



California  
Community  
Colleges

**EQUAL EMPLOYMENT OPPORTUNITY  
ACCOUNTABILITY CERTIFICATION FORM  
FISCAL YEAR 2019-2020**

District Name: Riverside Community College District

Pursuant to California Code of Regulations, title 5, section 53024.2(a), districts are required to certify annually to the Chancellor's Office that they have timely complied with all of the following:

(1) The district has recorded and reviewed the required data regarding qualified applicant pools.

Yes

No

(2) The district has reviewed and updated, as needed, the Strategies Component of the district's EEO Plan.

Yes

No

(3) The district has investigated and appropriately responded to formal harassment or discrimination complaints filed pursuant to subchapter 5 (commencing with section 59300) of chapter 10 of division 6 of title 5.

Yes

No

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*I certify that this accountability report is complete and accurate.*

**Please Print:**

**Name:** Lorraine Jones

**Title:** District Compliance Officer

**Phone:** (951) 328-3874

**Email:** lorraine.jones@rccd.edu

**Signature:**

**Date:** 9/30/2020



Equal Employment Opportunity Fund  
**District Expenditure Report**  
*Fiscal Year 2019-2020*

**District Name:** Riverside Community College District

Report	EEO/Diversity Allocation Fund (Ed. Code § 87108)
(a) Total Unexpended Allocation from Previous Year (Carry Over)	\$ 50,236
(b) 2019-2020 Allocation	\$ 50,000
(c) 2019-2020 Expenditures (Same total listed below in column 1)	\$ 24,537
Unexpended Allocations (a + b - c) ** On a separate page, please describe anticipated use of funds and projected date.	\$ 75,699

Controlling Account	EEO/Diversity Allocation Fund (Ed. Code § 87108)	Other Funds	Total
1000 Academic Salaries	0	0	
2000 Classified Salaries	\$1,564	\$263,344	\$264,908
3000 Employee Benefits	147	121,903	122,050
4000 Supplies & Materials	143	204	347
5000 Other Oper. Exp. & Svcs.	22,683	50,989	73,672
6000 Capital Outlay	0	0	0
7000 Other Outgo	0	0	0
<b>Totals</b>	<b>\$24,537</b>	<b>\$436,440</b>	<b>\$460,977</b>

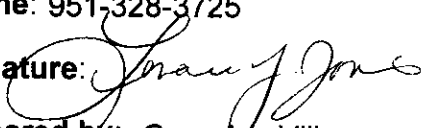
*I certify that this expenditure or local report is complete and accurate. Please Print:*

**Name:** Lorraine Jones

**Title:** District Compliance Officer

**Phone:** 951-328-3725

**E-Mail Address:** Lorraine.Jones@rccd.edu

**Signature:** 

**Date:** 9/30/2020

**Prepared by:** Georgina Villasenor-Lee

**Contact Phone No:** 951-328-3725



Equal Employment Opportunity Fund  
**District Performance Report**  
*Fiscal Year 2019-2020*

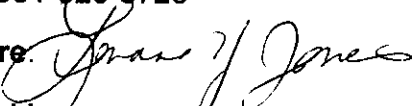
**District Name:** Riverside Community College District

**USE WHOLE DOLLAR AMOUNTS**

(1) Performance Indicators	(2A) EEO Diversity Fund Expenditures (Ed. Code § 87108)	(2B) Other Fund Expenditures (Identify amount and source)	(3) Description of Activities
1. Activities designed to encourage students to become qualified for, and seek, employment as community college faculty or administrators.	\$ --	\$ 2,833	See attached.
2. Outreach and recruitment.	\$ 4,941	\$ 12,599	See attached.
3. Professional development on equal employment opportunity.	\$ 15,446	\$	See attached.
4. Accommodations for applicants and employees with disabilities pursuant to title 5, section 53025.	\$ 150	\$ 30,586  (Funding: Self-insured Worker's Comp)	See attached.
5. Other reasonable and justifiable activities to promote equal employment opportunities.	\$ 4,000	\$ 390,422	See attached.

**Print Name:** Lorraine Jones

**Phone:** 951-328-3725

**Signature:** 

**Prepared by:** Georgina Villasenor-Lee

**Print Title:** District Compliance Officer

**E-Mail Address:** Lorraine.Jones@rccd.edu

**Date:** 9/30/2020

**Contact Phone No:** 951-328-3725

District Performance Report  
Riverside Community College District  
Fiscal Year 2019-2020

(1) Performance Indicators	(3) Description of Activities
<p>1. Activities designed to encourage students to become more qualified for, and seek, employment as community college faculty or administrators.</p>	<ul style="list-style-type: none"> <li>• Each college within the District has an office of Student Employment that provides enrolled students with opportunities to obtain part-time employment in various functional areas on the college campuses and satellite offices. These part-time jobs provide students with unique opportunities to develop the knowledge, skills and abilities needed to become qualified for future employment opportunities within the community college system.</li> </ul>
<p>2. Outreach and recruitment.</p>	<p>The District had 212 job postings in all categories, and 128 candidates were hired. The District utilized Job Elephant for diversity advertising services. Additionally, District staff participated in the CCC Registry Faculty and Administrator Job Fair in Los Angeles, CA on January 25, 2020. The District used in-house printing services to produce marketing materials including signs and flyers of employment opportunities. As such, the District's booth successfully attracted 340 attendees and potential applicants to the District's academic recruitments/vacancies.</p>
<p>3. Professional development on equal employment opportunity.</p>	<ul style="list-style-type: none"> <li>• The District continued monitoring compliance with Title 5/EEO by providing web-based training to all individuals involved in the screening and/or selection of personnel with 283 employees completing the training during fiscal year 2019-2020.</li> <li>• The District purchased a 3-year membership with the Association of Title IX Administrators (ATIXA). The membership provides training and networking opportunities and resources for Title IX compliance. The membership has already proven to be useful in understanding and implementing the new Title IX regulations released on May 6, 2020, with a mandatory implementation date of August 14, 2020. Title IX Coordinators and Student Conduct Officers participated in ATIXA's 2-week Summer Certification Series focused on prevention &amp; advocacy, the new Title IX regs, and ADA/Section 504 compliance.</li> <li>• The District also purchased an annual organizational membership with the California Coalition Against Sexual Assault, a national leader on preventing campus violence (sexual, dating, domestic and stalking). The organization provides annual trainings and technical assistance focused on best practices for responding to sexual violence, domestic violence, dating violence and stalking.</li> <li>• Each college continues to facilitate ALLY training to employees and students, and the District provides materials in support. Ally Training is designed to create a safer, more welcoming, and more inclusive work and learning environment, to strengthen community, and encourage networking among faculty, staff and students towards the goal of supporting lesbian, gay, bisexual, transgender, queer, questioning, intersex, and asexual (LBGTQQIA) people.</li> </ul>
<p>4. Accommodations for applicants with disabilities pursuant to title 5, section 53025.</p>	<ul style="list-style-type: none"> <li>• The District engaged 28 employees in the Disability Reasonable Accommodation Interactive Process. The services of Shaw HR Consulting were utilized for 11 cases to facilitate interactive process meetings, fitness for duty exams, obtaining medical clarification, placement into alternative work and/or medical separation.</li> </ul>

District Performance Report  
 Riverside Community College District  
 Fiscal Year 2019-2020

	<ul style="list-style-type: none"> <li>• District HRER staff participated in the “The ADA During the Pandemic” webinar on April 14, 2020 conducted by Liebert, Cassidy, Whitmore. The webinar provided valuable information and best practices in handling employee requests for accommodations and administration of the Families First Coronavirus Act (FFCRA) during the COVID-19 pandemic.</li> </ul>
<p>5. Other reasonable and justifiable activities to promote equal employment opportunities.</p>	<ul style="list-style-type: none"> <li>• The District employed a full-time Diversity &amp; Human Resources Analyst and full-time District Compliance Officer to carry out the daily activities related to the EEO and compliance function also known as the District's Diversity, Equity and Compliance (DEC) division.</li> <li>• DEC coordinated and facilitated four (4) meetings for the District's Council on Diversity, Equity and Inclusion (DCDEI). The DCDEI has played a vital role in reviewing the District's EEO plan and providing recommendations for the plan which expires December 2020.</li> <li>• The District funded the “Intrusion” performance hosted by Riverside City College on September 11, 2020. The performance brought awareness to the perpetuation of rape culture by educating participants on sexual violence statistics, Title IX history, self-defense moves, and the complexity of sexual violence.</li> <li>• The District facilitated a training and is finalizing its implementation of Maxient, a case management software. The software will improve efficiency and effectiveness throughout the District in the management of complaints related to student conduct, discrimination, harassment, retaliation, Title IX, accommodation requests, and employee misconduct.</li> </ul>

**Riverside Community College District**  
**Planned Use of 20-21 Unexpended EEO Funds - \$75,699**

<b>Description</b>	<b>Date</b>	<b>Cost</b>
Purchase bias elimination training curriculum	October 2020	\$ 11,000.00
Creating a culture of respect (diversity and inclusion training) 4 sessions per campus facilitated by P. Morin	Spring 2020	\$ 25,200.00
Train-The-Trainer Program for Integrating Diversity and Inclusion into the Hiring Process and Identifying Unconscious Bias and Developing Inclusive Interview and Hiring Practices (note this project was scheduled for Spring 2020 and was delayed due to impacts of the COVID 19 pandemic)	Fall 2020	\$ 36,000.00
Got Consent? (sexual assault awareness for students, staff and faculty) E. Moorer	Fall 2020 and Spring 2021	\$ 3,499.00
		\$ 75,699.00