Health Insurance Portability and Accountability Act (HIPAA):

Confidentiality And Security

1. College shall abide by current and future security, confidentiality and privacy standards contained in the Administrative Simplification subtitle of the Health Insurance Portability and Accountability Act (HIPAA) regarding individually identifiable patient health information ("Information") received from Hospital.
2. College agrees to take reasonable steps to maintain the security, confidentiality, and privacy of all physically and electronically stored health care files and client data, and shall use appropriate safeguards to prevent inappropriate use or disclosure of Information, except as permitted by this Agreement or as required by law.
3. Any and all Information shall be kept confidential by College, and shall not, without legal basis to do so and the prior written approval of Hospital, be made available to any individual or organization by College or used by College for any purpose other than the performance hereunder. College shall require its Students, faculty, and agents to comply with the obligations set forth in this section.
4. College shall maintain, and shall require that its Students, faculty and agents safeguard and maintain the confidentiality of all Information. College shall

5. comply, and shall require its Students, faculty and agents to comply, with all federal and state statutes and regulations concerning security and confidentiality of Information as such statutes and regulations currently exist and as they may be amended from time to time. This provision shall survive the termination or expiration of this Agreement.
6. Upon request, College shall make available to Hospital any and all documentation relevant to the safeguarding of Information, including, but not limited to, current policies and procedures, operation manuals and/or instructions, and/or employment and/or third party agreements as they pertain to the use and disclosure of Information.
7. In the event that College is required by law to disclose Information, College will provide Hospital with written notice immediately and in advance of the disclosure, so that Hospital may take whatever action is deemed appropriate.
8. College shall immediately report to Hospital any improper or unauthorized access and disclosure of the Information, or any misuse of the Information, including but not limited to systems compromises.
9. Upon termination of this Agreement, if College has possession of any Information, College shall destroy the Information in a manner that will render non-retrievable all documents, memoranda, notes or other writings which contain individually identifiable patient information, in a secure manner, or return to Hospital all Information, as determined by Hospital.
10. In the event Hospital determines that College has materially breached any provision of this Part of the Agreement or that College has insufficient security and/or privacy practices or protections in place, Hospital may terminate this agreement immediately with written notice to College.
11. In the event College subcontracts any of the services required to be performed under this agreement, College shall require such subcontractor to comply with the requirements set forth in paragraphs 1 through 9 above.
12. College agrees to indemnify, defend and hold harmless Hospital, its trustees, officers, agents and/or employees from and against any and all liability and expense, including reasonable defense costs and legal fees, incurred in connection with any claims or demands for damages of any nature whatsoever, including, but not limited to, bodily injury, death, personal injury, or property damage arising from or caused by the negligent acts or failures to act of College, its trustees, officers, agents, employees, or Students with respect to compliance with the provisions set forth in Paragraphs 1 through 10 above.

13. The College agrees that this Agreement may be amended as necessary to comply with federal regulations issued under the Health Insurance Portability and Accountability Act of 1996 or to comply with any other enacted administrative simplification, security or privacy laws or regulations.

- B. Hospital is required by law to include wording in all of its contracts that requires the College to perform Office of Inspector General and General Services Administration background checks on all employees, faculty and students. Add the following paragraph that includes background checks debarment or exclusion from federal or state programs:

“College hereby represents and warrants that neither College, its employees or its principals (if applicable), faculty or Students are presently debarred, suspended, proposed for debarment, declared ineligible, or excluded from participation in any State or federally funded program, including Medicare and Medicaid. College hereby agrees to immediately notify Hospital of any threatened, proposed, or actual debarment, suspension, or exclusion from any State or federally funded program, including Medicare and Medicaid.

In the event that College is debarred, suspended, proposed for debarment, declared

ineligible, or excluded from participation in any State or federally funded program during the term of this Agreement, or if at any time after the effective date of this Agreement it is determined that College is in breach of this Section, this Agreement shall, as of the effective date of such action or breach, automatically terminate. In the event College subcontracts any of the Services provided under this Agreement, College shall require that each such subcontractor warrants that neither it nor its employees is listed by a federal or State agency as debarred, excluded, or otherwise ineligible for participation in federal health care programs, or is currently under investigation by any federal or state agency.”

- C. Add the following paragraph that includes wording to comply with the Office of Inspector General’s requirement of Hospital that it have all persons comply with its Compliance Program:

“The College assumes responsibility for assuring that Students and faculty will comply with all rules and regulations of the Hospital and the Facility, including Hospital’s Compliance Program and specific requirements set forth in this Agreement, as well as recognition of the confidential nature of information on patients and their records, and for notifying Students and faculty of such requirements.”

- D. Add the following paragraph to comply with the Joint Commission Accreditation of Hospitals Organization (JCAHO):

“College warrants that all Personnel and Students who will be in any Hospital facility have received and been cleared by a criminal background check, and in doing so, College shall comply with the Fair Credit Reporting Act, 15 U.S.C. Sections 1681-1681u. Proof of the above shall be available to the Hospital upon request.”

- E. Add the following paragraph:

“Agency will provide a one-day orientation before the on-site training begins. Students will participate in a regularly scheduled "New Employee Orientation" at the Agency.”

- F. This Agreement may be amended at any time to comply with changes to state or federal laws or regulations upon 30-days written notice to College.

3. Effective. This Amendment is effective as of December 14, 2005.

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 Buisse
Vice Chancellor, Administration and Finance

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-8-b

Date: December 13, 2005

Subject: Agreement with Moreno Valley Unified School District

Background: Presented for the Board's review and consideration is a agreement between Riverside Community College District and Moreno Valley Unified School District for facility usage. In order to provide physical education classes for the Moreno Valley Campus, an arrangement has been made to use facilities at Vista del Lago High School during the time period from February 13, 2006, to June 8, 2006. The cost to the District for the use of these facilities is \$1,300.00. Funding source: General Fund.

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

Recommended Action: It is recommended that the Board of Trustees approve the agreement, for February 13, 2006 through June 8, 2006, at a cost not to exceed \$1,300.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Lisa Conyers, Dean
Dean of Instruction
Patricia Bufalino, Department Chair
Health, Human and Public Services

MORENO VALLEY UNIFIED SCHOOL DISTRICT
 BUSINESS ADDRESS: 25634 Alessandro Boulevard, Moreno Valley, CA 92553
 MAILING ADDRESS: 13911 Perris Boulevard, Moreno Valley, CA 92553
 TELEPHONE: (951) 485 .5600

APPLICATION FOR USE OF SCHOOL FACILITIES FOR PUBLIC PURPOSES

See back of application for summary of district policy and regulations

APPLICATION FOR ONE-TIME USE () APPLICATION FOR MULTIPLE USE (X)

TODAYS DATE 12-13-05-. must be 10 working days prior to application: APPLICATIONS EXPIRE JUNE 30.

SCHOOL OR FACILITY NAME VISTA DEL LAGO HIGH SCHOOL

OFFICE USE	I. SPECIFICALLY DESCRIBE FACILITIES REQUESTED	Reservation Dates	Hours From	To	Total Hours
	Vista del Lago High School Tennis Courts	2/13/06 to 6/8/06	4:10PM	5:55PM	43.50
OFFICE USE	SITE MANAGER'S APPROVAL	II. SPECIFICALLY DESCRIBE EQUIPMENT OR SET-UP REQUESTED			

SPONSORING ORGANIZATION OR GROUP:

PERSON IN CHARGE OF ACTIVITY:

Name: Riverside Community College District
 Address: 4800 Magnolia Avenue
 City/Zip: Riverside CA 92506
 Day Phone: 951-222-8000

PERSON REQUESTING ACTIVITY:

Name: Riverside Community College-MVC
 Address: 16130 Lasselle Street
 City/Zip: Riverside, CA 92551
 Day Phone: 951-571-6163

Description of Activity: College Level Physical Education/Tennis course

Anticipated number in attendance: 30 Private security required for over 175 persons.

Is activity open to the public? Yes No Will admission fees be charged? Yes No

For what purpose will the proceeds used?

Will contributions or other fees be solicited? Yes No X

For what purpose will the proceeds be used?

Will items be offered for sale? Yes No X

For what purpose will the proceeds be used?

Will food be served? Yes -No Will food be sold? Yes No X

Describe food to be served:

MORENO VALLEY UNIFIED SCHOOL DISTRICT PROCEDURES FOR USE OF SCHOOL FACILITIES

California Education Code Section 38130, et seq., permits the Board of Education of a school district to grant the use of school buildings or grounds for public literary, scientific, recreational, or educational meetings. The Board has established such items and conditions of usage as it deems necessary and proper in Board Policy 1330 A-B and Board Regulations 1330 A-J. These procedures refer to the adopted Board Policies, Regulations, and appropriate sections of the California Education Code.

USE OF SCHOOL PROPERTY FOR PUBLIC PURPOSES

There is at each and every school building and grounds within the Moreno Valley Unified School District (MVUSD) a civic center where the citizens, clubs, associations, organizations, or other groups of the communities which are located within the MVUSD may meet for public purposes. Activities engaged in under these civic center regulations are restricted to supervised recreational activities or educational, political, economical, artistic, literary, scientific, or moral activities, or for the discussion of matters which appertain to such interest of the citizens of the communities which are located within the MVUSD.

In accordance with Section 38131 of the Education Code of California, religious organizations or churches may be granted use of school buildings or grounds on a temporary basis.

CRITERIA FOR DETERMINING CHARGES FOR USE

1. Free use
Any public agency, senior citizens organization or other organization, club or association organized for cultural activities (such as folk and square dancing) and general character-building or welfare purposes (as described in Education Code of California Section 38131) are granted free use of school buildings and/or grounds provided they make no charge for admission nor solicit contributions at the meeting.
2. Use In Which The Costs Accrued To The District Are To Be Reimbursed By The User
Any group described in paragraph (1) above, conducting an activity for which an admission charge is made or contributions are solicited and the monies collected intended for use for the advancement of the work of the group or for charitable purposes or for the benefit of the students within the MVUSD, are to be charged in an amount equal to the cost accrued to the School district because of such activity. Charges are payable upon approval of application for use.

Also, if any organizations, groups, or citizens not fitting into the categories described in paragraph (1) above do not make an admission charge or solicit fees or contributions during the meeting, then they are to be charged an amount equal to the cost.

The amount of reimbursement to the School District to be charged users qualified under this category would be the salaries of employees assigned additional duties because of the use of the facility, cost of supplies, utilities, etc.

3. Use When Fair Rental Value shall Be Charged
In the case of entertainments or meetings where admission fees are charged or contributions are solicited and the net receipts of the admission fees or contributions are not expended for the welfare of the pupils of the District or for charitable purposes, a fair rental value is charged (in accordance with the fee schedule, plus the actual cost to the School District for salaries, supplies, utilities, etc.) for such use of buildings or grounds. Charges are to be payable upon approval of application for use.

In accordance with Education Code of California, Sections 38131 and 38134, religious organizations or churches may be granted use of school buildings or grounds and are to pay costs as described in this paragraph (3).

GENERAL CONDITIONS GOVERNING THE USE OF SCHOOL PROPERTY FOR PUBLIC PURPOSES

1. Applicants desiring to use school buildings or grounds as a civic center will be issued permits when such use does not interfere with the regular conduct of school work.
2. Applications for use of school buildings or grounds are to be made on the application form prescribed by the School District. Such applications will be approved by the Superintendent of Schools or designee in accordance with the policies and regulations of the District.
3. In the event of any dispute arising as a result of the use of school facilities, said dispute or difference will be arbitrated by appealing to the MVUSD Board of Education in writing.
4. The groups or citizens using school facilities will be responsible for any and all damages to property which may be incurred as a proximate result of any activity being conducted in buildings or on the grounds of the School District - normal wear and tear excepted.

5. School furniture and equipment normally assigned to a school room for general use will be available for use when the room is used for public purposes except that audio-visual and electronic equipment may be used only under restrictions described below.

Approval for special arrangements of furniture and equipment or for the addition of furniture and equipment may be given by the Superintendent of Schools or designee if in his/her judgment, such approval would not necessitate additional personnel or involve use of equipment by individuals not qualified to operate it.

Use of highly specialized equipment such as projectors, electronic equipment, spotlights, laboratory and athletic equipment, etc., shall not be approved unless properly trained school personnel are assigned to supervise its operation.

Consumable supplies, in no instance, are to be used by groups other than school or school-related groups, and then only with the approval of the Superintendent of Schools or designee.

6. The Superintendent of Schools or designee, when administering the policies and regulations governing the use of school property, shall exercise every precaution to see that the organization, club or group using the facilities is qualified under, and adheres to, the conditions listed in the policies and the Education Code.
7. Any person applying for the use of school property on behalf of any society, group or organization is to be a member of such applicant group and, unless he is an officer of such group, must present written authorization from such applicant group to make such application.

8. **CONDUCT OF MEETING**

- a. The direct supervision of the activity is the responsibility of the persons or organizations sponsoring the activity. Misconduct on the premises will be cause for cancellation or approval for use.
- b. No alcoholic beverages are to be consumed, sold, given away, or delivered to any person on the property of the School District. Such action is a misdemeanor and is punishable under Section 25658 of the Business and Professions Code of California. Any person under the influence of intoxicating liquors will be denied participation in any manner in the activity being conducted on school property and may be barred from having or receiving any further privilege of the use of school property.
- c. **SMOKING IS NOT ALLOWED ON ANY DISTRICT PROPERTY.**
- d. Any City or County ordinance governing such group activities will be applicable to activities under these rules and regulations.
- e. Profane language, gambling, quarreling, or fighting will not be tolerated.

9. **LIMITATIONS AND RESTRICTIONS COVERING USE OF SCHOOL PROPERTY FOR PUBLIC PURPOSES**

- a. No use of school buildings or grounds by community organizations which do not qualify for free use for more than five days during one school year (for one continuing activity or a scheduled series of one activity) shall be approved without first calling for bids in accordance with Education Code.
- b. Use of school buildings and grounds by community organizations will not commence earlier than one hour after the closing of the regular school session. Community organizations using school buildings and grounds will complete such use no later than one hour prior to regular school session.
- c. Organizations using school buildings and grounds are not to leave any brochures, pamphlets, leaflets, documents, or other literature on School District premises.
- d. No use of any cafeteria kitchen is allowed without the assignment of a School District cafeteria worker during the hours of the use.
- e. Any person, in addition to the School District employee so assigned, involved in the serving of food must
- f. hold a current food handler's card as issued by Riverside County Health Department in compliance with the requirements of the Health and Safety Code of California and the Restaurant Act of California.

g. School District equipment such as projectors, sound systems, spotlights, etc., may be used for activities of community organizations on School District premises only. Use of such equipment will be allowed only when operated by a School District employee.

HOLD HARMLESS AND INDEMNIFICATION AGREEMENT

BETWEEN

MORENO VALLEY UNIFIED SCHOOL DISTRICT

AND

RIVERSIDE COMMUNITY COLLEGE DISTRICT

(For use of Vista del Lago High School – February 13 - June 8, 2006)

The undersigned does hereby agree to indemnify, defend, save and hold harmless the Moreno Valley Unified School District, its 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 part, or its officers, agents, servants and employees, other than sole negligence, willful misconduct, or active negligence by the District. This agreement remains in effect through June 30, 2006.

By: _____

Dr. James Buysse

Date: _____

Title: _____

Vice Chancellor, Administration and Finance
Riverside Community College District

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-8-c

Date: December 13, 2005

Subject: Agreement with Kaiser Foundation Hospitals

Background: Presented for the Board's review and consideration is an amended agreement between Riverside Community College District and Kaiser Foundation Hospitals, a California nonprofit public benefit corporation, Southern California Permanente Medical Group, a California Partnership. This is a facility use agreement that provides a venue for the Healthcare Technician classes including those for the phlebotomy at the Kaiser Foundation Hospitals. The term of the agreement begins on December 14, 2005 and continues unless amended or terminated by one of the parties. Funding source: No cost to the District.

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

Recommended Action: It is recommended that the Board of Trustees approve the agreement, beginning on December 14, 2005, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Lisa Conyers
Dean of Instruction
Patricia Bufalino, Department Chair
Health, Human and Public Services

FIFTH AMENDMENT TO AGREEMENT FOR CLINICAL PROGRAMS

This FIFTH AMENDMENT TO AGREEMENT FOR CLINICAL PROGRAMS dated as of October 1, 2005 ("Fifth Amendment") is entered into by and among KAISER FOUNDATION HOSPITALS, a California nonprofit public benefit corporation ("Hospitals"), SOUTHERN CALIFORNIA PERMANENTE MEDICAL GROUP, a California partnership ("Medical Group") and RIVERSIDE COMMUNITY COLLEGE DISTRICT ("District").

WITNESSETH:

WHEREAS, Hospitals, Medical Group and District have entered into that certain Agreement for Clinical Programs ("Agreement"), dated July 21, 1994 pursuant to which District is allowed limited access for particular students to certain clinical facilities identified in the Agreement; and, which has been amended by that First Amendment to the Agreement for Clinical Programs ("First Amendment"), dated June 30, 1996, and, has been amended by that Second Amendment to the Agreement for Clinical Programs ("Second Amendment"), dated July 1, 1998, and which has been amended by that Third Amendment to the Agreement for Clinical Programs ("Third Amendment"), dated July 1, 2000, and which has been amended by that Fourth Amendment to the Agreement for Clinical Programs ("Fourth Amendment"), dated February 1, 2002, and;

WHEREAS, Hospitals, Medical Group and District desire to amend Exhibit A of the Agreement in the manner hereinafter set forth:

NOW, THEREFORE, it is understood and agreed by the parties hereto that:

1. Effective on November 1, 2005, "Exhibit A" of this Agreement shall be amended to include the Phlebotomy program.
2. Except as set forth herein, all other sections, subsections and provisions of the Agreement shall remain valid, enforceable and unaffected by this Amendment.
3. The individuals executing this Amendment on behalf of the named parties represent and warrant that they are authorized to do so.

IN WITNESS WHEREOF, this Amendment has been executed by the parties hereto as of the day and year first written above.

KAISER FOUNDATIQN HOSPITALS,
a California nonprofit
public benefit corporation

By _____

Name: Francine Chapman

Title: Vice President
Community Medical Services

Date: _____

RIVERSIDE COMMUNITY COLLEGE
DISTRICT

By: _____

Name: _____

Title: _____

Date: _____

SOUTHERN CALIFORNIA
PERMANENTE MEDICAL GROUP,
a California partnership

By: _____

Name: Marilyn T. Owsley

Title: SCPMG Business Administrator

Date: _____

Exhibit "A"
Programs

For the following Program(s), Hospitals and Medical Groups shall:

- A. Supervise all students in their clinical training at the Clinical Facilities and provide the necessary instructors for the programs.
- B. Maintain all attendance and academic records of students participating in the Programs.
- C. Provide and be responsible for the care and control of educational supplies, materials, and equipment used for instruction during the Programs.
 - Undergraduate Nursing
 - Phlebotomy Technician

Exhibit "B"

4867 Sunset Boulevard
Los Angeles, CA 90027
(323) 783-4011

5601 DeSoto Avenue
Woodland Hills, CA 91365
(818) 719-2000

6041 Cadillac Avenue
Los Angeles, CA 90034
(323) 857-2000

25825 South Vermont Avenue
Harbor City, CA 90710
(310) 517- 2943

13652 Cantara Street
Panorama City, CA 91402
(818) 375-2000

9400 East Rosecrans Avenue
Bellflower, CA 90706
(562) 461-3000

765 West College Street
Los Angeles, C A 90012

1011 Baldwin Park Boulevard
Baldwin Park, CA 91706
(626) 851-1011

5055 California Avenue, Suite 110
Bakersfield, CA 93309
(661) 334-2008

9961 Sierra Avenue
Fontana, CA 92335
(909) 427-5000

441 North Lakeview Avenue
Anaheim, CA 92807
(714) 279-4000

10800 Magnolia Avenue
Riverside, CA 92505
(909) 353-2000

4647 Zion Avenue
San Diego, CA 92120
(618) 528-5000

393 East Walnut Street
Pasadena, CA 91188
(626) 405- 1000

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No: V-A-9-a

Date: December 13, 2005

Subject: Revised Budget - 24 Hour Fitness Center

Background: Presented for the Board's review and consideration is an amended budget to the previously-approved agreement between Riverside Community College District and the 24 Hour Fitness Center. The agreement for the period July 1, 2005 to September 1, 2006 was approved at the May 17, 2005 Board meeting. Approval included an hourly charge of \$40.00 per hour, with a total of \$24,500.00 for the academic year. In order to accommodate growth by increasing class offerings, additional physical education classes will be offered at the center during the Winter Intersession, January 3, 2006 to February 10, 2006. The additional cost to the District for the expanded class offerings is \$2,000.00, for a revised total of \$26,500.00. Funding source: General Fund.

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

Recommended Action: It is recommended that the Board of Trustees approve the revised budget, for the period July 1, 2005 through September 1, 2006, for an amount not to exceed \$26,500.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Dawn Lindsay
Dean of Instruction

LICENSE AGREEMENT

THIS REVOCABLE LICENSE AGREEMENT ("Agreement") is dated April 13, 2005, and is made between 24 HOUR FITNESS USA, INC., a California corporation ("LICENSOR") and Riverside Community College, a governmental education body ("LICENSEE").

1. PREMISES: 275 Teller Street, Suite 100
Corona, CA 92882
2. LICENSED AREA: The Free Weight/Weight Machine area as shown on **Exhibit A**
3. PERMITTED USE: College Level Fitness classes only
4. HOURS OF OPERATION: Hours to be mutually agreed upon (see **Section 9.1**)
5. LICENSE FEE: \$40.00/hr
6. SECURITY DEPOSIT: None (see **Section 5**)
7. PREPAID LICENSE FEE: None
8. COMMENCEMENT DATE: July 1, 2005
9. TERM: 7/1/05 through 9/1/06 except for breaks between semesters/quarters
10. GUARANTOR(S):
11. NOTICE ADDRESSES:

Licensor: 24 Hour Fitness USA, Inc.
275 Teller Street, Suite 100
Corona, CA 92882
Attn: Operations Manager

And to 24 Hour Fitness
USA, Inc.
12647 Alcosta Blvd.,
Suite 500
San Ramon, CA
94583
Attn: Property
Management

With a copy to 24 Hour Fitness
12647 Alcosta Blvd.,
San Ramon, CA
Attn: Legal

Licensee: Riverside Community College
Norco Campus
2001 Third Street
Norco, CA 92860
Attn: Jim Kross
Phone: 909-372-7000
Tax ID: _____

**LICENSE AGREEMENT
STANDARD TERMS AND
CONDITIONS**

BASIC BUSINESS TERMS

These Basic Business Terms supplement the attached Standard Terms and Conditions of this License Agreement. Should any provision of the Basic Business Terms be found to be inconsistent with the Standard Terms and Conditions of this License Agreement, the provision and/or terms of the Standard Terms and Conditions shall govern.

RECITALS

Licensee's covenants, warranties and representations hereinafter set forth are material inducements to Licensor's entering into this Agreement.

Licensor is the operator of a full-service fitness facility located at the Premises.

Licensee wishes to obtain, and Licensor wishes to grant a license to Licensee to use, the Licensed Area for the Permitted Use.

Licensee warrants and represents that Licensee and its employees (and others engaged by Licensee to provide services at or from the Licensed Area) possess exceptional skills and abilities with respect to services to be provided by Licensee and that Licensee, its employees, and all others engaged by Licensee to provide services at or from the Licensed Area, are duly licensed and certified, if necessary, to carry on such business activity with all applicable city, county and state governments or agencies. All employees and any independent contractors engaged by Licensee to conduct the activities and provide the services contemplated by this Agreement at or from the Licensed Area are referred to collectively in this Agreement as "Service Providers."

Licensee is aware that Licensee and its Service Providers only can provide their services within the Licensed Area, except as expressly provided herein.

NOW THEREFORE, in consideration of the recitals and other good and valuable consideration (the receipt and the adequacy of which is hereby acknowledged), the parties covenant and agree as follows:

1. GRANT AND TERM OF LICENSE

1.1 The term of this Agreement (the "Term") is as set forth above, and commences on the Commencement Date.

1.2 Licensor hereby grants Licensee a revocable, non-exclusive license to use the Licensed Area solely for the Permitted Use and only during the Hours of Operation set forth in Item 4 of the Basic Business Terms.

1.3 This grant of license includes the right of access to the Licensed Area.

1.4 Licensor shall give Licensee reasonable notice of any restriction in the use of any of the Licensed Area.

1.5 Nothing in this Agreement is intended to give Licensee or any of its Service Providers or agents any license or permission to use, or a property right or any other right or interest in, any logo, trademark, trade name, color combination, insignia or device or other proprietary information or intellectual property owned or used by Licensor or any affiliated entity (collectively, the "Marks"). Licensee shall not use any of the Marks in any advertising, in any promotional materials or otherwise without first obtaining the prior written consent of Licensor, which consent may be withheld for any reason in Licensor's sole discretion. Nothing in this Agreement is intended to give Licensee the right to use any property of Licensor not expressly stated in this Agreement, including without limitation, office equipment, office supplies or furniture. Licensor shall have the right at any time, from time to time, to require Licensee to post notices stating that Licensor is in no way affiliated with Licensee.

1.6 This Agreement and Licensee's rights hereunder shall, at all times, be subject to the provisions of, and subordinate to, Licensor's lease for the Premises (the "Master Lease"), which Master Lease gives the landlord thereunder certain approval, termination and other rights. Furthermore, Licensee acknowledges and agrees that any and all approvals and consents to be given by Licensor to Licensee shall be subject to the provisions of the Master

Lease. Any provision in the Master Lease requiring the landlord's approval or consent is deemed for purposes of this Agreement as requiring both the landlord's and Licensor's approval or consent. Notwithstanding anything contained herein to the contrary, should the provisions of this Agreement and the Master Lease be inconsistent, the terms and provisions contained in the Master Lease will control. Upon the written request of Licensee, Licensor will provide Licensee with copies of relevant portions of the Master Lease. Licensee shall keep confidential all terms and provisions of the Master Lease which Licensor provides Licensee.

1.7 Notwithstanding anything to the contrary, the effectiveness of this Agreement is conditioned on Licensor's obtaining the landlord's approval if Licensor is required to do so under the Master Lease.

2. CONDITION OF LICENSED AREA; IMPROVEMENTS

2.1 Licensee accepts the Licensed Area in its as-is condition, without any warranty, representation or allowance from Licensor with respect to the condition or improvements thereof. Licensee further acknowledges and agrees that Licensor has not made any warranties or representations as to the zoning, licensing or use of the Licensed Area and/or the Premises.

2.2 Licensee shall not perform any construction, alterations or other refurbishment work (including, but in no way limited to, painting and carpeting) within the Licensed Area.

2.3 Notwithstanding Licensor's repair and maintenance obligations under the Master Lease, Licensee shall be solely responsible for all repairs and maintenance within the Licensed Area to the same extent Licensor is obligated to repair and maintain the Premises under the Master Lease.

3. PURPOSE OF LICENSE. This grant of license shall be personal to the original Licensee and shall be limited to the specific use set forth in Item 3 of the Basic Business Terms. In the event Licensor receives complaints about the services provided or activities conducted by Licensee, Licensee agrees to promptly correct and/or stop the actions being complained of or that are otherwise of concern to Licensor.

4. LICENSE FEE

4.1 From and after the Commencement Date, Licensee shall pay to Licensor the License Fee as set forth in the Basic Business Terms in this Agreement. The License Fee shall be due and payable to Licensor in lawful money of the United States, and without set off, abatement or demand. Licensor will invoice the Licensee by the 15th of each month to be paid at the end of each calendar month of the Term. Licensee shall deliver the License Fee, on or before the due date, to Licensor, at the Premises, Attention, Operation's Manager, or such other address as designated in writing by Licensor.

4.2 If the Commencement Date does not occur on the 1st day of a calendar month, a prorated installment of the License Fee based on a per diem calculation shall be paid for the fractional month during which the Term commences.

4.3 Licensor shall have the right to audit Licensee's business records related to Licensee's business activities at the Premises upon three (3) days' prior notice to confirm compliance with the terms of this License and the Master Lease or as may be reasonably required in connection with the maintenance of Licensor's business records.

4.4 Licensee acknowledges that late payment of the License Fee will cause Licensor to incur costs not contemplated by this Agreement with the exact amount of such costs being extremely difficult and impracticable to fix. If any payment of the License Fee is not received by Licensor on the due date for such payment, Licensee shall pay to Licensor an additional ten percent (10%) of the total monthly License Fee or other amounts then payable as a late charge. The parties agree that the late charge represents a fair and reasonable estimate of the costs that Licensor will incur by reason of a late payment by Licensee. Licensor's acceptance of any late charge shall not constitute a waiver of Licensee's default with respect to the overdue amount or prevent Licensor from exercising any other rights and remedies available to it hereunder.

5. SECURITY DEPOSIT Licensor currently does not require a Security Deposit, but reserves the right to do so in the future. If a Security Deposit is required, and if Licensee fails to pay the License Fee or any other charges due under this Agreement, or otherwise defaults under this Agreement, Licensor may use, apply or retain all or any portion of said Security Deposit for the payment of any amount due Licensor or to reimburse or compensate Licensor for any liability, expense, loss or damage which Licensor may suffer or incur by reason thereof. If

Licensors use or apply all or any portion of said Security Deposit, Licensee shall within ten (10) days after written request thereof deposit monies with Licensor sufficient to restore said Security Deposit to the full amount required by this Agreement. If the License Fee increases during the Term of this Agreement, Licensee shall, upon written request from Licensor, deposit additional monies with Licensor so that the total amount of the Security Deposit shall at all times bear the same proportion to the increased License Fee as the initial Security Deposit bore to the initial License Fee. No part of the Security Deposit shall be considered to be held in trust, to bear interest or to be prepayment for any monies to be paid by Licensee under this Agreement.

6. RELATIONSHIP OF THE PARTIES

6.1 Licensee and its Service Providers shall provide their services at the Premises as independent contractors. This Agreement is not one of employment, but rather is for the retention of the services of Licensee. Accordingly, neither Licensee nor any Service Provider has the power, authority or right to enter into any agreement, written or oral, on behalf of Licensor or undertake any action or incur any expense on behalf of Licensor. Licensor is not liable, nor responsible, nor has Licensor assumed any responsibility or liability, for any loss, injury or damage to Licensee, Licensee's clients, or any other third party, arising from, out of, or in any way related to, the activities conducted or services provided by Licensee and its Service Providers.

6.2 Licensee shall be responsible for all of Licensee's and its Service Provider's taxes (including, but in no way limited to, all withholdings for income and employment taxes required by state and federal law), taxes and assessments attributable to Licensee's furniture, fixtures, equipment, Licensee's insurance (including unemployment insurance) and licensing fees and Licensor shall have no obligation to pay taxes (including, but in no way limited to, all withholdings for income and employment taxes required by state and federal law), taxes and assessments attributable to Licensee's furniture, fixtures, and equipment, Licensee's insurance (including unemployment insurance) and licensing fees of Licensee and its Service Providers. Licensor shall not be liable for the payment of wages (minimum or otherwise), overtime, vacation pay, costs of supplies or equipment to Licensee or to any Service Provider. Licensee acknowledges that Licensor shall not, and will not, provide any Worker's Compensation or related insurance benefits for Licensee, or any Service Provider, and Licensee agrees to indemnify, defend and hold Licensor harmless from and against any and all claims arising from or growing out of or in any way connected with Licensee or any of its Service Providers, including without limitation any claims related to the disability or death of its agents or Service Providers, or any tax liability related to Licensee or its Service Providers. The foregoing indemnity shall survive the expiration or earlier termination of this Agreement.

6.3 Licensee has the right to engage one or more independent contractors to provide the same services and to conduct the same activities as Licensee is permitted to provide under this Agreement within the Licensed Area, provided that at least 10 business days prior to allowing any independent contractor to provide services at or from the Licensed Area, Licensee delivers to Licensor a description of the services to be provided, together with copies of all insurance policies and licenses of such independent contractor relevant to the services to be provided at or from the Licensed Area. If during said 10-day period Licensor objects or raises any concerns about the proposed independent contractor, Licensee will not enter into an agreement with such independent contractor until all concerns are addressed to Licensor's satisfaction. In no event, however, will Licensee permit any independent contractor to conduct any activities or to provide any services at or from the Licensed Area until Licensor receives evidence satisfactory to Licensor that (i) the proposed independent contractor has complied with the insurance provisions set forth in this Agreement; (ii) the proposed independent contractor has all the necessary licenses; (iii) the proposed independent contractor agrees to be bound by the terms of this Agreement (other than the obligation to pay the License Fee); and (iv) the proposed independent contractor agrees in writing to release Licensor from all liability and responsibility including, without limitation, any loss or damage to the independent contractor or his/her property. Licensee shall be liable for the activities of all Service Providers at all times during the Term.

7. INSURANCE

7.1 Licensee's Insurance. Throughout the Term of this Agreement, Licensee shall maintain, and shall require that all Service Providers that are independent contractors maintain, in full force and effect, at Licensee's or such Service Provider's sole cost and expense, one or more policies evidencing the following coverage with respect to the Premises and activities at the Licensed Area (with Licensor and landlord of the Premises named as additional insured(s)): (i) a policy of Commercial General Liability insurance in an amount of at least ONE MILLION DOLLARS (\$1,000,000.00) each occurrence, TWO MILLION DOLLARS (\$2,000,000) aggregate; and (ii) a property damage insurance policy covering Licensee's and/or its Service Provider's personal property against all perils within the classification of "special form" coverage (as such term is used in the insurance industry) in an

amount of at least full replacement cost thereof. In addition, Licensee shall maintain: Worker's Compensation in an amount sufficient to cover Licensee's employees and agents in an amount equal to the greater of (a) the amount required by law, or (b) an amount sufficient to cover Licensee's employees and agents; and such other insurance as Licensor deems reasonably necessary from time to time.

7.2 Policy Requirements. Any policy of insurance required of Licensee (and any Service Provider that is an independent contractor): (i) shall be issued by an insurance company licensed to do business in the state where the Premises are located, and rated not less than A-VII in Best's Insurance Guide; (ii) shall be primary insurance and any insurance or self-insurance maintained by Licensor and/or its Service Provider in excess of that required of either party shall not contribute with the insurance required hereunder; (iii) shall in the case of liability insurance, name Licensor and landlord of the Premises as additional insured(s) and include a cross-liability endorsement; and (iv) shall provide that the insurance company issuing the insurance will provide Licensor with at least 30 days' prior written notice of cancellation, amendment, renewal or intent not to renew and (v) shall in the case of the Commercial General Liability insurance, include coverage of Licensee's indemnities set forth in the Agreement. Upon execution of this Agreement and within thirty (30) days before each anniversary date of the Term, Licensee (and each Service Provider that is an independent contractor) shall submit to Licensor a certificate of insurance verifying the existence of the coverage required under this **Section 7**.

8. RELEASES; VERIFICATION. Prior to providing services to any of Licensee's guest(s) or clients within the Licensed Area (and/or upon the Premises if applicable), Licensee (and each Service Provider): (i) shall obtain a copy of a valid driver's license (or a valid identification card) of each new client and/or guest; (ii) shall verify that the client or guest checked in with Licensor's front-desk staff; and (iii) shall obtain a written acknowledgment and release from each such client or guest, in the form attached as **Exhibit B**, or in another form and content acceptable to Licensor at its sole discretion. Licensee shall forward copies of each such acknowledgment and release (along with a copy of the individual's valid driver's license or a valid identification card) to Licensor's Operations Manager at the Premises within five (5) days after obtaining any acknowledgment and release.

9. OTHER OBLIGATIONS AND COVENANTS

9.1 Operations. Licensee covenants and agrees that throughout the Term, Licensee shall: (i) conduct its activities and provide its services only during the Hours of Operation; provided, however, in no event shall Licensee and its Service Providers provide their services during hours which Licensor is not open and operating its business, nor shall Licensee or its clients have a right of entry during any hours which Licensor is not open and operating its business, and provided, Licensor shall have the right at anytime, from time to time, to change the Licensee's Hours of Operation at Licensor's sole discretion; (ii) use Licensee's own Service Providers, equipment (except as otherwise specifically stated in this Agreement) and supplies while providing the services contemplated hereunder within the Licensed Area, including without limitation, office equipment and supplies, and equipment and supplies necessary to conduct Licensee's business at the Premises; (iii) employ or otherwise retain only adequately skilled, experienced, and board certified or properly licensed individuals to conduct the activities and to provide the chiropractic services; (iv) be responsible for its own expenses, which may include but are not limited to transportation, parking, telephone services, laundry services, supplies, materials, continuing education, licensing fees, insurance premiums, and taxes; (v) not provide its services to employees of Licensor for work-related injuries within the Licensed Area or Premises; (vi) be fully responsible for the safety of Licensee's clients and guests and its clients' and guests' possessions while providing services at or from the Licensed Area (Licensee acknowledges it has no rights to utilize Licensor's safes or similar items at the Premises, and Licensee agrees to take appropriate steps to minimize loss or damage to the property of Licensee's clients); (vii) observe, and cause all of Licensee's Service Providers, agents and clients to observe, the rules and regulations at the Premises; (viii) not allow any client or Service Provider to use the Licensed Area unless such person is properly attired, as determined by Licensor in its sole discretion; (ix) conduct Licensee's business at the Licensed Area in a professional and responsible manner and not engage in any conduct or activity which may adversely affect Licensor, its business, members, guests or employees; (x) cause its employees, Service Providers and its agents to maintain a clean, neat and well-groomed appearance at all times, subject to Licensor's approval in its sole discretion; (xi) obtain and maintain all required state and local licensing for the Permitted Use and for Licensee's business outside of the Premises, and to promptly notify Licensor of any violations or warnings of violations of any applicable laws by Licensee or its Service Providers; (xii) will not do or permit anything to be done which is contrary to or which violates any provision of the Master Lease; (xiii) fully cooperate with Licensor so that Licensor can fulfill all of its obligations under the Lease, including, without limitation, maintaining adequate sales records and providing all sales records as Licensor may

request during the Term; and (xiv) not provide its services to individuals under the age of 18 and will verify that each client and/or guest is 18 years of age or older.

9.2 BACKGROUND CHECKS REQUIRED OF EMPLOYEES AND INDEPENDENT CONTRACTORS. IN ADDITION TO THE OBLIGATIONS AND COVENANTS SET FORTH IN THIS AGREEMENT, LICENSEE COVENANTS AND AGREES TO PROVIDE WRITTEN CONFIRMATION TO LICENSOR THAT LICENSEE AND ALL LICENSEE'S EMPLOYEES AND INDEPENDENT CONTRACTORS HAVE UNDERGONE CRIMINAL BACKGROUND CHECKS IMMEDIATELY PRIOR TO HIRE BUT IN NO EVENT MORE THAN SIXTY (60) DAYS PRIOR TO THE DATE OF THIS AGREEMENT (AND, IF APPLICABLE, IN THE EVENT OF A RENEWAL OF THE TERM, WITHIN SIXTY (60) DAYS AFTER SUCH RENEWAL), AND THAT EACH EMPLOYEE AND INDEPENDENT CONTRACTOR SATISFIES THE FOLLOWING CRITERIA:

- 1) NO RECORD OF A FELONY; AND
- 2) NO RECORD OF A MISDEMEANOR FOR VIOLATION INVOLVING MINORS, PHYSICAL VIOLENCE, OR POSSESSION OF ILLEGAL SUBSTANCES WITH THE INTENT TO DISTRIBUTE.

LICENSEE FURTHER WARRANTS AND REPRESENTS THAT SAID BACKGROUND CHECKS ARE IN FULL COMPLIANCE WITH THE FEDERAL FAIR CREDIT REPORTING ACT (FCRA).

BY INITIALING BELOW, LICENSEE SPECIFICALLY CONFIRMS THAT IT HAS READ AND ACCEPTS THE TERMS AND CONDITIONS OF SECTION 9.2 AND, FURTHERMORE, UNDERSTANDS THAT LICENSEE'S FULFILLMENT OF THE OBLIGATIONS SET FORTH IN SECTION 9.2 IS MATERIAL CONSIDERATION FOR LICENSOR ENTERING INTO THIS AGREEMENT.

LICENSEE INITIALS: _____

9.3 Advertisement. During the Term, Licensee shall not advertise its services and/or its products, in any manner whatsoever, within the Premises (or on the exterior of any Premises or common area thereof) except in accordance with the following: (1) one business card holder may be placed at the front desk at the Premises at a location to be designated by the Operations Manager of such Premises; (2) no more than three (3) advertising signs may be posted at any one time and shall be limited to one sign in each of the locker rooms and one sign within the Licensed Area, and each sign shall (i) be professionally prepared and printed, (ii) not exceed 8.5" x 11" in size, (iii) be hung with double-sided tape so that no tape is visible, and (iv) not be placed on counters, restroom mirrors, locker doors or bathroom stalls. Such signs shall be subject to Licensor's prior approval, which Licensor may withhold at its sole discretion and rescind at anytime during the Term. In the event Licensor rescinds its approval and/or Licensee posts a sign in violation of this Agreement, Licensee shall immediately thereafter remove such sign after notice from Licensor (with oral notice given to Licensee or Licensee's employee sufficient for purposes of giving adequate notice under this Agreement) and repair the surface to the condition it was in prior to Licensee's posting of such sign. In the event Licensee or Licensee's employees fail to immediately remove the sign after notice from Licensor, Licensor shall have the right to enter the Licensed Area and to remove such sign(s) and shall not be liable to Licensee for any such action. Notwithstanding anything to the contrary, in no event shall Licensee's advertisements and promotional materials utilize any of Licensor's trade names, logos or other Marks, nor reference any association or co-location with Licensor. Licensee shall place any permitted advertisement or promotional material in a manner which does not interfere with Licensor's business and which does not cause any damage to the surface or structure of the building. Licensee shall be responsible for any damage and repair to the Premises caused by Licensee's placement and/or removal of any such advertisement and/or promotional material on/from the Premises.

10. INDEMNIFICATION. Licensee acknowledges and declares that Licensee will indemnify, protect, defend and hold the Licensor, Licensor's affiliates and subsidiaries, and the directors, officers, employees, agents and representatives of Licensor or of any affiliate or subsidiary of Licensor, harmless from and against any and all obligations, causes of action, claims, costs, damages, penalties, demands, expenses, attorneys' fees, judgments, interest and/ or liabilities of any nature or kind, arising from, out of, or in any way related to Licensee's activities or services at the Premises, including without limitation, activities or services of any Service Provider, activities of Licensee's guests and/or clients, or for any breach of Licensee's (or any Service Provider's) obligations under the

terms of this Agreement. The foregoing indemnity shall survive the expiration or earlier termination of this Agreement.

11. LICENSEE'S DEFAULT

11.1 At the option of Licensor, a default under this Agreement by Licensee shall exist if any of the following events shall occur (each is called an "Event of Default"):

(a) Licensee fails to pay the License Fee or any other amounts due and payable, within five (5) days after receipt of notice of nonpayment (or within five (5) days of the applicable due date in the event Licensor has already given two (2) notices of nonpayment to Licensee).

(b) Licensee commits a non-curable default.

(c) Licensee fails to observe, keep, perform or cure within ten (10) days after Licensee's receipt of notice of default from Licensor, any of the other terms, covenants, agreements or conditions contained in this Agreement that Licensee is obligated to observe or perform.

11.2 Licensee acknowledges and agrees that in the event Licensee breaches this Agreement, in addition to all rights and remedies available at law or in equity to Licensor, Licensor will have the same rights that are available to a landlord in the event a tenant continues in possession following the expiration of a lease term or otherwise remains in possession wrongfully, including but not limited to all rights to legal proceedings. This is not, however, intended to create a landlord/tenant relationship between Licensor and Licensee.

12. TERMINATION

12.1 Licensor may terminate this Agreement upon the occurrence of any one of the following events: (i) an Event of Default as set forth in **Section 11**; and (ii) at any time, upon at least 30 days' written notice for any reason.

12.2 Upon the cancellation, expiration or termination of this License, Licensee will return the Licensed Area to Licensor in neat and clean condition and will repair (and replace if necessary) any damage and destruction caused by Licensee.

13. HOLDOVER. Licensee has no right to retain possession of the Licensed Area or any part thereof beyond the expiration or termination of this Agreement. In the event that Licensee holds over, the License Fee shall be increased to one hundred fifty percent (150%) of the License Fee applicable during the month immediately preceding the expiration or termination. Nothing contained herein shall be construed as consent by Licensor to any holding over by Licensee.

14. MISCELLANEOUS

14.1 Assignment. Under no circumstances shall Licensee assign, or otherwise transfer, the rights and obligations of Licensee under this Agreement, unless Licensor (in its sole discretion) has provided written consent to such assignment or transfer.

14.2 Entire Agreement. This Agreement is the entire agreement between the parties, and supersedes any prior agreements, representations, negotiations, or correspondence between the parties except as expressed herein. All Basic Business Terms, recitals, exhibits, attachments, riders and addenda attached to this Agreement are hereby incorporated into and made a part of this Agreement. All of the terms and provisions of the Master Lease, except as provided herein, or to the extent inconsistent with the terms of this Agreement, are incorporated into and made a part of this Agreement, and the obligations of the tenant under the Master Lease are hereby imposed upon the Licensee hereto with respect to the Licensed Area and the Premises.

14.3 Amendment. This Agreement may be amended, modified or supplemented only by a writing signed by all parties.

14.4 Waiver. No waiver of any provision of this Agreement shall be binding unless executed in writing by the party making the waiver. No waiver of any provision of this Agreement shall be deemed to constitute a waiver of any other provision, whether or not similar, nor shall any waiver constitute a continuing waiver unless the written waiver so specifies.

14.5 Counterparts. This Agreement may be executed in counterparts, each of which shall constitute an original and all of which, when taken together, shall constitute one and the same instrument.

14.6 Governing Law. This Agreement is entered into in and shall be governed by and construed in accordance with the laws of where the Premises are located. The parties hereto agree that any action or proceeding arising out of this Agreement shall be held only within such state, which both parties hereto agree shall be deemed to be, and is, the agreed upon place of performance of this Agreement.

14.7 Severability. If any term or provision of this Agreement is ever determined to be invalid or unenforceable for any reason, such term or provision shall be severed from this Agreement without affecting the validity or enforceability of the remainder of this Agreement.

14.8 Interpretation. Section headings in this Agreement are for convenience of reference only and shall not affect the meaning or interpretation of any provision of this Agreement.

14.9 Notices. All notices and other communications under this Agreement shall be in writing and shall be deemed duly given: (a) when delivered if personally delivered to the recipient; (b) when transmitted by telecopier or facsimile device during normal business hours, provided such device is capable of generating a written confirmation of such transmission and receipt and an original is deposited in first class mail within two (2) business days thereafter addressed as set forth below; (c) on the first business day following delivery by an overnight delivery service, provided delivery is confirmed by the delivery service; and (d) on the earlier of actual receipt or three (3) days following deposit in United States registered or certified mail, postage prepaid and return receipt requested, addressed to the parties at the place(s) of notice set forth in Item 11 of the Basic Business Terms. The foregoing to the contrary notwithstanding, to the extent Licensee has a question regarding day-to-day operations at the Licensed Area, the Licensee shall contact the Operations Manager at the Premises. Any party may change its address for notices by giving written notice to the other party in the manner set forth above.

14.10 Time of the Essence. Time is of the essence in this Agreement.

14.11 Effectiveness. This Agreement shall become effective only when signed and delivered by both parties.

14.12 Joint and Several Liability. If Licensee is constituted of more than one person or entity, the obligations imposed on each such person or entity shall be joint and several. If Licensee is a corporation, a partnership (general or limited) or a limited liability company, the individual(s) executing this Agreement on behalf of the corporation or partnership, as the case may be, represents and warrants that: (i) he or she is duly authorized to execute and deliver this Agreement on behalf of such entity in accordance with its corporate bylaws, statement of partnership, certificate of limited partnership, or appropriate limited liability company documentation, as the case may be; (ii) this Agreement is binding upon said entity in accordance with its terms; and (iii) Licensee is a duly organized and legally existing entity and in good standing in the State. In the event the representations and warranties given in this paragraph are not true in any way, the individual(s) signing on behalf of such entity will be jointly and severally liable for all obligations imposed under this Agreement and for all direct and indirect damages incurred by Licensor resulting from any such misrepresentations.

IN WITNESS WHEREOF THE PARTIES HAVE EXECUTED THIS AGREEMENT AS OF THE DATE FIRST SET FORTH ABOVE.

LICENSOR:

24 HOUR FITNESS USA, INC., a
California corporation

By: _____

LICENSEE:

Riverside Community College, a
governmental education body

By: _____

Name:

Title:

EXHIBIT A
LICENSED AREA



EXHIBIT B
LIABILITY WAIVER AND SIGN-IN SHEET

VOLUNTARY RELEASE, ASSUMPTION OF RISKS

IMPORTANT: This document affects your legal rights - You must read and understand it before signing it.

The use of the Facilities at 24 Hour Fitness and/or your participation in Riverside Community College Physical Education Classes (describe activity) during _____ (dates of semester/quarter) involves the risk of injury to you, whether you or someone else causes it. Specific risks vary from one activity to another and the risks range from minor injuries to major injuries, such as catastrophic injuries including death. As such, you understand and voluntarily accept this risk and agree that 24 Hour, its subsidiaries, officers, directors, employees, volunteers, agents and independent contractors will not be liable for any injury, including, without limitation, personal, bodily, or mental injury, economic loss or any damage to you, your spouse, child, guests, unborn child, or relatives resulting from the negligence of 24 Hour or anyone on 24 Hour's behalf or anyone using the Facilities whether related to exercise or not. Further, you understand and acknowledge that 24 Hour does not manufacture fitness or other equipment at its Facilities, but purchases and/or leases equipment. You understand and acknowledge that 24 Hour is providing recreational services and may not be held liable for defective products. If there is any claim by anyone based on any injury, loss or damage described here, which involves you or your guest, you agree to 1) defend 24 Hour against such claims and pay 24 Hour for all expenses relating to the claim and 2) indemnify 24 Hour for all liabilities to you, your spouse, guests, relatives, or anyone else resulting from such claims.

In addition to the terms above, you represent that you are in good physical condition and have no medical reason or impairment that might prevent you from participating in this event. As such, you acknowledge that 24 Hour Fitness did not give you medical advice before this event, and cannot give you any after the event, related to your physical condition and ability to participate. If you have any health or medical concerns now or after the event, discuss them with your doctor.

By signing this agreement below, you agree to all terms of this Liability Waiver Agreement on behalf of yourself and/or your minor child.

PARTICIPANT'S NAME (PRINT)	IF MINOR, LEGAL GUARDIAN'S NAME (PRINT)	PARTICIPANT'S LEGAL GUARDIAN'S SIGNATURE

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-10-a

Date: December 13, 2005

Subject: Agreement with Jerry Burchfield

Background: Attached for the Board's review and consideration is an agreement between Riverside Community College District and Jerry Burchfield. Mr. Burchfield will prepare and deliver an artist talk, to occur on February 16, 2006, total fee for this service shall not exceed \$250.00. This event is scheduled to coincide with his scheduled gallery exhibit and is intended to enrich and enhance the experience of the RCCD community. Funding source: General Fund.

The consultant identified in the 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 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, Instruction, and Ed Godwin, Director of Administrative Services.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, for February 16, 2006, for an amount not to exceed \$250.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Glenn Hunt
Dean of Instruction
Leslie A. Brown, Art Gallery Coordinator
Stephen Horn, Art Department Chair

CONSULTANT AGREEMENT
BETWEEN

Jerry Burchfield
And
RIVERSIDE COMMUNITY COLLEGE DISTRICT

This Agreement, entered into this 14th day of December, 2005, between Jerry Burchfield, hereinafter referred to as the "Consultant," and RIVERSIDE COMMUNITY COLLEGE DISTRICT, whose address is 4800 Magnolia Avenue, Riverside, California 92506, hereinafter referred to as the "District."

ARTICLE I. TERM OF CONTRACT

1.01 This Agreement is to cover activities scheduled for February 16, 2006.

ARTICLE II. SERVICES TO BE PERFORMED BY CONSULTANT

2.01 Consultant 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 Consultant, the District will pay the Consultant a speaker's fee. The total consultant's fees not to exceed \$250.00.

ARTICLE IV. OBLIGATIONS OF CONSULTANT

4.01 Minimum Amount of Service: Consultant agrees to devote its best efforts to performance of the services outlined in "Exhibit A" on behalf of the District.

4.02 Indemnification: Consultant and the District mutually agree to indemnify and hold each other harmless from any obligations, costs, claims, judgments, attorney's 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. The Consultant also agrees to hold the District harmless for claims of libel and slander for any and all information provided at any point of the presentation.

4.03 Assignment: Neither this Agreement nor any duties or obligations under this Agreement may be assigned by either party without the prior written consent of the other party.

- 4.04 Treatment of the District Information: Consultant shall regard all District data and information used in the work performed under this Agreement as confidential.

ARTICLE V. OBLIGATIONS OF THE DISTRICT

- 5.01 Cooperation of the District: The District agrees to comply with all reasonable requests of the Consultant and provide access to all documents and/or information reasonably necessary to the performance of Consultant's duties under this Agreement.

ARTICLE VI. TERMINATION OF AGREEMENT

- 6.01 Termination Upon Notice: Either party hereto may terminate this Agreement at any time upon 30 days written notice to the other.

ARTICLE VII. GENERAL PROVISIONS

- 7.01 Entire Agreement of the Parties: 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 is not embodied herein, and that no other agreement, statement or promises 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.

Riverside Community College District

Consultant

James L. Buysse
Vice Chancellor, Administration and Finance

Jerry Burchfield
Artist

Date

Date

EXHIBIT A

Consultant Agreement with
Riverside Community College District

SCOPE OF WORK

With this Agreement, Consultant will perform services and produce deliverables as detailed within this scope of work.

Prepare and Conduct a Lecture

Consultant hereby agrees to prepare and provide a lecture and presentation, to the RCC community, on February 16, 2006 between 8:00 p.m. and 9:00 p.m., in coordination with the scheduled art exhibit.

Deliverables

The following will be delivered to the RCC community as a result of the provision of services described within this scope of work.

- Deliver an artist talk during the opening reception of the art exhibit.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-10-b

Date: December 13, 2005

Subject: Agreement with Liz Sadoff

Background: Attached for the Board's review and consideration is an agreement between Riverside Community College District and Liz Sadoff to co-curate the Los Angeles Area Printmaking Exhibit between April 10, 2006 and May 9, 2006. The total fee for these services shall not exceed \$200.00. Ms. Sadoff will assist the RCC Art Gallery Coordinator with gathering and assembling prints from the Los Angeles and Santa Monica areas that are associated with the Christopher John Printmaking Studio. Funding source: General Fund.

The consultant identified in the 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 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, Instruction, and Ed Godwin, Director of Administrative Services.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, for April 10, 2006 through May 9, 2006, for an amount not to exceed \$200.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Glenn Hunt
Dean of Instruction
Leslie A. Brown, Art Gallery Coordinator
Stephen Horn, Art Department Chair

CONSULTANT AGREEMENT
BETWEEN

Liz Sadoff
And
RIVERSIDE COMMUNITY COLLEGE DISTRICT

This Agreement, entered into this 14th day of December, 2005, between Liz Sadoff, hereinafter referred to as the "Consultant," and RIVERSIDE COMMUNITY COLLEGE DISTRICT, whose address is 4800 Magnolia Avenue, Riverside, California 92506, hereinafter referred to as the "District."

ARTICLE I. TERM OF CONTRACT

- 1.01 This Agreement is to cover activities scheduled for April 10, 2006 through May 9, 2006.

ARTICLE II. SERVICES TO BE PERFORMED BY CONSULTANT

- 2.01 Consultant 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 Consultant, the District will pay the Consultant a speaker's fee. The total consultant's fees not to exceed \$200.00.

ARTICLE IV. OBLIGATIONS OF CONSULTANT

- 4.01 Minimum Amount of Service: Consultant agrees to devote its best efforts to performance of the services outlined in "Exhibit A" on behalf of the District.
- 4.02 Indemnification: Consultant and the District mutually agree to indemnify and hold each other harmless from any obligations, costs, claims, judgments, attorney's 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. The Consultant also agrees to hold the District harmless for claims of libel and slander for any and all information provided at any point of the presentation.
- 4.03 Assignment: Neither this Agreement nor any duties or obligations under this Agreement may be assigned by either party without the prior written consent of the other party.

- 4.04 Treatment of the District Information: Consultant shall regard all District data and information used in the work performed under this Agreement as confidential.

ARTICLE V. OBLIGATIONS OF THE DISTRICT

- 5.01 Cooperation of the District: The District agrees to comply with all reasonable requests of the Consultant and provide access to all documents and/or information reasonably necessary to the performance of Consultant's duties under this Agreement.

ARTICLE VI. TERMINATION OF AGREEMENT

- 6.01 Termination Upon Notice: Either party hereto may terminate this Agreement at any time upon 30 days written notice to the other.

ARTICLE VII. GENERAL PROVISIONS

- 7.01 Entire Agreement of the Parties: 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 is not embodied herein, and that no other agreement, statement or promises 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.

Riverside Community College District

Consultant

James L. Buysse
Vice Chancellor, Administration and Finance

Liz Sadoff
Artist

Date

Date

EXHIBIT A

Consultant Agreement with
Riverside Community College District

SCOPE OF WORK

With this Agreement, Consultant will perform services and produce deliverables as detailed within this scope of work.

Co-Curate Art Exhibit

Consultant hereby agrees to co-curate the L.A. Area Printmaking Exhibition, scheduled for April 10, 2006 through May 9, 2006..

Deliverables

The following will be delivered to the RCC community as a result of the provision of services described within this scope of work.

- Co-Curate the L.A. Area Printmaking Exhibition, scheduled for
- April 10, 2006 through May 9 2006, at the RCC Landis Art Gallery.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-11-a

Date: December 13, 2005

Subject: Agreement with Karen Rymar

Background: Attached for the Board's review and consideration is a proposed agreement between Riverside Community College District and Karen Rymar for assistant to the director services of "Quilters" by Performance Riverside. This agreement is for \$2,000.00 plus seven nights lodging. The term of this agreement is October 19, 2005 through November 11, 2005. Funding source: General Fund.

The service provider 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 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 President of Instruction, and Ed Godwin, Director, Administrative Services.

Recommended Action: It is recommended that the Board of Trustees ratify the agreement, for October 19, 2005 through November 11, 2005, for \$2,000.00 plus seven nights lodging, 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
KAREN RYMAR

THIS AGREEMENT is made and entered into on this 14th day of December, 2005, by and between Karen Rymar, 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 assistant to the director services for Performance Riverside's production of "Quilters".
2. The services outlined in Paragraph 1 will be provided in 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 October 19, 2005, through November 11, 2005.
5. Payment in consideration of this agreement includes a service fee that includes hotel accommodations for seven nights during rehearsals that shall not exceed \$2,000.00 plus seven nights lodging payable after receipt of invoice for services provided.
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

Karen Rymar

James L. Buysse
Vice Chancellor, Administration and Finance

Consultant

Date

Date

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-11-b

Date: December 13, 2005

Subject: Service Agreements for Music Man

Background: Presented for the Board's review and consideration are agreements between Riverside Community College District and Branch Woodman, University/Resident Theatre Association, Inc.(U/RTA) and Fullerton Civic Light Opera Company for the Performance Riverside production of The Music Man. Branch Woodman will be doing the directing and choreographing services; U/RTA will be responsible for fees, benefits, and other charges mutually agreed upon and consistent with the applicable union rules and regulations for Steven Young; and Fullerton Civic Light Opera Company will provide costume rental for the production. The term of these agreements extends from December 14, 2005 through February 27, 2006. The total fee for these agreements is \$17,798.63 which includes \$7,000.00 for Mr. Woodman, \$2,923.32 for U/RTA and \$6,965.00 for Fullerton Civic Light Opera. Funding source: General Fund.

The individuals in these agreements 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 they 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 these agreements, from December 14, 2005 through February 27, 2006, for an amount not to exceed \$17,798.63, 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
BRANCH WOODMAN

THIS AGREEMENT is made and entered into on this 14th day of December, 2005 by and between Branch Woodman, 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. Directing and choreographing services for Riverside Community College District's Performance Riverside season production of The Music Man with scheduled auditions, rehearsals and performances from December 14, 2005 through February 19, 2006.
2. The services outlined in Paragraph 1 will be provided in Landis Performing Arts Center, or other designated areas, 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 December 14, 2005 through February 19, 2006.
5. Payment in consideration of this agreement a service fee that shall not exceed \$7,000.00 payable after receipt of an invoice on the following date:

The Music Man \$7,000.00 payable on 2/10/06
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 by the Producing Artistic Director and shall work under the supervision of the Producing Artistic Director. Consultant may not cancel or abbreviate any rehearsals without written 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

Branch Woodman

James L. Buysse
Vice Chancellor, Administration and Finance

Branch Woodman
Director and Choreographer

Date

Date

U/RTA
CONTRACT MANAGEMENT PROGRAM
General Information – **Designers**

The University/Resident Theatre Association, Inc. is offering the CONTRACT MANAGEMENT PROGRAM to schools and theatres who wish to hire professional Designers but are unable to do so. In most instances, the CONTRACT MANAGEMENT PROGRAM allows a college, university or theatre to employ a professional Designer without having the Designer added to their payroll, particularly when the program is unable to make certain necessary payments for the Designer, such as union pension and health, etc.

If your organization wishes to employ a professional Designer under this program, the following general points of information should be considered carefully before further application is made:

1. When contracting a professional Designer for employment, the employer must follow the rules and regulations set forth by the United Scenic Artists (USA), the union of professional designers, which will be happy to supply the terms for any proposed agreement, and these terms must be unconditionally met unless dispensation in writing has been granted by the union's designated representative.
2. Any agreements between your organization and the Designer are subject to the terms of employment supplied by the Designer's union, and the Designer should not agree to anything without complete knowledge of those requirements.
3. U/RTA will advise an organization on the best procedure for contracting a professional Designer, but *will not* negotiate terms with the Designer's union, except in special instances, which may be handled by an U/RTA representative through correspondence with the organization.
4. Under union agreements, the employer is expected to pay pension, health, and other benefit payments on the Designer's behalf. These payments should be taken into consideration when budgeting professional salaries or fees, over and above the gross figure.
5. U/RTA will be happy to employ the professional Designer, who will be subsequently "loaned" to your organization. U/RTA will be responsible for the employee paycheck payments, all benefit payments and all end-of-year tax filings. It is understood that U/RTA will charge a reasonable service fee for this work.
6. To protect the organization, the Designer, and U/RTA, a LETTER OF SECURITY must be submitted to U/RTA by a responsible fiscal authority of the university or theatre, guaranteeing the payment of all costs under the CONTRACT MANAGEMENT PROGRAM. This agreement must be received by U/RTA before any further contracting is done. U/RTA will, in turn, prepare similar security agreements with USA.
7. In a union contract under the CONTRACT MANAGEMENT PROGRAM, U/RTA becomes the "producer of record." However, U/RTA will only serve in this capacity wherever professional employees are concerned. Your organization is expected to meet all terms of any union contract it is using through the CMP.
8. In order to ensure that U/RTA is fully aware of decisions made regarding the possible hiring of professional Designer, your organization should copy U/RTA with all pertinent correspondence, and contact U/RTA before contacting the Designer's union regarding his/her employment.

The enclosed material should assist you in determining the feasibility of contracting a professional Designer under the CONTRACT MANAGEMENT PROGRAM. In the event that you have any questions, please do not hesitate to contact:

Johana Castro, Director of Operations
University/Resident Theatre Association
1560 Broadway, Suite 712
New York, NY 10036
CMP phone:(212) 221-1130 Fax (212) 869-2757
E-Mail: CMP@urta.com

LETTER OF AGREEMENT

(Cost Basis)

This agreement outlines the various services to be provided by the University/Resident Theatre Association, Inc., hereinafter referred to as U/RTA, to the: (Name of Institution) Riverside Community College District (Performance Riverside), hereinafter referred to as the Presenter, in connection with: (Name of Production) The Music Man at the (Actual Name of Theatre) Landis Performing Arts Center for the period beginning (Date) January 16, 2006 and ending (Date) February 19, 2006.

The Presenter agrees to pay U/RTA upon execution of this Letter of Agreement all amounts due up to and including (Closing Date) February 19, 2006 pursuant to the schedule contained cumulatively as Attachments "A", "B", "C". The Presenter further agrees to pay thereafter such amounts as are due pursuant to said schedule and as set forth in the union contracts. It is mutually understood that this Letter of Agreement and Attachments are on a cost basis and all amounts advanced by the Presenter to U/RTA and not expended for authorized costs incurred shall be refunded to the Presenter. Presenter is responsible for any and all monies incurred for the use of the Designer over the estimates listed below. U/RTA agrees to enter into contract with the Designer(s) under the conditions agreed upon between the Designer(s) and the Presenter. U/RTA will undertake to pay all salaries, fees, benefits, and other charges mutually agreed upon and consistent with the applicable union rules and regulations. For its services, U/RTA will charge the Presenter the sum total of the costs involved concerning the Designer services, plus the actual costs of providing said services as detailed in Attachment "B".

In addition, the Presenter shall indemnify, defend, and hold U/RTA and its executors, administrators, Directors and Officers harmless from and against any and all liabilities, damages, costs, expenses and/or other losses (including reasonable attorney's fees) whatsoever which U/RTA may suffer by and from actions of the Presenter or its employees or Designer hired on its behalf, or arbitration or litigation entered into on behalf of the Presenter or Designer hired on its behalf.

For the services of the Designer(s) and/or listed in Attachment "C" with their scheduled periods and terms of employment, based on salary, fee and per diem information provided, and accepting the liability of union requirements regarding pension and health payments, the Presenter agrees to pay the amount of \$ 2,644.00 and in addition, the service fees for the U/RTA-CONTRACT MANAGEMENT PROGRAM in the amount determined in Attachment "B", now estimated to be \$279.32 for a total of \$ 2,923.32 to be paid at least two weeks prior to any payments made to the Designer.

Credit shall be provided to U/RTA on the appropriate page of all programs distributed for the above-referenced production(s). Such credit shall read as follows: "This production uses the Contract Management Program of the University/Resident Theatre Association, Inc."

Either party may cancel this agreement by giving thirty (30) days written notice.

FOR	<u>Riverside Community College District</u>	FOR	<u>University/Resident Theatre Association, Inc.</u>
NAME	<u>JIM BUYSSE</u> (Typed)	NAME	<u></u> (Typed)
NAME	<u></u> (Signature)	NAME	<u></u> (Signature)
TITLE	<u>VICE CHANCELLOR, ADMINISTRATION & FINANCE</u>	TITLE	<u></u>
DATE	<u>October 19, 2005</u>	DATE	<u></u>

ATTACHMENT "A"
PRESENTER INFORMATION

Name of Production (s) The Music Man

First Rehearsal Date January 16, 2006 Opening Date February 10, 2006

Date of First Day of Last week of Rehearsal February 6, 2006 Closing Date February 19, 2006

PRESENTERS MAILING ADDRESS:

Contact Person Diane Doyle

University/Organization Riverside Community College District

Department Performance Riverside

Street Address* 4800 Magnolia Avenue

City, State, Zip Riverside, CA 92506

Federal ID# 33-0831357 501(c) (3)? Yes No

*In the event that anything must be sent via FedEx, we require a street address in addition to a PO Box.

Director/Producer/Company/Manager/General Manager in charge of the production(s) with whom U/RTA should be in contact concerning all decisions pertinent to this agreement.

Name (typed) Diane Doyle Title Producing Artistic Director

Office Telephone w/Area Code (951) 222-8485 Home (714) 469-4448 cell: (951) 453-5496

FAX Telephone w/Area Code (951) 222-8940 ATTN: Diane Doyle

E-Mail Diane.Doyle@rcc.edu

Reason for using the U/RTA CONTRACT MANAGEMENT PROGRAM: Because we hire members of United Scenic Artists as leased employees

Name of Theatre facility where production is to be performed. Landis Performing Arts Center

If you have had preliminary contact with the SSDC, please list the name(s) and telephone number(s) of the representative(s) you have dealt with: Johana Castro

U/RTA will prepare payroll checks several days before the actual payday and send them c/o Mr./Mrs./Ms./Dr. Diane Doyle to be given to the Designer(s) according to the terms of the union agreement. If the paychecks should be sent to an address other than the one written above, please indicate. See above

Upon signing and returning one (1) copy of the LETTER OF AGREEMENT and all attachments, the payment of the TOTAL ESTIMATED COST figure (payable to U/RTA) described within said agreement will be made to U/RTA as follows:

Amount Due \$ \$2,923.32 At U/RTA by (Date) December 14, 2005

All payments must be sent by registered mail to insure receipt. Please make sure payments are mailed in advance of the due date to allow for delivery time.

PLEASE NOTE THAT PAYMENT IS DUE AT LEAST TWO WEEKS PRIOR TO THE FIRST SCHEDULED PAYMENT TO THE DIRECTOR. In the event that you are unable to meet the above payment terms, please call the Director of Contract Services at (212) 221-1130 to arrange a payment schedule.

EFFECTIVE: Contracts beginning on or after 10/01/03

ATTACHMENT "B"
SCHEDULE OF SERVICE FEES

B.1. **ORGANIZATION:** includes establishment of records and files, contracting, union negotiations and clearance, bonding, letters of agreement, pertinent correspondence, long distance phone calls, etc. \$75 per Designer per production

B.2. **MAINTENANCE:** includes three fee payments as required by USA Agreement; pension and health payments and reporting workers' compensation coverage; postage, etc.* \$125 per Designer per production

* Federal Express fees will be charged on a per use basis, and invoiced at close out of contract.

B.3. **U/RTA OVERHEAD:** 3% of PRESENTERS COST
(From Attachment "C")

#####

ESTIMATED SERVICE FEE FIGURES:

B.1.	ORGANIZATION	1	Designer(s) X <u>\$ 75.00</u>	\$ 75.00
B.2.	MAINTENANCE	1	Designer(s) X <u>\$125.00</u>	<u>\$ 125.00</u>
B.3.	U/RTA OVERHEAD	<u>\$2,644.00</u>	X 3%	<u>\$ 79.32</u>
		(Presenters Cost from "C")		

ESTIMATED TOTAL: \$ \$279.32

ATTACHMENT "C"
DESIGNER TERMS OF EMPLOYMENT AND SALARY

Presenter: Riverside Community College District dba Performance Riverside

Production(s) The Music Man

First Rehearsal January 16, 2006 Opening Date February 10, 2006 First Day of Last Week of Rehearsal February 6, 2006
 Closing Date February 19, 2006

Designer's Professional Name Steven Young/To The Moon and Back Lighting Design

Designer's Name (on Social Security Card) Steven Young

Social Security # _____ Corporate FIN# (If Any) _____ - _____

Home Address 1134 1/2 North Maryland Avenue
 Glendale, CA 91207

Telephone (w/Area Code) (818) 243-8711 studio Other Phone Number(s) (949) 795-1388 cell
steven@syongld.com

E-Mail _____

Type of Contract Independent contractor

Total Payment \$ \$2,000.00
 #####

<u>PRESENTERS CONTRIBUTIONS</u>		<u>TOTALS</u>
Total Payment	\$ 2,000.00	\$2,000.00
Work. Comp.	<u>17.2%</u>	\$ 344.00
Pension & Welfare	15%	\$ 300.00

Other (specify) SS, FICA, unemployment

PRESENTER'S COST (Total Estimated Contributions to be Made by Presenter) \$2,644.00

#####

Artist will be paid according to the following schedule: **AGENT APPROVED THE FOLLOWING:**

1/3 upon receipt of a signed SSDC contract	\$ _____
1/3 upon opening day	\$ _____
1/3 upon the day after closing date	\$ _____

Designer will be employed on a(n) independent contractor type of Contract.

Reporting date _____ First Rehearsal date _____ Last Date of Contract _____

Special Terms or conditions of employment: _____

4800 Magnolia Avenue
Riverside, California
92506-1299

Tel. (951) 222-8399
Box Office (951) 222-8100
Fax (951) 222-8940
www.PerformanceRiverside.org

This Letter will guarantee that Riverside Community College District dba Performance Riverside, will accept the responsibility for reading, understanding and enforcing all of the terms of the USA contract, including Extensions, Billing, Property Rights, Right of First Refusal, Electronic Rights and Arbitration among any others as specified on the USA contract.

It is also agreed that all funds necessary to cover the costs indicated in the Letter of Agreement for the production of Quilters for the period December 14, 2005 through February 19, 2006 will be paid in full to the University/Resident Theatre Association, Inc., by Riverside Community College District dba Performance Riverside.

It is further agreed that Riverside Community College District will accept the responsibility for payment of any and all retroactive costs such as the result of late negotiations and settlements of pertinent contracts, increase in union employee benefits and payments of claims made by any and all USA members on loan to Riverside Community College District as set forth in the pertinent USA contact and, if required, the standard USA Security Agreement.

(Signature)

JIM BUYASSE

(Print or Type)

Vice Chancellor, Administration and Finance

(Title)

On behalf of Riverside Community College District

(Presenter)

December 14, 2005

(Date)





Fullerton Civic Light Opera Co., Inc.

Box Off. (714) 930-9032 • Ticket Off. (714) 878-1732 • Fax (714) 992-1193 • 218 West Commonwealth Avenue, Fullerton, California 92832

October 18, 2005 Website: WWW.fclo.com E-Mail: rentfclo@aol.com

Diane Doyle
Performance Riverside - Landis Auditorium
4800 Magnolia
Riverside, CA 92506

FAX: (951) 222-8940

Re: "The Music Man" Costumes 1-16-06 to 2-27-06

Dear Diane:

It was a pleasure talking to you about "The Music Man". Enclosed is a sample Costume Plot showing approximate measurements and Measurement Charts for your costume coordinator to fill out after you have a cast. We will pull costumes from your measurements and let you know as early as possible if there are any sizing problems. The costumes can either be boxed or hung on racks, depending on how your customer wants them. I assume someone will pick them up here to save you any shipping charges. All fittings and any alterations are your responsibility. If you need to exchange any item after fittings, we will try to accommodate you. Our packages do not include shoes.

Also enclosed is a Costume Rental Agreement for your production of "The Music Man". Please sign the Agreement and return the white and yellow copies to me; the pink copy is for your records. A signed contract and payment of a \$ 500.00 refundable deposit are required as soon as possible. You can give me a credit card number with expiration date to secure the rental dates, I do not run the amount we just use it as security. Payment can be by check or credit card prior to the costumes leaving our premises.

An insurance rider in the sum of \$ 25,000.00 naming Fullerton Civic Light Opera as an additional loss payee and the balance of the contract is due prior to the costumes leaving our premises. Sharell Martin is authorized to pull your show from our stock and to deliver it to your facility.

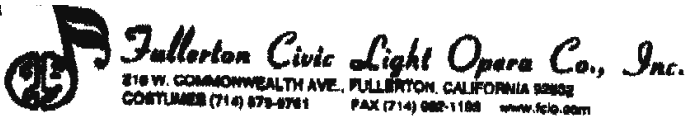
Your program credits should read as follows: "Costumes provided by Fullerton Civic Light Opera". Sharell Martin should be listed as designer. Please send us one of your programs and a copy of any review mentioning the costumes to confirm this requirement.

Please call me if you have any questions. The costume shop direct line is (714) 879-8761 from 10 - 5 Monday through Friday. Thank you for choosing FCLO for your costumes. My staff and I look forward to working with you!

Very truly yours,

CHERYL L. ROBUCK
FCLO Costume Shop Manager

CLR:hs Encls.



NE 8493

INVOICE & COSTUME RENTAL AGREEMENT

ITEM	REPLACEMENT COST	RENTAL
Costumes for 'The Music Man'		
per itemized list to be supplied with costumes	25,000.00	6,000.00

It is understood that Lessee is liable for any damages, other than normal wear to the rented item(s), up to and including the replacement value of the item(s), plus all costs of lessor, including reasonable attorney's fees, as may be incurred in the collection of the aforementioned.

When rented item(s) are returned by public shipper, ITEM(S) MUST BE INSURED for \$ _____ . Failure to do so will render lessee liable for any damages or loss not paid by shipper up to declared value stated above.

It is also understood that if Lessee cancels the order, for any reason, Lessee will forfeit his/her deposit.

It is further understood that if the item(s) is not returned on the return date stipulated on this agreement, Lessee will be charged an additional rental charge.

Lessee agrees not to alter item(s) in any manner without expressed permission of lessor.

Lessee agrees to pay all shipping charges that may be incurred.

Lessee agrees to all terms stipulated on the back of this agreement.

PICK UP AND RETURN WILL BE MADE AT THE FOLO BUILDING, 218 WEST COMMONWEALTH AVE., FULLERTON, CALIFORNIA 92832 BETWEEN THE HOURS OF 10:00 A.M. — 5:00 P.M. MON. — FRI.

PERFORMANCE RIVERSIDE
 LESSEE — NAME OF ORGANIZATION
LANDS AUDITORIUM 4800 MAGNOLIA
 ADDRESS
RIVERSIDE, CA 92506
 CITY STATE ZIP
(951) 222-8399
 AREA CODE BUSINESS NUMBER HOME NUMBER
DIANE DOYLE
 YOUR NAME (Please Print)
 AUTHORIZED SIGNATURE
 DATE

RENTAL 6,000.00
 TAX 7.7570 465.00
 CLEANING 500.00
 TOTAL OF ABOVE RENTAL 6965.00
 REFUNDABLE DEPOSIT 500.00
 BALANCE DUE _____
 COL# _____
 CREDIT CARD # _____
 EXPIRATION DATE _____
 OUT 1/16/06 IN 2/27/06

MAKE REFUND CHECK PAYABLE TO: _____

PLEASE SIGN ALL COPIES AND RETURN THE WHITE AND YELLOW COPIES TO THE BUSINESS OFFICE BEFORE YOUR SHIPMENT OR PICKUP DATE. FAILURE TO RETURN THE SIGNED AGREEMENT BEFORE THE DATE OF SHIPMENT OR PICKUP WILL RESULT IN YOUR BEING UNABLE TO TAKE THE ITEM(S).

DEPOSIT MUST ACCOMPANY SIGNED CONTRACT!

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-11-c

Date: December 13, 2005

Subject: Agreement with V&S Video

Background: Presented for the Board's review and consideration is an agreement between Riverside Community College District and V&S Video to provide filming services to produce an archival video for the remaining three musicals during the 2005-2006 season. These services will be used by Performance Riverside. The term of the agreement is December 14, 2005 through June 30, 2006, and includes a service fee of \$1,100.00. Funding source: General Fund.

The service provider 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 they are 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 December 14, 2005 through June 30, 2006, for \$1,100.00, 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
V&S Video

This agreement is made and entered into on this 14th day of December, 2005, by and between V&S Video, hereinafter referred to as "Contractor" and Riverside Community College District, hereinafter referred to as "Client".

The parties hereto mutually agree as follows:

1. The Contractor agrees to provide the following services:
 - a. Make an archival video of the remaining musicals for the 2005-2006 Season for Performance Riverside and provide copies in DVD format for each actor who is a member of Actors Equity Association and one copy for Performance Riverside.
2. The services outlined in Paragraph 1 will be provided in Landis Performing Arts Center on the campus of Riverside City College. The Client shall provide the Contractor adequate working conditions and support as appropriate to film one performance.
3. The services rendered by the Contractor 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 December 14, 2005 through June 30, 2006.
5. Payment in consideration of this agreement includes a service fee that shall not exceed \$1,100.00 payable upon receipt of invoice after delivery of one archive DVD, and DVD copies for members of AEA. Payment breakdown will be as follows:

Archive Video – "The Music Man"	\$250.00
Archive Video – "Smokey Joe's Café"	\$250.00
Archive Video – "EVITA"	\$250.00
Archive Video - School House Rock Live	\$250.00
Tax and service fee	\$100.00
6. Contractor shall hold harmless, indemnify and defend the Client against any liability including reasonable attorney fees arising out of negligent acts, errors or omissions

of the Consultant. The Client 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 Client, its employees, or agents.

7. Contractor 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. Contractor shall adhere to the taping schedule set mutually with the Producer/Artistic Director and shall work under the supervision of the Producer/Artistic Director. Contractor may not change any taping dates without written permission from the Producer/Artistic Director.
9. This contract may be cancelled by either party with 15 days advance notice in writing. Failure to attend required tapings on the dates specified 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

V&S Video

James L. Buysse
Vice Chancellor, Administration and Finance

Contractor

Date

Date

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-11-d

Date: December 13, 2005

Subject: Service Agreements for Evita

Background: Presented for the Board's review and consideration are agreements between Riverside Community College District and John Vaughn and University/Resident Theatre Association, Inc. (U/RTA). John Vaughn is the director of this production; U/RTA will be responsible for fees, benefits, and other charges mutually agreed upon and consistent with the applicable union rules and regulations for Lee Martino for choreographic services. The term for these agreements extends from December 14, 2005 through June 9, 2006. The total fee for these agreements is \$10,598.36 which includes \$4,000.00 for John Vaughn and \$6,598.36 for U/RTA. Funding source: General Fund.

The individuals in these agreements 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 they 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 these agreements, from December 14, 2005 through June 9, 2006, for an amount not to exceed \$10,598.36, 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
JOHN VAUGHAN

THIS AGREEMENT is made and entered into on this 14th day of December, 2005 by and between John Vaughan, 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. Directing services for Riverside Community College District's Performance Riverside season production of "Evita" with scheduled auditions, rehearsals and performances from April 1, 2006 through June 18, 2006.
2. The services outlined in Paragraph 1 will be provided 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 December 14, 2005 through June 18, 2006.
5. Payment in consideration of this agreement shall not exceed \$4,000.00 payable after receipt of invoice on the following date:

Evita	\$4,000.00 payable on 6/9/06
-------	------------------------------
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 by the Producer/Artistic Director and shall work under the supervision of the Producer/Artistic Director.

Consultant may not cancel or abbreviate any rehearsals without written permission from the Producer/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

John Vaughan

James L. Buysse
Vice Chancellor, Administration and Finance

John Vaughan
Director

Date

Date

CONTRACT MANAGEMENT PROGRAM General Information - DIRECTORS/CHOREOGRAPHERS

The University/Resident Theatre Association, Inc. is offering the CONTRACT MANAGEMENT PROGRAM to schools and theatres who wish to hire professional Directors/Choreographers but are unable to do so. In most instances, the CONTRACT MANAGEMENT PROGRAM allows a college, university or theatre to employ a professional Director/Choreographer without having the Director/Choreographer added to their payroll, particularly when the program is unable to make certain necessary payments for the Director/Choreographer, such as union pension and health, etc.

If your organization wishes to employ a professional Director/Choreographer under this program, the following general points of information should be considered carefully before further application is made:

1. When contracting a professional Director/Choreographer for employment, the employer must follow the rules and regulations set forth by the Society of Stage Directors and Choreographers (SSDC), the union of professional directors and choreographers, which will be happy to supply the terms for any proposed agreement, and these terms must be unconditionally met unless dispensation in writing has been granted by the union's designated representative.
2. Any agreements between your organization and the Director/Choreographer are subject to the terms of employment supplied by the Director/Choreographer's union, and the Director/Choreographer should not agree to anything without complete knowledge of what the union requires.
3. U/RTA will advise an organization on the best procedure for contracting a professional Director/Choreographer, but *will not* negotiate terms with the Director/Choreographer's union, except in special instances, which may be handled by an U/RTA representative through correspondence with the organization.
4. Under union agreements, the employer is expected to pay pension & health, and supply other benefit payments on the Director/Choreographer's behalf. These payments should be taken into consideration when budgeting professional salaries or fees, over and above the gross figure.
5. U/RTA will be happy to employ the professional Director/Choreographer, who will be subsequently "loaned" to your organization. U/RTA will be responsible for the employee paycheck payments all benefit payments and all end-of-year tax filings. It is understood that U/RTA will charge a reasonable service fee for this work.
6. To protect the organization, the Director/Choreographer, and U/RTA, a LETTER OF SECURITY must be submitted to U/RTA by a responsible fiscal authority of the university or theatre, guaranteeing the payment of all costs under the CONTRACT MANAGEMENT PROGRAM. This agreement must be received by U/RTA before any further contracting is done. U/RTA will, in turn, prepare similar security agreements with SSDC.
7. In a union contract under the CMP, U/RTA becomes the "producer of record." However, U/RTA will only serve in this capacity wherever professional employees are concerned. Your organization is expected to meet all terms of any union contract it is using through the CONTRACT MANAGEMENT PROGRAM.
8. In order to assure that U/RTA is fully aware of decisions made regarding the possible hiring of professional Directors/Choreographers, your organization should copy U/RTA with all pertinent correspondence, and contact U/RTA before contacting the Director/Choreographer's union regarding his/her employment.

The enclosed material should assist you in determining the feasibility of contracting a professional Director/Choreographer under the CONTRACT MANAGEMENT PROGRAM. If you have any questions, please do not hesitate to contact:

Johana Castro

Director of Operations

University/Resident Theatre Association

1560 Broadway, Suite 712

New York, NY 10036

CMP phone:(212) 221-1130 CMP fax: (212) 869-2752

E-Mail: CMP@urta.com

LETTER OF AGREEMENT

(Cost Basis)

Backup V-A-11-d
December 13, 2005

Page 4 of 9

This agreement outlines the various services to be provided by the University/Resident Theatre Association, Inc., hereinafter referred to as U/RTA, to the: (Name of Institution) Riverside Community College District (Performance Riverside)

_____, hereinafter referred to as the

Presenter, in connection with: (Name of Production) EVITA

at the (Actual Name of Theatre) Landis Performing Arts Center

for the period beginning (Date) May 15, 2006 and ending (Date) June 18, 2006

The Presenter agrees to pay U/RTA upon execution of this Letter of Agreement all amounts due up to and including (Closing Date) June 18, 2006 pursuant to the schedule contained cumulatively as Attachments "A", "B", "C", and including the actual sample SSDC-U/RTA contract contained herein. The Presenter further agrees to pay thereafter such amounts as are due pursuant to said schedule and as set forth in the union contracts. It is mutually understood that this Letter of Agreement and Attachments are on a cost basis and all amounts advanced by the Presenter to U/RTA and not expended for authorized costs incurred shall be refunded to the Presenter. Presenter is responsible for any and all monies incurred for the use of the Director/Choreographer over the estimates listed below. U/RTA agrees to enter into contract with the Director/Choreographer(s) under the conditions agreed upon between the Director/Choreographer(s) and the Presenter. U/RTA will undertake to pay all salaries, fees, benefits, and other charges mutually agreed upon and consistent with applicable union rules and regulations. For its services, U/RTA will charge the Presenter the sum total of the costs involved concerning the Director/Choreographer services, plus the actual costs of providing said services as detailed in Attachment "B".

In addition, the Presenter shall indemnify, defend, and hold U/RTA and its executors, administrators, Directors and Officers harmless from and against any and all liabilities, damages, costs, expenses and/or other losses (including reasonable attorney's fees) whatsoever which U/RTA may suffer by and from the actions of the Presenter or its employees or Directors/Choreographers hired on its behalf; or arbitration or litigation entered into on behalf of the Presenter or Directors/Choreographers hired on its behalf.

For the services of the Director(s) and/or Choreographer(s) listed in Attachment "C" with their scheduled periods and terms of employment, based on salary, fee and per diem information provided, and accepting the liability of union requirements regarding pension and health payments, the Presenter agrees to pay the amount of \$ 6,212.00 and in addition, the service fees for the U/RTA-CONTRACT MANAGEMENT PROGRAM in the amount determined in Attachment "B", now estimated to be \$ 386.36, for a total of \$ 6,598.36 to be paid at least two weeks prior to any payments made to the Director/Choreographer.

Presenter agrees to display the SSDC emblem in a conspicuous place in the program along with the following credit: "The Director (or Choreographer or Director/Choreographer) is a member of the Society of Stage Directors and Choreographers, an independent national labor union."

Credit shall be provided to U/RTA on the appropriate page of all programs distributed for the above-referenced production(s). Such credit shall read as follows: "This production uses the Contract Management Program of the University/Resident Theatre Association, Inc."

Either party may cancel this agreement by giving thirty (30) days written notice.

FOR Riverside Community College District

FOR University/Resident Theatre Association, Inc.

NAME Jim Buysse
(Typed)

NAME _____
(Typed)

NAME _____
(Signature)

NAME _____
(Signature)

TITLE Vice Chancellor, Administration and Finance

TITLE _____

DATE December 14, 2005

DATE _____

ATTACHMENT "A"
PRESENTER INFORMATION

Backup V-A-11-d
December 13, 2005
Page 5 of 9

Name of Production (s) EVITA

First Rehearsal Date May 15, 2006 Opening Date June 9, 2006

Date of First Day of Last week of Rehearsal June 5, 2006 Closing Date June 18, 2006

PRESENTER'S MAILING ADDRESS:

Contact Person Diane Doyle

University/Organization Riverside Community College District

Department Performance Riverside

Street Address* 4800 Magnolia Avenue

City, State, Zip Riverside, CA 92506

Federal ID# 33-0831357 501(c)(3)? Yes No

*in the event that anything must be sent via FedEx, we require a street address in addition to a P.O. box.

Director/Producer/Company Manager/General Manager in charge of the production(s) with whom U/RTA should be in contact concerning all decisions pertinent to this agreement:

Name (typed) Diane Doyle Title Producing Artistic Director

Office Telephone w/ Area Code (951) 222-88485 Home (714) 469-4448 cell (951)453-5496

FAX Telephone w/ Area Code (951)222-8940 attn: Diane Doyle

E-Mail Diane.Doyle@rcc.edu

Reason for using the U/RTA-CONTRACT MANAGEMENT PROGRAM: Because we hire members of Contract Managers Program artists as leased employees

Name of Theatre facility where production is to be performed Landis Performing Arts Center

If you have had preliminary contact with the SSDC, please list the name(s) and telephone number(s) of the representative(s) you have dealt with: Johana Castro

U/RTA will prepare payroll checks several days before the actual payday and send them c/o Mr./ Mrs./ Ms. Ms. Diane Doyle to be given to the Director/Choreographer(s) according to the terms of the union agreement. If the paychecks should be sent to an address other than the one written above, please indicate see above

Upon signing and returning one (1) copy of the LETTER OF AGREEMENT and all attachments, the payment of the TOTAL ESTIMATED COST figure (payable to U/RTA) described within said agreement will be made to U/RTA as follows:
Amount Due \$ 6,598.36 at U/RTA by (Date) December 14, 2005

All payments must be sent by registered mail to insure receipt. Please make sure payments are mailed in advance of the due date to allow for delivery time.

PLEASE NOTE THAT PAYMENT IS DUE AT LEAST TWO WEEKS PRIOR TO THE FIRST SCHEDULED PAYMENT TO THE DIRECTOR.

In the event that you are unable to meet the above payment terms, please call the Director of Contract Services at (212) 221-1130 to arrange a payment schedule.

ATTACHMENT "B"
SCHEDULE OF SERVICE FEES

B. 1. **ORGANIZATION:** includes establishment of records and files, contracting, union negotiations and clearance, bonding, letters of agreement, pertinent correspondence, long distance phone calls, etc. **\$75.00** per Director and/or Choreographer per production.

B. 2. **MAINTENANCE:** includes three fee payments as required by SSDC Agreement; pension and health payments and reporting workers' compensation coverage; postage, etc*. **\$125.00** per Director and/or Choreographer per production.

* Federal Express fees will be charged on a per use basis, and invoiced at close out of contract.

B. 3. **U/RTA OVERHEAD:** **3%** of PRESENTER'S COST (From Attachment "C")

#####

ESTIMATED SERVICE FEE FIGURES:

B.1. ORGANIZATION: 1 Director/Choreographer(s) X \$75.00 \$ 75.00

B.2. MAINTENANCE: 1 Director/Choreographer(s) X \$125.00 \$ 125.00

B.3. U/RTA OVERHEAD: \$ 6,212.00 X 3% \$ 186.36
(Presenter's Cost from "C")

ESTIMATED TOTAL: \$ 386.36

ATTACHMENT "C"
DIRECTOR/CHOREOGRAPHER TERMS OF EMPLOYMENT AND SALARY

Backup V-A-11-d
 December 13, 2005
 Page 7 of 9

Presenter: Riverside Community College District dba Performance Riverside

Production(s) EVITA

First Rehearsal May 15, 2006 Opening Date June 9, 2006 First Day of Last Week of Rehearsal June 5, 2006 Closing Date June 18, 2006

Director/Choreographer's Professional Name LEE MARTINO

Director/Choreographer's Name (on Social Security Card) LEE MARTINO

Social Security # _____ - _____ - _____ Corporate FIN# (if any) _____ - _____

Home Address 1038 1/2 LINDEN AVENUE

GLENDALE CA 91202 Zip _____

Telephone (w/ Area Code) (818) 384-3831 Other Phone Number(s) CELL (818) 841-4570

E-Mail _____

Type of Contract INDEPENDENT CONTRACTOR

Total Payment: \$ 4,000.00

#####

<u>Presenter's Contributions</u>			<u>TOTALS</u>
Total Payment	\$ <u>4,000.00</u>		<u>4,000.00</u>
Work. Comp.	<u>(see rate chart)</u> 17.2%		<u>688.00</u>
Pension	Compensation Range	Percentage of Contribution	<u>320.00</u>
	0-\$1,249	8%	
	\$1,250-2,999	8%	
	\$3,000-6,999	8%	
	\$7,000 and over	8%	
Health	Compensation Range	Payment Amount	<u>650.00</u>
	0-\$1,249	0	
	\$1,250-2,999	\$350	
	\$3,000-6,999	\$650	
	\$7,000 and over	\$850	
Other (specify)	_____		<u>* 554.00</u>

PRESENTER'S CCST (Total Estimated Contributions to be Made by Presenter) \$ 6,212.00

#####

Director/Choreographer will be paid according to the following schedule:

1/3 upon receipt of a signed SSDC contract	\$ _____
1/3 upon the first day of rehearsal	\$ _____
1/3 upon first day of the last week of rehearsal	\$ _____

Director/Choreographer will be employed on a _____ type of Contract.

Reporting date _____ First Rehearsal date _____ Last Date of Contract _____

Special terms or conditions of employment: _____

4800 Magnolia Avenue
Riverside, California
92506-1299

Tel. (951) 222-8399
Box Office (951) 222-8100
Fax (951) 222-8940
www.PerformanceRiverside.org

This Letter will guarantee that Riverside Community College District dba Performance Riverside, will accept the responsibility for reading, understanding and enforcing all of the terms of the USA contract, including Extensions, Billing, Property Rights, Right of First Refusal, Electronic Rights and Arbitration among any others as specified on the SSDC contract.

It is also agreed that all funds necessary to cover the costs indicated in the Letter of Agreement for the production of EVITA for the period December 14, 2005 through June 18, 2006 will be paid in full to the University/Resident Theatre Association, Inc., by Riverside Community College District dba Performance Riverside.

It is further agreed that Riverside Community College District will accept the responsibility for payment of any and all retroactive costs such as the result of late negotiations and settlements of pertinent contracts, increase in union employee benefits and payments of claims made by any and all SSDC members on loan to Riverside Community College District as set forth in the pertinent SSDC contact and, if required, the standard SSDC Security Agreement.

(Signature)

JIM BUYASSE

(Print or Type)

Vice Chancellor, Administration and Finance

(Title)

On behalf of Riverside Community College District
(Presenter)

December 14, 2005

(Date)



ssdc**society of stage directors and choreographers**

1501 BROADWAY, SUITE 1701 NEW YORK, NY 10036-5653

TEL. 212 391 1070 Fax 212 302 6195

This agreement must be signed by all parties in triplicate. Send all five copies to SSDC for approval, along with checks for Pension and Health. The following constitutes our Agreement.

1. This Agreement is entered into on the ___ day of _____ 19___ Pursuant to all the terms and conditions herein set forth, the University/Resident Theatre Association (U/RTA), on behalf of _____ (Institution) agrees to engage the services of (Artist) _____ as director, choreographer, director/choreographer (circle one) and the artist agrees to accept such engagement with respect to the production of _____ (the Play). The services of the Artist shall be rendered during pre-production and rehearsals of the Play from _____ through _____. The Play shall be performed through _____. U/RTA and the Institution recognize SSDC as the representative of the Artist.

2. U/RTA agrees to compensate Artist as follows:

COMPENSATION: \$ _____ Schedule 1/3 upon signing this contract.
1/3 upon first day of rehearsal.
1/3 upon first day of the last week of rehearsal.

3. PENSION AND HEALTH: U/RTA shall make Pension and Health contributions to the Society-League Pension Fund and the Society-League Health Fund as specified below. Such payments to be remitted to SSDC with executed copies of this Agreement.

COMPENSATION RANGE	PENSION (Percentage of compensation)	HEALTH
0-\$1,249	6%	
1,250 -2,999	8%	\$300
3,000- 7,999	8%	600
8,000 and over	8%	700

A Waiver of Pension and Health benefits apply should the Artist be a full time employee of the Institution and is fully covered by the Institution's pension and health plan. Evidence to this effect must be submitted to SSDC by the Artist and the Institution.

4. A. BILLING: The Artist shall receive billing in all programs and houseboards. Such credit shall appear on a separate line and in an agreed size, type and position on which no other credit shall appear. The Institution shall also include the Artist's biographical notes in the program.

B. Institution shall display the SSDC Emblem in a conspicuous place in the program along with the following credit: "The Director (or Choreographer or Director/Choreographer) is a member of the Society of Stage Directors and Choreographers, an independent national labor union."

5. PROPERTY RIGHTS: All rights in and to the director/choreography conceived by the Artist in the course of the rendition of their services for the of the Play shall be, and will remain, the exclusive property of the Artist, and may be copyrighted by the Artist at his/her discretion. The Institution shall have the right to use the Artist's property in association with any revival of the specific production of the play for tour, festival presentation, and any other such activity. However,

a. If the Institution receives box office income from any such revival of the Play, the Artist shall be paid additional compensation in an amount no less than \$100 (One Hundred Dollars) per week or part thereof, and the relevant information, i.e. performance dates, proof of payment, etc. must be submitted to the SSDC.

b. If the Artist is asked by the institution to rehearse the Play subsequent to the closing date specified above, the Artist shall be paid on a pro-rated daily rate based on the original contractual fee for a minimum 3 (three) consecutive days, and the relevant information, i.e. rehearsal dates, proof of payment, etc. must be submitted to SSDC.

6. ELECTRONIC REPRODUCTION: Filming, video taping, or recording the production without further compensation to the Artist is only permissible for the purposes of education, demonstration, documentation, portfolio and archival projects, promotion, and similar non-remunerative activity.

Sales of any electronic reproduction of the Play must be approved in writing by the SSDC.

7. The Institution may license the Artists property only with the proper written consent of the SSDC.

8. ARBITRATION: Any dispute hereunder shall be resolved by arbitration between the Employer and the SSDC on behalf of the Artist in to City of New York and pursuant to the applicable rules of the American Arbitration Association.

9. RIDERS: Additional Riders to be attached to each copy of this Agreement.

Accepted	U/RTA must sign contract first.
ARTIST	U/RTA
(Signature)	By (Signature)
(Please type name)	(Please type name)
Date	Date
Address	Address
Zip	Zip
Phone	Phone
Social Security No.	Employer Registration No.

Sample Copy ONLY - Not for use

U/RTA

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-12-a

Date: December 13, 2005

Subject: Agreement with County of Riverside

Background: Presented for the Board's review and consideration is an agreement between Riverside Community College District and County of Riverside to supply office space, classroom and laboratory facilities for the purpose of teaching criminal justice, fire technology, and emergency medical services classes at its facilities known as the Ben Clark Public Safety Training Center from July 1, 2005 through June 30, 2007. The fee for these services will be \$1.34 per student contact hour. Funding source: General Fund.

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

Recommended Action: It is recommended the Board of Trustees ratify the agreement with County of Riverside, from July 1, 2005 through June 30, 2007, for \$1.34 per student contact hour, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: William Vincent
Dean, Public Safety Education and Training

AGREEMENT BETWEEN RIVERSIDE COMMUNITY COLLEGE DISTRICT
AND THE COUNTY OF RIVERSIDE

Ben Clark Public Safety Training Center
3423 Davis Avenue, Riverside CA 92518-1544

The COUNTY OF RIVERSIDE, herein called "County," and the RIVERSIDE COMMUNITY COLLEGE DISTRICT, herein called "RCCD," agree as follows:

IT IS THEREFORE AGREED AS FOLLOWS:

1. AGREEMENT

Recognizing RCCD Board Resolution 10-96/97, the County agrees to supply office space, adequate classroom and laboratory facilities to RCCD for the purpose of teaching criminal justice, fire technology, and emergency medical services classes at its facilities known as the Ben Clark Public Safety Training Center (CTC) or other locations as deemed appropriate by County and RCCD. The County further agrees to supply props, material, and equipment utilized while conducting criminal justice, fire technology, and emergency medical services courses at the Ben Clark Public Safety Training Center, excluding normal office and administrative supplies and materials.

2. TERM

The term of this agreement shall be from July 1, 2005 through June 30, 2007.

3. PAYMENT BASIS

RCCD agrees to compensate the County at rates established and adopted by the County Board of Supervisors that shall include all allowable direct and indirect costs. RCCD shall be notified of any proposed change in the rates to be charged prior to their submittal to the Board of Supervisors for adoption, and RCCD shall be given an opportunity to review the proposed change with County personnel. RCCD shall, thereafter, be notified of adoption by County of the rates to be charged RCCD, and the new rates shall take effect on the same dates as County incurs the associated costs.

4. COMPENSATION FOR CLASSROOMS AND LABORATORY FACILITIES

The administrative fee provided herein is the cost of the shared use of the facilities in the administration of RCCD's academic programs. The administrative fee shall be \$1.34 charged per student contact hour for the fiscal year. Billing and payment for the fee shall be quarterly.

5. IMPROVEMENTS

5.1 No improvements, alterations or installations of fixtures by RCCD are contemplated during this agreement or any extension thereof; provided, however, in the event RCCD desires to make any improvements, alterations or installations of fixtures, it shall first obtain County's written consent to do so after it has submitted proposed plans therefore to County in writing.

5.2 Any improvements which are made, and fixtures installed, or caused to be made and installed, by RCCD shall become the property of county with the exception of trade fixtures as such term is used in Section 1019 of the Civil Code. At or prior to the expiration of this agreement, RCCD may remove such trade fixtures; provided, however, that such removal does not cause injury or damage to the premises, or in the event it does, RCCD shall restore the premises to their original shape and condition as nearly as practicable. In the event such trade fixtures are not removed, County may, at its election, either: (1) remove and store such fixtures and restore the premises for the account of RCCD, and in such event, RCCD shall within thirty (30) days after billing and accounting therefore reimburse County of the costs so incurred, or (2) take and hold such fixtures as its sole property

6. SIGNS

RCCD shall not erect, maintain or display any signs or other forms of advertising upon the premises without first obtaining the written approval of County, which approval shall not be unreasonably withheld.

7. FURNITURE AND EQUIPMENT

County shall provide furniture in the classroom areas. RCCD shall have the right to install portable equipment and fixtures as may be required for its use. Such equipment shall remain the property of RCCD.

8. INGRESS AND EGRESS

RCCD shall be permitted ingress and egress to and from the premises through such doors and routes as are designated by the County through its Sheriff's Department.

9. CUSTODIAL MAINTENANCE

9.1 County shall provide for custodial services in connection with the premises.

9.2 County shall be responsible for maintaining the premises in good working order and repair.

10. UTILITIES

County shall provide, or cause to be provided, all utility services, including, but not limited to, electric, water, gas, refuse collection and sewer services, as may be required in the maintenance, operation and use of the leased premises.

11. INSPECTION OF PREMISES

County, through its duly authorized agents, shall have, at any time during normal business hours, the right to enter the premises used by RCCD for the purpose of inspecting, monitoring and evaluating the obligations of RCCD hereunder and for the purpose of doing any and all things which it is obligated and has a right to do under this agreement.

12. QUIET ENJOYMENT

RCCD shall have, hold and quietly enjoy the use of the premises so long as it shall fully and faithfully perform the terms and conditions that it is required to do under this agreement.

13. COMPLIANCE WITH GOVERNMENT REGULATIONS

RCCD shall, at RCCD's sole cost and expense, comply with the requirements of all local, state and federal statutes, regulations, rules, ordinances and orders now in force or which may be hereafter in force, pertaining to the premises. The final judgment, decree or order of any Court of competent jurisdiction or admission of RCCD in any action or proceedings against RCCD, whether RCCD be a party thereto or not, that RCCD has violated any such statutes, regulations, rules, or ordinances, or orders, in the use of the premises, shall be conclusive of that fact as between County and RCCD.

14. TERMINATION BY COUNTY

County shall have the right to terminate this agreement forthwith:

14.1 In the event a petition is filed for voluntary or involuntary bankruptcy for the adjudication of RCCD as a debtor.

14.2 In the event that RCCD makes a general assignment or RCCD's interest hereunder is assigned involuntarily or by operation of law, for the benefit of creditors.

14.3 In the event of abandonment of the premises by RCCD.

14.4 In the event RCCD fails or refuses to meet any of its obligations, hereunder or as otherwise provided by law.

14.5 Subject to ninety (90) days written notice thereof to RCCD.

15. TERMINATION BY RCCD

Notwithstanding the provisions of Paragraph 14 herein, either party may terminate this Agreement upon notice in writing to the other party of not less than twelve (12) months prior to the effective termination date.

16. INSURANCE

RCCD shall, during the term of this agreement:

16.1 Procure and maintain Worker's Compensation Insurance as prescribed by the laws of the State of California.

16.2 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 and wrongful death, as well as from claims for property damage, which

may arise from RCCD's use of the premises or the performance of its obligations hereunder, whether such use or performance be by RCCD, by any RCCD subcontractor, or by anyone employed directly or indirectly by either of them. Such insurance shall name County as an additional insured with respect to the obligations of RCCD under this agreement. Such insurance shall provide for limits of not less than \$1,000,000 per occurrence.

16.3 Cause its insurance carriers to furnish County by direct mail with Certificate(s) of Insurance showing that such insurance is in full force and effect and that County is named as additional insured with respect to this agreement and the obligations of RCCD hereunder. Further, said Certificate(s) shall contain the covenant of the insurance carrier(s) that thirty (30) days written notice shall be given to County prior to modification, cancellation or reduction in coverage of such insurance. In the event of any such modification, cancellation or reduction in coverage and on the effective date thereof, this agreement shall terminate forthwith, unless County receives prior to such effective date another certificate from an insurance carrier of RCCD's choice that the insurance required herein is in full force and effect.

16.4 The above Insurance requirements may be met with a program of self-insurance

16.5 The specified insurance limits required in Paragraph 16 herein shall in no way limit or circumscribe RCCD's obligations to indemnify and hold County free and harmless herein.

17. HOLD HARMLESS

17.1 Indemnification by RCCD. RCCD shall indemnify and hold County, its officers, agents, employees, and independent contractors free and harmless from any claim or liability whatsoever, based or asserted upon any act or omission of RCCD, its officers, agents, employees, volunteers, subcontractors or independent contractors, for property damage, bodily injury or death, or any other element of damage of any kind or nature arising out of the performance of this Agreement to the extent that such liability is imposed on County by the provisions of California Government Code Section 895.2 or other applicable law, and RCCD shall defend at its expense, including attorney fees, County, its officers, agents, employees, and independent contractors in any legal action or claim of any kind based upon such alleged acts or omissions.

17.2 Indemnification by County. County shall indemnify and hold RCCD, its officers, agents, employees and independent contractors free and harmless from any claim or liability whatsoever, based or asserted upon any act or omission of County, its officers, agents, employees, subcontractors, or independent contractors, for property damage, bodily injury or death, or any other element of damage of any kind or nature, arising out of the performance of this Agreement to the extent that such liability is imposed on RCCD by the provisions of California Government Code Section 895.2 or other applicable law, and County shall defend at its expense, including attorney fees, RCCD, its officers, agents, employees, and independent contractors in any legal action or claim of any kind based upon such alleged acts or omissions.

18. ASSIGNMENT

RCCD cannot assign, sublet, mortgage, hypothecate or otherwise transfer in any manner any of its rights, duties, or obligations hereunder to any person or entity without the written consent of County being first obtained.

19. FREE FROM LIENS

RCCD shall pay, when due all sums of money that may become due for any labor, services, material, supplies, or equipment alleged to have been furnished or to be furnished to RCCD, in, upon, or about the premises, and which may be secured by a mechanics', material men's, or other lien against the premises or County's interest therein, and will cause each such lien to be fully discharged and released at the time the performance of any obligation secured by such lien matures or becomes due: provided, however, that if RCCD desires to contest any such lien, it may do so, but notwithstanding any such contest, if such lien shall be reduced to final judgment, and such judgment or such process as may be issued for the enforcement thereof is not promptly stayed, or if so stayed, and said stay thereafter expires then in such event, RCCD shall forthwith pay and discharge said judgment.

20. EMPLOYEES AND AGENTS OF RCCD

It is understood and agreed that all persons hired or engaged by RCCD shall be considered to be employees or agents of RCCD and not of County.

21. BINDING ON SUCCESSORS

RCCD, its assignees and successors in interest, shall be bound by all the terms and conditions contained in this agreement, and all of the parties thereto shall be jointly and severally liable hereunder.

22. WAIVER OF DEFAULT

Any waiver by County of anyone or more of the terms of this agreement shall not be construed to be a waiver of any subsequent or other breach of the same or of any other term hereof. Failure on the part of county to require exact, full and complete compliance with any terms of this agreement shall not be construed as in any manner changing the terms hereof, or estopping County from enforcement hereof.

23. SEVERABILITY

The invalidity of any provision in this agreement as determined by a court of competent jurisdiction shall in no way affect the validity of any other provision hereof.

24. VENUE

Any action at law or in equity brought by either of the parties hereto for the purpose of enforcing a right or rights provided for by this agreement shall be tried in a court of competent jurisdiction in the County of Riverside, State of California, and the parties hereto waive all provisions of law providing for a change of venue is such proceeding to

any other county.

25. ATTORNEY'S FEES

In the event of any litigation or arbitration between RCCD and County to enforce any of the provisions of this agreement or any right of either party hereto, the unsuccessful party to such litigation or arbitration agrees to pay to the successful party all costs and expenses, including reasonable attorney's fees, incurred therein by the successful party, all of which shall be included in and as part of the judgment rendered in such litigation or arbitration.

26. NOTICES

Any notices required or desired to be served by either party upon the other shall be addressed to the respective parties as set forth below:

County:
Bob Doyle, Sheriff
P. O. Box 512
Riverside, CA 92502

RCCD:
Jim Buysse, Vice Chancellor,
Administration & Finance
Riverside Community College District
4800 Magnolia Avenue
Riverside, CA 92506-1299

or to such other addresses as from time to time shall be designated by the respective parties. An information copy of any notice to County shall also be set to:

Clerk of the Board of Supervisors
County of Riverside
4808 Lemon Street, 1st Floor
Riverside, CA 92501

27. COUNTY'S REPRESENTATIVE

County hereby appoints the Sheriff as its authorized representative to administer this agreement.

28. ENTIRE AGREEMENT

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 understanding, oral or written, in connection herewith. This agreement may be changed or modified only upon the written consent of the parties hereto.

IN WITNESS WHEREOF, the undersigned warrant that they are duly authorized representative of the parties hereto with all powers required to execute this Agreement of the dates indicated below.

RIVERSIDE COMMUNITY COLLEGE DISTRICT

Dated: _____

By: _____

Dr. James Buysse
Vice Chancellor, Administration and Finance

ATTEST:

Name:

Title:

By: _____

COUNTY OF RIVERSIDE

Dated: _____

By: _____

Chairman, Board of Supervisors

ATTEST:

NANCY ROMERO
Clerk of the Board

By:
(Deputy)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ACADEMIC AFFAIRS AND STUDENT SERVICES

Report No.: V-A-12-b

Date: December 13, 2005

Subject: Agreement with Coast Fitness Repair Shop

Background: Presented for the Board's review and consideration is an agreement between Riverside Community College District and Coast Fitness Repair Shop to provide preventative maintenance on fitness equipment located at Ben Clark Public Safety Training Center. The term of the agreement is January 1, 2006 through December 31, 2006, for a total fee of \$2,000.00.

Funding source: General Fund.

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

Recommended Action: It is recommended the Board of Trustees approve the agreement, from January 1, 2006 through December 31, 2006, for an amount not to exceed \$2,000.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: William Vincent
Dean, Public Safety Education and Training



Quality Sales & Service

To: Clark Training Center
3423 Davis Avenue
Riverside, Ca. 92518

Date: October 25, 2005
RE: Preventative Maintenance

Attention: William Vincent

Phone: (951) 571-6314
Fax: (909) 486-2905

COAST FITNESS REPAIR SHOP CONTRACTED SERVICES WILL INCLUDE:

1. CLEANING OF ALL EQUIPMENT.
2. CALIBRATION, LUBRICATION, ALIGNMENT AND ADJUSTMENT AS SUGGESTED BY THE MANUFACTURE.
3. SAFETY INSPECTION AND TESTING TO INCLUDE:
Bearings, belts, bushings, cables, cams, decks, chains, electronics, flywheels, hardware, motors, power cords, pulleys, rollers and upholstery function of the equipment.
4. WRITTEN ESTIMATES WILL BE GIVEN FOR ANY NEEDED PARTS.
5. ALL WRITTEN ESTIMATES WILL BE SUBMITTED FOR APPROVAL BEFORE ALL WORK WILL BE PERFORMED.
6. DISCOUNTED PRICES ON PURCHASES OF NEW EXERCISE EQUIPMENT
7. EMERGENCY SERVICE CALLS BESIDES THOSE STATED IN THIS CONTRACT CAN BE MADE AT A RATE OF \$89.00 PER HOUR.

LISTED SERVICES WILL BE PROVIDED FOR THE CONTRACT PRICE OF: \$2000.00

Quarterly of \$500.00 per visit, 4 visits per year

The term of this agreement will be January 1, 2006 to December 31, 2006

Any alterations or deviations from the above specifications that involve extra cost, parts or labor will be executed only on the written orders for same and will become an extra charge over and above the aforementioned amount


ACCEPTANCE OF CONTRACT AGREEMENT:

The above prices, specifications and conditions have been discussed and agreed upon. Your signature below authorizes commencement of work.

Contract owner will indemnify and hold Coast Fitness Repair Shop harmless against any claims for damages arising out of the operation of any equipment maintained under the terms of this contract.

RESPECTFULLY SUBMITTED:
BY: Coast Fitness Repair Shop

CONTRACT OWNER:
Riverside Community College District

BY: 

BY: _____

DATE: Oct, 25 2005

DATE: _____

RIVERSIDE COMMUNITY COLLEGE DISTRICT
PERSONNEL AND LABOR RELATIONS

Report No.: V-C-1

DATE: December 13, 2005

Subject: Regulations for Policy 1011, Board of Trustees' Committee Bylaws

Background: The revised Regulations for Policy 1011, were accepted for second reading at the November 15, 2005 regular Board meeting. Since that time, they have been reviewed and revised by staff and counsel.

Recommended Action: It is recommended that the Board of Trustees approve the revised Regulations for Policy 1011, Board of Trustees' Committee Bylaws.

Salvatore G. Rotella
Chancellor

Prepared by: Virginia MacDonald
Chief of Staff/Executive Assistant to the Chancellor

RIVERSIDE COMMUNITY COLLEGE DISTRICT

Regulations for Policy 1011, Board of Trustees' Committee Bylaws

I. Meetings of the Committees

A. Regular Committee Meetings

~~The Regular committee meetings of the Board will be held principally~~
generally on the first or second **Monday or** Tuesday of each month at **5:00**
~~p.m., 6:00 p.m., and/or 7:00 p.m. In case the date of any regular committee~~
~~meeting is changed, the secretary to the Board will take appropriate steps to~~
~~inform the public of the change in advance of the meeting.~~ **times stated on**
the agenda.

B. Special Committee Meetings

~~Special committee meetings of the Board may be called by the Board~~
~~committee chairperson or member.~~

~~A notice of the meeting shall be posted at least 24 hours prior to the special~~
~~committee meeting and shall specify the time, location of the meeting, and~~
~~shall be posted in a location that is freely accessible to members of the public~~
~~and District employees. Reason for the special committee meeting shall be~~
~~provided. No other business shall be conducted~~ **Special committee meetings**
may be called by the Committee Chair in consultation with the Board
President ~~Committee Vice-Chair and the Chancellor. , or designee, all of~~
~~whom must agree.~~

C. Adjourned Committee Meetings

Adjourned committee meetings may be held as the business of the committee
requires. Notice provisions are the same as for special meetings. ~~A copy of~~
~~the adjournment will be posted within 24 hours in a location that is freely~~
~~accessible to members of the public and District employees.~~

D. Place of Meetings

~~All committee meetings will be held in Room AD 122 of the O. W. Noble~~
~~Administration Building on the Riverside City Campus unless changed in~~
~~accordance with law. The location of committee meetings shall be stated~~
on the meeting agenda.

~~E.~~ **Purpose**

~~The purpose of the committee meetings is to receive information on items that will be presented at a future monthly board meeting.~~

F. ~~Quorum~~

~~One Board member shall constitute a quorum for the transaction of business. In accordance with The Brown Act, [Gov't. Code Sec. 54952.2(c)(6)], a majority of the Board may attend an open and noticed meeting of a standing committee, so long as those who are not members of the standing committee, and which cause a majority of the Board to be present, attend the committee meeting only as observers. As such, they cannot address the committee by testifying, asking questions or providing information, nor can they sit on the dais (81 Ops. Cal. Atty. Gen. 156, 158 [1998]).~~

~~If both Board members assigned to a committee should be unable to attend their assigned committee meeting, then another Board member may preside over the committee in their absence.~~

E. Quorum

The presence of either the *Committee Chair* or the *Committee Vice-Chair*, and representatives from two constituencies other than the Board, shall constitute a quorum for the transaction of committee business.

H. ~~Organization of the Board Committees~~

II. Nature and Purpose of Committees

The committees are a forum where the various constituencies of the District – *Trustees*, faculty, classified/confidential employees, administrators, and students – meet to discuss issues and to present ideas. The committees will not take votes, but rather, will hear and discuss opinions. The general purpose of the committees, then, is to provide advice to the Board of Trustees and to effectuate the goals of shared governance.

III. Committee Membership

Each Board member is a member of each committee, with one Board member being the Chair, and another being the Vice-Chair. Other committee members of each committee are the Chancellor; a Vice Chancellor, or other administrator designated by the Chancellor; the President(s)/Provost(s) as designated by the Chancellor; the Chief of Staff, representatives from the Academic Senate, the Associated Students, classified employees; CTA, CSEA, and confidential

~~employees; and any other person designated by the Chancellor or by the Committee Chair.~~

Additionally, each committee shall have one representative from each of the following constituencies, appointed annually by each respective group: Academic Senate, Associated Students, CTA, CSEA, and Confidential employees.

~~Each committee structure will be two Board members, one being the chairperson, the other the vice chairperson. Other committee members are ex officio (i.e., Academic Senate, ASRCC, CTA, CSEA, and Confidential representatives*). Resource persons: Chancellor of the District, Board of Trustees President, Provosts, Chief of Staff.~~

IV. Committee Officers

A. *Committee* Chairperson

~~The *Committee* Chair person of the Board of Trustees' committees shall:~~

- ~~1. Preside at all committee meetings of the assigned committee whenever possible.~~
- ~~1. Review the agenda.~~
2. ***Review the committee agenda.***
- ~~3. Serve as spokesperson for the committee. when a decision or consensus has been reached.~~
4. **Perform such other duties as determined by the Board of Trustees.**
- ~~2. Perform such other duties as prescribed by law or by action of the Board of Trustees.~~

B. *Committee* Vice-Chairperson

~~The *Committee* Vice-Chair shall perform the duties of the *Committee* Chair when the *Committee* Chair is unavailable. person of the Board of Trustees' committees shall:~~

- ~~1. Perform the duties required of the chairperson of the committee when that individual is unavailable.~~

C. *Committee* Secretary to the Board's Committees

*-CTA, CSEA, and Confidential representatives are ex officio on the Personnel and Labor Relations Committee.

~~The secretary to the Board's committees (Chancellor of the District/or designee) shall~~ **The Chancellor, or designee, shall serve as Secretary to the all committees and shall, personally or through a designee:**

1. Be responsible for all records, minutes, ~~proceedings~~ and documents of the ~~Board~~ committee meetings.
2. Notify members of ~~all~~ committee meetings.
3. Attend ~~all~~ committee meetings.
4. Prepare the agendas ~~for committee meetings.~~

V. Agenda

~~A. Whenever possible, an agenda shall be posted by the board committee or its designee in a location freely accessible to the public 72 hours before the regular meeting. The agenda will specify time, location, and a brief general description of each item of committee business. No action shall be taken on any item not appearing on the posted agenda.~~

~~B. The agenda for the committee meetings will be prepared by the Chancellor of the District. Proposed agenda items should be received by the Chancellor of the District two Wednesday's preceding regular committee meeting days.~~

An agenda shall be prepared and posted for each committee meeting in compliance with the Brown Act.

VI. Minutes

A. The minutes of the committee meetings shall record those present and who presided **over the meeting**. ~~The minutes should indicate time of arrival or departure of members once the committee is in session. The minutes shall also record all resolutions and recommendations of the administration and the pertinent information to be presented to the Board at its regular scheduled meetings.~~

B. The minutes are public records ~~and shall be available to the public.~~

VII. Public Participation

Members of the public are invited to attend any committee meeting. Any member of the public who wishes to address a committee is requested to fill out a "Request

to Address Committee” card. The Committee Chair will invite comments from the public on specific agenda items during the committee meeting

Public comments are limited to five minutes.

May 17, 2005

RIVERSIDE COMMUNITY COLLEGE DISTRICT
FINANCE AND AUDIT

Report No.: V-D-1

Date: December 13, 2005

Subject: Measure C Independent Financial and Performance Audit Reports

Background: In accordance with the provisions of Proposition 39, independent financial and performance audits of Measure C general obligation bond funds were performed by Eadie and Payne LLP for the year ended June 30, 2005. A representative of the firm will be available to present the reports. Results of the audits are summarized below.

Audit Findings

There were no audit findings or questioned costs.

Audit Adjustments

There were no audit adjustments.

Recommended Action: It is recommended that the Board of Trustees receive the Measure C general obligation bond independent financial and performance audit reports for the year ended June 30, 2005 for the permanent file of the District.

Salvatore G. Rotella
Chancellor

Prepared by: Rick Storti
District Controller

DEBORAH L. CROWLEY, C.P.A.
HUBERT R. DANIELS, C.P.A.
PATRICIA L. GILBREATH, C.P.A.



TODD C. LANDRY, C.P.A.
JOHN F. PRENTICE, C.P.A.
DAVID M. THAYER, C.P.A.
FRANK M. ZABALETA, C.P.A.

*Certified Public Accountants
and
Business Advisors*

Board of Trustees
Riverside Community College District
Riverside, California

We have audited the financial statements of the General Obligation Bond Funded Capital Outlay Projects of the Riverside Community College District for the year ended June 30, 2005 and have issued our report thereon dated October 14, 2005. In connection with that audit, we are providing you with the following information.

OUR RESPONSIBILITY UNDER U.S. GENERALLY ACCEPTED AUDITING STANDARDS

As stated in our engagement letter dated September 21, 2005, our responsibility, as described by professional standards, is to plan and perform our audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement and are fairly presented in accordance with accounting principles generally accepted in the United States of America. Because an audit is designed to provide reasonable, but not absolute, assurance and because we did not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us.

As part of our audit, we considered the internal control of Riverside Community College District. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

SIGNIFICANT ACCOUNTING POLICIES

Management has the responsibility for selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by Riverside Community College District are described in Note 2 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year ended June 30, 2005. We noted no transactions entered into by the District during the year that were both significant and unusual, and of which, under professional standards, we are required to inform you, or transactions for which there is a lack of authoritative guidance or consensus.

Board of Trustees
Riverside Community College District

Page Two

AUDIT ADJUSTMENTS

For purposes of this letter, professional standards define an audit adjustment as a proposed correction of the financial statements that, in our judgment, may not have been detected except through our auditing procedures. An audit adjustment may or may not indicate matters that could have a significant effect on the District's financial reporting process (that is, cause future financial statements to be materially misstated). In our judgment, none of the adjustments we proposed, whether recorded or unrecorded by the District, either individually or in aggregate, indicate matters that could have a significant effect on the District's financial reporting process.

DISAGREEMENTS WITH MANAGEMENT

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter that could be significant to the financial statements or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

CONSULTATION WITH OTHER INDEPENDENT ACCOUNTANTS

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the District's financial statements or a determination of the type of auditors' opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

ISSUES DISCUSSED PRIOR TO RETENTION OF INDEPENDENT AUDITORS

We often discuss a variety of matters, including the application of accounting principles and auditing standards, with management prior to our retention as auditors. However, no discussions occurred prior to our retention as auditors for the General Obligation Bond Capital Outlay Projects of the Riverside Community College District for which our responses were a condition to our retention.

DIFFICULTIES ENCOUNTERED IN PERFORMING THE AUDIT

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Board of Trustees
Riverside Community College District

Page Three

This information is intended solely for the use of the Board of Trustees and management of Riverside Community College District and is not intended to be and should not be used by anyone other than these specified parties.

Eadie and Payne, LLP

October 14, 2005

**RIVERSIDE COMMUNITY
COLLEGE DISTRICT**

RIVERSIDE COUNTY

**REPORT ON PROPOSITION 39 FUNDING
FINANCIAL AND PERFORMANCE AUDITS**

JUNE 30, 2005

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CONTENTS
JUNE 30, 2005

	PAGE
Financial Audit of the General Obligation Bonds	
Independent Auditors' Report	1
Financial Statements	
Balance Sheet	2
Statement of Revenues, Expenditures, and Changes in Fund Balance	3
Notes to Financial Statements	4
Performance Audit	
Independent Auditors' Report on Proposition 39 General Obligation Bonds	
Compliance Requirements	6
Procedures Performed	7
Bond Project Summary	8
Schedule of Findings and Questioned Costs	9

DEBORAH L. CROWLEY, C.P.A.
HUBERT R. DANIELS, C.P.A.
PATRICIA L. GILBREATH, C.P.A.



TODD C. LANDRY, C.P.A.
JOHN F. PRENTICE, C.P.A.
DAVID M. THAYER, C.P.A.
FRANK M. ZABALETA, C.P.A.

*Certified Public Accountants
and
Business Advisors*

INDEPENDENT AUDITORS' REPORT

Board of Trustees
Riverside Community College District
Riverside, California

We have audited the accompanying financial statements of the General Obligation Bond Funded Capital Outlay Projects of the Riverside Community College District as of and for the year ended June 30, 2005, as listed in the table of contents. These financial statements are the responsibility of the District's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit of the General Obligation Bond Funded Capital Outlay Projects in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As discussed in Note 1, the financial statements present only the financial activity of the General Obligation Bond Funded Capital Outlay Projects and do not purport to, and do not, present fairly the financial position of the Riverside Community College District, as of June 30, 2005, and the changes in its financial position for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the General Obligation Bond Funded Capital Outlay Projects of the Riverside Community College District as of June 30, 2005, and the changes in financial position thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Eadie and Payne, LLP

October 14, 2005

-1-

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS
BALANCE SHEET
JUNE 30, 2005**

ASSETS	
Cash and cash equivalents	<u>\$52,336,972</u>
TOTAL ASSETS	<u>\$52,336,972</u>
LIABILITIES	
Accounts payable	\$ 1,553,775
Due to other funds	<u>484</u>
TOTAL LIABILITIES	<u>1,554,259</u>
FUND BALANCE	
Restricted	<u>50,782,713</u>
TOTAL FUND BALANCE	<u>50,782,713</u>
TOTAL LIABILITIES AND FUND BALANCE	<u>\$52,336,972</u>

The accompanying notes are an integral part of the financial statements.

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS
 STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
 FOR THE YEAR ENDED JUNE 30, 2005**

REVENUE

Revenue From Local Sources

Interest and investment income \$ 1,030,586

Total Revenue From Local Sources 1,030,586

Total Revenue 1,030,586

EXPENDITURES

Capital outlay 12,125,451

Total Expenditures 12,125,451

EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES (11,094,865)

OTHER FINANCING SOURCES

Proceeds from bonds 134,100,071

Total Other Financing Sources 134,100,071

OTHER FINANCING USES

Payment to refunded bond escrow agent 69,269,347

Costs of issuance 1,751,434

Debt service 1,103,476

Election costs 98,236

Total Other Financing Uses 72,222,493

EXCESS OF REVENUE AND OTHER SOURCES OVER EXPENDITURES 50,782,713

FUND BALANCE AT JULY 1, 2004 -

FUND BALANCE AT JUNE 30, 2005 \$ 50,782,713

The accompanying notes are an integral part of the financial statements.

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2005**

1. NATURE OF ACTIVITIES

These financial statements present only the financial activity of the General Obligation Bond Funded Capital Outlay Projects of the Riverside Community College District and do not purport to present the financial position or the changes in financial position of the Riverside Community College District. Debt service on the general obligation bonds is not included in these financial statements.

On March 2, 2004, the voters of Riverside Community College District approved Measure C, a \$350 million bond measure designed to provide funds to improve facilities and safety at the Moreno Valley, Norco, and Riverside campuses.

Because Measure C was a bond election under Proposition 39, the District was obliged to establish a Citizens' Oversight Committee in order to satisfy the accountability requirements of Proposition 39. Regulated by the Ralph M. Brown Public Meetings Act, the committee reviews expenditure reports to ensure that a) bond proceeds are expended only for the purpose set forth in the ballot measure and b) no bond proceeds are used for any teacher or non construction related administrative salaries or operating expenses.

In August 2004, the District issued the General Obligation Bonds, Series A and B in the amounts of \$55,205,000 and \$9,795,000, respectively. Series A bonds were issued to finance the acquisition, construction, and modernization of property and school facilities and to refund the District's outstanding Certificates of Participation (1993 Financing Project). The Series B Bonds were issued to advance refund the District's outstanding Certificates of Participation (2001 Refunding Project) Series B.

In June 2005, the District issued the General Obligation Refunding Bonds, Series 2004A in the amount of \$58,386,109 to advance refund all or a portion of the outstanding principal amount of the District's General Obligation Series A Bonds and to pay costs of issuance associated with the Bonds.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Financial Statement Presentation

The accompanying financial statements have been prepared in conformity with generally accepted accounting principles as prescribed by the Governmental Accounting Standards Board (GASB) and *Audits of State and Local Governmental Units* issued by the American Institute of Certified Public Accountants.

NOTES TO FINANCIAL STATEMENTS (Continued)

B. Basis of Accounting

The activity of the General Obligation Bond Funded Capital Outlay Projects of the Riverside Community College District is maintained on the modified accrual basis of accounting. Revenues are recognized when they become susceptible to accrual, that is, when they become both measurable and available to finance expenditures of the current period. Expenditures are recognized in the accounting period in which the liability is incurred (when goods are received or services rendered).

The statement of revenues, expenditures, and changes in fund balance is a statement of financial activities of the General Obligation Bond Funded Capital Outlay Projects related to the current reporting period. Expenditures of the fund frequently include amounts for land, buildings, equipment, debt service, and transfers to other funds. Consequently, these statements do not purport to present the results of operations or the net income or loss for the period as would a statement of income for a for-profit-type organization.

C. Cash and Cash Equivalents

The District considers all highly liquid investments with an initial maturity of three months or less, from the date of acquisition, to be cash equivalents. Funds invested in the County treasurer's investment pool are considered cash equivalents. Cash in the County treasury is recorded at cost, which approximates fair value.

3. REIMBURSEMENT RESOLUTION

On April 22, 2004, the Board of Trustees of the Riverside Community College District approved Reimbursement Resolution No. 38-03/04. The resolution provides for reimbursement to the District for expenditures incurred on bond-related projects prior to the issuance of Series A and B bonds.

The financial statements include reimbursed expenses as follows:

	<u>AMOUNT</u>
Capital outlay	\$ 608,037
COPS payments	909,210
Election costs	<u>98,236</u>
TOTAL	<u>\$ 1,615,483</u>

4. CONSTRUCTION COMMITMENTS

As of June 30, 2005, the District had commitments of \$24,049,596 with respect to unfinished general obligation bond funded capital projects.

DEBORAH L. CROWLEY, C.P.A.
HERBERT R. DANIELS, C.P.A.
PATRICIA L. GILBREATH, C.P.A.



TODD C. LANDRY, C.P.A.
JOHN F. PRENTICE, C.P.A.
DAVID M. THAYER, C.P.A.
FRANK M. ZABALETA, C.P.A.

*Certified Public Accountants
and
Business Advisors*

INDEPENDENT AUDITORS' REPORT

The Board of Trustees
Riverside Community College District
Riverside, California

In connection with our audit, we have examined the Riverside Community College District's compliance with the performance requirements for the Proposition 39 General Obligation Bonds for the year ended June 30, 2005. Management is responsible for the Riverside Community College District's compliance with those requirements. Our responsibility is to express an opinion on the District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about Riverside Community College District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on Riverside Community College District's compliance with specified requirements.

In our opinion, the Riverside Community College District complied, in all material respects, with the aforementioned requirements for the year ended June 30, 2005.

Eadie and Payne, LLP

October 14, 2005

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
GENERAL OBLIGATION BONDS
PROPOSITION 39 PERFORMANCE AUDIT
PROCEDURES PERFORMED
JUNE 30, 2005**

We obtained the general ledger and the project expenditure summary reports and detail prepared by the District for the fiscal year ended June 30, 2005 for the General Obligation Bond Funded Capital Outlay Projects. We obtained the actual invoices and other supporting documentation for expenditures on a sample basis to test compliance with Proposition 39. We performed the following procedures:

- We reviewed the ballot proposition of the Riverside Community College District bond measure outlining the projects to be funded from the bond proceeds.
- We selected expenditures during the period July 1, 2004 to June 30, 2005 for testing on a sample basis. We reviewed supporting documentation for items selected to ensure that funds were properly expended on the specific projects approved by the Board of Trustees and that these projects were in conformity with the ballot text.
- We compared total expenditures to date for each project to budgets for each project.
- We also verified that funds were generally used for the construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities, and we verified that funding was not spent for teacher or non construction related administrative salaries or other school operating expenses.

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 GENERAL OBLIGATION BONDS
 BOND PROJECT SUMMARY
 JUNE 30, 2005**

The District identified 18 construction projects to be funded with proceeds from the general obligation bonds. The District incurred costs of \$12,125,451 through June 30, 2005 for these construction projects. Capital outlay and other financing expenditures were as follows:

	<u>BUDGET</u>	<u>REIMBURSED COSTS*</u>	<u>2005 ACTUAL COSTS</u>	<u>TOTAL PROJECT COSTS</u>
Parking Structure - Riverside	\$ 19,647,093	\$ 9,000	\$ 1,572,883	\$ 1,581,883
PE Complex/Athletic Field Phase I - Riverside	4,769,000	9,000	4,142,673	4,151,673
Lovekin Complex (Swing Space)	3,818,459		3,494,556	3,494,556
RCC System Office - Purchase Option	2,395,553	95,553	286,726	382,279
MLK Remodel - Equipment	1,252,000		542,246	542,246
Bridge Space Project	1,162,367		265	265
Phase III - Norco - Planning and Working Drawings	918,785	293,280	62,749	356,029
District Telephone and Voicemail Upgrades	350,000		307,074	307,074
Scheduled Maintenance - District Match for State Allocation	322,000		322,000	322,000
MLK Remodel - Roof	261,987		255,352	255,352
Administration Building Remodel	208,625			
Quad Remodel - Planning and Working Drawings	203,143	48,185	380,273	428,458
District Network Upgrades	150,000			
Business Education Building Remodel	141,375			
District Computer Systems Upgrades	126,990	93,606	3,384	96,990
MLK Remodel - Planning and Working Drawings	101,883	59,413	42,470	101,883
Nursing/Sciences Building - Riverside - Initial Planning	77,136		73,116	73,116
Phase III - Moreno Valley - Initial Planning	43,336		31,647	31,647
Total Capital Outlay	<u>35,949,732</u>	<u>608,037</u>	<u>11,517,414</u>	<u>12,125,451</u>
Payment to refunded bond escrow agent	69,269,347		69,269,347	69,269,347
Costs of issuance	1,751,434	909,210	842,224	1,751,434
Debt service	1,103,476		1,103,476	1,103,476
Election costs	98,236	98,236		98,236
Total Other Financing Uses	<u>72,222,493</u>	<u>1,007,446</u>	<u>71,215,047</u>	<u>72,222,493</u>
TOTALS	<u>\$108,172,225</u>	<u>\$1,615,483</u>	<u>\$82,732,461</u>	<u>\$84,347,944</u>

* The District approved reimbursement of these expenditures incurred prior to July 1, 2004.

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
GENERAL OBLIGATION BONDS
PROPOSITION 39 PERFORMANCE AUDIT
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
JUNE 30, 2005**

There were no findings and questioned costs related to the audits of the General Obligation Bonds for the year ended June 30, 2005.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
FINANCE AND AUDIT

Report No.: V-D-2

Date: December 13, 2005

Subject: Interfund Loans – District Office Purchase

Background: The FY 2005-2006 adopted budget contained an allocation of \$2.0 million in Fund 11, Resource 1000 (Unrestricted General Operating) to partially fund the purchase of a new District Office building. A suitable building was subsequently located, and an offer in the amount of \$3.8 million, exclusive of closing and remodel costs, was made and accepted.

The District is seeking to fund the remaining purchase price, estimated closing costs and anticipated remodel costs of \$2.1 million through interfund loans from Fund 12, Resource 1180 (Redevelopment Pass-Through) and Fund 41, Resource 4130 (La Sierra Capital) in the amount of \$1.05 million each. It is anticipated that the interfund loans will be repaid in seven annual installments, including interest, unless favorable budgetary circumstances permit earlier repayment. Interest would be assessed at a rate equal to that received by the District on its short-term investments with the Riverside County Treasurer.

Recommendation: It is recommended that the Board of Trustees authorize interfund loans of \$1.05 million each from Fund 12, Resource 1180 (Redevelopment Pass-Through) and Fund 41, Resource 4130 (La Sierra Capital) to Fund 11, Resource 1000 (Unrestricted General Operating) at an interest rate equal to that received by the District on its short-term investments with the Riverside County Treasurer, with said loans to be repaid to the respective Resources in seven annual installments beginning in FY 2006-2007 and concluding on or before June 30, 2013.

Salvatore G. Rotella
Chancellor

Prepared by: Aaron S. Brown
Associate Vice Chancellor, Finance

RIVERSIDE COMMUNITY COLLEGE DISTRICT
FINANCE AND AUDIT

Report No.: V-D-3

Date: December 13, 2005

Subject: Facility Projects – Proposed Agreements and Amendments to Agreements: Riverside School for the Arts (Allen Petersen, Consultant), Swing Space and Bridge Space Projects (Bruce Borg, DSA Inspector), Quadrangle Modernization Project (John R. Byerly, Inc., Materials Testing and Inspection) and 2008-2012 Five-Year Capital Construction Plan (Cheryl L. Hudson, Consultant)

Background: Attached for the Board’s review and consideration are copies of two agreements and two amendments to agreements relative to various District facility projects. More specifically, the projects and agreements/amendments are as follows:

Riverside School for the Arts

Allan Peterson is the Consultant for the Riverside School for the Arts “Center Status” project. The amendment to the District’s consulting agreement with Mr. Petersen would extend the termination date from June 30, 2005 to June 30, 2006, to allow for completion of the assignment. This amendment also includes a provision that this date may be further extended at the discretion of the Vice Chancellor, Administration and Finance, or his designee. All other provisions of the agreement, including compensation, would remain unchanged.

Swing Space/Bridge Space Projects

Bruce Borg is the DSA Inspector for the Riverside City Campus Relocatable Swing Space and Bridge Space projects. This amendment would extend the contract term from August 31, 2005, to November 1, 2005, and would allow for the termination date to be further extended, if necessary, at the discretion of the Vice Chancellor, Administration and Finance, or his designee. Staff also requests approval to increase the allocation for this agreement by \$520.00. Funding is available in the project budgets.

Quadrangle Modernization Project

Staff proposes that the District enter into an agreement with John R. Byerly, Inc., for the period December 14, 2005 to the estimated project completion date of December 31, 2007, with the provision that this date may be extended at the discretion of the Vice Chancellor, Administration and Finance, or his designee. Byerly would provide testing and inspection on construction materials required during renovation of the Quad. The cost for services under this agreement would not exceed \$80,000.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
FINANCE AND AUDIT

Report No.: V-D-3

Date: December 13, 2005

Subject: Facility Projects – Proposed Agreements and Amendments to Agreements:
Riverside School for the Arts (Allen Petersen, Consultant), Swing Space and
Bridge Space Projects (Bruce Borg, DSA Inspector), Quadrangle Modernization
Project (John R. Byerly, Inc., Materials Testing and Inspection) and 2008-2012
Five-Year Capital Construction Plan (Cheryl L. Hudson, Consultant) (continued)

2008-2012 Five-Year Construction Plan

The Five Year Capital Construction Plan is submitted yearly to the California Community Colleges Chancellor's Office as a mechanism of keeping the Chancellor's Office informed of anticipated projects planned for the District. Staff proposes that the District enter into an agreement with Cheryl L. Hudson to provide assistance in developing this plan. The agreement would run from December 14, 2005, to the estimated completion date of June 30, 2006, with the provision that this date may be extended at the discretion of the Vice Chancellor, Administration and Finance, or his designee. Payment in consideration of this agreement would not exceed \$10,000.

Recommended Action: It is recommended that the Board of Trustees 1) approve the attached amendment to extend the contract term for Bruce Borg, DSA inspector, and increase the funding for Mr. Borg's services in the amount of \$520.00; 2) approve the attached amendment to extend the contract term for Allan Peterson, Consultant; 3) approve the attached agreement with Cheryl L. Hudson, Consultant, to provide assistance in the development of the District's 2008-2012 Five Year Capital Construction Plan; 4) approve the proposed agreement with John R. Byerly, Inc., to provide testing and inspection on construction materials during the renovation of the Riverside City College Quadrangle Modernization project; and 5) authorize the Vice Chancellor, Administration and Finance to sign the amendments and agreements.

Salvatore G. Rotella
Chancellor

Prepared by: Aan Tan
Associate Vice Chancellor,
Facilities

AMENDMENT TO THE AGREEMENT
DATED SEPTEMBER 16, 2004
BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT
AND
ALLAN PETERSEN

This Agreement shall be amended this date, December 14, 2005, as follows:

The term of this agreement shall be from June 30, 2005, to approximately June 30, 2006, with the provision that this date may be extended at the discretion of the Vice Chancellor, Administration and Finance, or his designee.

Allan Petersen & Associates

Riverside Community College District

Allan Petersen
Consultant

James L. Buysse
Vice Chancellor, Administration and Finance

AMENDMENT TO THE AGREEMENT
DATED JUNE 16, 2004
BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT
AND
BRUCE BORG

This Agreement shall be amended this date, December 14, 2005, as follows:

The term of this agreement shall be from August 31, 2005, to approximately November 1, 2005, with the provision that this date may be extended at the discretion of the Vice Chancellor, Administration and Finance, or his designee.

Division of State Architect

Riverside Community College District

Bruce Borg
DSA Class II Inspector

James L. Buysse
Vice Chancellor, Administration and Finance

**AGREEMENT BETWEEN JOHN R. BYERLY, INC.
AND
RIVERSIDE COMMUNITY COLLEGE DISTRICT**

THIS AGREEMENT is made and entered into on the 14th day of December, 2005, by and between John R. Byerly, Inc., hereinafter referred to as "Consultant" and RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as the "District."

1. John R. Byerly, Inc. will provide test and inspection on all construction materials during the renovation of the Riverside City College Quadrangle Modernization project. Materials to be tested include, but are not limited to the following:
 - a. Concrete and Concrete Block
 - b. Anchors and Anchors Systems
 - c. Fabrication, Welding and Structural Steel
 - d. Fireproofing
 - e. General Materials Testing
 - f. Asphalt Paving Materials
2. The services outlined in Paragraph 1 will be provided at John R. Byerly, Inc. home office and at the Riverside Campus.
3. The services rendered by the Consultant are subject to review by the District's Associate Vice Chancellor, Facilities.
4. The term of this agreement shall be from December 14, 2005 to the estimated completion date of December 31, 2007, with the provision that the Vice Chancellor of Administration and Finance or his designee may extend the date without a formal amendment to this agreement.
5. Payment in consideration of this agreement shall not exceed \$80,000, paid on an hourly basis as per attached Schedule of Fees dated July 1, 2005. Payments will be made as authorized by the Associate Vice Chancellor of Facilities, and delivered by U.S. Mail. The final payment shall not be paid until all of the services, specified in Paragraph 1, have been satisfactorily completed, as determined by the Associate Vice Chancellor of Facilities.

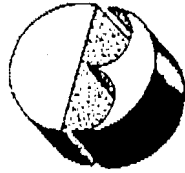
6. John R. Byerly, Inc. shall indemnify and hold RCCD, its Trustees, officers, agents, employees and independent contractors, free and harmless from any liability whatsoever, based or asserted upon any acts or omission of John R. Byerly, Inc., its agents, employees, subcontractors and independent contractors, for property damage, bodily injury, or death (John R. Byerly, Inc. 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 John R. Byerly, Inc. 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.
7. "Contractor 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 Contractor'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."
8. 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.

Riverside Community College District

Consultant

James L. Buysse, Vice Chancellor
Administration and Finance



John R. Byerly

I N C O R P O R A T E D

SCHEDULE OF FEES FOR GEOTECHNICAL SERVICES

July 1, 2005

Professional and Technical Personnel

Laboratory Technician	Per Hr. \$	60.00
Supervising Laboratory Technician	Per Hr.	80.00
Field Technician	Per Hr.	65.00
Field Technician "SB 1999 Prevailing Wage" Rate	Per Hr.	86.00
Supervising Technician	Per Hr.	100.00
Staff Engineer	Per Hr.	110.00
Project Engineer	Per Hr.	140.00
Principal Engineer	Per Hr.	170.00
Expert Witness Testimony (at trial or deposition)	Per Hr.	300.00
Expert Witness Preparation	Per Hr.	170.00

Field Services

Grading Inspection

Field Technician (including density testing)	Per Hr.	65.00
Field Technician (including density testing)		
"SB 1999 Prevailing Wage" Rate	Per Hr.	86.00
Supervising Technician	Per Hr.	100.00
Staff Engineer	Per Hr.	110.00
Field Exploration Equipment	Local Prevailing Rate + 20%	
Subsistence	Lodging + \$30.00/day	

Laboratory Testing

Atterberg Limits

Liquid Limit	Each	75.00
Plastic Limit	Each	85.00

Schedule of Fees
 John R. Byerly, Inc.

July 1, 2005

Laboratory Testing (continued)

Shrinkage Limit	Each	95.00
Plasticity Index	Each	160.00
California Bearing Ratio - CBR (at specified moisture content - does not include optimum moisture content and maximum dry density determination)		
	Each	\$ 400.00
Consolidation (without time rate).....	Each	185.00
Add one time rate	Each	80.00
Direct Shear Tests (3-point).....	Each	195.00
Direct Shear Tests - Residual (per point).....	Point	130.00
Expansion Index	Each	140.00
Expansion Study (3 points remolded) (maximum density not included).....	Each	325.00
Grain Size Analysis (Gradation)		
Sieve Analysis (including wash passing No. 200 sieve)	Each	110.00
Sieve Analysis Plus Hydrometer.....	Each	185.00
% Passing No. 200 Sieve	Each	45.00
Optimum Moisture and Maximum Dry Density		
Lab Max – Method A or B (4-inch mold)	Each	150.00
Lab Max – Method C (6-inch mold)	Each	170.00
Lab Max – California 216 Method.....	Each	170.00
Organic Content	Each	50.00
Moisture/Density Determination.....	Each	25.00
"R" Value		
Untreated Material.....	Each	240.00
Lime or Cement Treated Material.....	Each	270.00
Sand Equivalent (average of 4)	Each	100.00

Schedule of Fees
 John R. Byerly, Inc.

July 1, 2005

SCHEDULE OF FEES

INSPECTION SERVICES

**INSPECTION FEES
 (Per Hour)**

Anchors, Pull Tests.....	\$ 66.00
Anchors, Pull Tests "SB 1999 Prevailing Wage" Rate.....	87.00
Anchors, Torque Testing.....	66.00
Anchors, Torque Testing "SB 1999 Prevailing Wage" Rate.....	87.00
Anchor Bolts, Witness Installation.....	65.00
Anchor Bolts, Witness Installation "SB 1999 Prevailing Wage" Rate.....	86.00
Asphalt, Paving.....	65.00
Asphalt, Paving "SB 1999 Prevailing Wage" Rate.....	86.00
Asphalt, Plant.....	65.00
Asphalt, Plant "SB 1999 Prevailing Wage" Rate.....	86.00
Caissons.....	65.00
Caissons "SB 1999 Prevailing Wage" Rate.....	86.00
Concrete, Batch Plant.....	65.00
Concrete, Batch Plant "SB 1999 Prevailing Wage" Rate.....	86.00
Concrete, Placing.....	65.00
Concrete, Placing "SB 1999 Prevailing Wage" Rate.....	86.00
Concrete, Placing Pre-Stress.....	65.00
Concrete, Placing Pre-Stress "SB 1999 Prevailing Wage" Rate.....	86.00
Concrete Pre and Post-Tensioning.....	66.00
Concrete Pre and Post-Tensioning "SB 1999 Prevailing Wage" Rate.....	87.00
Fabrication or Welding, Structural Steel (AWS-CWI).....	66.00
Fabrication or Welding, Structural Steel (AWS-CWI) "SB 1999 Prevailing Wage" Rate.....	87.00
Fabrication or Welding, Structural Steel (AWS-ACWI).....	65.00
Fabrication or Welding, Structural Steel (AWS-ACWI) "SB 1999 Prevailing Wage" Rate.....	86.00
Fireproofing.....	65.00
Fireproofing "SB 1999 Prevailing Wage" Rate.....	87.00
Ground Rod.....	80.00
Ground Rod "SB 1999 Prevailing Wage" Rate.....	101.00
Gunite, Placing.....	65.00
Gunite, Placing "SB 1999 Prevailing Wage" Rate.....	86.00
Hi-Tensile Bolting.....	66.00
Hi-Tensile Bolting "SB 1999 Prevailing Wage" Rate.....	86.00
Magnetic Particle.....	90.00
Magnetic Particle "SB 1999 Prevailing Wage" Rate.....	110.50
Masonry, Placing.....	65.00
Masonry, Placing "SB 1999 Prevailing Wage" Rate.....	86.00
Piling.....	65.00
Piling "SB 1999 Prevailing Wage" Rate.....	86.00
"R" Meter Reinforcing Steel Locator.....	81.00
"R" Meter Reinforcing Steel Locator "SB 1999 Prevailing Wage" Rate.....	102.50

Schedule of Fees
 John R. Byerly, Inc.

July 1, 2005

Inspection Services (continued)

Reinforcing Steel, Placing.....	\$ 65.00
Reinforcing Steel, Placing "SB 1999 Prevailing Wage" Rate	86.00
Schmidt Concrete Hammer	67.00
Schmidt Concrete Hammer "SB 1999 Prevailing Wage" Rate	89.00
Special Inspector.....	66.00
Special Inspector "SB 1999 Prevailing Wage" Rate.....	87.00
Identify, Tag, and Sample Rebar or Structural Steel.....	65.00
Identify, Tag, and Sample Rebar or Structural Steel "SB 1999 Prevailing Wage" Rate.....	86.00
Ultrasonic	90.00
Ultrasonic "SB 1999 Prevailing Wage" Rate.....	110.50
Staff Engineer.....	110.00
Project Engineer.....	140.00
Principal Engineer	170.00

SAMPLING MATERIAL
 (Per Hour)

Reinforcing Steel, Structural Steel, Masonry Units, Aggregate.....	\$ 61.00
Pick-up Cylinders.....	59.00

MATERIALS TESTING SERVICES

AGGREGATE TEST

Absorption.....	Each.....	\$ 35.00
Cleanness Value (Fine or Coarse).....	Each.....	120.00
Decantation (No. 200)	Each.....	30.00
Deleterious Substances Determination.....	Each.....	110.00
Durability Test (Fine or Coarse) *	Each.....	160.00
Fineness Modulus (Including Sieve Analysis)	Each.....	75.00
Flat and Elongated Pieces (Per Size Fraction)	Each.....	80.00
Fractured Faces (Per Size Fraction).....	Each.....	80.00
Light Weight Particles.....	Each.....	130.00
Los Angeles Rattler	Each.....	225.00

* Lightweight aggregate also requires Specific Gravity and Absorption Testing

Moisture.....	Each.....	\$ 25.00
Organic Impurities	Each.....	50.00
Percent Clay in Sands by Hydrometer.....	Each.....	175.00
Percent Passing No. 200 Sieve	Each.....	45.00
Percent Shale.....	Each.....	80.00
Potential Reactivity (Chemical Method)		Quotation

Schedule of Fees
 John R. Byerly, Inc.

July 1, 2005

Aggregate Test (continued)

Sand Equivalent	Each.....	\$ 100.00
Sieve Analysis (Fine or Coarse - Processed).....	Each.....	70.00
Sieve Analysis (Pit Run)	Each.....	110.00
Soft Particles	Each.....	80.00
Soundness of Sodium Sulfate (Fine or Coarse).....	Each.....	300.00
Specific Gravity (Fine or Coarse).....	Each.....	70.00
Voids	Each.....	60.00
Weight Per Cubic Foot	Each.....	70.00
Deposit Evaluation.....		Quotation

ASPHALT PAVING MATERIALS

Coring with Diamond Bit (Includes Bit Charge).....	Hour.....	\$ 120.00
(Contractor to provide access)		
Coring with Diamond Bit (Includes Bit Charge)		
"SB 1999 Prevailing Wage" Rate	Hour	140.00
Density of Cores	Each.....	40.00
Field Inspection during Paving.....	Hour.....	65.00
Field Inspection during Paving		
"SB 1999 Prevailing Wage" Rate	Hour	86.00
Film Stripping	Each.....	75.00
Los Angeles Rattler	Each.....	225.00
Laboratory Standard Density (Marshall)	Each.....	160.00
Laboratory Standard Density (Hveem).....	Each.....	160.00
Moisture Vapor Susceptibility.....		Quotation
Mix Design.....	Each.....	130.00
Mix Design Studies (Marshall or Hveem)	Each.....	400.00
Pavement Evaluation.....		Quotation
Plant Control during Operations	Hour.....	65.00
Plant Control during Operations		
"SB 1999 Prevailing Wage" Rate	Hour	86.00
Plant Sample - % Asphalt, Ignition Oven	Each.....	130.00
Plant Sample - % Asphalt and Gradation, Ignition Oven.....	Each.....	220.00
Ignition Oven Aggregate Correction	Each.....	175.00
Sand Equivalent	Each.....	100.00
Sieve Analysis	Each.....	70.00
Soundness Test (Sodium Sulfate) (Fine or Coarse)	Each.....	300.00
Stability Test - "S" Value (Hveem Method).....	Each.....	230.00
Stability Test (Marshall Method - Set of 3).....	Each.....	230.00
Theoretical Maximum Specific Gravity (Rice)	Each.....	100.00
Thickness of Pavement	Each.....	10.00

Schedule of Fees
 John R. Byerly, Inc.

July 1, 2005

CONCRETE

Compression Test - 6"x12" Cylinders	Each.....	\$ 20.00
Hold Cylinders (Not Tested)	Each.....	10.00
Cylinder Molds - 6"x12" with Lids	Each.....	3.00
Splitting Tensile Test	Each.....	47.50
Gypsum Cylinders Compression Test.....	Each.....	21.00
Gypsum Cylinders - Dried to Constant Weight	Each.....	15.00
Gunite Compression Test - 6"x12" Cylinders	Each.....	35.00
Modulus of Rupture (Flexure) - 6"x6" Beams.....	Each.....	75.00
Unit Weight of Cylinders.....	Each.....	20.00
Modulus of Elasticity - 6"x12" Cylinders	Each.....	120.00
Compression Test on Concrete or Gunite Cores 8" Maximum Diameter.....	Each.....	21.00
Mix Designs		
First Design (Exclusive of Aggregate Tests)	Each.....	100.00
Additional Design (Same Report).....	Each.....	80.00
Review of Mix Design.....	Each.....	100.00
Moisture Vapor Kit	Each.....	18.00
Molding Cylinders and Beams	Hour.....	65.00
Molding Cylinders and Beams "SB 1999 Prevailing Wage" Rate	Hour	86.00
Batch Plant Certification	Hour.....	65.00
Concrete Placing Inspection.....	Hour.....	65.00
Concrete Placing Inspection "SB 1999 Prevailing Wage" Rate.....	Hour	86.00
Pre and Post-Tensioning Inspection.....	Hour.....	66.00
Pre and Post-Tensioning Inspection "SB 1999 Prevailing Wage" Rate	Hour	87.00
Schmidt (Rebound) Hammer	Hour.....	67.00
Schmidt (Rebound) Hammer "SB 1999 Prevailing Wage" Rate.....	Hour	89.00
Trial Batch in Laboratory (Including Air Content, Unit Weight Water Demand, Slump and Strength Determinations - 1 @ 7 and 2 @ 28 days)	Each.....	400.00
Shrinkage Test (Set of 3).....	Each.....	400.00
Slump Cone (Refundable upon Return of Cone)	Deposit.....	50.00
Coring (Includes Bit Charge)	Hour.....	120.00
Coring (Includes Bit Charge) "SB 1999 Prevailing Wage" Rate	Hour	140.00
Saw-Cutting Samples for Testing (If Required)	Each.....	25.00
Coring Assistant (Required for Work from Ladder or Scaffolding).....	Hour.....	55.00
Coring Assistant (Required for Work from Ladder or Scaffolding) "SB 1999 Prevailing Wage" Rate	Hour	76.00

Schedule of Fees
 John R. Byerly, Inc.

July 1, 2005

MASONRY BLOCK AND BRICK

Block Compression.....	Each.....	\$ 40.00
Block 24-Hour Absorption.....	Each.....	35.00
Moisture Content	Each.....	25.00
Block, Lineal Shrinkage (Rapid Method).....	Each.....	80.00
Dimensions.....	Each.....	15.00
Grouted Masonry Prism.....	Each.....	165.00
Brick, Compression	Each.....	30.00
Brick, 24-Hour Absorption.....	Each.....	35.00
Brick, 5-Hour Absorption	Each.....	35.00
Brick, Modulus of Rupture	Each.....	30.00
Mortar & Grout Specimens, Compression	Each.....	23.00
Masonry Cores, Compression 8" Maximum Diameter.....	Each.....	40.00
Masonry Cores, Shear 8" Maximum Diameter.....	Each.....	60.00
Tensile Test - CMA Method	Each.....	150.00
Coring (Includes Bit Charge)	Hour.....	120.00
Coring (Includes Bit Charge) "SB 1999 Prevailing Wage" Rate	Hour	140.00
Saw-Cutting Samples for Testing (If Required)	Each.....	25.00
Coring Assistant (Required for Work from Ladder or Scaffolding).....	Hour.....	55.00
Coring Assistant (Required for Work from Ladder or Scaffolding "SB 1999 Prevailing Wage" Rate	Hour	76.00
Masonry Placing Inspection.....	Hour.....	65.00
Masonry Placing Inspection "SB 1999 Prevailing Wage" Rate.....	Hour	86.00

REINFORCING STEEL

Tension		
No. 11 or Smaller.....	Each.....	\$ 40.00
No. 14	Each.....	110.00
No. 18 (Proof Test)	Each.....	110.00
Bend Test.....	Each.....	30.00
Wire Mesh Shear Test - Average of 4	Each.....	70.00
Tag, Identify, and Sample.....	Hour.....	65.00
Tag, Identify, and Sample "SB 1999 Prevailing Wage" Rate	Hour	86.00

ROOF TILE

Strength.....	Each.....	\$ 40.00
Absorption	Each.....	40.00
Permeability.....	Each.....	60.00

Schedule of Fees
 John R. Byerly, Inc.

July 1, 2005

STRUCTURAL STEEL

Tension	Each.....	\$ 40.00
Bend Test.....	Each.....	40.00
Machining Coupons for Test (Tensile or Bend).....		Quotation
Hi-Tensile Bolting	Hour	66.00
Hi-Tensile Bolting "SB 1999 Prevailing Wage" Rate.....	Hour	87.00
Welders Qualification Test - AWS and ASME Procedures		Quotation
Fabrication or Welding Inspection (AWS-CWI).....	Hour	66.00
Fabrication or Welding Inspection (AWS-CWI)		
"SB 1999 Prevailing Wage" Rate	Hour	87.00
Fabrication or Welding Inspection (AWS-ACWI)	Hour	65.00
Fabrication or Welding Inspection (AWS-ACWI)		
"SB 1999 Prevailing Wage" Rate	Hour	86.00
Magnetic Particle Testing	Hour.....	90.00
Magnetic Particle Testing "SB 1999 Prevailing Wage" Rate	Hour	110.50
Tag, Identify, and Sample.....	Hour.....	65.00
Tag, Identify, and Sample "SB 1999 Prevailing Wage" Rate	Hour	86.00
Ultrasonic Testing.....	Hour.....	90.00
Ultrasonic Testing "SB 1999 Prevailing Wage" Rate.....	Hour	110.50

TESTING MACHINE - 400,000 LB. UNIVERSAL

Machine with Operator.....	Hour.....	\$ 250.00
Additional Technician.....	Hour.....	65.00

FIREPROOFING TESTS

Density	Each.....	\$ 35.00
Compression	Each.....	40.00
Cohesion/Adhesion	Each.....	40.00

MISCELLANEOUS

Expert Witness Testimony.....	Hour.....	\$ 300.00
Expert Witness Preparation.....	Hour.....	170.00
Glue Laminated Structural Lumber:		Local Prevailing Rate + 20%
Modular Construction, Inspection and Certification.....	Hour.....	66.00
Modular Construction, Inspection and Certification		
"SB 1999 Prevailing Wage" Rate	Hour	87.00
Roof Tests and Inspection.....	Hour.....	66.00
Roof Tests and Inspection "SB 1999 Prevailing Wage" Rate.....	Hour	87.00
Structural Failure Investigation		Quotation

ALL REPORTS ARE REVIEWED BY REGISTERED CIVIL ENGINEERS APPROVED BY THE STATE OF CALIFORNIA, DIVISION OF STATE ARCHITECTURE

**AGREEMENT BETWEEN CHERYL L. HUDSON
AND
RIVERSIDE COMMUNITY COLLEGE DISTRICT**

THIS AGREEMENT is made and entered into on the 14th day of December, 2005, by and between CHERYL L. HUDSON, hereinafter referred to as "Consultant" and RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as the "District."

The parties hereto mutually agree as follows:

1. CHERYL L. HUDSON will review and assist in the development of the District's Five-Year Capital Construction Plan and will produce a draft Five-Year Plan document that meets all requirements for State submittal.
2. The services outlined in Paragraph 1 will be provided at Sheridan, Oregon or Riverside Community College District.
3. The services rendered by the Consultant are subject to the review and supervision by the District's Associate Vice Chancellor, Facilities.
4. The term of this agreement shall be from December 14th, 2005 to the estimated completion date of June 30, 2006, with the provision that the Vice Chancellor of Administration and Finance or his designee may extend the date without a formal amendment to this agreement.
5. Payment in consideration of this agreement shall not exceed \$12,000 and shall include:
 - a. \$50/hour for services, including reimbursable expenses.
 - b. If travel to Riverside Community College District is required by the District, then expenses, i.e., travel, lodging, food, and car rental will be reimbursed by the District, expenses not to exceed \$2,000.

Payments will be made as authorized by the Associate Vice Chancellor, Facilities, and delivered by U.S. Mail.

6. The consultant shall indemnify and hold RCCD, its Trustees, officers, agents, employees and independent contractor or consultants, free and harmless from any liability whatsoever, based or asserted upon any acts or omission of consultant, its agents, employees, subcontractors and independent contractor or consultants, for property damage, bodily injury, or death of consultant, 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 consultant shall defend, at its expense, including without limitation, attorney fees (attorney to be selected by RCCD), RCCD, its officers, agents, employees and independent contractor or

consultants, 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.

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.

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

Riverside Community College District

Consultant

James L. Buysse, Vice Chancellor
Administration and Finance

RIVERSIDE COMMUNITY COLLEGE DISTRICT
FINANCE AND AUDIT

Report No.: V-D-4

Date: December 13, 2005

Subject: Riverside City College Swing Space

Background: Based on our experience to date, the Riverside City College staff has determined that the swing space facilities should be augmented with awnings or some other form of covering to shield faculty, staff and especially students from inclement weather. As the traditional rainy season is fast approaching, staff currently is exploring various solutions and is seeking an allocation of Measure C funds to implement the most cost-effective alternative. We believe the cost for this effort will be at most \$200,000.00.

Recommended Action: It is recommended the Board of Trustees authorize the staff to go out to bid for the purchase and installation of awnings for the RCC Swing Space and allocate Measure C funds in an amount not to exceed \$200,000.00.

Salvatore G. Rotella
Chancellor

Prepared by: Daniel Castro, President
Riverside City College

RIVERSIDE COMMUNITY COLLEGE DISTRICT
FINANCE AND AUDIT

Report No.: V-D-5

Date: December 13, 2005

Subject: CCFS-311Q – Quarterly Financial Status Report for the Quarter Ended
September 30, 2005

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 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 your information is a copy of the CCFS-311Q – Quarterly Financial Status report for the quarter ended September 30, 2005.

Salvatore G. Rotella
Chancellor

Prepared by: Rick Storti
District Controller



Fiscal Year 2005-2006
District:(960)RIVERSIDE Quarter Ended: (Q1) September 30, 2005
Certified Date:10-Nov-05 02:52 PM

I. Historical and Current Perspectives of General Fund (Unrestricted and Restricted):

<u>Annual</u>	<u>As of June 30 for fiscal year (FY) specified.</u>			
	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	139,023,771
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	143,606,789
Other Outgo (Objects 7100, 7300, 7400, 7500, and 7600)	2,272,148	2,264,122	1,452,028	1,483,322
Reserve for contingency Unrestricted	0	0	0	6,312,938
Reserve for contingency Total	0	0	0	10,051,337
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	25,899
<u>Quarter</u>	<u>For the same quarter to each fiscal year (FY) specified</u>			
	FY02-03	FY03-04	FY04-05	FY05-06
General Fund Cash Balance (Excluding investments)	14,302,141	11,891,848	14,406,223	21,052,743

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)	139,023,771	30,033,099	21.60
Other Financing Source (Objects 8900)	1,130,309	770	.07
General Fund Expenditures (Objects 1000-6000)	143,606,789	25,385,128	17.68
Other Outgo (Objects 7100, 7300, 7400, 7500, and 7600)	1,483,322	133,326	8.99

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 text 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 text 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 text 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/will be presented at the governing board meeting specified below, afforded the opportunity to be discussed and entered into the minutes of meeting.

	11/12/05		12/13/2005
District Chief Business Officer	Date	District Superintendent	Date

Quarter Ended: (Q1) September 30, 2005

Governing Board Meeting Date 12/13/2005

Send to Printer

Back

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 COMBINED GENERAL FUNDS REVENUE AND EXPENDITURE REPORT
 FOR THE PERIOD ENDED SEPTEMBER 30, 2005**

Cash Position

	YTD Activity
Beginning Cash, July 1, 2005	11,033,488
Accounts Receivable Collections	10,591,096
Accounts Payable Payments	(5,087,253)
Revenue and Other Financial Sources	30,033,870
Expenditures and Other Outgo	(25,518,458)
Ending Cash, September 30, 2005	\$ 21,052,743

Budget Status

	Adopted Budget	Revised Budget	YTD Activity
Revenues			
Federal	\$ 10,730,728	\$ 10,730,728	\$ 406,741
State	83,187,678	83,187,678	21,579,354
Local	45,105,365	45,105,365	8,047,004
Total Revenues	139,023,771	139,023,771	30,033,099
Other Financing Sources	1,130,309	1,130,309	770
Total Revenues/Other Sources	140,154,080	140,154,080	30,033,869
Expenditures			
Academic Salaries	57,975,714	57,994,714	10,984,689
Classified Salaries	32,342,866	32,291,332	6,829,303
Employee Benefits	23,724,350	23,724,350	2,585,294
Materials & Supplies	3,783,826	3,815,558	498,150
Services	18,805,028	18,778,226	3,468,543
Capital Outlay	6,975,005	7,002,609	1,019,148
Total Expenditures	143,606,789	143,606,789	25,385,128
Other Outgo	1,483,322	1,483,322	133,326
Total Expenditures and Other Outgo	145,090,111	145,090,111	25,518,454
Revenues Over (Under)			
Expenditures	(4,936,031)	(4,936,031)	4,515,415
Beginning Fund Balances	15,887,368	15,887,368	15,887,368
Ending Fund Balances	\$ 10,951,337	\$ 10,951,337	\$ 20,402,783
Contingency			
Unrestricted	6,312,938	6,312,938	16,208,623
Restricted	3,738,399	3,738,399	3,294,160
Reserve	900,000	900,000	900,000
Total Contingency/Reserve	\$ 10,951,337	\$ 10,951,337	\$ 20,402,783

Note:

The budget amounts shown above were adopted by the Board of Trustees on October 19, 2004.

MINUTES OF THE BOARD OF TRUSTEES
PERSONNEL AND LABOR RELATIONS COMMITTEE MEETING OF
NOVEMBER 8, 2005

Personnel and Labor Relations Committee
Chairperson Figueroa called the committee to order
at 6:05 p.m., in Board Room AD122, in the O.W.
Noble Administration Building, Riverside City
College.

CALL TO ORDER

Committee Members Present

Ms. Mary Figueroa, Chairperson
Mr. Jose Medina, Vice Chairperson

Ex-officio Committee Members Present

Mr. Richard Ramirez, Interim Director, Diversity, Equity and Compliance,
Assistant to the Chancellor
Ms. Kathy Brooks, Academic Senate Representative
Ms. Patricia Bufalino, Academic Senate Representative, Moreno Valley Campus
Ms. Virginia McKee-Leone, Academic Senate Representative
Ms. Sheila Pisa, CTA Representative

Resources Persons Present

Dr. Salvatore G. Rotella, Chancellor
Dr. Brenda Davis, Provost, Norco Campus
Dr. Richard Tworek, Provost, 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
Mr. Ed Godwin, Director, Administrative Services

Guests Present

Dr. Linda Lacy, Vice Chancellor, Student Services/Operations
Dr. Ray Maghroori, Vice Chancellor, Academic Affairs

Mr. Ramirez reviewed the contract for staff to
attend, exhibit and advertise for District faculty
and management positions at the job fair in San
Francisco that will be presented to the Board for
approval at the November 15th Board meeting.
Discussion followed.

CALIFORNIA COMMUNITY
COLLEGES REGISTRY JOB FAIR

Mr. Godwin led the committee review of the proposed resolution, amended policy and regulations, and stand alone code that will be presented to the Board for second reading and approval at the November 15th Board meeting. Discussion followed.

CONFLICT OF INTEREST CODE

Dr. Rotella led the committee review of the revised Board Committee Bylaws that will be brought to the Board for second reading and approval at the November 15th Board meeting. Ms. Figueroa requested that legal counsel be present for the Board meeting discussion.

REGULATIONS FOR POLICY 1011,
BOARD OF TRUSTEES' COMMITTEE
BYLAWS – SECOND READING

The committee adjourned the meeting at 6:36 p.m.

ADJOURNMENT

MINUTES OF THE BOARD OF TRUSTEES
ACADEMIC AFFAIRS AND STUDENT SERVICES COMMITTEE
NOVEMBER 8, 2005

Chairperson Medina called the committee to order at 6:40 p.m., in Board Room AD122, in the O. W. Noble Administration Building, Riverside City College.

CALL TO ORDER

Committee Members Present

Mr. Jose Medina, Chairperson
Mr. Mark Takano, Vice Chairperson

Ex-officio Committee Members Present

Dr. Linda Lacy, Vice Chancellor, Student Services/Operations
Dr. Ray Maghroori, Vice Chancellor, Academic Affairs
Ms. Patricia Bufalino, Academic Senate Representative, Moreno Valley Campus
Mr. Dwight Lomayesva, CTA Representative
Ms. Virginia McKee-Leone, Academic Senate Representative
Mr. Tom Wagner, Academic Senate Representative, Norco Campus (arrived at 6:46 p.m.)

Resource Persons Present

Dr. Salvatore G. Rotella, Chancellor
Dr. Brenda Davis, Provost, Norco Campus
Dr. Richard Tworek, Provost, 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. Shelagh Camak, Dean, Workforce Preparation
Ms. Eugenia Vincent, District Dean, Student Financial Services
Ms. Marilyn Martinez-Flores, Director, Passport Plus/Gear Up

Guest(s) Present

Ms. Kathleen Daley, Secretary, Board of Trustees
Dr. Jim Buysse, Vice Chancellor, Administration and Finance
Attorney Mary Dowell, Liebert, Cassidy & Whitmore

STUDENT SERVICES

Dr. Lacy reviewed the revisions to update the wording of the policies and procedures to comply with current legal interpretations regarding use of facilities, distribution and posting of literature and preventing disruption of instructional and/or other District activities, noting that an additional paragraph was added to Policy 5120: “This Board Policy 5120, relating to use of facilities, distribution and posting of literature, and preventing disruption of instructional and/or other District activities does not apply to student news media as provided for in Board Policy 6000.” These will be presented to the Board for second reading and approval at the November 15th Board meeting. Attorney Dowell participated in the discussion that followed.

Revised Regulations for
Policies 5120 and 6120 –
Second Reading

Dr. Lacy and Ms. Vincent led the committee review of the agreement to provide marketing services for the Student Financial Services office that will be brought to the Board for consideration at the November 15th regular meeting. Discussion followed.

Agreement with The Lamar
Companies

PERFORMANCE RIVERSIDE

Dr. Maghroori explained that an agreement for orchestra management services for the productions of Quilters, The Music Man, Smokey Joe’s Café, and Evita will be presented to the Board for their consideration on November 15th. Discussion followed.

Agreement with Al Yankee

This item was withdrawn from consideration.

Agreement with Branch
Woodman

ECONOMIC DEVELOPMENT

Dr. Maghroori and Dr. Tillquist presented the agreements, one for training services, one for collaborative preparation of a grant evaluation, and one to conduct a study, that will be brought to the Board for consideration at the regular meeting on November 15th. Discussion followed.

Agreements with the Air Force Reserve, Civilian Personnel Flight, March Air Reserve Base; Dr. Mohammad Zahraee; and Fisher Center for Real Estate and Urban Economics, Haas School of Business, University of California, Berkeley

SCHOOL OF EDUCATION

Dr. Maghroori led the committee review of the agreements, one renewal allowing reimbursement for college tuition to RCCD students working toward the California State Child Development Permit, another renewal allowing the District to receive grant funding to operate a California Mentor Program for Early Childhood professionals, an agreement for FranklinCovey Client Sales Inc. to provide the introduction to a facilitated training session, and an agreement to provide meeting facilities, accommodations, etc., for a two-day, one night, professional development training for the Early Childhood Studies faculty and lab school staff. All of the agreements will be presented to the Board for their consideration at the regular meeting on November 15th. Discussion followed.

Agreements with Yosemite Community College District; San Francisco Community College District; FranklinCovey Client Sales, Inc.; and Aliso Creek Inn and Golf Course

WORKFORCE PREPARATION

Dr. Maghroori led the committee review of the modification to the grant agreement, increasing the budget for the Temporary Assistance for Needy Families-Child Development Careers Program, that will also be presented for Board approval on the 15th. Discussion followed.

Modification to Grant Agreement with the Foundation for California Community Colleges

This item was withdrawn from consideration.

Memorandum of Understanding with Riverside Gateway to College Early College High School

The committee adjourned the meeting at 7:26 p.m.

ADJOURNMENT

MINUTES OF THE BOARD OF TRUSTEES
FINANCE AND AUDIT COMMITTEE MEETING OF
NOVEMBER 8, 2005

Chairperson Daley called the Finance and Audit Committee Meeting to order at 7:32 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
Mr. Jose Medina, Vice Chairperson

Ex-officio Committee Members Present

Dr. James Buysse, Vice Chancellor, Finance and Administration
Mr. Aaron Brown, Associate Vice Chancellor, Finance
Ms. Tamara Caponetta, CSEA Representative (Norco Campus)
Ms. Patricia Bufalino, Academic Senate Representative (Moreno Valley Campus)
Ms. Virginia McKee-Leone, Academic Senate Representative
Mr. Tom Wagner, Academic Senate Representative (Norco Campus)

Resource Persons Present

Dr. Salvatore G. Rotella, Chancellor
Dr. Brenda Davis, Provost, Norco Campus
Dr. Richard Tworek, Provost, Moreno Valley
Ms. Virginia MacDonald, Chief of Staff/Executive Assistant to the Chancellor
Mr. Jim Parsons, Associate Vice Chancellor, Public Affairs and Institutional Advancement
Mr. Aan Tan, Associate Vice Chancellor, Facilities

Guests Present

Dr. Linda Lacy, Vice Chancellor, Student Services/Operations
Dr. Ray Maghroori, Vice Chancellor, Academic Affairs
Ms. Chris Del Ross-Risher, KCT Consultants

Dr. Buysse led the committee review of the proposed budget and the proposed award of bid for the project including use of Measure C funds that will be presented to the Board for approval at the November 15th regular meeting. Discussion followed.

QUADRANGLE
MODERNIZATION PROJECT
BUDGET AND AWARD OF BID –
QUADRANGLE MODERNI-
ZATION PROJECT, RIVERSIDE
CITY CAMPUS

Mr. Tan reviewed the initial study completed in accordance with the California Quality Act (CEQA) on the Riverside School for the Performing and Media Arts. The Board will be asked to approve the project, adopt the study findings and direct staff to post the necessary notices at the November 15th Board meeting. Discussion followed.

The committee adjourned the meeting at 7:45 p.m.

THE MITIGATED NEGATIVE
DECLARATION FOR THE
RIVERSIDE SCHOOL FOR THE
PERFORMING AND MEDIA
ARTS

ADJOURNMENT