



**Board of Trustees - Regular Meeting
Tuesday, January 22, 2013 6:00 PM
Riverside City College, Room AD 122, 4800
Magnolia Avenue, Riverside, CA 92506**

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 any meeting should contact the Chancellor's Office at (951) 222-8801 as far in advance of the meeting as possible.

Any public records relating to an open session agenda item that is distributed within 72 hours prior to the meeting is available for public inspection at the Riverside Community College District Chancellor's Office, Suite 210, 1533 Spruce Street, Riverside, California, 92507 or online at www.rccd.edu/administration/board.

I. COMMENTS FROM THE PUBLIC

Board invites comments from the public regarding any matters within the jurisdiction of the Board of Trustees. Due to the Ralph M. Brown Act, the Board cannot address or respond to comments made under Public Comment.

II. APPROVAL OF MINUTES

A. [Minutes of the Board of Trustees Regular/Committee Meeting of December 4, 2012](#)

Recommend approving the December 4, 2012 Regular/Committee meeting minutes as prepared.

B. [Minutes of the Board of Trustees Special Meeting of December 11, 2012](#)

Recommend approving the December 11, 2012 Board of Trustees Special meeting minutes as prepared.

C. [Minutes of the Board of Trustees Regular Meeting of December 11, 2012](#)

Recommend approving the December 11, 2012 Board of Trustees Regular meeting minutes as prepared.

III. PUBLIC HEARING (NONE)

IV. CHANCELLOR'S REPORTS

A. [Chancellor's Communications](#)

Information Only

B. [Presentation of Winter 2013 Scholarship Award to Student Trustee](#)

Information Only

C. [Presentation on Veterans Affairs at Riverside City College](#)

Information Only

- D. [Five to Thrive Presentation led by Mr. Will Kim, Assistant Professor of Art](#)
Information Only
 - E. [Briefing on 2013 Federal Outlook](#)
Information Only
 - F. [Ratification of Reorganization of District Administration and Finance to Business and Financial Services](#)
Recommend ratifying reorganization of District Administration and Finance to Business and Financial Services; elimination of the Vice Chancellor of Administration and Finance position; and upgrading the position of Associate Vice Chancellor, Finance, to Vice Chancellor, Business and Financial Services.
 - G. [Future Monthly Committee Agenda Planner and Annual Master Planning Calendar](#)
Information Only
- V. STUDENT REPORT
- A. [Student Report](#)
Information Only
- VI. CONSENT AGENDA ACTION
- A. Diversity/Human Resources
 - 1. [Academic Personnel](#)
Recommend approving/ratifying academic personnel actions.
 - 2. [Classified Personnel](#)
Recommend approving/ratifying classified personnel actions.
 - 3. [Other Personnel](#)
Recommend approving/ratifying other personnel actions.
 - B. District Business
 - 1. [Purchase Order and Warrant Report – All District Resources](#)
Recommend approving/ratifying the Purchase Orders and Purchase Order Additions totaling \$3,179,499 and District Warrant Claims totaling \$6,829,760.
 - 2. Budget Adjustments
 - a. [Budget Adjustments](#)
Recommend approving the budget transfers as presented.
 - 3. Resolution(s) to Amend Budget
 - a. [Resolution No. 13-12/13 – 2012-2013 Procurement Assistance Center \(PAC\)](#)
Recommend approving the resolution adding the revenue and expenditures of \$290,547 to the budget.
 - b. [Resolution No. 14-12/13 – 2012-2013 TANF Program](#)
Recommend approving the resolution adding the revenue and expenditures of \$4,483 to the budget.
 - c. [Resolution No. 15-12/13 – 2012-2013 Riverside Urban Area Security Initiative Grant](#)
Recommend approving the resolution adding the revenue and expenditures of \$6,500 to the budget.
 - d. [Resolution No. 16-12/13 – 2012-2013 Student Activities Office](#)
Recommend approving the resolution adding the revenue and expenditures of \$15,000 to the budget.
 - e. [Resolution No. 17-12/13 – 2012-2013 First 5 Riverside Access and Quality Initiative Grant](#)
Recommend approving the resolution adding the revenue and expenditures of \$75,635 to the budget.
 - 4. Contingency Budget Adjustments (None)
 - 5. Bid Awards

- a. [Approval to Procure Commercial Car Rental Services from Enterprise Rent- A-Car, Utilizing the California Department of General Services \(DGS\) Agreement Number 5-11-99-01](#)
Recommend approving the procurement of commercial car rental services from Enterprise Rent- A-Car, utilizing the California Department of General Services (DGS) Agreement Number 5-11-99-01.
- b. [Approval to Purchase Office Equipment and Accessories from Sharp Electronic Corporation, utilizing National Joint Powers Alliance \(NJPA\) Contract No. 100312-SEC](#)
Recommend approving the purchase of office equipment and accessories from Sharp Electronic Corporation, utilizing NJPA Contract No. 100312-SEC.
- 6. Grants, Contracts and Agreements
 - a. [Contracts and Agreements Report Less than \\$81,000 – All District Resources](#)
Recommend ratifying contracts and agreements totaling \$365,894.
 - b. [Agreement with Blackboard, Inc.](#)
Recommend approving the three year agreement with Blackboard Inc. for \$490,400 with an option to extend the agreement for two additional years for \$346,841.
 - c. [Contract for First 5 Early Care and Education Access and Quality Initiative Grant](#)
Recommend approving the Contract for Investment of Funds with Riverside County Children and Families Commission.
- 7. [Out-of-State Travel](#)
Recommend approving the out-of-state travel.
- 8. Other Items
 - a. [Surplus Property - Donation](#)
Recommend declaring the property listed to be surplus; finding that the property does not exceed the total value of \$5,000; and authorizing the property to be donated to the Temescal Canyon High School to meet technology needs.
 - b. [2013-2014 Nonresident Tuition and Capital Outlay Surcharge Fees](#)
Recommend adopting a nonresident tuition rate of \$190 per unit and a capital outlay surcharge fee rate of \$34 per unit.
 - c. [Notices of Completion](#)
Recommend accepting the projects listed and approve the execution of the Notices of Completion (under Civil Code Section 3093 – Public Works).
 - d. [Surplus Property](#)
Recommend declaring the property on the attached list to be surplus; finding property does not exceed the total value of \$5,000; and authorizing the property to be consigned to The Liquidation Company to be sold on behalf of the District.

VII. CONSENT AGENDA INFORMATION

- A. [Monthly Financial Report](#)
Information Only

VIII. BOARD COMMITTEE REPORTS

- A. Governance (None)
- B. Teaching and Learning
 - 1. [Proposed Curricular Changes](#)
Recommend approving the proposed curricular changes for inclusion in the college catalogs and schedule of class offerings.
- C. Planning and Operations

1. [Contract Amendment of the Go-Pass Transportation Fee for Moreno Valley College](#)
Recommend approving the contract amendment of the Go-Pass Transportation fee contract for Moreno Valley College and Riverside Transit Agency.
 2. [Update of the 2008-2012 RCCD Strategic Plan](#)
Recommend accepting the findings of the report.
- D. Resources (None)
- E. Facilities (None)
- IX. ADMINISTRATIVE REPORTS
- A. Vice Chancellors
1. [Employee Benefits Consulting Services Agreement Renewal Amendment](#)
Recommend approving the agreement renewal amendment with Keenan & Associates in the amount of \$103,000.
 2. [Resolution No. 18-12/13 – Resolution Authorizing the Chancellor, or Designee, of the District to Layoff and Reduce Hours of the Classified Service](#)
Recommend adopting the resolution authorizing the Chancellor, or Designee, of the District to layoff and reduce hours of the classified service.
- B. Presidents
- X. ACADEMIC SENATE REPORTS
- A. Moreno Valley College
- B. Norco College/Riverside Community College District
- C. Riverside City College
- XI. BARGAINING UNIT REPORTS
- A. CTA - California Teachers Association
- B. CSEA - California School Employees Association
- XII. BUSINESS FROM BOARD MEMBERS
- A. [Update from Members of the Board of Trustees on Business of the Board.](#)
Information Only
- XIII. CLOSED SESSION
- A. [Conference with Legal Counsel - Anticipated Litigation \(Government Code Section 54956.9 \(c\) - Number of Potential Cases: One \(1\)](#)
To Be Determined
- B. [Conference with Legal Counsel - Existing Litigation \(CA Government Code 54956.9\(a\) - Garcia v. Riverside Community College District](#)
To Be Determined
- C. [Conference with Legal Counsel - Existing Litigation \(CA Government Code 54956.9\(a\) - CSEA v RCCD](#)
To Be Determined
- D. [Pursuant to Government Code Section 54956, Public Employee Discipline/Dismissal/Release](#)
To Be Determined
- XIV. ADJOURNMENT



Agenda Item (II-A)

Meeting	1/22/2013 - Regular
Agenda Item	Approval of Minutes (II-A)
Subject	Minutes of the Board of Trustees Regular/Committee Meeting of December 4, 2012
College/District	District
Funding	n/a
Recommended Action	It is recommended that the Board of Trustees review and approve the minutes.

Background Narrative:

Recommend approving the December 4, 2012 Board of Trustees Regular/Committee meeting minutes as prepared.

Prepared By: Greg Gray, Chancellor
Kathy Tizcareno, Administrative Assistant

Attachments:

[120412_MIN](#)

MINUTES OF THE BOARD OF TRUSTEES REGULAR
AND COMMITTEE MEETINGS OF THE GOVERNANCE,
TEACHING AND LEARNING, PLANNING AND OPERATIONS,
RESOURCES, AND FACILITIES COMMITTEES
OF DECEMBER 4, 2012

President Green called the Board of Trustees meeting to order at 6:00 p.m., in the Center for Student Success, Room 217, Norco College, 2001 Third Street, Norco, California.

CALL TO ORDER

Trustees Present

Virginia Blumenthal, Vice President
Sam Davis, Secretary
Mary Figueroa, Board Member
Janet Green, President
Nathan Miller, Board Member

Absent

Noemi Jubaer, Student Trustee

Staff Present

Dr. Gregory W. Gray, Chancellor
Dr. James Buysse, Vice Chancellor, Administration and Finance
Ms. Melissa Kane, Vice Chancellor, Diversity and Human Resources
Dr. Ray Maghroori, Provost/Vice Chancellor, Educational Services
Dr. Cynthia Azari, President, Riverside City College
Dr. Sandra Mayo, President, Moreno Valley College
Dr. Paul Parnell, President, Norco College
Ms. Chris Carlson, Chief of Staff
Mr. Jim Parsons, Associate Vice Chancellor, Strategic Communications and Relations

Trustee Miller led the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

Student Ledsy Fellows made comments on the difficulty of registering for classes and the need to open up more classes for students.

COMMENTS FROM THE PUBLIC

Student Bianca Preito commented on the need for longer lab hours.

Dr. Richard Mahan commented on accreditation and budget planning at Riverside City College.

Student Michelle Christensen commented on the go-pass and was in favor of the removal of the current program and would a better implemented program to best serve the needs of the students.

Mr. Jim Kneepkens, director of marketing, Riverside Transit Agency, commented on the go-pass fee contract program at

Moreno Valley College.

The Teaching and Learning Committee Chair Sam Davis convened the meeting at 6:11 p.m. Committee members in attendance: Dr. Ray Maghroori, Provost/Vice Chancellor, Educational Services; Academic Senate Representatives: Mr. Sal Soto (Moreno Valley College) and Dr. Sharon Crasnow (Norco College); ASRCCD Representative: Ms. Catherine Russo (MVC); CTA Representative: Ms. Sarah Burnett; CSEA Representative: Mr. Gustavo Segura; Confidential Representative: Ms. Debra Creswell; and Management Representative: Ms. Colleen Molko.

TEACHING AND LEARNING

Committee Chair Samuel Davis led the committee review of the proposed curricular changes for inclusion in the college catalogs and the schedule of class offerings that will be presented to the Board for approval at the December 11 regular meeting. Discussion followed.

Proposed Curricular Changes

The committee adjourned the meeting at 6:15 p.m.

The Planning and Operations Committee Chair Mary Figueroa convened the meeting at 6:16 p.m. Committee members in attendance: Ms. Chris Carlson, Chief of Staff; Academic Senate Representatives: Mr. Sal Soto (Moreno Valley College), Mr. Tom Wagner (Norco College) and Mr. Lee Nelson (Riverside City College); CTA Representative: Mr. Joe Eckstein; CSEA Representative: Mr. Gustavo Segura; Confidential Representative: Ms. Debra Creswell; and Management Representative: Mr. Michael Simmons.

PLANNING AND OPERATIONS

Dr. Greg Sandoval, vice president, student services, Moreno Valley College, led the committee review of the contract amendment of the Go-Pass Transportation Fee Contract for Moreno Valley College students with the Riverside Transit Agency (RTA). Comments from committee, students, and RTA will be followed up by staff prior to scheduling before Board. Discussion followed.

Contract Amendment of the Go-Pass Transportation Fee for Moreno Valley College students with the Riverside Transit Agency

Dr. Maghroori presented the committee with an update on the District strategic planning process. Discussion followed.

Update on District Strategic Planning Process

The Committee adjourned the meeting at 7:13 p.m.

Adjourned

Vice President Virginia Blumenthal convened the meeting at 7:14 p.m. Committee members in attendance: Dr. James Buysse, Vice Chancellor, Administration and Finance; Ms. Melissa Kane, Vice Chancellor, Diversity and Human Resources; Academic Senate Representatives:

RESOURCES COMMITTEE

Mr. Sal Soto (Moreno Valley College), Mr. Jason Rey (Norco College) and Dr. Ward Schinke (Riverside City College); CTA Representatives: Mr. Joe Eckstein (Norco College) and Mr. Leo Truttmann (Riverside City College); CSEA Representative: Mr. Gustavo Segura; Confidential Representative: Ms. Debra Creswell; and Management Representative: Mr. Julio Cruz.

Dr. Shelagh Camak, executive dean, workforce and resource development, led the committee review of the tentative project budget in the amount of \$365,345; and the borrowing of Measure C funds in the amount of \$227,056 for the Pathways to Excellence Engagement Center renovation project at Riverside City College that will be presented to the Board for approval at the December 11 regular meeting. Discussion followed.

Mr. Bill Rauch, CPA, partner of Vavrinek, Trine, Day & Co., LLP, led the review of the independent audit report for the District that the Board will be asked to receive at the regular Board meeting on December 11, 2012. Discussion followed.

Ms. Linda S. Devlin, CPA, partner of Ahern, Adcock, Devlin, LLP, led the review of the independent audit report for the RCCD Foundation that the Board will be asked to receive at the regular Board meeting on December 11, 2012. Discussion followed.

Mr. Art Alcaraz, director, diversity and human resources and Ms. Debra Yorba, senior vice president of Keenan & Associates, led the committee review of an agreement for client services with Brokerage Concepts, Inc., D/B/A Healthnow Administrative Services, and for Shared Advantage Plus by and between California Physicians' Service D/B/A Blue Shield of California and Riverside Community College District effective January 1, 2013 in the amount of \$119,070 on current plan enrollment that will be presented to the Board for approval at the December 11 regular meeting. Discussion followed.

The committee adjourned the meeting at 7:43 p.m.

The Facilities Committee Chair Virginia Blumenthal convened the meeting at 7:44 p.m. Committee members in attendance: Mr. Orin Williams, Associate Vice Chancellor, Facilities Planning and Development; Academic Senate Representatives: Dr. Travis Gibbs and Mr. Sal Soto (Moreno Valley College), Dr. Sharon Crasnow (Norco College) and Mr. Steve Brewster (Riverside City College);

Tentative Project Budget and Borrowing of Measure C for Pathways to Excellence (Title V) Engagement Center Renovation Project at Martin Luther King High Technology Center

2011-2012 Independent Audit Report for the Riverside Community College District

2011-2012 Independent Audit Report for the Riverside Community College District Foundation

Agreements for Client Services with Brokerage Concepts, Inc. D/B/A Healthnow Administrative Services, and for Shared Advantage Plus by and between California Physicians' Service D/B/A Blue Shield of California and Riverside Community College District

Adjourned

FACILITIES COMMITTEE

CTA Representative: Ms. Sarah Burnett (Norco College);
CSEA Representative: Mr. Gustavo Segura; Confidential
Representative: Ms. Debra Creswell; and Management
Representative: Mr. George Walters.

Mr. Williams led the committee review of an agreement with Inland Inspections and Consulting in the amount of \$129,960 for Division of State Architect inspection services for the ADA Transition Plan Implementation (Phase I) project at Riverside City College that will be presented to the Board for approval at the December 11 regular meeting. Discussion followed.

Mr. Charlie Wyckoff, interim vice president, business services, Riverside City College led the committee review of the construction management services agreement with Bernards Builders Management Services in the amount of \$1,181,338.00 and the contracting services of Construction Management Multiple Prime contracting for the Student Services Building project at Riverside City College that will be presented to the Board for approval at the December 11 regular meeting. Discussion followed.

Dr. Parnell introduced Ms. Deborah Shipley, principal of HMC Architects who provided the committee with a progress update for the Multimedia and Arts Center and Facilities Master Plan at Norco College. Discussion followed.

The Board adjourned the meeting at 8:00 p.m.

Professional Services Agreement
for ADA Transition Plan
Implementation (Phase I) Project
at Riverside City College with
Inland Inspections and Consulting

Construction Management
Services Agreement for Student
Services Building with Bernard
Builders Management Services

Progress Update for Multimedia
and Arts Center and Facilities
Master Plan

ADJOURNMENT



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Agenda Item (II-B)

Meeting 1/22/2013 - Regular

Agenda Item Approval of Minutes (II-B)

Subject Minutes of the Board of Trustees Special Meeting of December 11, 2012

College/District District

Funding

Recommended Action It is recommended that the Board of Trustees review and approve the minutes.

Background Narrative:

Recommend approving the December 11, 2012 Board of Trustees meeting minutes as prepared.

Prepared By: Greg Gray, Chancellor

Michelle Haeckel, Administrative Assistant, Office of the Chancellor

Attachments:

[121112_Spec_Minutes](#)

MINUTES OF THE SPECIAL BOARD OF TRUSTEES
MEETING OF DECEMBER 11, 2012

President Green called the special meeting of the Board of Trustees to order at 5:45 p.m., in the Center for Student Success, Room 217, Norco College, 2001 Third Street, Norco, California

CALL TO ORDER

Trustees Present

Virginia Blumenthal, Vice President
Samuel Davis, Secretary
Mary Figueroa, Trustee
Janet Green, President
Nathan Miller, Trustee
Noemi Jubaer, Student Trustee

Staff Present

Dr. Gregory W. Gray, Chancellor
Dr. James Buysse, Vice Chancellor, Administration and Finance
Ms. Melissa Kane, Vice Chancellor, Diversity and Human Resources
Dr. Ray Maghroori, Vice Chancellor/Provost, Educational Services
Dr. Cynthia Azari, President, Riverside City College
Dr. Sandra Mayo, President, Moreno Valley College
Dr. Paul Parnell, President, Norco College
Ms. Chris Carlson, Chief of Staff
Mr. Jim Parsons, Associate Vice Chancellor, Strategic Communications and Relations
Dr. Sharon Crasnow, President, Academic Senate Representative, District and Norco College
Dr. Travis Gibbs, Academic Senate Representative, Moreno Valley College
Mr. Lee Nelson, Academic Senate Representative, Moreno Valley College
Dr. Dariush Haghghat President, CTA
Mr. Gustavo Segura, Past President/Member, CSEA

President Green turned the gavel over to Dr. Gray who presided over the election of the officers of the Board.

ORGANIZATIONAL MEETING

Green/Davis nominated Trustee Blumenthal for President of the Board of Trustees. Motion carried. (5 ayes)

Election of President

Davis/Miller nominated Trustee Green for Vice President of the Board of Trustees. Motion carried. (4 ayes, 1 no [Figueroa])

Election of Vice President

Green/Blumenthal nominated Trustee Davis as Secretary of the Board of Trustees. Motion carried. (4 ayes, 1 no [Figueroa])

Election of Secretary

Figueroa/Miller moved that the Board of Trustees: rotate Board of Trustees Regular and Regular/Committee meetings to all three colleges, with a 6:00 p.m. start time for both. Regular/Committee meetings taking place on the first Tuesday of each month; and, Regular meetings taking place on the third Tuesday of each month.

Selection of Day, Time and Place of Board and Committee Meetings

However, the January Regular/Committee meeting will take place on January 15, 2013, in the Bradshaw Center-Hall of Fame, at Riverside City College; and, the Regular meeting will take place on January 22, 2013, in AD 122, Riverside City College.

The December 10, 2013 Regular meeting will be held in Student Services 101, at Moreno Valley College. Motion carried. (5 ayes)

Green/Miller moved that the Board of Trustees approve the Board Association and Board Committee appointments as follows:

Board Association and Board Committee Appointments

Appointments to Committees: Trustee Blumenthal - Governance Committee chair; Trustee Figueroa - Planning and Operations Committee chair; Trustee Green - Resources Committee chair; Trustee Davis - Teaching and Learning Committee chair; and Trustee Miller - Facilities Committee chair.

Appointments to Associations: Trustees Figueroa and Green - Association of Community College Trustees Liaison; Trustee Miller - Association of Governing Board of Universities and Colleges Liaison; Trustees Figueroa and Green - California Community College Trustees and Legislative Network Liaison; Trustees Figueroa and Green - Community College League of California Liaison; Trustee Figueroa - Latino Trustees Association Liaison; Trustee Miller - Inland Valleys Trustees and CEO Association Liaison; Trustees Blumenthal and Davis - African-American Organizations Liaison Riverside Branch - NAACP; Trustee Figueroa - Greater Corona Hispanic Chamber of Commerce and

Riverside Hispanic Chamber of Commerce;
Trustees Figueroa and Davis - Moreno Valley
Hispanic Chamber of Commerce; Trustees
Blumenthal and Davis - Riverside Chamber of
Commerce Liaisons; Trustee Miller – Corona
Chamber of Commerce; Trustee Davis – Moreno
Valley Chamber of Commerce; Trustee Miller –
Norco Chamber of Commerce; Trustees Figueroa
and Green – Riverside County School Board
Association Liaison; Trustees Green and Miller –
Riverside County Committee on School District
Organization Liaisons; Trustees Figueroa and
Green – Alvord Unified School District Ad-Hoc
Committee; and Trustees Figueroa and Green –
Miné Okubo Committee.

Motion carried. (5 ayes)

The Board adjourned the meeting at 5:59 p.m.

ADJOURNMENT



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Agenda Item (II-C)

Meeting	1/22/2013 - Regular
Agenda Item	Approval of Minutes (II-C)
Subject	Minutes of the Board of Trustees Regular Meeting of December 11, 2012
College/District	District
Funding	
Recommended Action	It is recommended that the Board of Trustees review and approve the minutes.

Background Narrative:

Recommend approving the December 11, 2012, Board of Trustees Regular meeting minutes as prepared.

Prepared By: Greg Gray, Chancellor
Michelle Haeckel, Administrative Assistant, Office of the Chancellor

Attachments:

[121112_Minutes](#)

MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING
OF DECEMBER 11, 2012

President Green called the regular meeting of the Board of CALL TO ORDER
Trustees to order at 6:05 p.m., Center for Student Success,
Room 217, Norco College, 2001 Third Street, Norco,
California

Trustees Present

Virginia Blumenthal, President
Sam Davis, Secretary
Mary Figueroa, Board Member
Janet Green, Vice President
Nathan Miller, Board Member
Noemi Jubaer, Student Trustee

Staff Present

Dr. Gregory W. Gray, Chancellor
Dr. James Buysse, Vice Chancellor, Administration and Finance
Ms. Melissa Kane, Vice Chancellor, Diversity and Human Resources
Dr. Ray Maghroori, Provost/Vice Chancellor, Educational Services
Dr. Cynthia Azari, President, Riverside City College
Dr. Sandra Mayo, President, Moreno Valley College
Dr. Paul Parnell, President, Norco College
Ms. Chris Carlson, Chief of Staff
Mr. Jim Parsons, Associate Vice Chancellor, Strategic Communications
and Relations
Dr. Sharon Crasnow, President, Academic Senate Representative, District and Norco College
Dr. Travis Gibbs, Academic Senate Representative, Moreno Valley College
Mr. Lee Nelson, Academic Senate Representative, Riverside City College
Dr. Dariush Haghghat President, Riverside, CTA
Mr. Gustavo Segura, Past President/Member, CSEA

Guests Present

Dr. Koji Uesugi, Associate Dean, Special Funded Programs, Norco College

Student Catherine Russo led the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

Ms. Karin Skiba, Emeriti Faculty, Ms. Sharon Taube,
Professor, Art History, Norco College; Mr. Scott Russell and
Mr. Gerald Katz, former RCCD students; and students Mr.
Micah Carlson and Mr. Agustin Jara, Jr., commented on the
relationship, relevancy, and need for art classes in today's job
market. This issue arose during the November 2012 election.

COMMENTS FROM THE PUBLIC

Students Catherine Russo and Michelle Christenson inquired
why the contract/agreement for the Moreno Valley/Riverside
Rapid Transit Go Pass Program was not on the agenda and
expressed their disappointment.

Mr. John Sullivan spoke regarding the budget and cuts that

will be made in 2013, advocating that cuts be made outside the classroom and in ways that won't impact students.

Dr. Donna Colondrez, Counseling Faculty at Chaffey College, recognized Dr. Edward Bush, Vice President, Student Services, Riverside City College, by presenting him with a certificate for his work on the November 2012 Umoja Conference: Student Success: Intentional and Deliberate” hosted by RCCD. There were more than 400 participants in attendance at the conference.

Green/Davis moved that the Board of Trustees approve the minutes of the Board of Trustees Regular/Committee Meeting of November 7, 2012. Motion carried. (5 ayes)

Green/Davis moved that the Board of Trustees approve the minutes of the Board of Trustees Regular Meeting of November 20, 2012. Motion carried. (5 ayes)

MINUTES OF THE BOARD OF TRUSTEES REGULAR/COMMITTEE MEETING OF NOVEMBER 7, 2012

MINUTES OF THE BOARD OF TRUSTEES REGULAR MEETING OF NOVEMBER 20, 2012

CHANCELLOR'S REPORTS

Presentations

Dr. Koji Uesugi, Associate Dean, Special Funded Programs, gave a presentation on four student equity programs: Extended Opportunity Programs and Services (EOPS), Disability Resource Center (DRC), California Work Opportunity and Responsibility to Kids (CalWORKs), and Former Foster Youth Services, designed to help students envision possibilities and achieve their dreams. A student representative from each of the programs gave an accounting of his or her personal experiences.

Presentation on Norco College Student Equity Programs

Dr. Sharon Crasnow, Professor of Philosophy, gave a presentation entitled, “Down the Rabbit Hole and Back: What is Philosophy?” on teaching and programs from the classroom that distinguish the District and its faculty and colleges.

Five to Thrive Presentation – Faculty Presentation by Dr. Sharon Crasnow, Professor of Philosophy

Green/Figueroa moved that the Board of Trustees approve the Facilities Recognition and Naming Committee's recommendation to name the Center for Student Success at Norco College in honor of Drs. Brenda and William Davis. Motion carried. (5 ayes)

Proposed Naming of the Center for Student Success at Norco College

Green/Figueroa moved that the Board of Trustees approve the Named Giving Levels for the Henry W. Coil, Sr., and Alice Edna Coil School for the Arts, the Riverside City College Culinary Arts Academy and the Norco College Art Gallery. Motion carried. (5 ayes)

Named Giving Levels for the Coil School for the Arts, Riverside City College Culinary Arts Academy, and the Norco College Art Gallery

The Board of Trustees received information on documents that are used to monitor and review upcoming action items, information items, and presentations, as well as planning for the monthly committee and Board meetings.

Future Monthly Committee Agenda Planner and Annual Master Planning Calendar

Student Trustee Noemi Jubaer presented the report about recent and future student activities at Norco, Moreno Valley, and Riverside City Colleges and Riverside Community College District.

STUDENT REPORT

Green/Figueroa moved that the Board of Trustees approve pulling Item No. VI-B-6-b, “Renewal of Blackboard, Inc., Agreement – Open Campus” from the agenda. Motion carried. (5 ayes)

AMEND AGENDA

CONSENT ITEMS

Action

Figueroa/Davis moved that the Board of Trustees:

Approve/ratify the listed academic appointments, and assignment and salary adjustments;

Academic Personnel

Approve/ratify the listed classified appointments, and assignment and salary adjustments;

Classified Personnel

Approve/ratify the listed other personnel appointments, and assignment and salary adjustments;

Other Personnel

Approve/ratify the Purchase Orders and Purchase Order Additions totaling \$15,985,240 and District Warrant Claims totaling \$3,480,087;

Purchase Order and Warrant Report – All District Resources

Approve the budget transfers as presented;

Budget Adjustments

Award the Norco College Infrastructure Project - Central Plant – Trade Categories 3 and 4, for the total bid amount of \$788,113 to the contractors listed on the attached and authorize the Vice Chancellor, Administration and Finance, to sign the associated agreements;

Bid Awards for the Norco College Infrastructure Project - Central Plant – Trade Categories 3 and 4

Award Bid Number 2012/13-27 - Moreno Valley College Central Plant Improvement Project, in the total amount of \$574,734 to Air-Ex Air Conditioning, Inc., and authorize the Vice Chancellor, Administration and Finance, to sign the associated agreement;

Bid Award for the Moreno Valley College Central Plant Improvement Project

Ratify contracts totaling \$593,188;

Contracts and Agreements Report Less than \$81,000 – All District Resources

Approve the out-of-state travel;

Out-of-State Travel

Authorize each Trustee and the listing of District administrators on the attached to sign vendor warrant orders, salary payment orders, notices of employment, bank checks, purchase orders, and grant documents;

Signature Authorization

Approve the destruction of the records on the attached listing;

Destruction of Records

Declare the property on the attached list to be surplus; find that the property does not exceed the total value of \$5,000; and authorize the property to be donated to Kaplan College to meet their technology needs;

Surplus Property - Donation

Declare the property on the attached list to be surplus; find that the property does not exceed the total value of \$5,000; and authorize the property to be consigned to The Liquidation Company to be sold on behalf of the District.

Surplus Property

Motion carried. (5 ayes)

Information

According to Board Policy 7350, the Chancellor has approved the following resignations: Dr. Lewis Hall, Associate Professor, Computer Information Systems, effective December 14, 2012, retirement; Ms. Renee Kimberling, Director, Health Services, retirement; Ms. Sandra Torre, Associate Professor, Computer Applications and Office Technology, December 14, 2012, resignation; Mr. David Rodriguez, Fire Technology Program Assistant, effective November 29, 2012, personal reasons; Ms. Marquise Jackson, Business Development Administrative Specialist, effective November 30, 2012, personal reasons.

Separations

The Board received the summary of financial information for the period of monthly Financial Report for the period July 1, 2012 through October 31, 2012.

Monthly Financial Report

BOARD COMMITTEE REPORTS

Governance

Green/Blumenthal moved that the Board of Trustees accept Board Policies 2010 and 3515 for second reading. Motion carried. (5 ayes)

Revised and New Board Policies
– Second Reading and Approval

Teaching and Learning

Green/Davis moved that the Board of Trustees approve the proposed curricular changes for inclusion in the college catalogs and in the schedule of class offerings. Motion carried. (5 ayes)

Proposed Curricular Changes

Resources

Green/Davis moved that the Board of Trustees approve the Pathways to Excellence Engagement Center renovation project at Riverside City College; a project budget in the amount of \$365,345; and the borrowing of Measure C funds in the amount of \$227,056 for the project while awaiting annual reimbursement from the U.S. Department of Education. Motion carried. (5 ayes)

Tentative Project Budget and
Borrowing of Measure C for
Pathways to Excellence (Title V)
Engagement Center Renovation
Project at Martin Luther King Jr.
High - Technology Center

Green/Davis moved that the Board of Trustees receive the Riverside Community College District's independent audit report for the year ended June 30, 2012 for the permanent file of the District. Motion carried. (5 ayes)

2011-2012 Independent Audit
Report for the Riverside
Community College District

Green/Davis moved that the Board of Trustees receive the Riverside Community College District Foundation's independent audit report for the year ended June 30, 2012 for the permanent file of the District. Motion carried. (5 ayes)

2011-2012 Independent Audit
Report for the Riverside
Community College District
Foundation

Green/Davis moved that the Board of Trustees approve an Agreement for Client Services with Brokerage Concepts, Inc. D/B/A Healthnow Administrative Services, and an Agreement for Shared Advantage Plus By and Between California Physicians' Service D/B/A Blue Shield of California and RCCD effective January 1, 2013 in the amount of \$119,070 based on current plan enrollment. Motion carried. (5 ayes)

Agreements for Client Services
with Brokerage Concepts, Inc.
D/B/A Healthnow Administrative
Services, and for Shared
Advantage Plus by and between
California Physicians' Service
D/B/A Blue Shield of California
and RCCD

Facilities

Blumenthal/Davis moved that the Board of Trustees: approve using Construction Management Multiple Prime contracting for the project; approve the construction management services agreement with Bernards Builders Management Services in an amount not to exceed \$1,181,338.00. Motion carried. (4 ayes, 1 abstain [Green])

Construction Management Services Agreement for Student Services Building with Bernards Builders Management Services

Blumenthal/Davis moved that the Board of Trustees approve the agreement with Inland Inspections and Consulting in the amount of \$129,960. Motion carried. (4 ayes, 1 abstain [Green])

Professional Services Agreement for ADA Transition Plan Implementation (Phase I) Project at Riverside City College with Inland Inspections and Consulting

ADMINISTRATIVE REPORTS

Vice Chancellor's Reports

Davis/Green moved that the Board of Trustees approve the proposed academic calendar for 2013-2014.

District Academic Calendar 2013-2014

Presidents Reports

President Cynthia Azari gave an update on Riverside City College's progress in preparation of the 2014 accreditation visit.

Update on Accreditation for Riverside City College

President Paul Parnell gave an update on Norco College's progress in preparation of the 2014 accreditation visit.

Update on Accreditation for Norco College

President Sandra Mayo gave an update on Moreno Valley College's progress in preparation of the 2014 accreditation visit.

Update on Accreditation for Moreno Valley College

ACADEMIC SENATE REPORTS

Dr. Travis Gibbs presented the report on behalf of Moreno Valley College.

Moreno Valley College

Dr. Sharon Crasnow presented the report on behalf of the District and Norco College.

Norco College and Riverside Community College District

Mr. Lee Nelson presented the report on behalf of Riverside City College.

Riverside City College

BARGAINING UNIT REPORTS

Dr. Dariush Haghghat, President, CTA, presented the report on behalf of the CTA.

CTA – California Teachers Association

Mr. Gustavo Segura, Past President/Member, CSEA, presented the report on behalf of the CSEA.

CSEA – California School Employees Association

The Board adjourned to closed session at 9:08 p.m. and reconvened to open session at 9:17 p.m. announcing that no action had been taken regarding the following closed session items: “Pursuant to Government Code Section 54957.6, Conference with Labor Negotiator, District Representative: Ray Maghroori; Employee Organization: Riverside Community College District Faculty Association CCA/CTA/NEA,” and “Pursuant to Government Code Section 54957.6, Conference with Labor Negotiator, District Representative: Melissa Kane; Employee Organization: Riverside Community College District Employees Chapter #535.

CLOSED SESSION/RECONVENE

The Board adjourned the meeting at 9:20 p.m.

ADJOURNMENT



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Agenda Item (IV-A)

Meeting 1/22/2013 - Regular
Agenda Item Chancellor's Reports (IV-A)
Subject Chancellor's Communications
College/District District
Information Only

Background Narrative:

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

Prepared By: Greg Gray, Chancellor

Attachments:



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[Agenda Item](#)

Agenda Item (IV-B)

Meeting 1/22/2013 - Regular

Agenda Item Chancellor's Reports (IV-B)

Subject Presentation of Winter 2013 Scholarship Award to Student Trustee

College/District District

Information Only

Background Narrative:

Chancellor will present the Winter 2013 Scholarship Award to Student Trustee.

Prepared By: Greg Gray, Chancellor

Attachments:



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[Agenda Item](#)

Agenda Item (IV-C)

Meeting 1/22/2013 - Regular
Agenda Item Chancellor's Reports (IV-C)
Subject Presentation on Veterans Affairs at Riverside City College
College/District Riverside
Information Only

Background Narrative:

Joy Chambers, RCC Dean of Enrollment Services, Garth Schultz, Financial Aid Counselor and Visiting Asst. Professor, and Marques Dredd, Student Veterans Club President, will present the current programs and services RCC provides our growing student Veteran population.

Of special interest is the success of the Veteran's Resource Center, Veterans' Scholarships, Student Veterans Club, SVA Chapter and our successful student Veterans.

Prepared By: Cynthia Azari, President, Riverside City College
Joy Chambers, Dean, Enrollment Services

Attachments:

[RCC Veterans Affairs Presentation 12213](#)

Veterans' Services

Riverside City College



RCC

RIVERSIDE CITY COLLEGE

Certified Veterans

Unduplicated Count

2009-10	1864
2010-11	1360
2011-12	1126

Summer 2010 Norco Began Certifying
Winter 2011 Moreno Valley Began Certifying

Riverside



- **Staffing**

- Full Time Veterans' Services Coordinator
- Permanent Part-Time Veterans' Services Specialist
- Veterans Serving Veterans - VA Work Study Students

Provide Assistance with Registration – Including Priority Status

Certify for VA Educational Benefits

Liaison with the Department of Veterans Affairs

Oversee the Veterans Resource Center

Plan Programs and Informational Meetings

Laptop check-out

Riverside



- Counselors & Evaluators Support Veterans
 - Evaluators – Give priority to evaluate Veterans’ out of state and private college transcripts
 - Counselors - assist Veterans in choosing VA approved programs and selecting courses required to complete the program
 - Two designated VA Counselors expedite the preparation of the Veterans’ Student Ed Plans (SEP)

Veterans' Services Committee Riverside



Admissions & Records

- Joy Chambers, Johanna Vasquez

Veterans' Services: Helena Largent, Santos Martinez

DSP&S

- Greg Ferrer, Brian Brautigam

Health Services

- Clara Garibay

Outreach

- Tony Ortiz

Student Services

- Botra Moeung

RCCD Foundation

- Nancy Melendez

Student Financial Services

- Garth Schultz, Deanna Murrell



Priority Registration



- **January 2012** – Priority registration for Veterans returning from active duty was increased from 2 years after the discharge date to 4 years.
- **January 2013** – Priority registration for Veterans returning from active duty was changed from 4 years after the discharge date to a 4 year period within 15 years after discharge date. California residents who are active military also receive priority.

Community Support of RCC Student Veterans

- **Andrews Donation - RCC Student Veterans**
- **40 - \$1,000.00 Scholarships Granted**
- **Veterans' Resource Center Equipment & Furnishings**

Riverside



Veterans Resource Center

Riverside



VETERANS CLUB 2012 Highlights:

- *Veterans Memorial Weekend 5k*
 - 3rd Annual most successful to date
- *2nd Annual Toy Drive*
 - Provided over 100 toys for families in need
- *Car Wash Fundraiser*
 - Funded Memorial Plaque



Established a 'Student Veterans of America' Chapter



Club Transfer Success Stories:

- ***Justin Scott:***
 - CSUSB, Full Scholarship for “Cyber Corps”



- ***Antonio Silva:***
 - CSUSB, 2 Scholarships, Biochemistry
Treasurer of Veteran’s Club



- ***Louise Daniels:***
 - UCR, Full Scholarship , Physics



Riverside



- **Future Plans**

- Veterans' Survey
- Veterans' Online Orientation
- Transitional Guidance Class
- Larger Veterans Resource Center
- Website Enhancement
- Mentors Program
- Addressing Specific Veterans' Issues
- SVA Officers Attend National Conference



Agenda Item (IV-D)

Meeting 1/22/2013 - Regular

Agenda Item Chancellor's Reports (IV-D)

Subject Five to Thrive Presentation led by Mr. Will Kim, Assistant Professor of Art

College/District Riverside

Information Only

Background Narrative:

Assistant Professor Will Kim will present a 2 minutes 17 seconds video of RCC Art Department students' animation reel. The animation reel is a selected group of works of the students from Fall 2009 semester to Fall 2012 semester. The work represents various types of animation works including traditional animation, computer animation, CGI animation, paper cut-out animation, and stopmotion animation. Most of the works presented in the video are selected from winning films at RCC Animation Showcases judged by animation professionals and educators.

Prepared By: Greg Gray, Chancellor

Attachments:

[Five to Thrive Presentation](#)





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Agenda Item (IV-E)

Meeting 1/22/2013 - Regular
Agenda Item Chancellor's Reports (IV-E)
Subject Briefing on 2013 Federal Outlook
College/District District
Information Only

Background Narrative:

Annually, the Board of Trustees travel to Washington D.C. during the ACCT conference to meet with federal agencies and members of congress about policy and legislative issues particular to Riverside Community College District. Mr. Dave Kennett of Capitol Alliance Consulting, LLC the District's Federal advocate will be at the board meeting to provide a briefing on the 2013 Federal Outlook.

Prepared By: Chris Carlson, Chief of Staff

Attachments:

[Briefing Memo](#)



8 Oak Tree Drive
Newport Beach, CA 92660

MEMORANDUM

To: Riverside Community College District
From: Dave Kennett
RE: 2013 Federal Outlook
Date: January 13, 2013

The mini-deal on the fiscal cliff had a lot for community colleges to like. . .

The deal extended a number of key tax provisions including the American Opportunity Tax Credit, a key education credit that was raised to \$2500 from \$1800. Deductions for student loan interest and up to \$4000 of tuition and other educational expenses were extended. Coverdell Education Savings Accounts were made permanent as was a provision that allows employers to give up to \$5250 in tax-free assistance to their employees each year.

I think the sequester (or some form of it) will happen . .

As things currently stand, the budget sequester that had been part of the fiscal cliff is due to hit in late March. The debt ceiling deadline will occur sometime before that. With both sides in DC so entrenched, it is difficult to see a positive resolution.

And it will hurt. . .

Without an agreement to stop the budget sequester, expect most federal programs that benefit RCCD to face about an 8 percent cut. Because the fiscal year ends in September 2013, some agencies that have not planned well may have to squeeze these cuts into the final six months of the fiscal year, making the cuts hurt even more.

Thankfully, Pell Grants are protected (for now). . .

Pell Grants are protected from any fiscal cliff across-the-board cuts. The maximum grant is due to increase by \$85 and there is actually a \$2 billion surplus for this coming year. However, there is a \$6 billion shortfall for FY2014 that will have to be addressed soon.

Whatever happens, there will be plenty of grant opportunities. . .

President Obama is as strong a proponent for community colleges as we have ever seen in the White House. We can expect his second term to continue policies set forth in his first four years. This means he will continue to push for multi-billion dollar grant programs to benefit community colleges. Expect the House to push back against these programs, but for some compromise that allows for relatively robust grant programs.

There are a number of other issues on the federal agenda this year. . .

Higher Education Act: The HEA is due to be reauthorized this year, though it could be delayed. Community colleges must play an integral role in pushing a range of policies that benefit them and their students. Policy issues to be addressed in the bill include Pell Grants, TRIO, GEAR-UP, and a number of other important grant programs.

Workforce Investment Act: The House moved its version of the WIA through Committee by a party line vote in June 2012. The Senate tried to negotiate a bipartisan bill but failed and a bill was not introduced in that body. The House will use its bill as a starting point for action in 2013. Though the final resolution remains murky, community colleges must engage on the issue. Policy issues to be addressed in the bill include federal job training program restructuring, President Obama's Community College to Career Training grant program, and some other grant programs.

Perkins Act Reauthorization: Perkins is due to be reauthorized this year, though it will likely be pushed back a year. Congress may look to restructure how Perkins money is disbursed and we will want to educate them on how it would best work for us and our region.

DREAM Act: President Obama essentially enacted the DREAM Act by fiat last year, but many expect Republican in Congress to be more sympathetic towards passage of comprehensive immigration reform that would likely include codification of the DREAM Act. Without codification, any new President could easily overturn the policies set forth by President Obama.

Regulations: Secretary of Education Arne Duncan is expected to stay at his helm, so we can expect more of the same from the Department, including a focus on Gainful Employment regulations.

I expect the President to sign a law this year originally pushed by RCCD. . .

The House Veterans Affairs Committee recently drew up language to address the veteran certification issue raised by RCCD in 2010. Rep. Ken Calvert will introduce the legislation in early 2013 (likely along with Rep.-elect Mark Takano) and we expect that the bill will move during the next Congress. All signs are very positive that we can fix this issue for your veteran students.



Agenda Item (IV-F)

Meeting 1/22/2013 - Regular

Agenda Item Chancellor's Reports (IV-F)

Subject Ratification of Reorganization of District Administration and Finance to Business and Financial Services

College/District District

Funding

Recommended Action It is recommended that the Board of Trustees ratify the Chancellor's reorganization of District Administration and Finance to Business and Financial Services; including elimination of the Vice Chancellor of Administration and Finance position and upgrading the position of Associate Vice Chancellor, Finance, to Vice Chancellor, Business and Financial Services.

Background Narrative:

In December, the retirement of Dr. Jim Buysse, Vice Chancellor of Administration and Finance, effective on December 31, 2012 was announced. Dr. Buysse served the District in this capacity for over 20 years. Given his departure, and in an effort to reduce general operating expenditures and to streamline District operations and functions, the Chancellor requests that the Board ratify the attached reorganization of District Administration and Finance to Business and Financial Services. This reorganization includes: upgrade of the duties and responsibilities of the Associate Vice Chancellor to Vice Chancellor, Business and Financial Services, in compliance with provisions of Title 5 section 53021; and, elimination of the Vice Chancellor of Administration and Finance position.

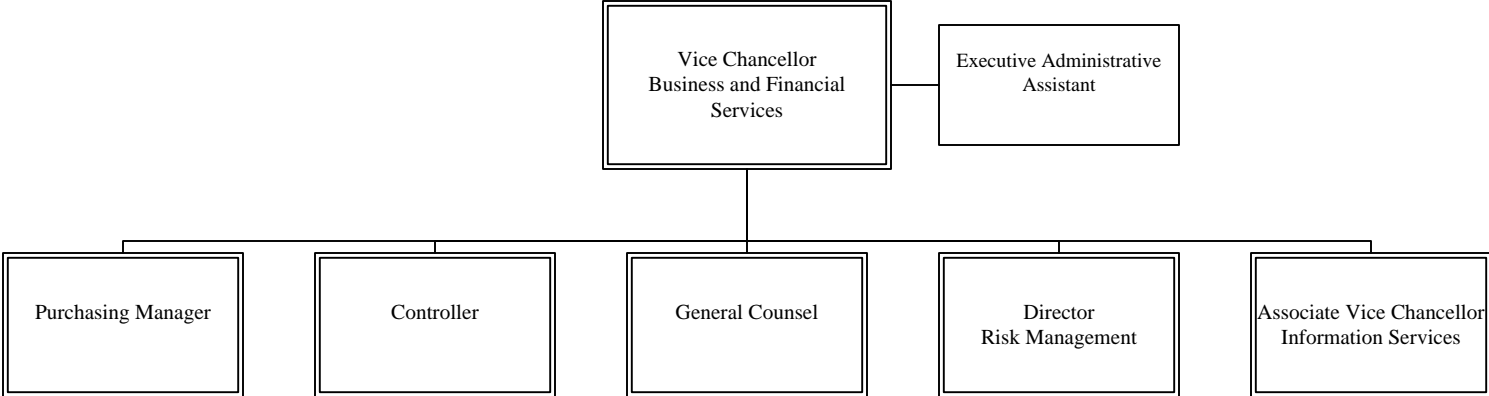
Prepared By: Melissa Kane, Vice Chancellor, Diversity and Human Resources

Attachments:

[20130122_Business and Financial Services r01-09-13](#)

Riverside Community College District

Business and Financial Services





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Agenda Item (IV-G)

Meeting 1/22/2013 - Regular

Agenda Item Chancellor's Reports (IV-G)

Subject Future Monthly Committee Agenda Planner and Annual Master Planning Calendar

College/District District

Information Only

Background Narrative:

Monthly, the Board Committees meet to review upcoming action items or receive information items and presentations. Furthermore, annually the Board sees and takes action on items at the same time each year. For the purposes of planning the monthly committee and Board meetings, the Future Committee Agenda Planner and the Annual Master Planning Calendar are provided for the Board's information.

Prepared By: Greg Gray, Chancellor
Michelle Haeckel, Administrative Assistant, Office of the Chancellor

Attachments:

[Future and Annual Committee and Planning Calendars](#)

RECOMMENDED 2012-13 GOVERNING BOARD AGENDA MASTER PLANNING CALENDAR

Month	Planned Agenda Item
August	<ul style="list-style-type: none"> • Proposed Curricular Changes
September	<ul style="list-style-type: none"> • CCFS-311Q-Quarterly Financial Status Report for the Quarter Ended June 30 • Budget – Public Hearing
October	<ul style="list-style-type: none"> • Annual Master Grant Submission Schedule • Emeritus Awards, Faculty • Presentation of Annual Report by Measure C Citizens’ Bond Oversight Committee
November	<ul style="list-style-type: none"> • Annual CCFS-311 Financial and Budget Report • Annual Proposition 39 Financial and Performance Audits
December	<ul style="list-style-type: none"> • Organizational Meeting: Elect the President, Vice President and Secretary of the Board of Trustees; Board association and committee appointments. • Annual Board of Trustees Meeting Calendar for January-December • RCCD Report Card on the Strategic Plan • Annual District Academic Calendar • CCFS-311Q-Quarterly Financial Status Report for the Quarter Ended September 30 • RCCD Report Card on the Strategic Plan • Annual Independent Audit Report for the Riverside Community College District • Annual Independent Audit Report for the Riverside Community College District Foundation • Fall Scholarship Award to Student Trustee
January	<ul style="list-style-type: none"> • Accountability Reporting for Community Colleges • Grants Office Annual Winter Report • Governor’s Budget Proposal • Federal Legislative Update • Nonresident Tuition and Capital Outlay Surcharge Fees • Proposed Curricular Changes
February	<ul style="list-style-type: none"> • CCFS-311Q-Quarterly Financial Status Report for the Quarter Ended December 31 • Recommendation Not to Employ (March 15th Letters)
March	<ul style="list-style-type: none"> •
April	<ul style="list-style-type: none"> • Academic Rank – Full Professors • Authorization to Encumber Funds • Proposed Curricular Changes • Accountability Reporting for Community Colleges
May	<ul style="list-style-type: none"> • CCFS-311Q-Quarterly Financial Status Report for the Quarter Ended March 31 • Summer Workweek • College Closure – Holiday Schedule • Resolution to Recognize Classified School Employee Week • Board of Trustees Annual Self-Evaluation • Chancellor’s Evaluation
June	<ul style="list-style-type: none"> • Administration of Oath of Office to Student Trustee • Spring Scholarship Award to Student Trustee • Department Chairs and Stipends, Academic Year • Coordinator Assignments • Extra-Curricular Assignments • Notices of Employment–Tenured Faculty; Contract Faculty; and Categorically Funded • Academic Administrator Employment Contracts • Tentative Budget and Notice and Public Hearing on the Budget • Five-Year Capital Construction Plan, Initial Project Proposals and Final Project Proposals • Moreno Valley College Catalog • Norco College Catalog • Riverside City College Catalog • Board Self Evaluation – Reporting Out

*Event Calendaring for Board of Trustees
February 2013*

DATE	TIME	EVENT	LOCATION	COLLEGE/ CENTER	EVENT TYPE	LEAD CONTACT	INVITE SENT	RSVP'd
5 Feb.	6:00 PM	Board of Trustees Committee Mtgs	Student Services 101	Moreno Valley College	Board Meeting	Kathy T. X8804		Board of Trustees
Feb 10 - 14		2013 ACCT National Legislative Summit	Washington, DC			Kathy T. X8804		YES: V. Blumenthal J. Green M. Figueroa
Feb 15 and 18		DISTRICT CLOSED - OBSERVING THE PRESIDENTS						
19 Feb.	6:00 PM	Regular Board Meeting	Student Services 101	Moreno Valley College	Board Meeting	Michelle X8795		Board of Trustees



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Agenda Item (V-A)

Meeting 1/22/2013 - Regular

Agenda Item Student Report (V-A)

Subject Student Report

College/District District

Information Only

Background Narrative:

Student Trustee Noemi Jubaer will be presenting the report about the recent and future student activities at Moreno Valley College, Norco College, Riverside City College, and Riverside Community College District.

Prepared By: Chris Carlson, Chief of Staff

Attachments:



Agenda Item (VI-A-1)

Meeting 1/22/2013 - Regular

Agenda Item Consent Agenda Action (VI-A-1)

Subject Academic Personnel

College/District District

Funding

Recommended Action It is recommended that the Board of Trustees approve/ratify the academic personnel actions

Background Narrative:

Riverside Community College District, pursuant to Board Policies, routinely makes academic personnel appointments and takes actions. The attached list of academic personnel actions are for the Board's approval/ratification.

Prepared By: Melissa Kane, Vice Chancellor, Diversity and Human Resources

Attachments:

[20130122_Academic Personnel](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
DIVERSITY AND HUMAN RESOURCES

Subject: Academic Personnel

Date: January 22, 2013

1. Appointments

Board Policy 2200 authorizes the Chancellor (or designee) to make an offer of employment to a prospective employee, subject to final approval by the Board of Trustees.

The Chancellor recommends approval/ratification for the following appointment(s) and authorizes the Vice Chancellor, Diversity and Human Resources to sign the employment contracts:

- a. Management Contract
(None)
- b. Contract Faculty
(None)
- c. Long-Term, Temporary Faculty
(None)
- d. Extra-Curricular Assignments, Academic Year 2012-13
Additions/Revisions to the list submitted/approved by the Board of Trustees on October 16, 2012.

<u>Name</u>	<u>Activity</u>	<u>Effective</u>	<u>Stipend</u>
Elton, Jim	Assistant Director, Athletics	Spring 2013	\$2,787.00 (addition)
Lowden, Clara	Assistant Director, Athletics	Fall 2012	\$2,787.00 (revision)
Wohlk, Heather	Assistant Women's Basketball Coach	12/13 season	\$3,898.00 (addition)

2. Separation(s)

Board Policy 7350 authorizes the Chancellor to officially accept the resignation of an employee and the Chancellor has accepted the following resignation(s).

It is recommended the Board of Trustees approve the resignation of the individual(s) listed below:

<u>Name</u>	<u>Title</u>	<u>Last Day of Employment</u>	<u>Reason</u>
Buyse, James	Vice Chancellor, Administration and Finance	12/30/12	Retirement



Agenda Item (VI-A-2)

Meeting 1/22/2013 - Regular

Agenda Item Consent Agenda Action (VI-A-2)

Subject Classified Personnel

College/District District

Funding

Recommended Action It is recommended that the Board of Trustees approve/ratify the classified personnel actions

Background Narrative:

Riverside Community College District, pursuant to Board Policies, routinely makes classified personnel appointments and takes actions. The attached list of classified personnel actions are for the Board's approval/ratification.

Prepared By: Melissa Kane, Vice Chancellor, Diversity and Human Resources

Attachments:

[20130122_Classified Personnel](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
DIVERSITY AND HUMAN RESOURCES

Subject: Classified Personnel

Date: January 22, 2013

1. Appointments

Board Policy 2200 authorizes the Chancellor (or designee) to make an offer of employment to a prospective employee, subject to final approval by the Board of Trustees. The Chancellor recommends the Board of Trustees approve/ratify the following appointments:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Contract Salary</u>	<u>Action</u>
a. Management/Supervisory DISTRICT				
Brown, Aaron	Vice Chancellor, Business and Financial Services	01/23/13- 01/22/16	\$172,607	Upgrade
RIVERSIDE CITY COLLEGE				
Clavesilla, Elvia	ECE Center Manager	02/19/13	Q-3	Re-hire
b. Management/Supervisory – Categorically Funded (None)				
c. Classified/Confidential DISTRICT				
Petroff, Aaron	Facilities Planning Specialist/ Support Services	01/28/13	K-2	Promotion
d. Classified/Confidential – Categorically Funded DISTRICT				
Speyer, Eric	Business Development Administrative Specialist	01/23/13	K-1	Appointment
RIVERSIDE				
Ramirez, Greg	Outreach Specialist Upward Bound (Part-Time, 50%)	01/28/13	K-LS1	Re-hire

Subject: Classified Personnel

Date: January 11, 2013

2. Request for Temporary Increase in Workload

It is recommended the Board of Trustees approve/ratify the temporary increase in workload for the following individual. This request has the approval of the college President at the Riverside City College.

<u>Name</u>	<u>Title</u>	<u>From/To Workload</u>	<u>Effective Dates</u>
Figueroa, Daisy	Student Services Technician	47.5% to 87.5%	12/21/12-01/31/13

3. Request to Rescind Temporary Decrease in Workload

At the meeting on December 11, 2012, the Board of Trustees approved/ratified the temporary decrease in workload for Carmen Payne, Administrative Assistant III at the Moreno Valley College from 100% to 80% effective 01/21/13-12/31/13. The employee has rescinded the request and has the approval of the college President.

4. Separation(s)

Board policy 7350 authorizes the Chancellor to officially accept the resignation of an employee and the Chancellor has accepted the following resignation(s).

It is recommended the Board of Trustees approve/ratify the resignation of the individual(s) listed below:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Reason</u>
Aldasoro, Jessica	Payroll Technician	01/16/13	Personal
Arredondo, Janice	College Receptionist	01/15/13	Personal
Byrd, Michael	Facilities Manager/Grounds and Projects	04/01/13	Retirement
Ramirez, Gregory	EOPS Specialist	12/05/12	Non-Continuance of Probation Period



Agenda Item (VI-A-3)

Meeting	1/22/2013 - Regular
Agenda Item	Consent Agenda Action (VI-A-3)
Subject	Other Personnel
College/District	District
Funding	n/a
Recommended Action	It is recommend that the Board of Trustees approve/ratify the other personnel actions

Background Narrative:

Riverside Community College District Board of Trustees, pursuant to Board policies and education code requirements, routinely makes other personnel appointments such as hiring of non-classified substitute, short-term, professional expert, and student employees. The attached list of other personnel actions are for the Board's approval/ratification.

Prepared By: Melissa Kane, Vice Chancellor, Diversity and Human Resources

Attachments:

[20130122_Other Personnel](#)

[20130122_Other Personnel_Backup](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
DIVERSITY AND HUMAN RESOURCES

Subject: Other Personnel

Date: January 22, 2013

1. Substitute Assignments

Pursuant to Ed Code 88003, substitute assignments are made to allow the District time to recruit vacant positions or provide absence coverage. It is recommended that the Board of Trustees approve/confirm the substitute assignments as indicated on the attached list.

2. Short-term Positions

Pursuant to Ed Code 88003, a short-term employee is any person employed to perform a service for the District, upon the completion of which, the service required or similar services will not be extended or needed on a continuing basis. It is recommended that the Board of Trustees approve/confirm the short-term positions as indicated on the attached list.

3. Full-Time Students Employed Part-Time and Part-Time Students Employed Part-Time on Work Study

Pursuant to Ed Code 88003, full-time students employed part-time and part-time students employed part-time on work study are hired on an hourly, as needed basis. It is recommended that the Board of Trustees approve/confirm the student worker positions as indicated on the attached list.

4. Professional Experts

Pursuant to Ed Code 88003, a professional expert is any person employed on a temporary basis for a specific project, regardless of length of employment. It is recommended that the Board of Trustees approve the employment of the professional expert as indicated on the attached and authorize the Vice Chancellor, Diversity and Human Resources to sign the employment agreement.

SUBSTITUTE ASSIGNMENTS

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
DISTRICT				
Aldasoro, Jessica	Payroll Technician	Payroll	02/01/13-06/30/13	\$27.66
MORENO VALLEY COLLEGE				
Nava, Patricia	Dental Education Center Administrative Assistant	Health, Human and Public Services	01/14/13-03/13/13	\$20.39
Rosas, Leticia	EOPS Specialist	EOPS	01/02/13-03/02/13	\$22.28
NORCO COLLEGE				
Arias, Alejandro	Clerk Typist	Student Financial Services	11/15/12-01/15/13	\$16.89
Benson Jr., Fred	Custodian	Facilities	01/02/13-06/30/13	\$15.45
Brown, Ahamd	Custodian	Facilities	01/02/13-06/30/13	\$15.45
Eason, Lawrence	Custodian	Facilities	01/02/13-06/30/13	\$15.45
Foster, Arthur	Custodian	Facilities	01/02/13-06/30/13	\$15.45
Rivera, Walter	Custodian	Facilities	01/02/13-06/30/13	\$15.45
RIVERSIDE CITY COLLEGE				
(None)				

SHORT-TERM POSITIONS

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
DISTRICT				
Blackwood, Micah	Interpreter I	Disabled Student Programs & Services	01/22/13-06/30/13	\$18.00
Chamberlin, Dana	Interpreter I	Disabled Student Programs & Services	01/22/13-06/30/13	\$18.00
Collins, Katie	Interpreter II	Disabled Student Programs & Services	01/22/13-06/30/13	\$23.00
Lopez, Joseph	Interpreter III	Disabled Student Programs & Services	01/22/13-06/30/13	\$27.00
Migdal, Amy	Interpreter I	Disabled Student Programs & Services	01/22/13-06/30/13	\$18.00
Morales, Tera	Interpreter II	Disabled Student Programs & Services	12/11/12-06/30/13	\$23.00*
Neff, Katie	Interpreter I	Disabled Student Programs & Services	01/22/13-06/30/13	\$18.00
Reyes, Irene	Special Project Employee	Community Education	01/25/13-06/30/13	\$0.00
MORENO VALLEY COLLEGE				
Carrillo, Stephen	SI Leader	Academic Affairs	02/07/13-05/30/13	\$12.00
Schrom, Shahanna	SI Leader	Academic Affairs	02/07/13-05/30/13	\$12.00
NORCO COLLEGE				
Alvarado, Christy	Tutor IV	TRIO Upward Bound	01/23/13-06/30/13	\$10.00
Chavez, Joseph	Tutor IV	TRIO Upward Bound	01/23/13-06/30/13	\$10.00
Grajeda, Daniel	Tutor IV	TRIO Upward Bound	01/08/13-06/30/13	\$10.00
Medina Noyola, Mayra	Tutor IV	TRIO Upward Bound	02/01/13-06/30/13	\$10.00
Stone, Shannon	Grant Facilitator	TRIO Upward Bound	01/23/13-06/30/13	\$40.00
RIVERSIDE CITY COLLEGE				
Arteaga, Alejandra	Stage Technician IV	Performance Riverside	02/01/13-06/30/13	\$10.65
Barry, Russell	Stage Technician IV	Performance Riverside	02/01/13-06/30/13	\$10.65
Beemer-McGuire, Andrea	Box Office Specialist	Performance Riverside	01/31/13-06/30/13	\$13.00
Blair, Trina	Box Office Specialist	Performance Riverside	01/31/13-06/30/13	\$13.00
Cruz, Edilbert	Registered Nurse II	Health Services	01/03/13-06/30/13	\$37.00
Currington, Russell	Stage Technician IV	Performance Riverside	01/25/13-06/30/13	\$10.65
Everley, Shannon	Stage Technician IV	Performance Riverside	02/01/13-06/30/13	\$10.65
Fellpe, Roxanne	Registered Nurse II	Health Services	01/23/13-06/30/13	\$37.00
Fuselier, Andre	Grant Facilitator	TRIO Upward Bound	02/01/13-06/30/13	\$40.00
Gallardo, Amanda	Box Office Specialist	Performance Riverside	01/31/13-06/30/13	\$13.00
Hennager, David	Stage Technician II	Performance Riverside	02/01/13-06/30/13	\$9.55

*Hourly Rate Correction

SHORT-TERM POSITIONS

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
RIVERSIDE CITY COLLEGE (Continued)				
Hudgens, Ethan	Stage Technician IV	Performance Riverside	02/01/13-06/30/13	\$10.65
Medina Noyola, Mayra	Tutor IV	TRIO Upward Bound	02/01/13-06/30/13	\$10.00
Mendez, Cecilia	SI Leader	World Languages	02/04/13-06/30/13	\$12.00
McGuire, Andrea	Box Office Specialist	Performance Riverside	01/31/13-06/30/13	\$13.00
Schultz, Jason	Stage Technician IV	Performance Riverside	02/01/13-06/30/13	\$10.65
Shelton, Jessica	Stage Master Electrician	Performance Riverside	02/01/13-06/30/13	\$17.00
Shelton, Scott	Stage Technician II	Performance Riverside	02/01/13-06/30/13	\$9.55
Tewahaftewa, Antoinette	Office Assistant IV	School of Nursing Workforce Prep/	01/23/13-06/30/13	\$14.00
Vazquez, Estephania	Community Liaison	Completion Counts	01/23/13-06/30/13	\$13.00
Wolgemuth, Aaron	Stage Technician IV	Performance Riverside	02/01/13-06/30/13	\$10.65

*Hourly Rate Correction

FULL-TIME STUDENTS EMPLOYED PART-TIME AND
PART-TIME STUDENTS EMPLOYED PART-TIME ON WORK STUDY

Backup Other Personnel
January 22, 2013
Page 1 of 1

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
<u>DISTRICT FUNDS</u>				
MORENO VALLEY COLLEGE				
Ativo Jr., Joseph	Student Aide I	Writing and Reading Ctr	01/09/13	\$ 8.00
Hansen, Noelle	Student Aide III	Computer Info Systems	01/14/13	\$ 10.50
Medina, Rosslyn	Student Aide III	Choral Music	*10/17/12	\$ 11.00
Wang, Ying Chun	Student Aide III	Math, Science, and Kinesiology	02/11/13	\$ 11.00
RIVERSIDE CITY COLLEGE				
Armstrong, Samantha	Student Aide I	Disabled Student Services	01/04/13	\$ 8.50
Bujanda, Hector	Student Aide I	Food Services	01/04/13	\$ 8.00
Castro, Jonathan	Student Aide II	Auxiliary Business Svcs	01/04/13	\$ 9.00
Flores Jr., Jose	Student Aide II	Upward Bound	12/17/12	\$ 10.00
McGraw, Josheua	Student Aide II	Upward Bound	01/03/13	\$ 10.00
Nuno, Diana	Student Aide I	Early Childhood Studies	01/09/13	\$ 8.00
Rivera, Destiny	Student Aide I	Journalism	01/31/13	\$ 8.00
<u>CATEGORICAL FUNDS</u>				
COMMUNITY SERVICE PROGRAM				
Gomez, Alexander	Student Aide II	UCR Museum of Photo / RIV	12/07/12	\$ 9.00
Perez, Patricia	Student Aide II	City of Riverside / Human Resources - RIV	01/11/13	\$ 9.00
Romine, Sarah	Student Aide I	Butterfield Elem - MV	01/09/13	\$ 9.00
MORENO VALLEY COLLEGE				
Flores, Paula	Student Aide II	Career Transfer Center	01/03/13	\$ 9.50
Martinez Sanchez, Alma	Student Aide II	Career Transfer Center	01/03/13	\$ 9.50
Stinson, Edward	Student Aide I	Writing and Reading Ctr	02/11/13	\$ 8.00
NORCO COLLEGE				
Vasquez, Wendy	Student Aide I	Financial Aide	01/11/13	\$ 8.00

PROFESSIONAL EXPERTS

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>TERM</u>	<u>RATE/ AMOUNT</u>
DISTRICT				
Buyse, James L.	Consultant	Business and Financial Services	1/23/13-6/30/13	\$40,011
MORENO VALLEY COLLEGE (None)				
NORCO COLLEGE (None)				
RIVERSIDE CITY COLLEGE				
Chiaverini, Darrin	Assistant Head Football Coac	Athletics	1/1/13-12/31/13	\$65,000



Agenda Item (VI-B-1)

Meeting	1/22/2013 - Regular
Agenda Item	Consent Agenda Action (VI-B-1)
Subject	Purchase Order and Warrant Report – All District Resources
College/District	District
Funding	Various Resources
Recommended Action	It is recommended that the Board of Trustees approve/ratify the Purchase Orders and Purchase Order Additions totaling \$3,179,499 and District Warrant Claims totaling \$6,829,760.

Background Narrative:

The attached Purchase Order and Warrant Report – All District Resources is submitted to comply with Education Code Sections 81656 and 85231. The Purchase Orders and Purchase Order Additions, totaling \$3,179,499 requested by District staff and issued by the District Business Office have been reviewed to verify that budgeted funds are available in the appropriate categories of expenditure.

District Warrant Claims (numbers 202106 – 203380) totaling \$6,829,760 have been reviewed by the Business Office to verify that monies are available in the appropriate funds for payment of these warrants. These claims also have been reviewed, on a sample basis, by the Riverside County Office of Education through its claim audit process.

Prepared By: Aaron Brown, Associate Vice Chancellor, Finance
Majd Askar, Purchasing Manager

Attachments:

[01222013_Purchase Order and Warrant Report \(December\)](#)

Report of Purchases-All District Resources
 Purchases Over \$81,000
 11/26/12 thru 12/31/12

PO #	Department	Vendor Name	Description	Amount
C0004091	Facilities Planning & Design	HMC Architects	Architect Fees - RCC Student Services Building	\$ 1,715,680
C0004092	Facilities Planning & Design	Dalke & Sons Construction, Inc	MVC Science Lab Remodel Bid Award	95,950
<u>Additions to Approved/Ratify Purchase Orders of \$81,000 and Over</u>				
C0003226	Student Services - Riverside	Riverside Transit Agency	Transportation Contracts	236,237
C0003424	Early Childhood Studies - Learning Center-Riv	Alvord Unified School District	Facilities Use	99,611
			Total	<u>\$ 2,147,478</u>
<u>All Purchase Orders, Contracts, and Additions for the Period 11/26/12 - 12/31/12</u>				
			Contracts- C4082 - C4094	365,894
			Contract Additions- C2557 - C4007	
			Purchase Orders- P35642 - P35970	557,203
			Purchase Order Additions- P33919 - P35637	
			Blanket Purchase Orders- B10975 - B11003	108,924
			Blanket Purchase Orders Additions- B9919 - B10967	
			Total	<u>\$ 1,032,021</u>
			Grand Total	<u><u>\$ 3,179,499</u></u>



Agenda Item (VI-B-2-a)

Meeting	1/22/2013 - Regular
Agenda Item	Consent Agenda Action (VI-B-2-a)
Subject	Budget Adjustments
College/District	District
Funding	Various Resources
Recommended Action	It is recommend that the Board of Trustees approve the budget transfers as presented.

Background Narrative:

The 2012-13 adopted budget represents our best estimates of both income and expenditures. As the year progresses, however, some accounts have surplus funds while others are under budgeted. As provided in Title 5, Section 58307, the Board of Trustees may approve budget transfers between major object code expenditure classifications within the approved budget to allow for needed purchases of supplies, services, equipment and hiring of personnel. Unless otherwise noted, the transfers are within the unrestricted General Fund (Fund 11, Resource 1000).

Prepared By: Aaron Brown, Associate Vice Chancellor, Finance

Attachments:

[01222013_Budget Adjustments](#)

Budget Adjustments January 22, 2013

<u>Program</u>	<u>Account</u>	<u>Amount</u>
<u>Riverside</u>		
R1. Transfer to purchase a laptop.		
From: VP, Business Services	Administrative Contingency	\$ 1,367
To: VP, Business Services	Equipment	\$ 1,367
R2. Transfer to purchase computer software and provide for classified overtime.		
From: VP, Academic Affairs	Administrative Contingency	\$ 1,326
To: VP, Academic Affairs	Equipment	\$ 310
	Classified Overtime	915
	Employee Benefits	101
R3. Transfer to provide for postage. (Fund 12, Resource 1190)		
From: Basic Skills/ESL 2010/2011	Supplies	\$ 32
To: Basic Skills/ESL 2010/2011	Postage	\$ 32
R4. Transfer to purchase software and supplies.		
From: Learning Resource Center	Repairs	\$ 4,900
To: Learning Resource Center	Software	\$ 119
	Supplies	4,781
R5. Transfer to purchase computers.		
From: Behavioral Science	Instructional Supplies	\$ 709
	Mileage	20
To: Behavioral Science	Equipment	\$ 729

<u>Program</u>	<u>Account</u>	<u>Amount</u>
R6. Transfer to purchase supplies.		
From: World Languages	Comp Software Maint/Lic	\$ 415
To: World Languages	Instructional Supplies	\$ 415
R7. Transfer to purchase computer software.		
From: Library	Comp Software Maint/Lic	\$ 1,569
To: Library	Equipment	\$ 1,569
R8. Transfer to purchase food. (Fund 12, Resource 1190).		
From: EOPS	Educational Supplies	\$ 4,000
To: EOPS	Food	\$ 4,000
R9. Transfer to reallocate the Riverside Co. Post-Emancipation grant budget. (Fund 12, Resource 1190)		
From: Riverside Co. Post-Emancipation	Other Services	\$ 1,000
To: Riverside Co. Post-Emancipation	Transportation / Bus Passes	\$ 1,000
R10. Transfer to reallocate the Riverside CalWORKs grant budget. (Fund 12, Resource 1190)		
From: Riverside CalWORKs	Supplies	\$ 5,750
To: Riverside CalWORKs	Employee Benefits	\$ 400
	Mileage	150
	Other Services	5,000
	Book Grants	200

<u>Program</u>	<u>Account</u>	<u>Amount</u>
R11. Transfer to purchase instructional supplies.		
From: Other Communications	Equipment	\$ 3,550
To: Other Communications	Instructional Supplies	\$ 3,550
R12. Transfer to purchase intravenous and newborn simulators. (Fund 12, Resource 1190)		
From: Fast Track to the ADN Program	Instructional Supplies	\$ 44,470
To: Fast Track to the ADN Program	Equipment	\$ 44,470
R13. Transfer to purchase Doppler system and intravenous pump. (Fund 12, Resource 1190)		
From: Nurse Education Practice & Retention	Instructional Supplies	\$ 4,995
	Supplies	3,321
	Consultants	1,754
To: Nurse Education Practice & Retention	Equipment	\$ 10,070
R14. Transfer to provide for a special project and to purchase supplies, a door, and storage shed.		
From: Student Personnel Administration	Short-Term Temporary	\$ 2,731
Student Personnel Administration	Administrative Contingency	1,000
To: Intercollegiate Athletics	Academic Special Project	\$ 2,072
Student Personnel Administration	Supplies	400
Admissions & Records	Equipment	259
Intercollegiate Athletics	Equipment	1,000
R15. Transfer to purchase computer software.		
From: Wells Fargo Bank/RCCD ID Cards	Software	\$ 5,431
	Equipment	8,000
To: Wells Fargo Bank/RCCD ID Cards	Comp Software Maint/Lic	\$ 13,431

<u>Program</u>	<u>Account</u>	<u>Amount</u>
R16. Transfer to purchase a printer.		
From: Admissions & Records	Supplies	\$ 264
To: Admissions & Records	Equipment	\$ 264

R17. Transfer to provide for a website license and to purchase a tennis ball cart.		
From: Intercollegiate Athletics	Instructional Supplies	\$ 334
	Ground/Garden Supplies	2,600
To: Intercollegiate Athletics	License Fees	\$ 2,600
	Equipment	334

R18. Transfer to provide for academic hourly assignments.		
From: Student Co-Curricular Activities	Student Help – Non-Instr	\$ 9,012
To: Student Co-Curricular Activities	Academic PT Non-Instr	\$ 9,012

R19. Transfer to provide for postage, vehicle cleaning and repairs. (Fund 12, Resource 1050)		
From: Safety & Police	Equipment	\$ 6,096
To: Safety & Police	Postage	\$ 65
	Repairs	4,860
	Other Services	1,171

Norco

N1. Transfer to provide for painting, academic special projects a part-time counselor.		
From: VP, Business Services	Administrative Contingency	\$ 19,200
To: Facilities	Remodel	\$ 4,200
Student Services	Academic Special Project	2,000
Counseling	Academic PT Non-Instr	11,485
	Employee Benefits	1,515

<u>Program</u>	<u>Account</u>	<u>Amount</u>
N2. Transfer to provide for garden supplies.		
From: VP, Academic Affairs	Administrative Contingency	\$ 500
To: Facilities	Grounds/Garden Supplies	\$ 500
N3. Transfer to provide for computer software.		
From: Dean of Instruction	Instructional Supplies	\$ 460
To: Business Engineering & Info Services	Comp Software Maint/Lic	\$ 460
N4. Transfer to provide for repairs.		
From: Instructional Media Center	Student Help Non-Instr	\$ 1,500
To: Instructional Media Center	Repairs	\$ 1,500
N5. Transfer to provide for supplies.		
From: Student Services	Student Help Non-Instr	\$ 800
	Employee Benefits	18
To: Student Services	Supplies	\$ 818
N6. Transfer to reallocate the Basic Skills program. (Fund 12, Resource 1190)		
From: Academic Affairs	Copying and Printing	\$ 90
	Supplies	13
To: Academic Affairs	Conferences	\$ 103

<u>Program</u>	<u>Account</u>	<u>Amount</u>
N7. Transfer to reallocate the Student Support Services RISE program budget. (Fund 12, Resource 1190)		
From: Student Services	Instructional Supplies	\$ 50
	Software	2,015
	Supplies	10,832
	Food	3,209
	Professional Services	3,995
	Travel Expenses	5,102
	Conferences	5,333
	Comp Software Maint/Lic	11,554
	Other Services	2,743
	Equipment	4,312
To: Student Services	Academic PT Non-Instr	\$ 9,359
	Classified FT Administrator	7,399
	Classified FT	15,039
	Classified Perm PT	2,591
	Employee Benefits	14,757
N8. Transfer to provide for a classified short-term temporary employee. (Fund 12, Resource 1190)		
From: Student Svcs – Upward Bound Norco	Equipment	\$ 1,110
To: Student Svcs – Upward Bound Norco	Short Term Temporary	\$ 1,110
N9. Transfer to provide for equipment. (Fund 12, Resource 1190)		
From: Student Svcs – Upward Bound AUSD	Supplies	\$ 787
To: Student Svcs – Upward Bound AUSD	Equipment	\$ 787

<u>Program</u>	<u>Account</u>	<u>Amount</u>
<u>Moreno Valley</u>		
M1. Transfer to provide for special projects.		
From: VP, Business Services	Consultants	\$ 13,666
	Administrative Contingency	7,549
To: Dean of Instruction	Academic Special Project	\$ 19,633
	Employee Benefits	1,582
M2. Transfer to reallocate the TANF (Temporary Assistance to Needy Families) program budget. (Fund 12, Resource 1190)		
From: TANF	Instructional Supplies	\$ 3,000
	Transportation Supplies	1,500
	License Fees	597
To: TANF	Academic FT Non-Instr	\$ 3,838
	Employee Benefits	1,259
M3. Transfer to reallocate the CalWORKs program budget. (Fund 12, Resource 1190)		
From: CalWORKs	Student Help – Non-Instr	\$ 1,704
	Employee Benefits	30
To: CalWORKs	Copying and Printing	\$ 200
	Supplies	934
	Mileage	100
	Repairs	500
M4. Transfer to provide for special projects.		
From: Health Science Programs	Short-Term Temporary	\$ 6,784
To: Academic Affairs	Academic Special Project	\$ 6,289
	Employee Benefits	495

<u>Program</u>	<u>Account</u>	<u>Amount</u>
M5. Transfer to purchase computers. (Fund 12, Resource 1190)		
From: Student Support Services TRIO	Academic PT Non-Instr	\$ 1,850
	Short-Term Temporary	600
	Student Help – Non-Instr	4,000
	Supplies	36
	Comp Software Maint/Lic	550
	Other Services	6,888
To: Student Support Services TRIO	Equipment	\$ 13,924
M6. Transfer to purchase subscriptions.		
From: Humanities & Social Sciences	Instructional Aides, Hourly	\$ 1,440
	Laundry and Cleaning	461
To: Humanities & Social Sciences	Periodicals/Magazines	\$ 1,901
M7. Transfer to provide for license fees and physics equipment.		
From: Math, Science & Kinesiology	Instructional Supplies	\$ 2,587
To: Math, Science & Kinesiology	License Fees	\$ 87
	Equipment	2,500
M8. Transfer to purchase subscriptions.		
From: Library	Repairs	\$ 2,400
To: Library	Periodicals/Magazines	\$ 2,400
M9. Transfer to provide for overtime and supplies.		
From: VP, Student Services	Administrative Contingency	\$ 334
To: Student Services	Classified Overtime	\$ 34
	Supplies	300

<u>Program</u>	<u>Account</u>	<u>Amount</u>
M10. Transfer to purchase supplies.		
From: Counseling	Short-Term Temporary	\$ 1,000
To: Counseling	Supplies	\$ 1,000

M11. Transfer to reallocate the Matriculation program budget. (Fund 12, Resource 1190)

From: Matriculation	Student Help – Non-Instr	\$ 2,187
	Postage	81
	Conferences	1,056
	Mileage	255
	Comp Software Maint/Lic	230
	Equipment	151
To: Matriculation	Employee Benefits	\$ 2,623
	Copying and Postage	837
	Supplies	500

District Office and District Support Services

D1. Transfer to provide for mileage and repairs

From: Accounting Services	Supplies	\$ 975
	Copying and Printing	100
To: Accounting Services	Mileage	\$ 175
	Repairs	900

D2. Transfer to provide for repair parts.

From: Senior Citizen Education	Class Schedule Printing	\$ 250
	Equipment	750
To: Senior Citizen Education	Repair Parts	\$ 1,000

<u>Program</u>	<u>Account</u>	<u>Amount</u>
D3. Transfer to reallocate the Small Business Jobs Act grant budget. (Fund 12, Resource 1190)		
From: Economic Development	Consultants	\$ 12,581
To: Economic Development	Classified Special Project Employee Benefits	\$ 12,000 581
D4. Transfer to reallocate the Southern California Logistics Technology Collaborative grant budget. (Fund 12, Resource 1190)		
From: Customized Training	Professional Services	\$ 4,892
To: Customized Training	Classified Special Project Employee Benefits	\$ 4,325 567
D5. Transfer to reallocate the CTE Community Collaborative grant budget. (Fund 12, Resource 1190)		
From: Career & Technical Education	Student Help Non-Instr Professional Services Other Services	\$ 6,755 50,000 25,751
To: Career & Technical Education	Academic Special Project Employee Benefits Copying and Printing Supplies Food Equipment	\$ 1,200 297 3,000 3,984 1,000 73,025
D6. Transfer to provide for replacement of a golf cart. (Fund 61, Resource 6100)		
From: Risk Management	Repairs	\$ 2,786
To: Risk Management	Equipment	\$ 2,786



Agenda Item (VI-B-3-a)

Meeting	1/22/2013 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-a)
Subject	Resolution No. 13-12/13 – 2012-2013 Procurement Assistance Center (PAC)
College/District	District
Funding	Fund 12, Resource 1190
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$290,547 to the budget and authorize the Associate Vice Chancellor, Finance to sign the resolution.

Background Narrative:

The Riverside Community College District has received funding for the 2012-2013 Procurement Assistance Center in the amount of \$290,547 from the Defense Logistics Agency. The funds will be used for salaries, benefits, and other operational expenses of the program.

Prepared By: Aaron Brown, Associate Vice Chancellor, Finance
John Tillquist, Associate Vice Chancellor, Economic Development

Attachments:

[01222012_Resolution No. 13-12/13](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 13-12/13

2012-2013 Procurement Assistance Center (PAC)

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$290,547 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 January 22, 2013.

Clerk or Authorized Agent

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 INCOME & EXPENDITURES - BUDGET AMENDMENT
 Resolution No. 13-12/13
 2012-2013 Procurement Assistance Center (PAC)**

Year	County	District	Date	Fund
13	33	07	1/22/2013	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	000	1190	0	0000	0147	8190	290,547 00	REVENUE
								EXPENDITURES
12	AXD	1190	0	7012	0147	2118	90,553 00	Classified FT Administrator
12	AXD	1190	0	7012	0147	2119	92,230 00	Classified FT
12	AXD	1190	0	7012	0147	3220	20,869 00	Employee Benefits
12	AXD	1190	0	7012	0147	3320	11,333 00	
12	AXD	1190	0	7012	0147	3325	2,651 00	
12	AXD	1190	0	7012	0147	3420	41,557 00	
12	AXD	1190	0	7012	0147	3520	2,011 00	
12	AXD	1190	0	7012	0147	3620	4,186 00	↓
12	AXD	1190	0	7012	0147	4590	3,000 00	Supplies
12	AXD	1190	0	7012	0147	4555	500 00	Copying and Printing
12	AXD	1190	0	7012	0147	5210	2,424 00	Mileage
12	AXD	1190	0	7012	0147	5220	9,513 00	Conferences
12	AXD	1190	0	7012	0147	5310	1,000 00	Memberships
12	AXD	1190	0	7012	0147	5541	720 00	Cellular Telephone
12	AXD	1190	0	7012	0147	5630	3,000 00	Rents and Leases
12	AXD	1190	0	7012	0147	5890	5,000 00	Other Services
							290,547 00	TOTAL INCOME
							290,547 00	TOTAL EXPENDITURES



Agenda Item (VI-B-3-b)

Meeting	1/22/2013 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-b)
Subject	Resolution No. 14-12/13 – 2012-2013 TANF Program
College/District	Moreno Valley
Funding	Fund 12, Resource 1190
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$4,483 to the budget and authorize the Associate Vice Chancellor, Finance to sign the resolution.

Background Narrative:

The Riverside Community College District, Moreno Valley College has received additional funding for the 2012-2013 TANF program in the amount of \$4,483 from the State of California, California Community Colleges Chancellor's Office. The funds will be used for salaries, benefits, and other operational expenses of the program.

Prepared By: Aaron Brown, Associate Vice Chancellor, Finance
Eugenia Vincent, Dean, Student Financial Services
Greg Sandoval, Vice President, Student Services

Attachments:

[01222013_Resolution No. 14-12/13](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 14-12/13

2012-2013 TANF Program

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$4,483 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 January 22, 2013.

Clerk or Authorized Agent

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 INCOME & EXPENDITURES - BUDGET AMENDMENT
 Resolution No. 14-12/13
 2012-2013 TANF Program**

Year	County	District	Date	Fund
13	33	07	1/22/2013	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	F00	1190	0	0000	0366	8140	4,483 00	REVENUE
								EXPENDITURES
12	FCW	1190	0	6020	0366	2119	2,044 00	Classified FT
12	FCW	1190	0	6020	0366	3220	233 00	Employee Benefits
12	FCW	1190	0	6020	0366	3320	127 00	
12	FCW	1190	0	6020	0366	3325	30 00	
12	FCW	1190	0	6020	0366	3335	56 00	
12	FCW	1190	0	6020	0366	3420	866 00	
12	FCW	1190	0	6020	0366	3520	22 00	
12	FCW	1190	0	6020	0366	3620	29 00	
12	FCW	1190	0	6020	0366	3630	9 00	↓
12	FCW	1190	0	6020	0366	4590	274 00	Supplies
12	FCW	1190	0	6020	0366	5220	793 00	Conferences
							4,483 00	TOTAL INCOME
							4,483 00	TOTAL EXPENDITURES



Agenda Item (VI-B-3-c)

Meeting	1/22/2013 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-c)
Subject	Resolution No. 15-12/13 – 2012-2013 Riverside Urban Area Security Initiative Grant
College/District	District
Funding	Fund 12, Resources 1190
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$6,500 to the budget and authorize the Associate Vice Chancellor, Finance to sign the resolution.

Background Narrative:

The Riverside Community College District has received funding for the 2012-2013 Riverside Urban Area Security Initiative Grant in the amount of \$6,500 from the City of Riverside. The funds will be used for conferences and training.

Prepared By: Aaron Brown, Associate Vice Chancellor, Finance
Ray Maghroori, Provost/Vice Chancellor, Educational Services
Jim Miyashiro, Chief of Police

Attachments:

[01222013_Resolution No. 15-12/13](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 15-12/13

2012-2013 Riverside Urban Area Security Initiative Grant

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$6,500 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 January 22, 2013.

Clerk or Authorized Agent

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 INCOME & EXPENDITURES - BUDGET AMENDMENT
 Resolution No. 15-12/13
 2012-2013 Riverside Urban Area Security Initiative Grant**

Year	County	District	Date	Fund
13	33	07	1/22/2013	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	000	1190	0	0000	0289	8190	6,500 00	REVENUE
								EXPENDITURES
12	AZR	1190	0	6774	0289	5220	6,500 00	Conferences
							6,500 00	TOTAL REVENUE
							6,500 00	TOTAL EXPENDITURES



Agenda Item (VI-B-3-d)

Meeting	1/22/2013 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-d)
Subject	Resolution No. 16-12/13 – 2012-2013 Student Activities Office
College/District	Moreno Valley
Funding	General Funds
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$15,000 to the budget, and authorize the Associate Vice Chancellor, Finance to sign the resolution.

Background Narrative:

The Riverside Community College District, Moreno Valley College has received additional funding for the Student Activities Office in the amount of \$15,000 from the Associated Students of Moreno Valley College. The funds will be used to provide for student employee salaries and benefits.

Prepared By: Aaron Brown, Associate Vice Chancellor, Finance
Greg Sandoval, Vice President, Student Services

Attachments:

[01222013_Resolution No. 16-12/13](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 16-12/13

2012-2013 Moreno Valley College Student Activities Office

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$15,000 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 January 22, 2013.

Clerk or Authorized Agent

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 INCOME & EXPENDITURES - BUDGET AMENDMENT
 Resolution No. 16-12/13
 2012-2013 Moreno Valley College Student Activities Office**

Year	County	District	Date	Fund
13	33	07	1/22/2013	11

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
11	F00	1000	0	0000	0000	8820	15,000 00	REVENUE
								EXPENDITURES
11	FZK	1000	0	6960	0000	2331	14,664 00	Student Help Non-Instruct
11	FZK	1000	0	6960	0000	3620	336 00	Employee Benefits
							15,000 00	TOTAL INCOME
							15,000 00	TOTAL EXPENDITURES



Agenda Item (VI-B-3-e)

Meeting	1/22/2013 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-e)
Subject	Resolution No. 17-12/13 – 2012-2013 First 5 Riverside Access & Quality Initiative Grant
College/District	District
Funding	Fund 12, Resource 1190
Recommended Action	It is recommend that the Board of Trustees approve adding the revenue and expenditures of \$75,635 to the budget and authorize the Associate Vice Chancellor, Finance to sign the resolution.

Background Narrative:

The Riverside Community College District, Riverside City College has received funding for the 2012-2013 First 5 Riverside Access & Quality Initiative Grant in the total amount of \$600,800 over a three and a half year term from the Riverside County Children and Families Commission. First year funds in the amount of \$75,635 will be used for salaries, benefits, and other operational expenses of the program.

Prepared By: Aaron Brown, Associate Vice Chancellor, Finance
Patricia Avila, Interim Dean, Career and Technical Education
Lynne Vazquez, Early Childhood Studies Site Supervisor

Attachments:

[01222013_Resolution No. 17-12/13](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 17-12/13

2012-2013 First 5 Riverside Access & Quality Initiative Grant

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$75,635 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 January 22, 2013.

Clerk or Authorized Agent

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 INCOME & EXPENDITURES - BUDGET AMENDMENT
 Resolution No. 17-12/13
 2012-2013 First 5 Riverside Access & Quality Initiative Grant**

Year	County	District	Date	Fund
13	33	07	1/22/2013	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	000	1190	0	0000	0228	8627	75,635 00	REVENUE
								EXPENDITURES
12	DUA	1190	0	6920	0228	1219	4,836 00	Acad FT Non-Instructional
12	DUA	1190	0	6920	0228	1439	20,359 00	Acad PT Non-Instructional
12	DUA	1190	0	6920	0228	2139	2,944 00	Classified PT Hrly As Needed
12	DUA	1190	0	6920	0228	2331	4,313 00	Student Help Non-Instruct
12	DUA	1190	0	6920	0228	3130	2,079 00	Employee Benefits
12	DUA	1190	0	6920	0228	3325	43 00	
12	DUA	1190	0	6920	0228	3335	365 00	
12	DUA	1190	0	6920	0228	3430	4,533 00	
12	DUA	1190	0	6920	0228	3520	32 00	
12	DUA	1190	0	6920	0228	3530	277 00	
12	DUA	1190	0	6920	0228	3620	166 00	
12	DUA	1190	0	6920	0228	3630	577 00	↓
12	DUA	1190	0	6920	0228	4351	10,230 00	Instr Media Material
12	DUA	1190	0	6920	0228	4555	1,400 00	Copying/Printing
12	DUA	1190	0	6920	0228	4590	19,421 00	Office and Other Supplies
12	DUA	1190	0	6920	0228	5045	200 00	Postage
12	DUA	1190	0	6920	0228	5210	500 00	Mileage
12	DUA	1190	0	6920	0228	5220	900 00	Conferences
12	DUA	1190	0	6920	0228	5740	2,460 00	Advertising
							75,635 00	TOTAL REVENUE
							75,635 00	TOTAL EXPENDITURES



Agenda Item (VI-B-5-a)

Meeting	1/22/2013 - Regular
Agenda Item	Consent Agenda Action (VI-B-5-a)
Subject	Approval to Procure Commercial Car Rental Services from Enterprise Rent- A-Car, Utilizing the California Department of General Services (DGS) Agreement Number 5-11-99-01
College/District	District
Funding	Various Resources
Recommended Action	It is recommended that the Board of Trustees approve the procurement of commercial car rental services from Enterprise Rent- A-Car, utilizing the California Department of General Services (DGS) Agreement Number 5-11-99-01.

Background Narrative:

Due to a change in California Department of Motor Vehicles regulations, vans owned by the District required a driver with a Class B license, instead of the more common Class C license maintained by most drivers. On November 20, 2012, the Riverside Board of Trustees declared the vans surplus property. The District still must provide transportation services to support college travel including club trips, class field trips and athletic competitions. Therefore, the District desires to establish a district-wide contract for the procurement of commercial car rental services from Enterprise Rent-A –Car.

The California Department of General Services (DGS) consolidates the needs of multiple state agencies for goods, information technology and services. Master Agreements are contracts that are competitively bid by the DGS and available to California State and Local Government agencies that are empowered to expend public funds for the acquisition of products and services. Public Contract Code 10298 authorizes state and local agencies to contract with suppliers awarded state contracts without further competitive bidding.

Staff recommends use of the DGS awarded Agreement Number 5-11-99-01 for the procurement of commercial car rental services from Enterprise Rent-A-Car. The agreement term is from January 1, 2011 through December 31, 2013, with an option to extend the for three (3) additional one (1) year terms. District staff has reviewed available cooperative purchasing agreements and other formal purchasing options and found that this agreement best meets the need of the District.

Prepared By: Aaron Brown, Associate Vice Chancellor, Finance
Norm Godin, Vice President, Business Services, MVC
David Bobbitt, Interim Vice President, Business Services (Norco)
Charlie Wyckoff, Interim Vice President, Business Services, RCC
Majd Askar, Purchasing Manager

Attachments:



Agenda Item (VI-B-5-b)

Meeting	1/22/2013 - Regular
Agenda Item	Consent Agenda Action (VI-B-5-b)
Subject	Approval to Purchase Office Equipment and Accessories from Sharp Electronic Corporation, utilizing National Joint Powers Alliance (NJPA) Contract No. 100312-SEC
College/District	District
Funding	Various Resources
Recommended Action	It is recommended that the Board of Trustees approve the purchase of office equipment and accessories from Sharp Electronic Corporation, utilizing NJPA Contract No. 100312-SEC.

Background Narrative:

The National Joint Powers Alliance (NJPA), a national municipal contracting agency, maintains lists of contracts for goods and services awarded to multiple vendors. NJPA assists in reducing the cost of purchased goods and services for participating agencies by aggregating their purchasing power nationwide through competitively solicited contracts. Public Contract Code 20652 authorizes state and local agencies to contract with suppliers awarded cooperative contracts without further competitive bidding.

Riverside Community College District utilizes multiple vendors to purchase office equipment and accessories. Staff recommends use of the NJPA awarded contract no. 100312-SEC, as needed throughout the District, with Sharp Electronic Corporation, as one of the sources for providing office equipment and accessories. The term of the contract is from November 14, 2012 through November 13, 2016. District staff has reviewed available cooperative purchasing agreements and other formal purchasing options and found that this contract best meets the needs of the District.

Prepared By: Aaron Brown, Associate Vice Chancellor, Finance
Majd Askar, Purchasing Manager

Attachments:



Agenda Item (VI-B-6-a)

Meeting	1/22/2013 - Regular
Agenda Item	Consent Agenda Action (VI-B-6-a)
Subject	Contracts and Agreements Report Less than \$81,000 – All District Resources
College/District	District
Funding	Various Resources
Recommended Action	It is recommended that the Board of Trustees ratify contracts and agreements totaling \$365,894.

Background Narrative:

On September 11, 2007, the Board of Trustees authorized delegating authority to the Chancellor to enter into contractual agreements and the expenditure of funds pursuant to the Public Contract Code Section 20650 threshold, currently set at \$81,000. The attached listing of contracts and agreements under \$81,000 requested by college and District staff has been reviewed and verified that budgeted funds are available in the appropriate categories of expenditure. The contracts and agreements have been executed pursuant to the Board's delegation of authority and are presented on this agenda for ratification.

Prepared By: Aaron Brown, Associate Vice Chancellor, Finance
Majd Askar, Purchasing Manager

Attachments:

[01222013_Contracts & Agreement Less than \\$81,000 \(December\)](#)

Contracts and Agreements Report-All District Resources
 \$81,000 and Under
 11/26/12 thru 12/31/12

PO #	Department	Vendor Name	Location	Description	Amount
C0004082	Workforce Preparation	Family Service Association	Riverside	Rents and Leases	\$ 100
C0004083	Community Ed & Senior Citizen Education	Riverside Unified School District	Riverside	Rents and Leases	18,000
C0004084	Community & Economic Development	5whys Guys Consulting	Corona	Training Services	2,601
C0004085	CTE Projects	Humphreys Half Moon Inn and Suites	San Diego	Meeting Expenses	9,400
C0004086	President - Moreno Valley Campus	The RP Group	Berkeley	Professional Services	5,785
C0004087	Health Services - Riverside	Riverside Marriott	Riverside	Catering Services	3,348
C0004088	Facilities Planning & Design	River City Testing	Riverside	Testing	3,158
C0004089	Facilities Planning & Design	Inland Inspections & Consulting	Riverside	Inspection	3,340
C0004090	Workforce Preparation	Williams, Michaela J	Moreno Valley	Professional Services	1,050
C0004093	Chancellor's Office	Erickson, James	Riverside	Consulting Services	76,000
C0004094	Facilities - Riverside	Clearwater Systems Corp	Middletown, CT	Repairs - Service	2,450
N/A	General Counsel	Barnes & Noble	Philadelphia, PA	Bookstore Services	No Cost
N/A	General Counsel	Wells Fargo	Charlotte, NC	ATM Lease Agreement	No Cost
N/A	General Counsel	Wells Fargo	Charlotte, NC	ID Card Services	No Cost
N/A	Nursing	Dove Professional Apparel Inc	San Diego	Provide Nursing Uniforms	No Cost
N/A	Nursing	California Baptist University	Riverside	Preceptor Agreement for BSN/MSN Students	No Cost
N/A	Nursing	Bethel Christian School	Riverside	Community Agency Agreement	No Cost
N/A	Customized Solutions	Martinez, Anthony	Rancho Cucamonga	Professional Services	No Cost
N/A	Customized Solutions	Developing Leaders	Fontana	Professional Services	No Cost
N/A	Customized Solutions	Riverside County Regional Medical Center	Riverside	Critical Care Nursing Programs	No Cost
N/A	Customized Solutions	Kaiser Permanente	Riverside	Medical Calculations NRN-93	No Cost
N/A	Administration & Finance	Pepsico	Riverside	Pepsi Services Contract	No Cost
N/A	Workforce Preparation	Riverside County Superintendent of Schools	Riverside	Educational Services & Resources	No Cost
N/A	Performance Riverside	Press Enterprise	Riverside	Provide Reduced-Price Tickets	No Cost
N/A	Purchasing	Commerce West Bank	Newport Beach	Escrow Agreement	No Cost
N/A	Facilities - Norco	Riverside County Superintendent of Schools	Riverside	Grounds Support Services	No Cost
N/A	Risk Management	Rehab West Inc	San Marcos	Managed Care Services	No Cost
N/A	TriTech	City of Temecula	Temecula	Training Services	No Cost
Additions to Approved/Ratify Contracts of \$81,000 and Under					
C0002557	Facilities Planning & Design	Hill Partnership, Inc	Newport Beach	Architect's Fees	\$ 6,500
C0002843	President - Moreno Valley Campus	Ramona Munsell & Associates	Rogers, AR	Consultant Services	27,311
C0002939	Facilities Planning & Design	Alpha Mechanical Heating & Air Conditioning, Inc	San Diego	Nursing/Sciences Building	59,153
C0002941	Facilities Planning & Design	BEC, Inc	San Bernardino	Nursing/Sciences Building	62,986
C0003301	College Relations / Special Projects	Callas, Thomas W	Tustin	Consulting Services	5,500
C0003439	Board of Trustees	Vavrinek, Trine, Day & Co, LLP	Rancho Cucamonga	Audit Services	5,830
C0003681	Information Services	Hyland Software, Inc	West Lake, OH	Professional Services	721
C0003704	Community & Economic Development	Talnack-Moffett, Georgina	Santa Ana	Consultant Services	5,000
C0003709	Community & Economic Development	Redtail Capital	Temecula	Consulting Services	5,000
C0003777	Performance Riverside	Music Theatre International	New York, NY	Rents and Leases	1,636
C0003846	Community Ed & Senior Citizen Education	Voices For All, LLC	Clifton Park, NY	Professional Services	250
C0003848	Facilities Planning & Design	HMC Architects	Ontario	Consultant Services	48,300
C0003861	Educational Services	Applied Development Resources	Carlsbad	Professional Services	7,500
C0003924	Public Affairs & Institutional Advancement	Regus, Margaret Elaine	San Dimas	Professional Services	2,000
C0003949	Workforce Preparation	Williams, Michaela J	Moreno Valley	Professional Services	175
C0003966	Community & Economic Development	Vizzuett, Jeannette	Fallbrook	Consultant Services	2,500

Contracts and Agreements Report-All District Resources
\$81,000 and Under
11/26/12 thru 12/31/12

C0004007	Community Ed & Senior Citizen Education	Notary Public Seminars, Inc	Los Angeles	Professional Services	300
N/A	Customized Solutions	West Virginia University Research Corporation	Morgantown, WV	Amend #4, Extends Term	No Cost
				Total	<u>\$ 365,894</u>



Agenda Item (VI-B-6-b)

Meeting	1/22/2013 - Regular
Agenda Item	Consent Agenda Action (VI-B-6-b)
Subject	Agreement with Blackboard, Inc.
College/District	District
Funding	11 AJO 1000 0 6010 7000 5790
Recommended Action	It is recommended that the Board of Trustees approve the three year agreement with Blackboard Inc. for \$490,400 starting July 1, 2013 through June 30, 2016 with an option to extend this agreement for two additional years for \$346,841 through June 30, 2018.

Background Narrative:

Presented for the Board's review and consideration is an extension agreement with Blackboard Inc. to purchase dedicated hosting, licensing, and maintenance using Blackboard's Learn 9.1 software, a learning management system (LMS), for Open Campus online-based distributed courses. The Board originally approved the use of Learn 9.1 for online-based courses in December 2010 following an open and thorough process that began in 2008 that was conducted by the District Academic Senate's Online Advisory group and Open Campus. The District Academic Senate has endorsed the continued use of Learn 9.1. The agreement for a combination package of software and hardware will provide Open Campus with 24/7 course management and maintenance, including updates by Blackboard for efficient integration with Datatel allowing for the downloading of student rosters into Blackboard course shells. This integration helps provide a critical component of the online program. Currently, there are over 360 distinct courses approved for online-based delivery in hybrid and fully online formats. This includes over 700 sections of online-based courses (online, hybrid and web-enhanced) which serve over 16,000 individual students and 350 faculty per term. The term of the LMS licensing and hosting extension agreement is for three years, effective July 1, 2013 through June 30, 2016. The District has the right to exercise an option to extend this agreement for two additional years, through June 30, 2018. The cost during the first two years is \$161,977 each year; the cost for the third year is \$166,446; the cost for the fourth year is \$171,050 and the cost of the fifth year is \$175,791. The decision to enter into a multi-year contractual obligation with Blackboard reflects the following discounts in the proposed multi-year contract and takes into account Blackboard's acknowledgement of the District's current budget challenges. The above rates reflect the following discounts: 1) An \$8000 decrease in "seat" increment costs each year for the first two years; 2) A three percent annual increase for years three through five – half the usual Blackboard annual increase of six percent.

Prepared By: Ray Maghroori, Provost/Vice Chancellor, Educational Services
Sylvia Thomas, Associate Vice Chancellor, Educational Services
Glen Brady, Director, Distance Education/Open Campus

Attachments:

[Blackboard Renewal Agreement attachment 1 22 13.pdf](#)



**RENEWAL AMENDMENT
TO THE LICENSE AND SERVICE AGREEMENT SOFTWARE SCHEDULE(S)
BETWEEN BLACKBOARD INC. AND RIVERSIDE COMMUNITY COLLEGE DISTRICT**

This Renewal Amendment between Blackboard Inc. ("Blackboard") and Riverside Community College District ("Customer") pursuant to the License and Services Agreement Software Schedule(s), which are addenda to Customer's Master Terms dated June 25, 2008 (collectively the "Agreement") is entered into as of the last signature date below ("Amendment").

The purpose of this Amendment is to extend the Term of the Agreement for three (3) years with additional two (2) years as an option.

The parties hereby agree to the following terms regarding the use of the Blackboard Software by Customer:

- 1. Blackboard and Customer wish to lock in Software pricing for a period of up to five (5) years at annual fees as indicated in the table below and made effective for Renewal Terms beginning July 2013 through June 2018.

PRODUCT ID	LICENSED PRODUCT(S)	Renewal Term 7/1/2013-6/30/2014	Renewal Term 7/1/2014-6/30/2015	Renewal Term 7/1/2015-6/30/2016	Renewal Term OPTIONAL 7/1/2016-6/30/2017	Renewal Term OPTIONAL 7/1/2017-6/30/2018
AS-ASPADSU-HENA	HST ADDL SVC HENA	\$27,500	\$27,500	\$28,325	\$29,175	\$30,050
AS-LS-HENA04	COURSE DELIV HENA 8-15K	\$48,377	\$48,377	\$49,828	\$51,323	\$52,863
AS-ASPLS-HENA06	HOSTING CD HENA < 8K	\$73,100	\$73,100	\$75,293	\$77,552	\$79,878
AS-ASPTTEST	HOSTING TEST	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000
AS-ASPSSL	HOSTING SSL	\$0	\$0	\$0	\$0	\$0
	Renewal Totals:	\$161,977	\$161,977	\$166,446	\$171,050	\$175,791

*Unless otherwise indicated in Customer's Software Schedule(s), payment of annual license fees shall be due and payable net 30 from the start of each term.

- 2. It is understood and agreed to by the parties that the five (5) year pricing visibility is contingent upon Customer's user band tier and commitment to the first three (3) Renewal Terms outlined above, with term four (4) and five (5) being optional.
- 3. Thereafter, Customer's pricing shall be pursuant to Blackboard's then current annual pricing.

All other terms and conditions remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Amendment as of the date hereof.

BLACKBOARD

RIVERSIDE COMMUNITY COLLEGE DISTRICT

Signature

Signature

Tess Frazier, Vice President
Print Name and Title

Print Name and Title

Date:

Date:



Agenda Item (VI-B-6-c)

Meeting	1/22/2013 - Regular
Agenda Item	Consent Agenda Action (VI-B-6-c)
Subject	Contract for First 5 Early Care and Education Access and Quality Initiative Grant
College/District	Riverside
Funding	First 5 Early Care & Education Access and Quality Initiative Grant Funds
Recommended Action	It is recommended that the Board of Trustees approve the Contract for Investment of Funds with Riverside County Children and Families Commission for the period of January 1, 2013 through June 30, 2016 and a maximum reimbursable amount of \$600,800.

Background Narrative:

The Riverside City College Early Childhood Education Department has been awarded an Early Care & Education Access & Quality Initiative Grant from First 5 Riverside. RCC's allocated funding is to be used for "child occupied spaces" in our on-campus Child Development Center Lab and will replace out-of-pocket expenses for qualifying currently enrolled and prospective families. The grant includes staff development and technical assistance to improve the quality of the preschool curriculum, environment, and services. RCC advertises the spaces available to RCC students and the general public. Overall, the funding supports eight spaces in the 3 to 4-year-old classroom and eight spaces in the 5 to 6-year-old classroom. Funding does not include infant or toddler classrooms.

Estimated

Preschool 3-4 year olds \$326,540.00

Preschool 5-6 year olds \$274,260.00

Total Grant: \$600,800.00

Prepared By: Cynthia Azari, President, Riverside City College
Patricia Avila, Interim Dean, Career and Technical Education

Attachments:

[Riverside County Children and Families Commission \(RCCFC\) Contract with RCC](#)

RIVERSIDE COUNTY CHILDREN AND FAMILIES COMMISSION
CONTRACT
INVESTMENT OF FUNDS
2002 Iowa Avenue Suite 100
Riverside, California 92507

RCCFC AWARD: **13304 AQ**
 CONTRACTOR: **Riverside Community College District**
 CONTRACT TERM: **01/01/13 – 06/30/16**
 MAXIMUM REIMBURSABLE AMOUNT: **\$600,800**

The CONTRACTOR designated above is hereby certified for an investment of funds in an amount not to exceed the amount listed above.

Compensation: The maximum reimbursable amount over the life of the Contract for Investment of Funds (hereinafter the "Contract") is **\$600,800** as awarded by the Riverside County Children and Families Commission (RCCFC), also known as First 5 Riverside, provided pursuant to Proposition 10, to provide services and results as set forth in Attachments A, B, C and D attached hereto as incorporated herein by reference, subject to the following terms and conditions:

IN WITNESS WHEREOF, Commission and CONTRACTOR have executed this Contract.

Authorized Signature for Commission:	Authorized Signature for CONTRACTOR:
Printed Name of Person Signing: Harry Freedman	Printed Name of Person Signing:
Title: Executive Director	Title:
Address: 2002 Iowa Avenue, Suite 100 Riverside, CA 92507-2423	Address:
Date:	Date:
Attest:	Attest:
Title: Commission Secretary	Date:

RIVERSIDE COUNTY CHILDREN AND FAMILIES COMMISSION

CONTRACT TERMS AND CONDITIONS

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	ATTACHMENT D: COMPREHENSIVE TOBACCO CONTROL POLICY	

Terms and Conditions

1. NOTICES

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

COMMISSION:

Harry Freedman, Executive Director
2002 Iowa Avenue, Suite 100
Riverside, California 92507

CONTRACTOR:

Riverside Community College District
Cynthia Azari
4800 Magnolia Avenue
Riverside, CA 92506

Or to such other addresses as the parties may hereafter designate in writing.

2. SOURCE AND SCOPE OF CONTRACT

- A. This Contract award is valid and enforceable only if sufficient funds are available to the Commission from Proposition 10 tax dollars for the total term of the Contract. It is mutually agreed that if the State does not appropriate sufficient Proposition 10 funds, this Contract shall be amended to reflect any reduction in funds.
- B. In addition, this Contract is subject to any additional restrictions, limitations, or conditions enacted by the State of California, which may affect the provisions, terms, or funding of this Contract in any manner.
- C. This Contract award is designated for an investment of funds to provide Health, Education or Child Care services in accordance with the current Commission Strategic Plan. Services are to be provided to benefit children 0 through 5 years of age (may also be abbreviated as "0-5") who reside in Riverside County.

3. DEFINITIONS

The following are terminology included within the Terms and Conditions of the Contract are defined by the Riverside County Children & Families Commission as stated below:

Commission: The Riverside County Children & Families Commission, an assembly of Commissioners, appointed by the Riverside County Board of Supervisors and responsible for establishing policy and directing Proposition 10 funds at the county level.

Contractor: The government or other legal entity to which a contract is awarded and which shall be accountable to the Commission for the use of funds provided.

County: The Riverside County Children & Families Commission, the County of Riverside, its Agencies, Districts, Special Districts and Departments, their respective directors, officers, Board of Supervisors, elected and appointed officials, employees, agents and representatives.

Data Management System: An online data management system used to collect and analyze client demographics, services and target accomplishments.

Executive Director: The designated lead director of the Commission or his or her designee.

Fiscal Year: The Commission's fiscal year is July 1 through June 30.

Performance Target: The specific results that a CONTRACTOR will commit to achieve. CONTRACTOR will be contractually responsible to achieve these specific targets as outlined in Scope of Work (SOW) (See Attachment A).

Performance Target Accomplishment Schedule: The specific timeline that a CONTRACTOR will commit to adhere to. (See Attachment A).

Probationary Status: CONTRACTOR is given notice of non-compliance and, after failure to correct deficiencies, has been placed in a status that may require additional monitoring, announced and unannounced visits, additional reporting by CONTRACTOR, an evaluation by Commission staff and a report to the Commission inclusive of recommendations regarding the disposition of the Contract.

Scope of Work (SOW): A documented qualitative and quantitative description of the project's deliverables (i.e. what the CONTRACTOR is funded to do). (See Attachment A).

4. TERM

The term of this Contract shall be from January 1, 2013 through June 30, 2016 unless sooner terminated by the provisions herein by either party. Funds shall not be automatically renewed by the Commission upon or after the term of the Contract except by formal amendment approved by the Commission.

5. COMPLIANCE, DISALLOWANCE, WITHHOLDING

If CONTRACTOR fails to comply with any conditions contained within this Contract, the Commission may place the CONTRACTOR in a probationary status, temporarily withhold payments until the deficiency is corrected, deny funds for all or part of the cost of activity not in compliance, and/or request repayment to the Commission if any disallowance is rendered after audit findings. Written notification of non-compliance will be sent to the identified contact person and the CONTRACTOR's executive director or other lead staff authorized by the CONTRACTOR's governing board or ownership within twenty (20) working days.

6. TERMINATION

A. By Commission: The Commission may, by written notice to CONTRACTOR terminate this Contract in whole or in part at any time for the reasons as set forth below. Upon receipt of notice, CONTRACTOR shall immediately discontinue all services affected (unless the notice directs otherwise).

1. Termination for cause:

a. Due to Default or Breach of Contract. Upon default by the CONTRACTOR in the performance of this Contract or material breach of any of its provisions which include but are not limited to; change in status or delegation, assignment or alteration of the services outlined in Attachment A of this Contract, the Commission may immediately terminate this Contract by written notice, which shall be effective upon receipt by CONTRACTOR, unless Commission provides CONTRACTOR the opportunity to cure breach within twenty (20) days of receipt of notice, and CONTRACTOR does so to Commission's satisfaction.

b. Due to Health and Safety Concerns of Clients. The Commission may immediately terminate this Contract, at the sole discretion of the Commission when the CONTRACTOR has been accused and found to be in violation of any county, state, or federal law and/or regulation related to the health and safety of clients. Contract may also be immediately terminated at the sole discretion of the Commission if the CONTRACTOR fails to provide for the health and safety of

clients served under this Contract where the health and safety of clients are placed at risk by CONTRACTOR.

c. Due to Non-Appropriation. Termination may occur if no funds or insufficient funds are available for payments. After this Contract is terminated under these provisions, the Commission shall have no obligation to make further payments. Termination shall be effective immediately upon written notification of the decrease or elimination of funds.

d. Due to Non-Compliance. Termination may occur if CONTRACTOR fails to provide the Commission with any reports, data and/or information as required in this Contract. CONTRACTOR may be placed in a probationary status until compliance with the terms of the Contract has been met. CONTRACTOR will be given 30 days to cure the deficiency. If compliance is not met within the 30 days, the Commission may move forward with termination of the Contract.

B. By CONTRACTOR: CONTRACTOR may terminate this Contract in whole or in part upon thirty (30) calendar-days written notice to the Commission.

7. REQUIREMENT OF SUPPLEMENTING PROGRAM

Funds received pursuant to this Contract shall not be used to supplant any program of the CONTRACTOR. Proposition 10 Funds shall ONLY be used to supplement a CONTRACTOR's program. The Commission endorses the California Children and Families Commission's interpretation of supplanting: The definition of "supplement" is to add to or augment something that currently exists, while "supplant" is defined as taking the place of something currently in existence. As defined in Health and Safety Code sections 130100 et seq. (the Children and Families Act), all monies raised pursuant to the Act shall be appropriated and expended by CONTRACTOR only to supplement existing levels of services. The Act specifically prohibits appropriation and expenditure of funds to supplant state or local general fund money for any purpose. Further, expenditures are prohibited for use to fund any existing levels of service.

8. DATA MANAGEMENT

CONTRACTOR agrees to participate in a comprehensive, countywide, internet-based evaluation and management process as defined by the Commission. Participation shall include, but is not limited to, monthly input of program and financial data, submission of quarterly and annual Program Progress Reports, utilization of the Commission developed reporting systems and Administrative Review formats and required training to familiarize and implement the results-based accountability framework.

The Commission continues to refine its evaluative processes that will assist the Commission, its CONTRACTORS and the community to successfully increase and measure the impact of the Children and Families Act in Riverside County. Where appropriate, CONTRACTOR agrees to participate in the ongoing development of these evaluative processes. Specific areas may include, but are not limited to, the development of outcomes for programmatic performance, standards for service delivery and assessment tools.

9. SCOPE OF WORK (SOW)

A. CONTRACTOR will be required to submit and adhere to a Scope of Work approved by the Commission. The SOW will accurately reflect measurable results of services provided through Proposition 10 funding. The SOW will provide a qualitative and quantitative

description of the program(s) objectives to be achieved in connection with Proposition 10 funding.

- B. SOW revisions that are considered relatively minor adjustments that do not affect the overall deliverables of the Contract shall be accepted for consideration through March 31st of each Fiscal Year. Requests for these types of SOW adjustments must be submitted to the Commission office in writing or via e-mail and shall not be implemented by CONTRACTOR prior to receipt of written approval from authorized Commission personnel. Upon approval, CONTRACTOR will receive either written or e-mail verification from the Executive Director, or designee.

SOW revisions that are considered significant changes to program performance targets and affect the overall deliverables of the Contract include the following: changes that result in the type or number of customers served, new staff positions or major staff changes, or significant changes in the Targets. Requests for these types of SOW changes shall be accepted for consideration through March 31st of each Fiscal Year. SOW revisions shall be submitted to the Executive Director, or designee, via the Commission's program specialist assigned to the CONTRACTOR. The Executive Director, or designee, will respond to the proposed request for SOW revisions within thirty (30) calendar days after receipt at the Commission office. Final approval of any proposed revisions to the SOW shall require the written approval of the Executive Director or designee. All changes will be incorporated into the Contract and shall become effective on the date of written approval from the Executive Director and/or the Commission.

- C. CONTRACTOR agrees to make every possible effort to obtain voluntary consent using the Commission Consent Form for any customer entered into the Data Management System. CONTRACTOR also agrees to maintain the original signed Consent Form on file for the Commission to review as necessary. Each customer is to receive a copy of the signed Consent Form.

10. REIMBURSEMENT OF COSTS

Payment will not be provided for services performed and/or expenditures accrued prior to the full execution of this Contract unless previously authorized by Commission action. Reimbursement of costs shall be made upon CONTRACTOR's satisfactory performance, based upon the Scope of Work and methodology contained in Attachment A as determined by the Commission. The Commission shall allocate the funds to CONTRACTOR as follows:

- A. All funds provided pursuant to this Contract shall be expended by CONTRACTOR in accordance with the budget, as set forth in Attachment B hereto.
- B. All funds will be distributed as detailed in the payment provision, as set forth in Attachment C hereto.

11. FISCAL AND PROGRAM REPORTING REQUIREMENTS

A. Fiscal Reporting

Fiscal expenditures are required to be input into the Data Management System on a monthly basis and input must be completed by the 20th of the month following contract performance. CONTRACTOR is required to report expenditures on a monthly basis and apply accruals at year end. Accruals show costs for services that have occurred but have not yet been paid. If the reporting due date falls on a weekend or County, State or nationally recognized holiday, the due date will be on the following business day. Any changes that occur with expenditures must be reported to Commission staff and adjusted

within the Data Management System before the end of the Quarter following the expense occurrence. Example: Changes to expenditures in the first quarter of performance must be adjusted and reconciled before the end of the 2nd quarter (December 30, as reported in the January 30 report). **A change in CONTRACTOR staff, or other difficulties, does not absolve the CONTRACTOR from this monthly fiscal reporting responsibility.**

In rare and justifiable circumstances, an extension may be requested by the CONTRACTOR. Such requests are to be submitted in writing prior to the due date and shall be directed through the Commission's contract specialist assigned to the CONTRACTOR.

If applicable, CONTRACTOR shall provide copies of the claim report submitted monthly for Medi-Cal and/or any other State or Federal reimbursements. In addition, the CONTRACTOR will provide the subsequent revenue reports that will reconcile the claim reports.

Costs may be allowed and reviewed for reimbursement up to the time of the Final Fiscal Expenditure Report, which is due July 20. All reimbursement cost not submitted by July 20 will be disallowed.

Commission staff will send notification verifying payment amount, payment reduction or payment withheld. Changes in the mailing address or remit to address must be submitted in writing on the CONTRACTOR letterhead and signed by an authorized representative.

B. Program Reporting

Program data must be entered on a monthly basis and input must be completed by the 20th of the following month. If the reporting due date falls on a weekend or holiday, the due date will be on the following business day. Additionally, Quarterly Program Progress Reports must be submitted to the Commission within thirty (30) calendar days after the end of the quarter. Any changes that occur with program data input must be reported to Commission staff and adjusted within the data management system before the end of the Quarter following the change. Example: Changes to program data in the first quarter must be adjusted and reconciled before the end of the 2nd quarter (December 30, as reported in the January 30 report). **A change in contract staff, or other difficulties, does not absolve the CONTRACTOR from this monthly program data input and quarterly Program reporting responsibility.**

In rare and justifiable circumstances, an extension may be requested by the CONTRACTOR. Such requests are to be submitted in writing prior to the due date and shall be directed through the Commission's program specialist assigned to the CONTRACTOR.

Quarterly Program Reporting due dates for each Contract period:

- QUARTER 1 ending September 30: Report Due October 30
- QUARTER 2 ending December 31: Report Due January 30
- QUARTER 3 ending March 31: Report Due April 30
- QUARTER 4 ending June 30: Report Due July 30 (Final Cumulative Program Progress Report)

If the due date falls on a weekend or County, State or nationally recognized holiday, the due date will be on the following business day.

12. REIMBURSEMENT OF FUNDS TO THE COMMISSION

If CONTRACTOR has been overpaid in the previous fiscal year, the Commission will, in instances where the Contract is renewed, reduce subsequent payment(s) to recover the amount overpaid.

Notwithstanding any other provision herein, CONTRACTOR agrees to reimburse, in full, any and all funds received from the Commission, upon request of the Commission, where such funds as determined by the Commission are not, or have not been utilized by CONTRACTOR for their purpose as intended by the Commission. The terms and conditions of reimbursement shall be at the sole discretion of the Commission. This provision is not terminated upon termination of this Contract.

13. RCCFC FISCAL REQUIREMENTS

A. Budget Adjustments

A budget adjustment is the transfer of funds from one approved line item to another approved line item. Individual transfers shall not exceed 10% of the approved destination category subtotal amount and in no case will cumulative transfers over the course of a fiscal year period exceed more than 10% of the total current fiscal year funding amount without written approval of the Executive Director, or designee. Written justification from the CONTRACTOR is required in the Program Progress Report submitted for the quarter in which the transfer is made and written notification of the transfer to the Commission's contract specialist from the CONTRACTOR is required during the month in which the transfer is made. Budget adjustments having a potential effect on the CONTRACTOR'S ability to comply with the SOW require prior approval from Executive Director, or designee. Budget adjustments will not change the total Contract amount and additional line items are **not** to be included. Failure of the Commission to discover or object to any unsatisfactory quarterly fiscal reports prior to payment will not constitute a waiver of the Commission's right to require CONTRACTOR to correct such quarterly reports. Budget Adjustments will be considered until June 30th of each Fiscal Year.

B. Budget Revisions

Budget revisions are requests to transfer more than 10% of the total Contract amount and/or the addition of line items that were not previously approved. The Executive Director, or designee, will accept proposed budget revisions along with written justification from CONTRACTOR through March 31st of each Fiscal Year. Any unused funding from each fiscal year within the Contract Term may be considered for "roll over" into the next fiscal year for allowable and preapproved budget revisions, contingent on approval of Executive Director, or designee. The Executive Director, or designee, will respond to budget revisions within thirty (30) calendar days after receipt at the Commission office.

C. Amendments

Necessity for budget amendments to this Contract will be determined by the Executive Director, or designee, and may include, but are not limited to contract increases or decreases and significant changes to the Scope of Work (SOW). All budget amendments to the Contract shall require formal approval of the Executive Director acting on behalf of the Commission, as provided herein, before they are effective. Major budget amendments, as determined by the Executive Director, in consultation with Commission legal counsel, will require formal approval of the Commission. Contract budget amendments will be considered until March 31st of each Fiscal Year.

D. Cost Allocation

CONTRACTOR shall have or establish a cost allocation plan to identify prorated costs shared by multiple funding sources, including Proposition 10 funds. CONTRACTOR shall

identify any other funding sources and organizations whose cooperation/participation is necessary to ensure the success of the project. CONTRACTOR's Cost Allocation Plan must be approved by CONTRACTOR's appropriate governing body and submitted with the executed Contract.

A Cost Allocation Plan (CAP) is defined as a written summarization that documents the methods and procedures that the CONTRACTOR will use to allocate costs between two or more programs or funding sources. The goal is to ensure that each program or funding source bears its fair share, and only its fair share, of the total costs. The CONTRACTOR must have a method of identifying and distributing program costs that are comprehensive, well documented, and defensible under the Generally Accepted Accounting Principles (GAAP).

A written CAP is required if any of the conditions below are met:

- a. Funded staff members share their time between a First 5 Commission funded program and one or more other grant funded programs.
- b. A single-funded staff member shares their time between two or more First 5 Commission funded programs.
- c. The same facilities and/or resources are utilized by more than one funded program.

E. Overhead/Indirect Costs

1. Overhead/Indirect costs are defined as costs incurred for a common or joint purpose benefiting more than one cost objective and cannot be readily identified with a particular final cost objective. These costs do not provide a measurable, direct benefit to a particular program or activity, unlike direct costs. Indirect cost may include salaries, benefits and operating expenses. Capital expenses and subcontractor costs are **excluded**.
2. Indirect costs shall be based on the CONTRACTOR's official governing board approved Cost Allocation Plan or state/federal approved rate not to exceed 10%. These costs will be reviewed and approved on a case-by-case basis.
3. A pass through is defined as those instances where the CONTRACTOR forwards funds obtained from the Commission to a subcontractor and the Commission maintains no relationship or responsibility for the performance of the subcontractor. Proposition 10 funds shall not be used in a manner that will cause payment for indirect costs associated with the CONTRACTOR's funded program more than once. RCCFC will not pay for subcontractor indirect costs as part of CONTRACTOR budget.

F. Revenues Received

Any and all revenue received by the CONTRACTOR (except funds received from the Commission) to operate the program funded pursuant to this Contract shall be reported as revenue received within the monthly fiscal report. All such revenues shall be used to fully compensate expenses within the program funded and/or to provide additional services within the program funded pursuant to this Contract. Any unused revenues shall be deducted from Contract reimbursement.

G. Payroll Taxes

The Commission shall not be directly responsible for the payment of any taxes on the CONTRACTOR's behalf. In the event that the Commission is required to do so by state, federal or local taxing agencies, CONTRACTOR agrees to promptly reimburse the Commission for the full value of such paid taxes plus interest and penalty, if any. These taxes shall include, but are not limited to the following: FICA (Social Security),

unemployment insurance contributions, income tax, disability insurance and workers' compensation insurance.

14. CONTRACTOR AUDIT REQUIREMENTS

- A.** All CONTRACTORS are required to have an annual financial audit. Each CONTRACTOR shall provide a copy of their annual audited financial statements to the Commission covering the fiscal year that funds are received for services provided pursuant to this Contract. The audit will cover the CONTRACTOR's fiscal year and will include a statement of internal controls over financial reporting. All audits shall be performed by either: (1) a Certified Public Accountant who possesses a valid license to practice within the State of California; or, (2) a Public Accountant currently certified and licensed by the State of California.
- B.** CONTRACTORS who have a Single Audit completed, under the auspices of the Federal Office of Management and Budget (OMBA-133), in any given year will be required to have a Program Specific Audit completed under guidelines as stated under Government Auditing Standards. The Program Specific Audit will cover the CONTRACTOR's fiscal year and will include a statement of compliance.
- C.** Audits are to be submitted to the Executive Director, or designee, within one hundred and eighty (180) calendar days after the close of the CONTRACTOR's fiscal year for every year covered under this Contract. **Proposition 10 funds and expenditures must be identified separately within the financial audit.** If an audit is not received on or before the required due date and an extension has not been granted, the audit shall be considered delinquent and immediate corrective action is required. If the CONTRACTOR fails to produce or submit an acceptable audit, the Commission has the authority to withhold funding, and if necessary, secure an Auditor, and the CONTRACTOR shall be liable for all Commission costs incurred in obtaining an independent audit. The cost of the audit will be applied against the Contract encumbered amount, thereby reducing the amount of funding available to the program.

15. CAPITALIZED EQUIPMENT

- A.** Capitalized equipment derived from approved purchases funded by Proposition 10 funds shall be maintained by the CONTRACTOR. CONTRACTOR shall use such capitalized equipment only for the purposes for which they were granted.
- B.** Equipment purchased with Proposition 10 funds must be considered a capital asset if the equipment has a single unit cost of \$1,000 or more or if the aggregate cost of integral components required to fully operate the assembled equipment (i.e. computer processing unit, keyboard, monitor) total \$5,000 or more. The CONTRACTOR shall inventory and report any and all equipment purchases meeting this criterion, on the Commission Inventory Record Form. This record must be submitted within 45 days of purchase to the Commission's contract specialist assigned to the CONTRACTOR. Applicable receipts must be maintained by the CONTRACTOR to validate expenditures and shall be made available as requested during the Commission staff site visits. It is understood that the CONTRACTOR is liable for any/all liability and damages resulting from the use and/or misuse of equipment purchased with Proposition 10 funds. Equipment shall not be used for personal use by the CONTRACTOR, and/or their employees, agents, subcontractors and/or collaborating partners.

16. REVERSION OF ASSETS

Real or Personal Property Assets. Any real property or moveable or immovable personal property under CONTRACTOR's control or ownership that was acquired or improved in whole or in part with Proposition 10 funds disbursed under this Contract, or under any previous Contract between the Commission and CONTRACTOR, where the original cost exceeded one thousand dollars (\$1,000.00) shall either be: (1) used by CONTRACTOR for the services described in Attachment A for a period of five (5) years after termination or expiration of this Contract, unless a different period is specified in Attachment A; or (2) disposed of and proceeds paid to the Commission in a manner that results in the Commission being reimbursed in the amount of the current fair market value (assuming depreciation in accordance with customary business practices) of the real or personal property less any portion of the current value attributable to CONTRACTOR's out of pocket expenditures using non-commission funds for acquisition of, or improvement to, such real or personal property and less any direct and reasonable costs of disposition.

- A.** In furtherance of the foregoing, if the Commission selects continued use of the capital asset, the CONTRACTOR hereby agrees that it will confirm in writing that it will continue to use the capital asset for purposes congruent with the intent of the this Contract. This provision shall survive the termination or expiration of this Contract and shall be actionable at law or in equity by the Commission against CONTRACTOR and its successors in interest.
- B.** In the event the Commission selects disposition of the subject real or personal property, the CONTRACTOR shall exercise due diligence to dispose of such property in conformity with applicable laws and regulations and in accordance with customary business practices. The net proceeds of such disposition shall be disbursed directly to and be payable to the Commission upon the close of the applicable disposition transaction, such as close of escrow for the sale of real property, transfer of a motor vehicle "Certificate of Title" in accordance with applicable California Vehicle Code requirements, or completion of sale of personal property by bill of sale in accordance with Uniform Commercial Code (UCC) requirements.

17. TOBACCO CONTROL POLICY

CONTRACTOR shall abide by the Comprehensive Tobacco Control Policy, incorporated herein by reference, and as may be amended from time to time. CONTRACTOR shall have tobacco education and cessation materials visibly available and accessible to clients participating and to staff funded from the Commission funded activities. The Comprehensive Tobacco Control Policy is set forth as Attachment D hereto.

18. CONDUCT OF BUSINESS

CONTRACTOR shall comply with all references listed below. Failure to comply may place the CONTRACTOR in a Probationary Status or result in a Termination of Contract.

- A.** CONTRACTOR shall be in compliance, and shall remain in compliance with all applicable state and/or federal laws, regulations or requirements during the term of the Contract.
- B.** CONTRACTOR shall conduct its business, pursuant to this Contract, in compliance with all applicable state, and/or federal laws, regulations or requirements.
- C.** CONTRACTOR shall obtain and shall maintain all applicable business and/or professional licenses, insurances, and/or accreditations, in good standing, which are required under the laws of the State of California or the federal government at all times while performing services under this Contract.

- D. CONTRACTOR shall notify the Commission Executive Director (or designee) verbally and in writing their intent to cease operations of the facility or program within sixty (60), but no less than thirty (30) days, of the event.
- E. CONTRACTOR shall notify the Commission Executive Director (or designee) in writing within 72 hours of a change of key personnel funded under this Contract. Key personnel is defined as individuals who have a direct bearing on the outcome of the project, who have substantive responsibility for developing or achieving the scope or objectives of the project, and who possess the reputation, knowledge, or skills on which the work of the project is based. This includes, but is not limited to the Director, Chief Executive Officer (CEO), Chief Financial Officer (CFO), Program Manager, or Project Lead.
- F. CONTRACTOR shall notify the Commission Executive Director (or designee) verbally and in writing of any condition that could interfere with CONTRACTOR's ability to perform required services and/or meet material Contract requirements within thirty (30) days of the learning of such a condition.
- G. Agencies that are governed by a regulatory or licensing entity shall advise and forward to the Commission Executive Director any and all documentation of regulatory/licensing violations, findings and responses to such violations and/or findings within 24 hours of receipt of notice of violation from the governing entity. Agencies shall promptly submit to Commission Executive Director a copy of the response sent to the governing entity.
- H. CONTRACTOR shall immediately notify the Commission upon the intent to file or filing of any action of bankruptcy.
- I. CONTRACTOR shall immediately notify the Commission upon the commencement of any litigation, whether CONTRACTOR is the plaintiff or defendant, where such litigation may interfere with the ability of CONTRACTOR to perform its duties under this Contract, and where the Commission is not a party to such litigation.
- J. CONTRACTOR shall immediately notify the Commission upon the commencement of any investigation, and/or activity by a regulatory agency against CONTRACTOR, which may interfere with the ability of CONTRACTOR to perform its duties under this Contract.

19. RECORDS MANAGEMENT AND MAINTENANCE

- A. The CONTRACTOR shall make reports to the Commission in the required format and containing information as may be required by the Commission.
- B. The CONTRACTOR shall also provide additional reports or information if required by the State or the local Commission and was not reasonably anticipated at the time the Contract was entered into.
- C. CONTRACTOR shall input all data required on a monthly basis by the 20th of the month following the end of the reporting period **and** submit quarterly reports within thirty (30) calendar days following the end of the quarter, and at the end of the term of the Contract. This requirement includes:
 - 1. All the monthly data necessary to generate demographic, service utilization, results and aggregate activity reports;
 - 2. Submission of the Program Progress Report on a quarterly basis;
- D. CONTRACTOR shall retain such reports, and all records associated with this Contract for at least five (5) years following the close of the fiscal year in which this Contract is in effect. This obligation is not terminated upon termination of this Contract, whether by recessions or otherwise. CONTRACTOR agrees to require any subcontractors to retain all records associated with the Contract for the same time period.
- E. Accounting information and transactions shall be recorded and reported in accordance with generally accepted accounting principles (GAAP).

- F. Where medical records, and/or client records are generated under this Contract, CONTRACTOR shall safeguard the confidentiality of the records in accordance with all state and federal laws, and all regulations promulgated hereunder, including the provisions of the Health Insurance Portability and Accountability Act of 1996 (HIPAA), Public Law 104-91, enacted August 21, 1996, and the laws and regulations promulgated subsequent thereto.
- G. Each CONTRACTOR must maintain a written customer confidentiality policy and maintain a written protocol to ensure CONTRACTOR staff is aware of and abide by said policy.

20. PUBLIC DISCLOSURE OF DOCUMENTS

CONTRACTOR acknowledges and agrees that information, communications, and documents given by or to the Commission and meetings involving the Commission members, staff, or advisory committee members may be subject to applicable law on public disclosures and/or public meetings. CONTRACTOR shall cooperate with the Commission in order that it may fully comply with the requirements of such laws and regulations.

21. INSPECTIONS, PROGRAM MONITORING AND CONTRACT ADMINISTRATIVE REVIEW BY COMMISSION

- A. Commission representatives shall review and inspect the CONTRACTOR through mandatory periodic Administrative Review visits for compliance with the terms of this Contract. During the Administrative Review visits, CONTRACTOR representatives from both fiscal and program areas **must** be present. All books, financial records and program records including verification of target(s) and other documents relating to the performance of this Contract must be open to inspection, examination, or copying during normal business hours by the Commission staff or duly authorized representatives from the state or federal government. Records shall be made available at reasonable times at CONTRACTOR's place of business or at such other mutually agreeable location in the County of Riverside, State of California.
- B. Upon completion of the Program Monitoring and Administrative Review visit, the CONTRACTOR will be mailed a report summarizing the results of the Administrative Review visit within forty five (45) calendar days of the visit. The CONTRACTOR may be required to respond to concerns or requests as specified in the Administrative Review report within thirty (30) calendar days of receipt.

22. GOVERNING LAW AND VENUE

- A. This Contract is entered into under the provisions of Health and Safety Code section 130100 et seq., as may be amended from time to time and any other applicable law.
- B. This Contract, and its construction and interpretation as to validity, performance and breach shall be construed under the laws of the State of California. In the event any provision in this Contract 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.
- C. The provision of the Government Claims Act (Government Code Section 900 et seq.) must be followed first for any disputes under this Contract.
- D. All actions and proceedings arising in connection with this Contract shall be tried and litigated exclusively in state or federal (if permitted by law and a party elects to file an action in federal court) courts located in the County of Riverside, State of California.

23. CONTRACTOR SUBCONTRACTS FOR WORK OR SERVICES

- A.** The Commission holds CONTRACTOR solely responsible for the performance of all duties and obligations under this Contract. CONTRACTOR agrees and understands that Commission does not enter into, or assume any legal relationship with any subcontractor of CONTRACTOR for performance under this Contract. CONTRACTOR agrees to remedy any and all breaches of any contracts with any subcontractor, and further agrees that CONTRACTOR may not look to the Commission for any payment, liability, or assistance in the remedy of any actual or alleged breach.
- B.** CONTRACTOR shall identify any other organization whose cooperation/participation is necessary to ensure the success of the project and what specific roles these key partners will play. Before initiating programmatic operations, CONTRACTOR shall enter into a Memorandum of Understanding (MOU), contract, subcontract, or similar document with any such organization, with signatures affixed by an official authorized to bind the organization. CONTRACTOR shall provide said document(s) to the Commission Executive Director, or designee.
- C.** Any and all subcontractor(s) shall conform to all requirements of the Commission and any Contract between the CONTRACTOR and the Commission. Copies of Memorandum of Understanding (MOU), contract, subcontract, or similar document between the CONTRACTOR, subcontractor and any participating third parties, shall be submitted to the Commission within thirty (30) calendar days from the start date of the document.

24. PUBLICITY AND ATTRIBUTION REQUIREMENTS

- A.** Upon signing this Contract, CONTRACTOR shall publicize their funded program and partnership with the Commission by creating a press release to be distributed to local media outlets. The press release shall be sent to First 5 Riverside for review and approval within 14 days of signing of Contract. No later than 5 days after the press release is reviewed and approved by First 5 Riverside, the press release shall be distributed to local media outlets. Should guidance be needed on this requirement, please contact Commission public information specialist.
- B.** CONTRACTOR shall include the following acknowledgment of the Commission and Proposition 10 funding in all materials produced for the purpose of public education and outreach related to Commission funded programs. These materials include but are not limited to the following: brochures, workbooks, flyers, circulars, posters, games, television, radio and print advertising, public service announcements and video news releases, calendar/event listings, presentations, telephone hold messages, outdoor advertising and vehicles. The wording of the First 5 Riverside attribution shall be one of the following:

"Made possible by funding from First 5 Riverside"

"Funded by First 5 Riverside"

"Funded by First 5 Riverside - the Riverside County Children & Families Commission"

"Hecho posible por medio de fondos de Primeros 5 Riverside"

"Financiado por Primeros 5 Riverside"

For events, conferences or programs with multiple funders, one of the following attributions shall be used:

"Funded in part by First 5 Riverside"

"Funded in part by First 5 Riverside - the Riverside County Children & Families Commission"

"Made possible by funding from First 5 Riverside"

"Financiado parcialmente por Primeros 5 Riverside"

"Financiado parcialmente por Primeros 5 Riverside - Comisión de Niños y Familias del Condado de Riverside"

When space is limited (buttons, pencils, pens, etc.), attribution may be omitted. However, CONTRACTORS shall contact the Commission's public information specialist to determine an appropriate method of providing attribution to the public regarding the funding source for such items.

- C. The approved First 5 Riverside logo (graphic) shall be used on materials specific to the Commission funded program. CONTRACTOR shall use the approved First 5 Riverside logo (graphic) on public education and outreach materials in accordance with the First 5 Riverside graphics attribution standard as posted on the Commission public web site (www.rccfc.org)
- D. CONTRACTOR shall provide the Commission staff/public information specialist a copy of all public information/relations products (such as flyers, newsletters, posters, etc.) as soon as possible but not later than fourteen (14) calendar days prior to submitting to print. News releases should be submitted as soon as possible but not later than seven (7) days before public release is scheduled.
- E. The Commission's public information specialist shall provide guidance on procedures for logo usage and printed public relations material in accordance with the Commission policies. Policies will be available on the Commission public website (www.rccfc.org) and/or the First 5 Riverside Data Management System.

25. PROHIBITION OF POLITICAL/RELIGIOUS ACTIVITY

CONTRACTOR agrees that it shall not require client participation in political or religious activities in order to receive services for programs funded by the Commission. Furthermore, Proposition 10 funds shall be used only for the purposes specified in this Contract and in any attachments hereto. No Proposition 10 funds shall be used for any political activity, or to further the election or defeat of any candidate for political office. No Proposition 10 funds shall be used for purposes of religious worship, instruction or proselytizing.

26. WORK PRODUCT

- A. The Commission shall be the owner of the following items incidental to this Contract upon production, whether or not completed: all data collected, all documents of any type whatsoever, and any material necessary for the practical use of the data and/or documents from the time of collection and/or production whether or not performance under this Contract is completed or terminated prior to completion. CONTRACTOR shall not release any materials under this section except after prior written approval of the Commission.
- B. Material produced in whole or in part under this Contract shall not be subject to copyright in the United States or in any other country except as determined at the sole discretion of the Commission. The Commission will have the unrestricted authority to publish, disclose, distribute, and use in whole or in part, any reports, data, documents or other materials prepared under this Contract.

27. NON-DISCRIMINATION

This Contract hereby incorporates by reference the provisions of Title 2, CCR, Section 8107 et seq., as may be amended from time to time. CONTRACTOR agrees to comply with the provisions of Title 2, CCR, Section 8107 et seq. and further agrees to include this Non-Discrimination clause in any and all subcontracts to perform services under this Contract.

28. INDEPENDENT CONTRACTOR

It is understood and agreed that CONTRACTOR is an independent contractor and that no relationship of employer-employee exists between the CONTRACTOR and the Commission. The CONTRACTOR, nor CONTRACTOR's officers, agents, employees or subcontractors, shall not be entitled to any Commission paid employee benefits, including Workers' Compensation.

29. HOLD HARMLESS/INDEMNIFICATION

CONTRACTOR shall indemnify and hold harmless the Commission, the County of Riverside, its Agencies, Districts, Special Districts and Departments, their respective directors, officers, Board of Supervisors, elected and appointed officials, employees, agents and representatives (individually and collectively hereinafter referred to as Indemnitees or COUNTY) from any and all liability whatsoever, including wrongful death, based or asserted upon any services of CONTRACTOR, its officers, employees, subcontractors, agents or representatives arising out of or in any way relating to this Contract, including but not limited to property damage, bodily injury, or death or any other element of any kind or nature whatsoever arising from the performance of CONTRACTOR, its officers, employees, subcontractors, agents or representatives from this Contract. CONTRACTOR shall defend, at its sole expense, all costs and fees including, but not limited to, attorney fees, cost of investigation, defense and settlements or awards, the Indemnitees in any claim or action based upon such alleged acts or omissions.

With respect to any action or claim subject to indemnification herein by CONTRACTOR, CONTRACTOR shall, at their sole cost, have the right to use counsel of their own choice and shall have the right to adjust, settle, or compromise any such action or claim without the prior consent of COUNTY; provided, however, that any such adjustment, settlement or compromise in no manner whatsoever limits or circumscribes CONTRACTOR'S indemnification to Indemnitees as set forth herein.

CONTRACTOR's obligation hereunder shall be satisfied when CONTRACTOR has provided to COUNTY the appropriate form of dismissal relieving COUNTY from any liability for the action or claim involved.

The specified insurance limits required in this Contract shall in no way limit or circumscribe CONTRACTOR's obligations to indemnify and hold harmless the Indemnitees herein from third party claims.

In the event there is conflict between this clause and California Civil Code Section 2782, this clause shall be interpreted to comply with Civil Code 2782. Such interpretation shall not relieve the CONTRACTOR from indemnifying the Indemnitees to the fullest extent allowed by law.

- A.** Where CONTRACTOR is a public entity, as defined by applicable law, the Commission and CONTRACTOR, to the extent that liability may be imposed on the Commission by the provisions of Government Code Section 895.2, shall be liable for their own acts or omissions, including all claims, liabilities, injuries, suits, and demands and expenses of all kinds which may result or arise out of any alleged malfeasance or neglect, caused or alleged to have been caused by either the Commission or CONTRACTOR, their employees or representatives, performance or omission of any act or responsibility of either party under this Contract. In the event that a claim is made against both the Commission and CONTRACTOR, both parties shall cooperate in the defense of said claim and to cause their insurers to do likewise.
- B.** CONTRACTOR agrees to indemnify the Commission for all federal/state withholding or state retirement payments, which the Commission may be required to make by the federal

or state government as a result of this Contract. If for any reason, CONTRACTOR is determined not to be an independent contractor to the Commission in carrying out the terms of the Contract, such indemnification shall be paid in full to the Commission upon sixty (60) calendar days written notice to CONTRACTOR if a federal and/or state determination is made that such payment is required.

30. INSURANCE

Without limiting or diminishing the CONTRACTOR'S obligation to indemnify or hold the COUNTY harmless, CONTRACTOR shall procure and maintain or cause to be maintained, at its sole cost and expense, the following insurance coverage's during the term of this Contract:

Workers' Compensation:

If the CONTRACTOR has employees as defined by the State of California, the CONTRACTOR shall maintain statutory Workers' Compensation Insurance (Coverage A) as prescribed by the laws of the State of California. Policy shall include Employers' Liability (Coverage B) including Occupational Disease with limits not less than \$1,000,000 per person per accident. The policy shall be endorsed to waive subrogation in favor of the County of Riverside, and, if applicable, to provide a Borrowed Servant/Alternate Employer Endorsement.

Commercial General Liability:

Commercial General Liability insurance coverage, including but not limited to, premises liability, contractual liability, products and completed operations liability, personal and advertising injury, and cross liability coverage, covering claims which may arise from or out of CONTRACTOR'S performance of its obligations hereunder. Policy shall name the County of Riverside, its Agencies, Districts, Special Districts, and Departments, their respective directors, officers, Board of Supervisors, employees, elected or appointed officials, agents or representatives as Additional Insureds. Policy's limit of liability shall not be less than \$1,000,000 per occurrence combined single limit. If such insurance contains a general aggregate limit, it shall apply separately to this Contract or be no less than two (2) times the occurrence limit.

Vehicle Liability:

If vehicles or mobile equipment are used in the performance of the obligations under this Contract, then CONTRACTOR shall maintain liability insurance for all owned, non-owned or hired vehicles so used in an amount not less than \$1,000,000 per occurrence combined single limit. If such insurance contains a general aggregate limit, it shall apply separately to this Contract or be no less than two (2) times the occurrence limit. Policy shall name the County of Riverside, its Agencies, Districts, Special Districts, and Departments, their respective directors, officers, Board of Supervisors, employees, elected or appointed officials, agents or representatives as Additional Insureds.

General Insurance Provisions - All lines:

Any insurance carrier providing insurance coverage hereunder shall be admitted to the State of California and have an A M BEST rating of not less than A: VIII (A:8) unless such requirements are waived, in writing, by the County Risk Manager. If the County's Risk Manager waives a requirement or a particular insurer such waiver is only valid for that specific insurer and only for one policy term.

Professional Liability Insurance:

CONTRACTOR shall maintain Professional Liability Insurance providing coverage for the CONTRACTOR'S performance of work included within this Contract, with a limit of liability of not less than \$1,000,000 per occurrence and \$2,000,000 annual aggregate. If CONTRACTOR'S Professional Liability Insurance is written on a claims made basis rather than an occurrence basis, such insurance shall continue through the term of this Contract and CONTRACTOR shall purchase at his sole expense either 1) an Extended Reporting Endorsement (also known as Tail Coverage); or 2) Prior Dates Coverage from new insurer with a retroactive date back to the date of, or prior to,

the inception of this Contract; or 3) demonstrate through Certificates of Insurance that CONTRACTOR has Maintained continuous coverage with the same or original insurer. Coverage provided under items; 1), 2) or 3) will continue for a period of five (5) years beyond the termination of this Contract.

The CONTRACTOR's insurance carrier(s) must declare its insurance self-insured retentions. If such self-insured retentions exceed \$500,000 per occurrence such retentions shall have the prior written consent of the County Risk Manager before the commencement of operations under this Contract. Upon notification of self-insured retention unacceptable to the COUNTY, and at the election of the Country's Risk Manager, CONTRACTOR's carriers shall either; 1) reduce or eliminate such self-insured retention as respects this Contract with the COUNTY, or 2) procure a bond which guarantees payment of losses and related investigations, claims administration, and defense costs and expenses.

CONTRACTOR shall cause CONTRACTOR's insurance carrier(s) to furnish the County of Riverside with either 1) a properly executed original Certificate(s) of Insurance and certified original copies of Endorsements effecting coverage as required herein, and 2) if requested to do so orally or in writing by the County Risk Manager, provide original Certified copies of policies including all Endorsements and all attachments thereto, showing such insurance is in full force and effect. Further, said Certificate(s) and policies of insurance shall contain the covenant of the insurance carrier(s) that thirty (30) days written notice shall be given to the County of Riverside prior to any material modification, cancellation, expiration or reduction in coverage of such insurance. In the event of a material modification, cancellation, expiration, or reduction in coverage, this Contract shall terminate forthwith, unless the County of Riverside receives, prior to such effective date, another properly executed original Certificate of Insurance and original copies of endorsements or certified original policies, including all endorsements and attachments thereto evidencing coverage's set forth herein and the insurance required herein is in full force and effect. CONTRACTOR shall not commence operations until the COUNTY has been furnished original Certificate (s) of Insurance and certified original copies of endorsements and if requested, certified original policies of insurance including all endorsements and any and all other attachments as required in this Section. An individual authorized by the insurance carrier to do so on its behalf shall sign the original endorsements for each policy and the Certificate of Insurance.

It is understood and agreed to by the parties hereto that the CONTRACTOR's insurance shall be construed as primary insurance, and the COUNTY's insurance and/or deductibles and/or self-insured retention's or self-insured programs shall not be construed as contributory.

If, during the term of this Contract or any extension thereof, there is a material change in the scope of services; or, there is a material change in the equipment to be used in the performance of the scope of work which will add additional exposures (such as the use of aircraft, watercraft, cranes, etc.); or, the term of this Contract, including any extensions thereof, exceeds five (5) years the COUNTY reserves the right to adjust the types of insurance required under this Contract and the monetary limits of liability for the insurance coverage's currently required herein, if, in the County Risk Manager's reasonable judgment, the amount or type of insurance carried by the CONTRACTOR has become inadequate.

CONTRACTOR shall pass down the insurance obligations contained herein to all tiers of subcontractors working under this Contract.

The insurance requirements contained in this Contract may be met with a program(s) of self-insurance acceptable to the COUNTY.

CONTRACTOR agrees to notify COUNTY of any claim by a third party or any incident or event that may give rise to a claim arising from the performance of this Contract.

Adjustment and/or Waiver of Requirements:

The Executive Director, or designee, in consultation with the Commission's Risk Manager, may adjust the insurance requirements set forth herein as deemed necessary for the Contract, and/or may waive insurance requirements where not applicable to the Contract. Insurance endorsements shall be submitted to the Commission upon submission of the fully executed Contract, but no later than when contract work commences.

31. ASSIGNMENT

This Contract shall not be assigned by CONTRACTOR, either in whole or in part, without prior written consent of the Commission, as approved and authorized by formal action of the Commission.

32. ALTERATION AND/OR AMENDMENT

No alteration, amendment, or variation of the terms of this Contract shall be valid unless made in writing and signed by the parties hereto. Oral understandings or Contract not incorporated herein shall not be binding on any of the parties hereto. As provided herein, the Executive Director of the Commission, acting on behalf of the Commission, may alter or revise this Contract on behalf of the Commission. Material alterations and/or amendments, as determined by the Executive Director in consultation with Commission legal counsel, will require formal approval of the Commission. Except as provided herein, the parties expressly recognized that individual Commission members, advisory committee members, or staff to the Commission is without authorization to either change or waive any material requirements of this Contract without formal action of the Commission.

33. CONFLICT OF INTEREST

CONTRACTOR shall have no economic interest, and shall not acquire any economic interest, direct or indirect, which will conflict in any manner or degree with the performance of services required under this Contract.

34. WAIVER AND SEVERABILITY

Any waiver by the Commission of any breach of any one (1) or more terms of this Contract shall not be construed to be a waiver of any subsequent or other breach of the same term of any other term herein. In the event any provision in this Contract 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.

35. DISALLOWANCE

In the event CONTRACTOR receives payment for services under this Contract, which is later disallowed for nonconformance with the terms and conditions herein, CONTRACTOR shall promptly refund the disallowed amount to the Commission upon request. The Commission retains the option to offset the amount disallowed from any payment due to the CONTRACTOR under this Contract, or under any other Contract, or Contract between CONTRACTOR and the Commission.

36. OFFICIAL DOCUMENTS

Upon the Contract approval by the Commission, one (1) completed set of this document will be sent to the CONTRACTOR. Such copy shall be the officially approved Contract for the conduct of the approved project.

37. ENTIRE CONTRACT

This Contract, inclusive of all attachments and exhibits, constitutes the entire Contract between the parties hereto with respect to the subject matter hereof and all prior or contemporaneous Contract of any kind of nature relating to the same shall be deemed to be merged herein. Any modifications to the terms of this Contract shall be by the provisions of the section entitled "alteration and/or amendment" herein.

38. NONEXCLUSIVE CONTRACT

CONTRACTOR understands that this is not an exclusive Contract and that the Commission shall have the right to negotiate with and enter into Contracts with others providing the same or similar services as those provided by CONTRACTOR as the Commission desires, and at the sole discretion of the Commission.

39. CERTIFICATION OF AUTHORITY TO EXECUTE THIS CONTRACT

CONTRACTOR certifies that the individual signing herein has authority to execute this Contract on behalf of CONTRACTOR, and may legally bind CONTRACTOR to the terms and conditions of this Contract, and any attachments hereto.

40. COMPLIANCE WITH LAW

CONTRACTOR shall, at its sole cost and expense, comply with all County, State, and Federal law now in force or which may hereafter be in force with regard to this Contract. The judgment of any court of competent jurisdiction, or the admission of CONTRACTOR in any action against CONTRACTOR, whether the Commission be a party thereto or not, that CONTRACTOR has violated any such ordinance or statute, shall be conclusive of that fact as between CONTRACTOR and the Commission.

41. CONFLICTS IN INTERPRETATION

In the event of conflict in interpretation by the parties of the provisions contained in the numbered sections of this Contract and the provisions contained in the Attachments hereto, the provisions of the attachments in the Contract shall prevail over those in numbered sections.

Attachment A: Scope of Work
Riverside Community College District (RCC)
Access & Quality: Scholarship Program
Contract: (#) 13304 AQ
Contract Term: January 1, 2013 – June 30, 2013

Riverside City College services, supported through the First 5 Riverside (F5R) Access and Quality Child Care funded program shall utilize early care scholarships for the purpose of making quality child care/preschool services affordable and accessible for families in need. The provision of scholarships is intended to reduce the number of vacant child care/preschool spaces that currently exist throughout Riverside County.

The financial level of scholarships will be based on the degree of program quality, which is determined by the California Early Learning Quality Rating and Improvement System (QRIS). Each classroom/Family Child Care Home (FCCH) receiving F5R scholarships will be assessed and assigned to a QRIS tier. A Quality Improvement Plan (QIP) will be developed with the goal of advancing a minimum of one full tier on the QRIS by the end of June 2016.

Riverside City College will provide 16 Full time Equivalent (FTE) scholarship spaces for children in approved classrooms:

8 FTE's in the Preschool classroom (4 in the 18-36 months and 4 in the 36-71 months)
8 FTE's in the Preschool classroom (36-71 months)

Scholarship reimbursement will be based on F5R published scholarship rates and adjustment factors. Children with "exceptional needs" (as defined by the California Department of Education - CDE) will also be provided with services and rates will be adapted in accordance with CDE adjustment factors. Riverside City College will maintain or improve elements resulting in tier level rating, and will be reassessed annually. Agency will maintain in good standing, the State of California Child Care licensing requirements.

Riverside City College will implement and maintain fidelity to the evidence-based/promising practices curriculum to be identified during the first month of the funding period. Riverside City College will incorporate the California Preschool Learning Foundations, and/or the California Infant/Toddler Learning & Development Foundations plus the California Preschool Curriculum Framework if applicable. Classrooms/FCCHs participating in the F5R Access and Quality Child Care program will assess each child with an evidence-based assessment tool associated with the evidence based/promising practices curricula utilized. Children will be assessed a minimum of two times per year.

Curriculum lesson plans and assessments will be reviewed by Program Specialist during quarterly reviews.

F5R will provide an independently administered early childhood environmental rating or CLASS assessment, on an annual basis, as described on the QRIS block system.

Riverside City College will provide family involvement activities to encourage and develop partnering relationships with families; address diversity and build trusting relationships.

Riverside City College Director and Teaching Staff, whose classrooms are participating in F5R Access and Quality Child Care program, will design a Quality Improvement Plan (QIP) and Professional Development Plan (PDP) with technical assistance from the TA provider selected by F5R. The PDP will identify goals to increase tier levels, staff's education, and professional development per fiscal year. PDP's may comprise training, including implementing strategies of the Classroom Assessment Scoring System (CLASS), the Program Administration Scale (PAS)/Business Administration Scale (BAS) instruments, and the California Department of Education (CDE) Frameworks and Learning Foundations. Additionally, the Director and Teacher(s) will be required to complete 21 hours of approved professional development trainings per fiscal year; which is a necessity based on the current eleven professional growth categories recognized by the Commission on Teacher Credentialing (CTC).

Targets: (CORE) – All targets pertain to classrooms/FCCHs participating in the Access and Quality Child Care program.

1. By June 30, 2013, Riverside City College will document the number of children 0 through 5 years of age, utilizing the toddler and preschool scholarship spaces reported monthly.
2. By June 30, 2013, Riverside City College will document the number of children with exceptional needs, reported monthly.
3. By June 30, 2013, Riverside City College will document the number of children receiving scholarships, who received an initial assessment aligned with the adopted evidence-based/promising practices curricula utilized.
4. By June 30, 2013, Riverside City College will document the number of children receiving scholarships, who received a follow-up assessment aligned with the adopted evidence-based/promising practices curricula utilized.

Targets: (Aggregate)

5. By June 30, 2013, Riverside City College will document the number of parents/caregivers enrolled in the Access and Quality Child Care program that participated in family activities to increase family involvement.
6. By June 30, 2013, Riverside City College Program Director will complete a minimum of 21 hours of professional development per the Professional Development Plan agreement.
7. By June 30, 2013, Riverside City College will document the number of Teachers in classrooms participating in the Access and Quality Child Care program that completed a minimum of 21 hours of professional development per the Professional Development Plan agreement.
8. By June 30, 2013, Riverside City College will document the number of children not receiving scholarships, attending the same classroom(s) as children receiving scholarships.
9. By June 30, 2016, Riverside City College will document the number of classrooms that demonstrated an increase in quality by advancing a minimum of one full tier on the QRIS.



Riverside County Children & Families Commission
A division of the Riverside County Department of Public Social Services

Agency Name:	Riverside Community College District
Contract Number:	13304 AQ
Address:	4800 Magnolia Avenue, Riverside
Tier:	1
Classroom:	1
Age Group:	18-36 months
Number of FTE Scholarships (FTE=Full Time Equivalent):	4
Total Amount for Classroom #1:	\$24,065
Tier:	1
Classroom:	2
Age Group:	36-71 months
Number of FTE Scholarships (FTE=Full Time Equivalent):	4
Total Amount for Classroom #2:	\$17,190
Tier:	1
Classroom:	3
Age Group:	36-71 months
Number of FTE Scholarships (FTE=Full Time Equivalent):	8
Total Amount for Classroom #3:	\$34,380
<i>F5R Funds (Base Amount) FY 2012-2013:</i>	
	\$ 75,635
First 5 Riverside Program Budget: January 1, 2013 - June 30, 2013	

ATTACHMENT C: PAYMENT PROVISIONS

A. FISCAL

The maximum reimbursable amount over the life of this Contract is **\$600,800.00** as awarded by the Riverside County Children and Families Commission (RCCFC), also known as First 5 Riverside, provided pursuant to Proposition 10.

CONTRACT PERIOD: 01/01/13 – 06/30/16

1. Method, Time and Schedule Conditions of Payment

a. Initial advance payment will be one-quarter (1/4) of the current funding period total amount (as referenced in Attachment B) and shall be disbursed at the commencement of the Contract so long as all of the following conditions have been met:

1. The Contract has been approved by the Commission;
2. The Contract has been fully executed by all parties;
3. All applicable licenses in order to comply with the terms of the Scope of Work (Attachment A) are current and valid; and,
4. Commission staff has reviewed and approved Cost Allocation Plan (if applicable).

b. Subsequent disbursements will be reconciled and paid based on actual program expenditures and a projection of those expenses through the next quarter ending date, minus funds already paid year-to-date. However, in no instance shall the quarterly payment exceed one-quarter (1/4) of the funding period total.

Under special circumstances, CONTRACTOR may request advance disbursements. A supplemental disbursement request along with justification must be submitted, in writing, to the Executive Director or designee. If approved, total funding disbursed shall not exceed 90% of total budget amount for the fiscal year. If funding beyond the fiscal year is requested, approval may only be granted by the Executive Director or Commission, as necessary. The Executive Director, or designee, reserves the right to withhold or reduce disbursement of funds if CONTRACTOR fails to 1) comply with quarterly reports by the indicated due date as set forth in Section 11 of the Contract, 2) if results achieved are not as projected and no Commission approved plan is in place for improvement, or 3) if the CONTRACTOR is not in compliance with any provision contained within this Contract.

c. The 4th quarter payment shall not result in more than 90% of the total current funding period amount paid. The final 10% of the funding period amount approved for the Fiscal Year will be paid based on final expenditures as of June 30th and reported as of July 31st, which is the final deadline to submit program expenditures. Expenditures made after June 30th will not be accepted.

**ATTACHMENT D:
COMPREHENSIVE TOBACCO CONTROL POLICY**

As a material condition of the Contract, the CONTRACTOR shall agree that the CONTRACTOR and the CONTRACTOR's employees, while receiving funding from the Commission:

1. Shall not use tobacco products while using the CONTRACTOR's property e.g., vehicle, equipment;
2. Shall not sell, offer or provide tobacco products on CONTRACTOR 's premises;
3. Shall participate in Commission sponsored in-service trainings on tobacco education and cessation and will have tobacco education and cessation materials visibly available and accessible to clients participating in activities funded by Proposition 10 funds;
4. Shall assure that the CONTRACTOR and its employees have no current business association or relationship with the tobacco industry, and further agrees to neither accept nor solicit financial contributions, sponsorships, gifts, or services from any tobacco company, executive, or tobacco-related function; and
5. Shall make a reasonable effort to divest of all investments in companies that derive 15% or more of their revenues from tobacco.

The Commission may terminate for default or breach of this Contract and any other Contract the CONTRACTOR has with the Commission, if the CONTRACTOR or CONTRACTOR 's employees, are determined by the Executive Director, or designee, not to be in compliance with the conditions set forth herein.

If the CONTRACTOR or CONTRACTOR's employees, are determined by the Executive Director, or designee, not to be in compliance with the conditions set forth herein, the Commission may terminate for default or breach of this Contract and any other Contract the Commission has with the CONTRACTOR.

In instances where the CONTRACTOR is part of a larger entity, and where the entity has an investment policy set by governance officials other than the CONTRACTOR, and the CONTRACTOR is not directly involved in such investment decisions, CONTRACTOR agrees to the provisions herein as required in the programs and activities under the direct control of the CONTRACTOR to the satisfaction of the Executive Director, or designee. Activities of the larger entity other than investment decisions, which are not under the direct control of CONTRACTOR, shall not be considered to be in violation of CONTRACTOR's activities pursuant to the policy.



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[Agenda Item](#)

Agenda Item (VI-B-7)

Meeting 1/22/2013 - Regular

Agenda Item Consent Agenda Action (VI-B-7)

Subject Out-of-State Travel

College/District District

Funding

Recommended Action It is recommended that the Board of Trustees approve the out-of-state travel.

Background Narrative:

Board Policy 6900 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.

Prepared By: Greg Gray, Chancellor

Michelle Haeckel, Administrative Assistant, Office of the Chancellor

Attachments:

[Out of State Travel_012213](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Subject: Out-of-State Travel Date:

January 22, 2013

It is recommended that out-of-state travel be granted to:

Retroactive:

- 1) Ms. Rachele Fawcett, associate faculty, athletics, Riverside Community College, to travel to Lake Buena Vista, Florida, January 17-21, 2013, to accompany fifty (50) students who will be participating in the Universal Cheer / Dance Association College Nationals. There is no cost to the District. (The travel arrangements were not finalized until after the December Board Meeting. Therefore, the travel request could not be included in the December Board report.)

Revision:

None.

Current:

Moreno Valley College:

- 1) Ms. Lisa Chavez, director, student support services grant, to travel to Washington, DC, March 25-28, 2013, to attend the Office of Postsecondary Education's Higher Education Programs 2013 Directors' meeting. Estimated cost: \$2,209.60. Funding source: Moreno Valley College TRIO Grant funds.
- 2) Ms. Donna Lesser, associate professor, dental hygiene, to travel to Seattle, Washington, March 15-19, 2013, to attend the American Dental Education Association's Annual Session. Estimated cost: \$2,000.00. Funding source: Perkins Title I-C Grant funds.
- 3) Ms. Donna Lesser, director, health, human and public services, to travel to Boston, Massachusetts, June 19-23, 2013, to attend the American Dental Hygienists' Association Annual Session. Estimated cost: \$2,000.00. Funding source: Perkins Title I-C Grant funds.
- 4) Ms. Deborah Moon, assistant professor, health, human and public services, to travel to Seattle, Washington, March 15-19, 2013, to attend the American Dental Education Association's Annual Session. Estimated cost: \$2,000.00. Funding source: Perkins Title I-C Grant funds.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Subject: Out-of-State Travel Date:

January 22, 2013

- 5) Ms. Deborah Moon, assistant professor, health, human and public services, to travel to Boston, Massachusetts, June 19-23, 2013, to attend the American Dental Hygienists' Association Annual Session. Estimated cost: \$2,000.00. Funding source: Perkins Title I-C Grant funds.

Norco College:

- 1) Mr. Gustavo Ocegueda, associate dean, grants and college support programs, to travel to Washington DC, March 25-29, 2013, to attend the Office of Postsecondary Education (OPE) Higher Education Programs 2013 Project Directors' Meeting. Estimated cost: \$2,555.92. Funding source: \$1,277.96 from Title V Portal to Your Future Grant funds; and \$1,277.96 from Title V Cooperative Grant funds.
- 2) Ms. Lorena Patton, director, title III STEM grant, to travel to Washington, DC, March 25-29, 2013, to attend the Office of Postsecondary Education (OPE) Higher Education Programs 2013 Project Director's Meeting. Estimated cost: \$2,555.80. Funding source: Title III STEM Grant funds.

Riverside City College:

- 1) Ms. Kristine Anderson, english professor, english and media studies, to travel to Boston, Massachusetts, March 3-10, 2013, to participate as a presenter on two panels / Association of Writers and Writing Programs Annual Conference. There is no cost to the District.
- 2) Dr. Shelagh Camak, executive dean, workforce & resource development, to travel to Washington, DC, March 9-13, 2013, to attend the 2013 National Association Workforce Board Forum. Estimated cost: \$3,240.66. Funding source: the general fund.
- 3) Dr. Thatcher Carter, associate professor, English, to travel to Fort Worth Texas, May 16-19, 2013, to attend the Phi Theta Kappa Honors Society Leadership Seminar. Estimated cost: \$2,155.00. Funding source: the general fund.
- 4) Ms. Tenisha James, director, student support services, to travel to Washington DC, March 25-28, 2013, to attend the 2013 Higher Education Program Directors Meeting. Estimated cost: \$2,470.73. Funding source: Student Support Services Trio Grant funds.

Riverside Community College District:

- 1) Ms. Virginia Blumenthal, President, Board of Trustees, to travel to Washington, DC, February 10-14, 2013, to attend the 2013 Association of Community Colleges Trustees Community College National Legislative Summit. Estimated cost: \$2,241.12. Funding source: the general fund.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Subject: Out-of-State Travel Date:

January 22, 2013

- 2) Dr. Shelagh Camak, executive dean, workforce & resource development, to travel to Washington, DC, March 25-28, 2013 to attend the Office Postsecondary Education (OPE) Higher Education Project (HEP) Directors 2013 Meeting. Estimated cost: \$2,420.54. Funding source: Title V-Pathway to Excellence Grant fund.
- 3) Ms. Chris Carlson, Chief of Staff, Chancellor's Office, to travel to Washington, DC, February 10-14, 2013, to attend the 2013 Association of Community Colleges Trustees Community College National Legislative Summit. Estimated cost: \$2,136.12. Funding source: the general fund.
- 4) Ms. Mary Figueroa, Board Member, to travel to Washington, DC, February 9-14, 2013, to attend the 2013 Association of Community Colleges Trustees Community College National Legislative Summit and Public Policy Committee Meeting. Estimated cost: \$3,357.41. Funding source: the general fund.
- 5) Dr. Gregory W. Gray, Chancellor, to travel to Washington, DC, February 10-14, 2013, to attend the 2013 Association of Community Colleges Trustees Community College National Legislative Summit. Estimated cost: \$2,863.12. Funding source: the general fund.
- 6) Ms. Janet Green, Board Vice President, to travel to Washington, DC, February 9-14, 2013, to attend the Association of Community Colleges Trustees Community College National Legislative Summit and the Public Policy Committee Meeting. Estimated cost: \$1,801.61. Funding source: the general fund.
- 7) Mr. Steve Gomez, director, workforce resource development, to travel to Washington, DC, March 25-28, 2013, to attend the Office Postsecondary Education (OPE) Higher Education Project (HEP) Directors 2013 Meeting. Estimated cost: \$2,420.54. Funding source: Title V-Pathway to Excellence Grant funds.
- 8) Mr. Jeffrey Williamson, statewide director, center for international trade development, to travel to Hannover, Germany and Bologna, Italy, March 1-11, 2013, to attend the California State Trade Export Promotion Events at Centrum der Buro Informationstechnik and Cosmoprof Bologna. Estimated cost: \$4,815.00. Funding source: State Trade and Export Promotion Grant funds.
- 9) Ms. Lilly Wong, grant analyst, center for international trade development, to travel to Shenzhen, China, April 13-21, 2013, to attend the China Medical Equipment Fair Trade Show Exhibition. Estimated cost: \$4,049.00. Funding source: State Trade and Export Promotion Grant funds.



Agenda Item (VI-B-8-a)

Meeting 1/22/2013 - Regular

Agenda Item Consent Agenda Action (VI-B-8-a)

Subject Surplus Property - Donation

College/District Norco

Funding N/A

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 donated to the Temescal Canyon High School to meet technology needs.

Background Narrative:

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. Norco College's revised Manufacturing curriculum no longer utilizes the Mini Mill or Seiko robots (purchased in 1999); however these older items would be beneficial to the program at Temescal Canyon High School to introduce students to manufacturing technology. Faculty and administration have an exceptional working relationship with Temescal Canyon High School. We are proud to transfer this instructional equipment expanding student interest and knowledge in our region, rather than sending these items to the scrap yard. The District has determined that the property on the attached list does not exceed the total value of \$5,000 and is requesting the property to be donated to a non-profit organization.

Prepared By: Paul Parnell, President, Norco College
Bill Bogle, Controller

Attachments:

[Equipment Donation to Temescal Canyon HS](#)
[Letter from Temescal Canyon HS](#)

Surplus Property - Donation
1/22/2013

QUANTITY	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	SEIKO	Intelligent Robot Console	RT3200	4404608ES	N/A
1	SEIKO	Intelligent Robot Console	RT3200	9109132ES	N/A
1	SEIKO	Robot Arm	RT3200	4404606M	N/A
1	SEIKO	Robot Arm	RT3200	2903101N	N/A
1	DYNA	Mini Mill	DM2100	000201195	004056

Donate to Temescal Canyon High School for student utilization.



Temescal Canyon High School



Dear Mr. Van Hulle,

I am writing in regards to the Seiko D-Tran Intelligent robots, and the Dyna Mini CNC mill. Currently, our manufacturing program at Temescal Canyon High School is expanding from a simple welding, manual mill, and manual lathe shop, to a class that will include CNC Mill & Lathe. The mini CNC will help in the expansion of our program. This year, Temescal became an IB approved campus with a course in Engineering. The robotic machines and table to support the machines would be an excellent addition to this advanced class.

We appreciate the to help us increase our ability to expose student to manufacturing.

If you have any questions for us or if I can help in any way, please let me know.

Sincerely,



Dr. Whitney Naughton-D'Amico
11/29/12

Site Administration

Dr. Whitney D'Amico

Principal

Mr. Lambert Merlo

Assistant Principal

Mr. Benny Neal

Assistant Principal

Mr. Greg Stanley

Assistant Principal

District Administration

Dr. Douglas Kimberly

Superintendent

Mr. Gregory J. Bowers

Assistant Superintendent
Facilities & Operations

Dr. Alain Guevara

Assistant Superintendent
Instructional Support Services

Mr. George Landon

Assistant Superintendent
Fiscal Support Services

Mr. Kip Meyer

Assistant Superintendent
Personnel Support Services

Mr. Michael Taylor

Executive Director
Fiscal Support Services

Mrs. Sam Wenzel

Executive Director
Personnel Support Services



Agenda Item (VI-B-8-b)

Meeting	1/22/2013 - Regular
Agenda Item	Consent Agenda Action (VI-B-8-b)
Subject	2013-2014 Nonresident Tuition and Capital Outlay Surcharge Fees
College/District	District
Funding	N/A
Recommended Action	It is recommended that the Board of Trustees adopt a nonresident tuition rate of \$197 per unit and a capital outlay surcharge fee rate of \$34 per unit for FY 2013-2014; and direct staff to promulgate these charges via the 2013-2014 catalog, schedule of classes, and other appropriate materials.

Background Narrative:

Education Code Section 76140 requires California community college districts to establish a nonresident tuition fee rate by Board action prior to February 1 each year for the succeeding academic year. For fiscal year 2012-2013, the District's nonresident tuition fee rate is \$180 per unit.

The calculated statewide average rate for fiscal year 2013-2014 is \$184 per unit. The calculated average rate for FY 2013-2014 is \$197.

The Education Code permits numerous options for establishing the nonresident tuition fee rate. One option, Option 7, permits the use of a higher rate if certain tests are met; however the additional revenue must be used to "expand and enhance services to resident students" per Education Code Section 76140(e)(2). The District meets the criteria for this option; however the rate is \$368 per unit.

Due to the high per unit fee associated with Option 7, the staff recommends that the Board adopt the calculated District average rate of \$197.

In addition, Education Code Section 76141 authorizes California Community College Districts to charge nonresident students, except for AB 540 nonresident students who have attended high school in California and received a high school diploma or its equivalent, a capital outlay surcharge amount not to exceed the amount expended for capital outlay in the preceding year, divided by the total full-time equivalent students. For FY 2012-2013, the District's capital outlay surcharge fee rate is \$24 per unit. The District's calculated rate is \$72 per unit for FY 2013-2014. Staff recommends establishing the current rate at \$34 per unit for fiscal year 2013-2014.

Upon approval, staff will promulgate these charges via the 2013-2014 catalog, schedule of classes, and other appropriate materials.

Prepared By: Aaron Brown, Associate Vice Chancellor, Finance
Norm Godin, Vice President, Business Services, MVC
David Bobbitt, Interim Vice President, Business Services (Norco)
Charlie Wyckoff, Interim Vice President, Business Services, RCC

Attachments:

[01222013_2013-2014 Non Resident Fee Worksheet](#)

California Community Colleges 2013-14 NONRESIDENT FEES WORKSHEET

NONRESIDENT TUITION FEE CALCULATIONS FOR OPTIONS 1 THROUGH 7

2013-14 NONRESIDENT TUITION FEE (EC 76140)	(Col. 1) Statewide	(Col. 2) District	(Col. 3) 10% or More Noncredit FTES
A. Expense of Education for Base Year (2011-12 CCFS 311, Expenditures by Activity Report, AC 0100-6700, Cols: 1-3)	\$6,525,620,578	\$ 150,868,713	\$ _____
B. Annual Attendance FTES (Recal 2011-12)	<u>1,222,143</u>	<u>26,327</u>	_____
C. Average Expense of Education per FTES (A ÷ B)	<u>\$5,339</u>	\$ <u>5,730</u>	\$ _____
D. U.S. Consumer Price Index Factor (2 years)	x <u>1.033</u>	x <u>1.033</u>	x <u>1.033</u>
E. Average Cost per FTES for Tuition Year (C x D)	<u>\$5,515</u>	\$ <u>5,919</u>	\$ _____
F. Average Per Unit Nonresident Cost – Semester (Qtr)	\$184 (\$123)	\$ <u>197</u>	\$ _____
G. Highest year Statewide average – Semester (Qtr)	\$183 (\$122)	\$ <u>183</u>	\$ _____
H. Comparable 12 state average – Semester (Qtr)	\$368 (\$245)	\$ <u>368</u>	\$ _____

Annual Attendance FTES includes all student contact hours of attendance in credit and noncredit courses for resident students, nonresident students and apprentices; however apprentice hours are divided by 525 to compute an FTES equivalent. Round tuition fee to the nearest dollar.

Column 3 is an option for use by a district with ten percent or more noncredit FTES (*Section 76140(e)(1)(A)*). If your district qualifies, then fill out this column with noncredit FTES and noncredit expense of education data excluded.

NONRESIDENT TUITION FEE CALCULATIONS FOR OPTIONS 6 OR 7

Option 6. The greater amount of the calculations of statewide nonresident tuition for 2009-10 through 2013-14 is \$183 per semester unit or \$122 per quarter unit (2009-10).

Option 7. The average of the nonresident tuition fees of public community colleges in 2011-12 of no less than 12 states comparable to California in cost of living is \$368 per semester unit or \$245 per quarter unit.

Requirement for Use of Option 6 or 7: The additional revenue generated by the increased nonresident tuition permitted under options 6 or 7 shall be used to expand and enhance services to resident students (*EC 76140(e)(2)*). Districts meeting one or more criteria below shall be considered in compliance with the requirements of *EC 76140(e)(2)*. Please check all that apply:

- Revenue from nonresident tuition was less than 5% of total general fund revenue.
- Actual resident FTES was greater than funded resident FTES.
- Percent expenditures for counseling and student services were greater than statewide average (AC 6300 plus 6400 divided by AC 0100-6700, Cols. 1-3).
- Percent expenditures for instructional services were greater than statewide average (AC 0100-5900 divided by AC 0100-6700, Cols. 1-3).

Continue to next page ►

► Continued from previous page

The district governing board at its January 22, 2013 meeting adopted a **nonresident tuition fee** of \$ 197 per semester unit or \$ N/A per quarter unit.

Basis for adoption is (*place an X in one box only*).

- 1. Statewide average cost, per column 1.
- 2. District average cost, per column 2.
- 3. District average cost with 10% or more noncredit FTES, per column 3.
- 4. Contiguous district. _____ . (*Specify district and its fee*).
- 5. No more than district average cost (Col. 2 or 3); no less than statewide average cost.
- 6. Statewide average cost, from 2009-10 (\$183 per semester unit; \$122 per quarter unit).
- 7. No more than average tuition of 12 states with cost of living comparable to California.

NONRESIDENT CAPITAL OUTLAY FEE (EC 76141)

For districts electing to charge a **capital outlay fee** to **any** nonresident student, please compute this fee as follows:

- a. Capital Outlay expense for 2011-12 \$ 55,648,529
- b. FTES for 2011-12 25,858
- c. Capital outlay expense per FTES (*line a divided by line b*) \$2,152
- d. Capital Outlay Fee per unit:
 - 1. Per semester unit (*line c divided by 30 units*) \$72

OR

- 2. Per quarter unit (*line c divided by 45 units*) N/A
- e. 2013-14 Nonresident Student Capital Outlay Fee (not to exceed *the lesser* of line d **OR** 50% of adopted 2011-12 Nonresident Tuition Fee) N/A

The district governing board at its January 22, 2013 meeting adopted a **nonresident capital outlay fee** of \$ 34 per semester unit or \$ N/A per quarter unit.

Upon adoption of nonresident tuition and/or capital outlay fees by your district governing board by February 1, 2013, please submit a copy of this report by February 15, 2013 to:

**California Community Colleges Chancellor's Office
Fiscal Services Unit
1102 Q Street, 4th Floor
Sacramento, CA 95811-6549 FAX (916) 323-3057**

District RIVERSIDE COMMUNITY COLLEGE DISTRICT
Contact Person Aaron S. Brown
Phone Number & email (951) 222-8789 / aaron.brown@rccd.edu



Agenda Item (VI-B-8-c)

Meeting	1/22/2013 - Regular
Agenda Item	Consent Agenda Action (VI-B-8-c)
Subject	Notices of Completion
College/District	District
Funding	N/A
Recommended Action	It is recommended that the Board of Trustees 1) accept the projects listed on the attachment as complete, 2) approve the execution of the Notices of Completion (under Civil Code Section 3093 – Public Works), and 3) authorize the Board President and the Associate Vice Chancellor, Finance to sign the Notices of Completion.

Background Narrative:

Facilities Planning & Development staff reports that the projects listed on the attachment are now complete.

Prepared By: Aaron Brown, Associate Vice Chancellor, Finance
Majd Askar, Purchasing Manager
Bart Doering, Director, Construction
Dale Adams, Project Manager

Attachments:

[01222013_Notices of Completion](#)

COMPLETED PROJECTS

January 22, 2013

Project

Building G Improvements, Norco Secondary Effects
MVC Humanities Building Classroom Dimmer System

Contractor

Dalke & Sons Construction, Inc.
Champion Electric, Inc.

RECORDING REQUESTED BY
Riverside Community College District
AND WHEN RECORDED MAIL TO:

Name: Aaron S. Brown
Administration
Street Address: 4800 Magnolia Avenue
City & State: Riverside, CA 92506

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M	A	L	485	426	PCOR	NCOR	SMF	NCHG	EXAM
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SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

NOTICE OF COMPLETION

Notice is hereby given that:

- The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
- The full name of the owner is Riverside Community College District
- The full address of the owner is 4800 Magnolia Avenue, Riverside, CA 92506
- The nature of the interest or estate of the owner is in fee.
Fee Simple
(If other than fee, strike "in fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:

NAMES	ADDRESSES
<u>None</u>	
- A work of improvement on the property hereinafter described was completed on 01/22/2013. The work done was:
Building G Improvements, Norco Secondary Effects DSA# 04-111234
- The name of the contractor, if any, for such work of improvement was Dalke & Sons Construction, Inc.
(If no contractor for work of improvement as a whole, insert "none")
- The property on which said work of improvement was completed is in the city of Norco, County of Riverside, State of California, and is described as follows: Community College
- The street address of said property is 2001 Third Street
(If no street address has been officially assigned, insert "none")

Dated: 01/22/2013

Riverside Community College District
President, Board of Trustees

Signature of owner or corporate officer of owner
named in paragraph 2 or his agent

VERIFICATION

I, the undersigned, say: I am the Assoc. Vice Chancellor, Finance, Aaron S. Brown the declarant of the foregoing notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge. I declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, 20____, at Riverside, California.

(Personal signature of the individual who is swearing that the contents of the notice of completion are true)

RECORDING REQUESTED BY
 Riverside Community College District
 AND WHEN RECORDED MAIL TO:

Name: Aaron S. Brown
 Administration
 Street Address: 4800 Magnolia Avenue
 City & State: Riverside, CA 92506

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SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

NOTICE OF COMPLETION

Notice is hereby given that:

- The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
- The full name of the owner is Riverside Community College District
- The full address of the owner is 4800 Magnolia Avenue, Riverside, CA 92506
- The nature of the interest or estate of the owner is in fee.
Fee Simple
(If other than fee, strike "in fee" and insert, for example, "purchase under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:

NAMES	ADDRESSES
<u>None</u>	
- A work of improvement on the property hereinafter described was completed on 01/22/2013. The work done was:
MVC Humanities Building Dimmer System Replacement
- The name of the contractor, if any, for such work of improvement was Champion Electric, Inc.
(If no contractor for work of improvement as a whole, insert "none")
- The property on which said work of improvement was completed is in the city of Moreno Valley,
 County of Riverside, State of California, and is described as follows: Community College
- The street address of said property is 16130 Lasselle Street
(If no street address has been officially assigned, insert "none")

Dated: 01/22/2013

Riverside Community College District
 President, Board of Trustees

Signature of owner or corporate officer of owner
 named in paragraph 2 or his agent

VERIFICATION

I, the undersigned, say: I am the Assoc. Vice Chancellor, Finance, Aaron S. Brown the declarant of the foregoing
(President of, "Manager of," "A partner of," "Owner of," etc.)
 notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.
 I declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, 20____, at Riverside, California.
(Date of signature) (City where signed)

(Personal signature of the individual who is swearing that the contents of the notice of completion are true)



Agenda Item (VI-B-8-d)

Meeting	1/22/2013 - Regular
Agenda Item	Consent Agenda Action (VI-B-8-d)
Subject	Surplus Property
College/District	District
Funding	N/A
Recommended Action	It is recommend that the Board of Trustees by unanimous vote: (1) declare the property on the attached list to be surplus; (2) find 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.

Background Narrative:

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.

Prepared By: Aaron Brown, Associate Vice Chancellor, Finance
Bill Bogle, Controller

Attachments:

[01222013_Surplus Property](#)



[e-board](#) » [Agenda Item](#)

[Agenda Item](#)

Agenda Item (VII-A)

Meeting 1/22/2013 - Regular

Agenda Item Consent Agenda Information (VII-A)

Subject Monthly Financial Report

College/District District

Information Only

Background Narrative:

See the attached monthly Financial Report for the period July 1, 2012 through December 31, 2012.

Prepared By: Aaron Brown, Associate Vice Chancellor, Finance
Bill Bogle, Controller

Attachments:

[01222013_Financial Report for July - December 2012](#)

MONTHLY FINANCIAL REPORT JULY 1, 2012 – DECEMBER 31, 2012

The Financial Report provides summary financial information, by Resource, for the period July 1, 2012 through December 31, 2012. 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 1120 - Center for Social Justice and Civil Liberties	7
Resource 1170 - Customized Solutions	8
Resource 1180 - Redevelopment Pass-Through	9
Resource 1190 - Grants and Categorical Programs	10
<u>Special Revenue Funds</u>	
Resource 3200 - Food Services	11
Resource 3300 - Child Care	12
<u>Capital Projects Funds</u>	
Resource 4100 - State Construction & Scheduled Maintenance	13
Resource 4130 - La Sierra Capital	14
Resource 4160 - G. O. Bond Funded Capital Outlay Projects	15
Resource 4170 - G. O. Bond Series 2010D Capital Appreciation Bonds	16
Resource 4180 - G. O. Bond Series 2010D Build America Bonds	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 RCCD	20
Student Financial Aid	21
RCCD Development Corporation	22

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED DECEMBER 31, 2012**

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 7-1-11 to 6-30-12	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 128,908,691	\$ 132,376,561	\$ 132,399,663	\$ 51,079,042
Inter/Intrafund Transfer from				
La Sierra Capital Fund (Resource 4130)	1,615,982	2,000,000	2,000,000	0
District Bookstore (Resource 1110)	160,165	250,000	250,000	62,500
Total Revenues	<u>\$ 130,684,838</u>	<u>\$ 134,626,561</u>	<u>\$ 134,649,663</u>	<u>\$ 51,141,542</u>
Expenditures				
Academic Salaries	\$ 60,722,870	\$ 59,364,311	\$ 59,372,635	\$ 27,662,581
Classified Salaries	28,803,886	27,651,295	27,628,874	13,198,614
Employee Benefits	29,745,571	29,152,842	29,157,450	11,678,186
Materials & Supplies	1,884,903	2,385,958	2,325,990	774,837
Services	11,791,813	14,351,442	14,344,929	5,941,178
Capital Outlay	806,346	736,490	835,562	114,585
Intrafund Transfers For:				
DSP&S Program (Resource 1190)	665,157	665,157	665,157	332,579
Federal Work Study (Resource 1190)	197,302	365,798	365,798	32,015
Performance Riverside (Resource 1090)	730,982	0	0	0
General Fund Backfill (Resource 1190)	944,573	699,157	699,157	323,373
Interfund Transfer to:				
Resource 4130	678,000	0	0	0
Resource 6100	250,000	1,500,000	1,500,000	750,000
Total Expenditures	<u>\$ 137,221,403</u>	<u>\$ 136,872,450</u>	<u>\$ 136,895,552</u>	<u>\$ 60,807,948</u>
Revenues Over (Under) Expenditures	\$ (6,536,565)	\$ (2,245,889)	\$ (2,245,889)	\$ (9,666,406)
Beginning Fund Balance	<u>13,342,484</u>	<u>6,805,919</u>	<u>6,805,919</u>	<u>6,805,919</u>
Ending Fund Balance	<u>\$ 6,805,919</u>	<u>\$ 4,560,030</u>	<u>\$ 4,560,030</u>	<u>\$ (2,860,487)</u>
Ending Cash Balance				<u>\$ 6,184,994</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED DECEMBER 31, 2012**

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 operational costs that are split between Parking and College Safety and Police, and 100% of capital outlay costs that directly benefit parking operations.

Fund 12, Resource 1050 - Parking

	Prior Year Actuals 7-1-11 to 6-30-12	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 2,297,564	\$ 2,594,061	\$ 2,594,061	\$ 1,080,380
Expenditures				
Classified Salaries	\$ 1,131,524	\$ 1,532,626	\$ 1,532,626	\$ 742,197
Employee Benefits	411,814	588,815	588,815	212,685
Materials & Supplies	45,336	49,000	51,289	17,912
Services	682,168	631,040	634,847	235,286
Capital Outlay	131,666	196,000	189,904	40,905
Total Expenditures	\$ 2,402,508	\$ 2,997,481	\$ 2,997,481	\$ 1,248,985
Revenues Over (Under) Expenditures	\$ (104,944)	\$ (403,420)	\$ (403,420)	\$ (168,605)
Beginning Fund Balance	749,233	644,289	644,289	644,289
Ending Fund Balance	\$ 644,289	\$ 240,869	\$ 240,869	\$ 475,684
Ending Cash Balance				\$ 508,645

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED DECEMBER 31, 2012**

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

Fund 12, Resource 1070 - Student Health Services

	Prior Year Actuals 7-1-11 to 6-30-12	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 1,257,695	\$ 1,325,872	\$ 1,325,872	\$ 524,436
Expenditures				
Academic Salaries	\$ 289,876	\$ 332,035	\$ 332,035	\$ 143,437
Classified Salaries	566,923	681,894	681,894	288,368
Employee Benefits	192,143	235,167	235,167	78,518
Materials & Supplies	93,844	106,305	106,305	26,528
Services	267,132	328,309	328,309	172,008
Capital Outlay	58,144	46,786	46,786	239
Total Expenditures	\$ 1,468,062	\$ 1,730,496	\$ 1,730,496	\$ 709,098
Revenues Over (Under) Expenditures	\$ (210,367)	\$ (404,624)	\$ (404,624)	\$ (184,662)
Beginning Fund Balance	2,170,456	1,960,089	1,960,089	1,960,089
Ending Fund Balance	\$ 1,960,089	\$ 1,555,465	\$ 1,555,465	\$ 1,775,427
Ending Cash Balance				\$ 1,735,871

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED DECEMBER 31, 2012**

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 7-1-11 to 6-30-12	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 583,386	\$ 657,416	\$ 657,416	\$ 220,629
Expenditures				
Academic Salaries	\$ 4,197	\$ 4,272	\$ 4,272	\$ 2,136
Classified Salaries	229,183	229,313	229,313	124,868
Employee Benefits	54,632	58,594	58,594	23,392
Materials & Supplies	1,634	2,300	2,300	792
Services	295,780	330,775	330,775	106,839
Total Expenditures	\$ 585,426	\$ 625,254	\$ 625,254	\$ 258,027
Revenues Over (Under) Expenditures	\$ (2,040)	\$ 32,162	\$ 32,162	\$ (37,398)
Beginning Fund Balance	(47,023)	(49,063)	(49,063)	(49,063)
Ending Fund Balance	\$ (49,063)	\$ (16,901)	\$ (16,901)	\$ (86,461)
Ending Cash Balance				\$ (82,142)

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED DECEMBER 31, 2012**

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

Fund 11, Resource 1090 - Performance Riverside

	Prior Year Actuals 7-1-11 to 6-30-12	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 595,079	\$ 735,931	\$ 735,931	\$ 271,467
Intrafund Transfer from General Operating (Resource 1000)	730,982	0	0	0
Total Revenues	<u>\$ 1,326,061</u>	<u>\$ 735,931</u>	<u>\$ 735,931</u>	<u>\$ 271,467</u>
Expenditures				
Classified Salaries	\$ 318,013	\$ 262,398	\$ 262,398	\$ 124,323
Employee Benefits	129,965	110,605	110,605	40,955
Materials & Supplies	19,021	18,749	18,749	5,021
Services	344,453	343,600	343,600	103,876
Total Expenditures	<u>\$ 811,452</u>	<u>\$ 735,352</u>	<u>\$ 735,352</u>	<u>\$ 274,175</u>
Revenues Over (Under) Expenditures	\$ 514,609	\$ 579	\$ 579	\$ (2,708)
Beginning Fund Balance	<u>(784,316)</u>	<u>(269,707)</u>	<u>(269,707)</u>	<u>(269,707)</u>
Ending Fund Balance	<u>\$ (269,707)</u>	<u>\$ (269,128)</u>	<u>\$ (269,128)</u>	<u>\$ (272,415)</u>
Ending Cash Balance				<u>\$ (251,821)</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED DECEMBER 31, 2012**

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 7-1-11 to 6-30-12	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 573,266	\$ 689,092	\$ 689,092	\$ 239,745
Expenditures				
Services	\$ 43,920	\$ 43,920	\$ 43,920	\$ 10,958
Interfund Transfer to				
Food Services (Resource 3200)	323,129	441,414	441,414	220,707
Intrafund Transfer to				
General Operating (Resource 1000)	160,165	250,000	250,000	62,500
Total Expenditures	\$ 527,214	\$ 735,334	\$ 735,334	\$ 294,165
Revenues Over (Under) Expenditures	\$ 46,052	\$ (46,242)	\$ (46,242)	\$ (54,420)
Beginning Fund Balance	10,190	56,242	56,242	56,242
Ending Fund Balance	\$ 56,242	\$ 10,000	\$ 10,000	\$ 1,822
Ending Cash Balance				\$ 1,822

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED DECEMBER 31, 2012**

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 12, Resource 1120 - Center for Social Justice and Civil Liberties

	Prior Year Actuals 7-1-11 to 6-30-12	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 0	\$ 50,000	\$ 50,000	\$ 25,000
Expenditures				
Academic Salaries	\$ 0	\$ 11,000	\$ 11,000	\$ 5,554
Employee Benefits	0	533	533	269
Materials & Supplies	0	2,500	6,502	348
Services	0	35,967	31,965	1,688
Total Expenditures	\$ 0	\$ 50,000	\$ 50,000	\$ 7,859
Revenues Over (Under) Expenditures	\$ 0	\$ 0	\$ 0	\$ 17,141
Beginning Fund Balance	0	0	0	0
Ending Fund Balance	\$ 0	\$ 0	\$ 0	\$ 17,141
Ending Cash Balance				\$ 17,141

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
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 FOR THE PERIOD ENDED DECEMBER 31, 2012**

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 7-1-11 to 6-30-12	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 74,489	\$ 230,000	\$ 230,000	\$ 4,993
Expenditures				
Academic Salaries	\$ 17,436	\$ 0	\$ 0	\$ 0
Classified Salaries	4,322	59,603	59,603	14,997
Employee Benefits	4,068	26,175	26,175	5,018
Materials & Supplies	1,865	9,600	9,600	0
Services	27,788	116,401	116,401	7,348
Total Expenditures	\$ 55,479	\$ 211,779	\$ 211,779	\$ 27,363
Revenues Over (Under) Expenditures	\$ 19,010	\$ 18,221	\$ 18,221	\$ (22,370)
Beginning Fund Balance	54,549	73,559	73,559	73,559
Ending Fund Balance	\$ 73,559	\$ 91,780	\$ 91,780	\$ 51,189
Ending Cash Balance				\$ 51,424

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
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 FOR THE PERIOD ENDED DECEMBER 31, 2012**

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 7-1-11 to 6-30-12	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 1,355,113	\$ 1,423,300	\$ 1,423,300	\$ 14,223
Expenditures				
Services	\$ 574,795	\$ 350,604	\$ 350,604	\$ 196,572
Capital Outlay	4,020,531	3,321,363	3,321,363	44,878
Total Expenditures	\$ 4,595,326	\$ 3,671,967	\$ 3,671,967	\$ 241,450
Revenues Over (Under) Expenditures	\$ (3,240,213)	\$ (2,248,667)	\$ (2,248,667)	\$ (227,227)
Beginning Fund Balance	9,407,665	6,167,452	6,167,452	6,167,452
Ending Fund Balance	<u>\$ 6,167,452</u>	<u>\$ 3,918,785</u>	<u>\$ 3,918,785</u>	<u>\$ 5,940,225</u>
Ending Cash Balance				<u>\$ 5,793,232</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED DECEMBER 31, 2012**

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 <u>7-1-11 to 6-30-12</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 20,609,768	\$ 31,217,754	\$ 31,403,808	\$ 9,396,727
Intrafund Transfers from				
General Operating (Resource 1000)				
For DSP&S	897,223	874,302	874,302	437,151
For EOPS	97,313	0	0	0
For Federal Work Study	197,302	365,798	365,798	32,015
For Matriculation	524,050	334,599	334,599	167,300
For Middle College High School	91,144	103,002	103,002	51,501
For General Fund Backfill	0	52,411	52,411	0
Total Revenues	<u>\$ 22,416,800</u>	<u>\$ 32,947,866</u>	<u>\$ 33,133,920</u>	<u>\$ 10,084,694</u>
Expenditures				
Academic Salaries	\$ 3,939,937	\$ 4,258,878	\$ 4,371,376	\$ 1,963,175
Classified Salaries	7,120,950	7,860,093	8,210,435	3,906,533
Employee Benefits	3,515,537	3,759,939	3,930,611	1,461,798
Materials & Supplies	1,475,125	2,983,784	2,665,253	338,362
Services	4,160,592	8,143,549	7,917,182	1,248,221
Capital Outlay	1,448,459	3,780,936	3,900,146	550,641
Student Grants (Financial, Book, Meal, Transportation)	756,200	2,160,687	2,138,917	369,748
Total Expenditures	<u>\$ 22,416,800</u>	<u>\$ 32,947,866</u>	<u>\$ 33,133,920</u>	<u>\$ 9,838,478</u>
Revenues Over (Under) Expenditures	\$ 0	\$ 0	\$ 0	\$ 246,216
Beginning Fund Balance	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Ending Fund Balance	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 246,216</u>
Ending Cash Balance				<u>\$ (19,562)</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
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 FOR THE PERIOD ENDED DECEMBER 31, 2012**

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 7-1-11 to 6-30-12	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 1,790,321	\$ 1,859,153	\$ 1,859,153	\$ 805,784
Interfund Transfers from Contractor-Operated Bookstore (Resource 1110)	323,129	441,414	441,414	220,707
Total Revenues	\$ 2,113,450	\$ 2,300,567	\$ 2,300,567	\$ 1,026,491
Expenditures				
Classified Salaries	\$ 815,659	\$ 736,658	\$ 736,658	\$ 364,102
Employee Benefits	333,096	257,081	257,081	99,602
Materials & Supplies	838,126	856,926	856,926	396,307
Services	160,708	163,124	163,124	70,898
Capital Outlay	14,702	7,000	7,000	586
Total Expenditures	\$ 2,162,291	\$ 2,020,789	\$ 2,020,789	\$ 931,495
Revenues Over (Under) Expenditures	\$ (48,841)	\$ 279,778	\$ 279,778	\$ 94,996
Beginning Fund Balance	58,473	9,632	9,632	9,632
Ending Fund Balance	\$ 9,632	\$ 289,410	\$ 289,410	\$ 104,628
Ending Cash Balance				\$ 97,822

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
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 FOR THE PERIOD ENDED DECEMBER 31, 2012**

Child Care was established to manage the finances of the District's child care centers at all three colleges.

Fund 33, Resource 3300 - Child Care

	Prior Year Actuals 7-1-11 to 6-30-12	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 1,046,881	\$ 1,036,513	\$ 1,036,513	\$ 454,011
Expenditures				
Academic Salaries	\$ 601,845	\$ 591,573	\$ 591,573	\$ 260,665
Classified Salaries	142,656	148,905	148,905	48,905
Employee Benefits	134,576	163,403	163,403	46,913
Materials & Supplies	36,028	44,355	44,355	10,156
Services	80,740	86,225	86,225	11,089
Capital Outlay	13,971	10,000	10,000	505
Total Expenditures	\$ 1,009,816	\$ 1,044,461	\$ 1,044,461	\$ 378,233
Revenues Over (Under) Expenditures	\$ 37,065	\$ (7,948)	\$ (7,948)	\$ 75,778
Beginning Fund Balance	26,760	63,825	63,825	63,825
Ending Fund Balance	\$ 63,825	\$ 55,877	\$ 55,877	\$ 139,603
Ending Cash Balance				\$ 146,978

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
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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). The State has suspended funding Scheduled Maintenance.

Fund 41, Resource 4100 - State Construction & Scheduled Maintenance

	Prior Year Actuals <u>7-1-11 to 6-30-12</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 12,940,526	\$ 12,882,075	\$ 12,882,075	\$ 467,716
Expenditures				
Capital Outlay	\$ 12,940,526	\$ 12,882,075	\$ 12,882,075	\$ 2,600,667
Total Expenditures	\$ 12,940,526	\$ 12,882,075	\$ 12,882,075	\$ 2,600,667
Revenues Over (Under) Expenditures	\$ 0	\$ 0	\$ 0	\$ (2,132,951)
Beginning Fund Balance	0	0	0	0
Ending Fund Balance	\$ 0	\$ 0	\$ 0	\$ (2,132,951)
Ending Cash Balance				\$ (7,088,159)

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
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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 7-1-11 to 6-30-12	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 34,587	\$ 20,000	\$ 20,000	\$ 9,541
Inter/Intrafund Transfer from				
General Operating (Resource 1000)	678,000	0	0	0
General Operating (Resource 1000)	555	0	0	0
Total Revenues	<u>\$ 713,142</u>	<u>\$ 20,000</u>	<u>\$ 20,000</u>	<u>\$ 9,541</u>
Expenditures				
Services	\$ (14,848)	\$ 2,593	\$ 2,593	\$ 2,575
Capital Outlay	128,192	5,908,936	5,908,936	0
Interfund Transfer to				
General Operating (Resource 1000)	1,615,982	2,000,000	2,000,000	0
Total Expenditures	<u>\$ 1,729,326</u>	<u>\$ 7,911,529</u>	<u>\$ 7,911,529</u>	<u>\$ 2,575</u>
Revenues Over (Under) Expenditures	\$ (1,016,184)	\$ (7,891,529)	\$ (7,891,529)	\$ 6,966
Beginning Fund Balance	<u>8,907,713</u>	<u>7,891,529</u>	<u>7,891,529</u>	<u>7,891,529</u>
Ending Fund Balance	<u>\$ 7,891,529</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 7,898,495</u>
Ending Cash Balance				<u>\$ 7,748,495</u>

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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 7-1-11 to 6-30-12	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 245,575	\$ 490,284	\$ 490,284	\$ 183,761
Expenditures				
Classified Salaries	\$ 235,332	\$ 501,480	\$ 501,480	\$ 185,438
Employee Benefits	103,407	245,321	245,321	66,692
Materials & Supplies	24,695	0	0	0
Services	461,801	615,715	615,715	254,197
Capital Outlay	2,886,594	54,483,217	54,483,217	812,480
Total Expenditures	\$ 3,711,829	\$ 55,845,733	\$ 55,845,733	\$ 1,318,807
Revenues Over (Under) Expenditures	\$ (3,466,254)	\$ (55,355,449)	\$ (55,355,449)	\$ (1,135,046)
Beginning Fund Balance	32,708,389	29,242,135	29,242,135	29,242,135
Ending Fund Balance	\$ 29,242,135	\$ (26,113,314)	\$ (26,113,314)	\$ 28,107,089
Ending Cash Balance				\$ 28,289,650

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
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General Obligation Series 2010D Capital Appreciation Bonds were established to account for General Obligation Bond proceeds and financial activities related to Board approved Measure C projects.

Fund 41, Resource 4170 - General Obligation Bond Series 2010D Capital Appreciation Bonds

	Prior Year Actuals 7-1-11 to 6-30-12	Adopted Budget	Revised Budget *	Year to Date Activity
Revenues	<u>\$ 32,729</u>	<u>\$ 30,000</u>	<u>\$ 30,000</u>	<u>\$ 7,302</u>
Expenditures				
Capital Outlay	<u>\$ 524,072</u>	<u>\$ 5,522,051</u>	<u>\$ 5,522,051</u>	<u>\$ 434,758</u>
Total Expenditures	<u>\$ 524,072</u>	<u>\$ 5,522,051</u>	<u>\$ 5,522,051</u>	<u>\$ 434,758</u>
Revenues Over (Under) Expenditures	<u>\$ (491,343)</u>	<u>\$ (5,492,051)</u>	<u>\$ (5,492,051)</u>	<u>\$ (427,456)</u>
Beginning Fund Balance	<u>7,380,458</u>	<u>6,889,115</u>	<u>6,889,115</u>	<u>6,889,115</u>
Ending Fund Balance	<u>\$ 6,889,115</u>	<u>\$ 1,397,064</u>	<u>\$ 1,397,064</u>	<u>\$ 6,461,659</u>
Ending Cash Balance				<u>\$ 6,491,859</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
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 FOR THE PERIOD ENDED DECEMBER 31, 2012**

General Obligation Series 2010D Build America Bonds were established to account for General Obligation Bond proceeds and financial activities related to Board approved Measure C projects.

Fund 41, Resource 4180 - General Obligation Bond Series 2010D Build America Bonds

	Prior Year Actuals 7-1-11 to 6-30-12	Adopted Budget	Revised Budget*	Year to Date Activity
Revenues	\$ 319,173	\$ 300,000	\$ 1,200,000	\$ 52,858
Expenditures				
Academic Salaries	\$ 5,524	\$ 0	\$ 0	\$ 0
Classified Salaries	43,104	0	0	15,045
Employee Benefits	3,484	0	0	952
Materials & Supplies	145	0	0	635
Services	338,503	29,303	29,303	17,495
Capital Outlay	32,862,512	79,494,239	80,394,239	6,825,951
Total Expenditures	\$ 33,253,272	\$ 79,523,542	\$ 80,423,542	\$ 6,860,078
Revenues Over (Under) Expenditures	\$ (32,934,099)	\$ (79,223,542)	\$ (79,223,542)	\$ (6,807,220)
Beginning Fund Balance	83,078,092	50,143,993	50,143,993	50,143,993
Ending Fund Balance	\$ 50,143,993	\$ (29,079,549)	\$ (29,079,549)	\$ 43,336,773
Ending Cash Balance				\$ 43,824,574

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
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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 7-1-11 to 6-30-12	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 4,798,379	\$ 4,405,878	\$ 4,405,878	\$ 2,334,067
Interfund transfer from				
General Operating (Resource 1000)	<u>250,000</u>	<u>1,500,000</u>	<u>1,500,000</u>	<u>750,000</u>
Total Revenue	<u>\$ 5,048,379</u>	<u>\$ 5,905,878</u>	<u>\$ 5,905,878</u>	<u>\$ 3,084,067</u>
Expenditures				
Classified Salaries	\$ 113,758	\$ 171,185	\$ 171,185	\$ 77,660
Employee Benefits	53,178	79,219	79,219	27,102
Materials & Supplies	46,514	3,200	3,200	312
Services	5,377,355	5,512,300	5,509,544	4,550,977
Capital Outlay	<u>422,814</u>	<u>2,597</u>	<u>5,353</u>	<u>2,596</u>
Total Expenditures	<u>\$ 6,013,619</u>	<u>\$ 5,768,501</u>	<u>\$ 5,768,501</u>	<u>\$ 4,658,647</u>
Revenues Over (Under) Expenditures	\$ (965,240)	\$ 137,377	\$ 137,377	\$ (1,574,580)
Beginning Fund Balance	<u>2,110,632</u>	<u>1,145,392</u>	<u>1,145,392</u>	<u>1,145,392</u>
Ending Fund Balance	<u>\$ 1,145,392</u>	<u>\$ 1,282,769</u>	<u>\$ 1,282,769</u>	<u>\$ (429,188)</u>
Ending Cash Balance				<u>\$ 925,509</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
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 FOR THE PERIOD ENDED DECEMBER 31, 2012**

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 7-1-11 to 6-30-12	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 1,681,849	\$ 2,333,098	\$ 2,333,098	\$ 1,090,097
Expenditures				
Classified Salaries	\$ 120,564	\$ 249,237	\$ 249,237	\$ 99,868
Employee Benefits	35,701	101,484	101,484	29,934
Materials & Supplies	4	300	300	135
Services	1,553,142	2,783,867	2,783,867	807,363
Capital Outlay	0	2,597	2,597	2,596
Total Expenditures	\$ 1,709,411	\$ 3,137,485	\$ 3,137,485	\$ 939,896
Revenues Over (Under) Expenditures	\$ (27,562)	\$ (804,387)	\$ (804,387)	\$ 150,201
Beginning Fund Balance	3,221,022	3,193,460	3,193,460	3,193,460
Ending Fund Balance	\$ 3,193,460	\$ 2,389,073	\$ 2,389,073	\$ 3,343,661
Ending Cash Balance				\$ 5,047,130

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
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Associated Students of RCCD 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, payphone commissions and athletic ticket sales.

Associated Students of RCCD

	Prior Year Actuals <u>7-1-11 to 6-30-12</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 688,812	\$ 650,000	\$ 650,000	\$ 281,627
Expenditures				
Materials & Supplies	\$ 624,286	\$ 734,213	\$ 734,213	\$ 310,019
Total Expenditures	\$ 624,286	\$ 734,213	\$ 734,213	\$ 310,019
Revenues Over (Under) Expenditures	\$ 64,526	\$ (84,213)	\$ (84,213)	\$ (28,392)
Beginning Fund Balance	930,035	994,561	994,561	994,561
Ending Fund Balance	<u>\$ 994,561</u>	<u>\$ 910,348</u>	<u>\$ 910,348</u>	<u>\$ 966,169</u>
Ending Cash Balance				<u>\$ 1,953,758</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
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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.

Student Financial Aid

	Prior Year Actuals 7-1-11 to 6-30-12	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 51,887,581	\$ 53,769,010	\$ 53,769,010	\$ 22,129,019
Expenditures				
Other				
Scholarships and Grant Reimbursements	\$ 51,887,581	\$ 53,769,010	\$ 53,769,010	\$ 22,076,250
Total Expenditures	\$ 51,887,581	\$ 53,769,010	\$ 53,769,010	\$ 22,076,250
Revenues Over (Under) Expenditures	\$ 0	\$ 0	\$ 0	\$ 52,769
Beginning Fund Balance	0	0	0	0
Ending Fund Balance	\$ 0	\$ 0	\$ 0	\$ 52,769
Ending Cash Balance				\$ 235,510

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
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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 7-1-11 to 6-30-12	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 10	\$ 0	\$ 0	\$ 4
Expenditures				
Services	\$ 0	\$ 0	\$ 0	\$ 20
Total Expenditures	\$ 0	\$ 0	\$ 0	\$ 20
Revenues Over (Under) Expenditures	\$ 10	\$ 0	\$ 0	\$ (16)
Beginning Fund Balance	16,222	16,232	16,232	16,232
Ending Fund Balance	\$ 16,232	\$ 16,232	\$ 16,232	\$ 16,216
Ending Cash Balance				\$ 16,216



Agenda Item (VIII-B-1)

Meeting	1/22/2013 - Regular
Agenda Item	Committee - Teaching and Learning (VIII-B-1)
Subject	Proposed Curricular Changes
College/District	District
Funding	N/A
Recommended Action	It is recommended that the Board of Trustees approve the proposed curricular changes for inclusion in the college catalogs and schedule of class offerings.

Background Narrative:

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

Prepared By: Ray Maghroori, Provost/Vice Chancellor, Educational Services
Sylvia Thomas, Associate Vice Chancellor, Educational Services

Attachments:

[January 2013_backup](#)

Course	Title	Location
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1. New Stand Alone Courses:

This course will be part of the Applied Digital Media degree as Industry Advisory Committee members have requested more specific training in the use of Adobe Acrobat within digital workflow:

ADM-25	Adobe Acrobat	R
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The following courses are being proposed as required courses for the new Associate in Science in Computer Science for Transfer degree:

CIS-7	Discrete Structures	MNR
CSC-7	Discrete Structures	NR

Web development continues to be a growing industry, spanning e-commerce, service, business and personal web sites and services that act as a cornerstone to modern technologies. The following courses are being proposed as part of a Mobile Application Development certificate and A.S. degree created as part of the Title V Co-op grant:

CIS-66	Web Development I	N
CIS-67	Web Development II	N

Modern web sites are driven by dynamic content management systems that utilize databases for asset storage. Students require an understanding of how these technologies are applied to the web development industry in order to produce work that meets current standards. This course is being proposed as part of a new degree/certificate in Mobile Application Development:

CIS-68	Mobile Applications Development I	N
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Modern mobile applications are heavily integrated with a wide variety of frameworks, services, and protocols for data information interchange. Students must learn these skills to be current and competitive. This course is being proposed as part of a new degree/certificate in Mobile Application Development:

CIS-69	Mobile Applications Development II	N
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Digital design is an ever growing field that now encompasses almost every facet of professional design in the industry. From web sites, to mobile applications, to electronic publications, digital design is vital to creating visual content that meets the expectations of this evolving market. This course is being proposed as part of a new degree/certificate in Mobile application Development:

CIS-74	Digital Design I	N
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Modern applications of digital design encompasses user experience, user interface, and overall medium layout. Since so much of the digital world is driven by digital design, it is vital that students become well versed in complex digital design techniques. This course is being proposed as part of a new degree/certificate in Mobile Application Development:

CIS-75	Digital Design II	N
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The following courses are being proposed to supplement the academic transfer offerings in Dance and are required courses for Pilates certification:

DAN-12	Kinesiology for Pilates/Dance	R
DAN-13	Pilates Methodology	R

The following course is being proposed for students to have the required observation and teaching hours to become a fully trained Pilates/Dance conditioning instructor:

DAN-200	Dance Work Experience	R
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These courses are being created as part of the new Associate Degree Nursing curriculum:

NRN-21A	Nursing Learning Lab	R
NRN-21B	Nursing Learning Lab	R
NRN-21C	Nursing Learning Lab	R
NRN-22A	Nursing Learning Lab	R

Course	Title	Location
NRN-22B	Nursing Learning Lab	R
NRN-22C	Nursing Learning Lab	R

First step in updating and aligning the Vocational Nursing (VN) curriculum with the new Associate Degree in Nursing curriculum. The following course will be a prerequisite course for the VN program:

NVN-55	An Introductory Course to Contemporary Vocational Nursing Practice	R
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The following course will be one of the required courses in the Associate of Arts in Psychology for Transfer degree:

PSY-50	Research Methods in Psychology	MNR
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2. New Courses:

The following course is being proposed as part of the sequence of survey courses designed for the Honors student:

ART-2H	Honors Art History of Western Art: Renaissance through Contemporary	R
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The following courses are being proposed as part of a modification to replace GAM-37/CIS-37 in the Game Design and new Game Programming degrees/certificates. Industry advisory input indicates the need for stronger scripting skills in level designers:

CIS-24	Video Game Prototyping	N
CIS-50	Introduction to Game Programming	N
GAM-24	Video Game Prototyping	N
GAM-50	Introduction to Game Programming	N

The following courses are being proposed to replace WEL-60 as part of the repeatability issue:

WEL-61A	American Welders Society/Los Angeles City Welding I	R
WEL-61B	American Welders Society / Los Angeles City Welding II	R

3. Course Inclusions:

The following courses are being proposed as part of the Associate in Arts in Anthropology for Transfer degree:

ANT-3	Prehistoric Cultures	M
ANT-5	Cultures of Ancient Mexico	M
ANT-6	Introduction to Anthropology	M

The Norco discipline would like to add MUS-5 into their course inventory in anticipation of revising the Commercial Music Degree/Certificate to include this course as part of a Title V Co-op grant and the 2+2 agreement:

MUS-5	Music Theory II	N
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The discipline would like to include these courses as part of an Associate in Arts for Transfer degree:

THE-25	Make up for the Stage	N
THE-41	Elementary Stagecraft	N
THE-44	Theatrical Set Design	N
THE-46	Theatrical Costume Design	N
THE-48	Theatrical Lighting Design	N

4. Major Course Modifications:

The following course modifications are being proposed to update the advisory skills, course content, Student Learning Outcomes (SLOs), method of instruction (MOI), method of evaluation (MOE), course materials and add sample assignments:

ACC-1A	Principles of Accounting I	MNR
ACC-1B	Principles of Accounting II	MNR

Course	Title	Location
The following course is being proposed to modify the SLOs and add sample assignments:		
ACC-62	Payroll Accounting	MNR
The following modifications are being proposed to add CIS-3 as an advisory course and to update advisory skills, course content, SLOs, MOI, MOE, course materials and add sample assignments:		
ACC-63	Income Tax Accounting	MNR
ACC-65	Computerized Accounting	MNR
The following course is being modified to add a prerequisite of BIO-1/1H and advisory skills as well as update SLOs, course content, MOE , MOI , course materials and to add sample assignments:		
AMY-2A	Anatomy and Physiology I	MNR
The following course is being modified to update the SLOs:		
ANT-1	Physical Anthropology	MNR
The following course is being modified to update the SLOs, MOI, course materials and to add sample assignments:		
ANT-2	Cultural Anthropology	MNR
The following course is being modified to update the SLOs, course content, course materials and add sample assignments:		
ANT-4	Native American Culture	MNR
The following course is being modified to update the SLOs, and course materials:		
ANT-6	Introduction to Archaeology	MNR
The following courses are being modified to update the SLOs, course materials and add sample assignments:		
ANT-7	Anthropology of Religion	MNR
ANT-8	Language and Culture	MNR
The following courses are being modified to change the course title, update the course description, SLOs, course content, MOI, MOE, course materials and add sample assignments:		
BIO-2A	Invertebrate Zoology	NR
BIO-2B	Vertebrate Zoology	NR
The following course is being modified to update the course description, course content, MOI, MOE, course materials and sample assignments:		
BIO-17	Human Biology	MNR
The following course is being modified to update the course description, SLOs, course content and materials:		
BUS-85	Warehouse Management	N
The following course is being modified to change the title from “ Fundamentals of Programming Logic Using C++,” change unit value from 3 to 4 units, change laboratory hours from 18 to 54 hours, update course description, SLOs, course content and course materials:		
CIS-5	Programming Concepts and Methodology I: C++	MNR
The following course is being modified to change the title from “Computer Programming Using Assembler,” update the course description, advisory skills, SLOs, course content, and course materials:		
CIS-11	Computer Architecture and Organization: Assembly	MNR

The following course is being modified to change the title from “C++ Programming Objects,” update the course

Course	Title	Location
description, advisory skills, SLOs, and course content:		
CIS-17A	Programming Concepts and Methodology II: C++	MNR
The following course is being modified to remove the cross-listing with CAT-56A as well as update the advisory skills, course description, MOI, MOE, and course materials:		
CIS-56A	Designing Web Graphics	MNR
The following course is being modified to remove the cross-listing with CAT-76A as well as update the advisory skills, SLOs and course materials:		
CIS-76A	Introduction to Microsoft Expression Web	MNR
The following course is being modified to remove the cross-listing with CAT-76B as well as update MOI, MOE, course materials and sample assignments:		
CIS-76B	Introduction to Dreamweaver	MNR
The following course is being modified to change the title from “ Fundamentals of Programming Logic Using C++,” change unit value from 3 to 4 units, change laboratory hours from 18 to 54 hours, update course description, SLOs, course content and course materials:		
CSC-5	Programming Concepts and Methodology I: C++	NR
The following course is being modified to change the title from “Computer Programming Using Assembler,” update the course description, advisory skills, SLOs, course content, and course materials:		
CSC-11	Computer Architecture and Organization: Assembly	NR
The following course is being modified to change the title from “C++ Programming Objects,” update the course description, advisory skills, SLOs, and course content:		
CSC-17A	Programming Concepts and Methodology II: C++	NR
The following course is being modified to change the title, change units (from 0.5 to 1) and hours (from 27 to 54), remove repeatability, update course description, SLOs, course content, materials and add sample assignments:		
DAN-D46	Pilates Mat Work	MR
The following course is being modified to update the course content, SLOs and course materials as part of the State Course Alignment Project:		
EAR-30	Practicum in Early Childhood Education	MNR
The following course is being modified to update course materials and add sample assignments:		
ECO-7	Macroeconomics	MNR
The following course is being modified to change the course title, update the course description, content, SLOs, MOI, MOE, and materials as well as add sample assignments as part of the Course Alignment Project:		
EDU-1	Introduction to Elementary Classroom Teaching	MR
The following course is being modified to remove the 18 hours of laboratory:		
GAM-21	History of Video Games	N
The following course is being modified to increase the units from 3 to 4, change laboratory hours from 18 to 54. It was determined that students need more lab time in class with the instructor to master the skills:		
GAM-22	Game Design Principles	N

Course	Title	Location
The following course is being modified to increase the units from 3 to 4, change laboratory hours from 18 to 54, and to change to course description. It was determined that students need more lab time in class with the instructor to master the skills:		
GAM-23	Digital Game Design	N
The following course is being modified to change GAM-72 from a prerequisite to a corequisite:		
GAM-32	Designing Game Characters	N
The following course is being modified to add a prerequisite option of GAM-47:		
GAM-34	Character Rigging	N
The following course is being modified to remove the cross listing with CIS-35 and remove the 18 hours of laboratory:		
GAM-35	Introduction to Simulation and Game Development	N
The following course is being modified to remove the prerequisite option of GAM-34 and add the options of GAM-23, 32, 52, CIS/CSC-17B or CIS/CSC-18B:		
GAM-44	Portfolio Production	N
The following course is being modified to add a prerequisite option of CIS/GAM-50:		
GAM-51	Game Mechanics and Simulation	N
The following course is being modified to add a prerequisite option of CIS/GAM-50:		
GAM-52	Game Engine Scripting I	N
The following course is being modified to add a corequisite of GAM-31 or GAM-42:		
GAM-70	Computer Skills for Game Art	N
The following course is being modified to add a corequisite of GAM-71 and remove the prerequisite of ART-17:		
GAM-73	Storyboarding for Games	N
The following course is being modified to add prerequisite options of GAM-23,52, CIS/CSC-17B, or 18B and add a corequisite of GAM-34:		
GAM-79	Game Studio Production	N
The following course is being modified to update the SLOs, MOE, course materials and add sample assignments:		
GEG-1	Physical Geography	MNR
The following course is being modified to update the SLOs, course materials and add sample assignments:		
GEG-4	Geography of California	NR
The following course is being modified to update the course description, SLOs, content, MOI, MOE, course materials and add sample assignments:		
HES-1	Health Science	MNR
The following course is being modified to change the limitation on enrollment to "Must be a LVN and currently enrolled in the Associate Degree Nursing Program," update to course description, advisory skills, MOI, MOE, sample assignments and course materials:		
NRN-18	Transition Course for Advanced Placement Students	N

5. Course Deletions:

As advised by the Industry Advisory Committee, this course is being discontinued in favor of offering ADM 25, Adobe Acrobat. The information previously covered in ADM 30 is sufficiently covered in other ADM courses:

ADM-30	Contemporary Topics in Applied Digital Media	R
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Due to the change in Toyota Corporation's program design, there courses are being discontinued:

AUT-61	Introduction to Toyota Service	R
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AUT-62	Toyota Fuel Systems	R
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The following has not been offered at RCC since Spring 09, and has never been offered at MVC and NC is reducing their CAT program:

CAT-56A	Designing Web Graphics	MNR
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The following course has not been offered since Fall 2009:

CAT-58	Marketing the Virtual Office	R
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The following has not been offered at RCC or NC, offered once in 06 at MVC:

CAT-76A	Introduction to Microsoft Expression Web	MNR
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The following has not been offered at RCC since Spring 09, and at MVC in Fall 2008 and NC is reducing their CAT program:

CAT-76B	Introduction to Dreamweaver	MNR
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Norco College is eliminating the Machine Shop Technology discipline but keeping Manufacturing Technology with which most of the courses are cross-listed:

MAC-55	Occupational Safety and Health Administration Standards for General Industry	N
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MAC-56	CNC Machine Set-up and Operation	N
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MAC-57	CSC Program Writing	N
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This course is being replaced by WEL-61A and 61B to address repeatability:

WEL-61	Certification for Licensing of Welders	R
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6. Course Exclusions:

Norco would like to offer only the GAM side of this course and thus will delete the CIS course from their inventory as well as remove the cross-listing:

CIS-35	Introduction to Simulation and Game Development	N
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7. New State Approved Certificates/Degrees:

Associate in Science in Business Administration for Transfer (see attachment A)	M
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Associate in Science in Computer Science for Transfer (see attachment B)	N
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Associate in Arts in English for Transfer (see attachment C)	N
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Associate in Science/Certificate in Game Programming (see attachment D)	N
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Associate in Science in Mathematics for Transfer (see attachment E)	N
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Associate in Science/Certificate in Mobile Application Development (see attachment F)	N
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Associate in Science in Pre-Engineering (see attachment G)	N
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Associate in Science in Physics for Transfer (see attachment H)	N
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Associate in Arts in Studio Arts for Transfer (see attachment I)	N
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8. New Locally Approved Certificate:

Green Technician (see attachment J)	N
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Pilates/Dance Conditioning Instructor (see attachment K)	R
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9. Modification to State/Locally approved Certificate/Degrees:

The following degree/certificate is being modified to change the TOPs code from 0936.00 (Printing and Lithography) to 0614.00 (Digital Media) and replace ADM-30 with the new course of ADM-25:

Applied Digital Media (see attachment L) R

The industry is slowly moving away from AutoCAD (a general CAD package) and into more specialized software like SolidWorks. Thus the following degree/certificate is being modified to remove ENE-3 from the electives:

Architecture (see attachment M) N

The following degree/certificate is being modified to update the description and program learning outcomes, and removing MAC courses as they are being deleted as well as replacing ELE-10 with ELE-11 and ELE-13; course was split into two new courses which will change the total units from 24 to 28:

Automated System Technician (see attachment N) N

The following certificate is being modified to update the description and program learning outcomes, and removing MAC courses as they are being deleted:

Computer-Aided Production Technology (see attachment O) N

The following degree/certificate is being modified to remove CAT courses as they are being deleted from the inventory but the CIS side of the cross-listed courses will remain:

Computer Applications (see attachment P) MNR

The industry is slowly moving away from AutoCAD (a general CAD package) and into more specialized software like SolidWorks. Thus the following degree/certificate is being modified to remove ENE-31, move ENE-42 to the required courses, and add ENE-42B and MAN-56 to the electives:

Drafting Technology (see attachment Q) N

The following certificate is being modified to remove CAT courses as they are being deleted from the inventory:

E-Commerce (see attachment R) R

Industry input indicated that the degree should require programming and 3D modeling (not just as electives) thus, the following degree/certificate is being modified to move elective courses into the required area and increase unit count on 3 courses. Total units for the degree have been increased from a 30 unit to 33 unit certificate as well as the removal of 4 courses; CIS-5, 17A, GAM-37 and GAM-47 and the addition of GAM/CIS-24 and 50:

Game Design (see attachment S) N

The following certificates are being modified to remove WEL-61 and add WEL-61A as a result of addressing repeatability. Additionally, expanded description to better reflect potential career pathways:

Stick Welding (see attachment T) R

TIG Welding (see attachment U) R

The following certificates are being modified to remove CAT courses as they are being deleted from the inventory:

Virtual Assistant (see attachment V) R

Web Master Web Designer Concentration and Web Developer Concentration (see attachment W) MNR

The following degree/certificate is being modified to replace WEL-61 with WEL-61A and WEL-61B to address repeatability issues; to update the program learning outcomes and reduce number of required units from 36 to 24 by eliminating courses that are no longer offered-WEL-25, ENE-51, ENE-60 and ENG-50; to add WEL-60. This will stream line the program so that students can complete it within a two year period by focusing on classes that are pertinent to the welding trade as advised by the Welding Advisory committee:

Welding Technology (see attachment X) R

The following certificate is being modified to remove WEL-61 and add WEL-61A as a result of addressing repeatability. Additionally, expanded description to better reflect potential career pathways:

Wire Welding (see attachment Y) R

Attachment A
PROGRAM OUTLINE OF RECORD
NEW DEGREE/CERTIFICATE

Associate in Science Degree in Business Administration for Transfer

College: M

This degree is designed to facilitate the student's passage from Moreno Valley to the California State University System with an Associate Degree in Business Administration. This degree will satisfy the lower division requirements for the eventual conferral of the Bachelor's Degree in Business Administration at CSU. With this degree the student will be prepared for transfer to the university upper division level.

Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- demonstrate use of technology and application software to analyze and solve business decisions.
- demonstrate mathematical and accounting procedures used for business specific calculations and decisions.
- demonstrate the application of economic and business theories to develop effective business processes.

Required Courses (24 units)		Units
ACC-1A	Principles of Accounting I	3
ACC-1B	Principles of Accounting II	3
BUS-18A	Business Law	3
ECO-7/7H	Principles of Macroeconomics	3
ECO-8	Principles of Microeconomics	3
MAT-12/12H	Statistics	3
LIST A	Choose from the list below	6

List A: Select two of the following (6 units):

CIS-1A	Introduction to Computers	3
BUS-10	Introduction to Business	3
Or BUS-22	Management Communication	3

Total Major Units 24

The Associate in Science in Business Administration for Transfer degree will be awarded upon completion of 60 California State University (CSU) transferable units including the above major requirements and the Intersegmental General Education Transfer Curriculum (IGETC) or California State University General Education (CSUGE) requirements with a minimum grade point average of 2.0. All courses in the major must be completed with a grade of "C" or better. (Students completing this degree are not required to fulfill the RCCD graduation requirements found in section VII. Additional degree requirements: Health Education and Self Development).

*Students with more than one target transfer institution should consult their counselor to determine if they should take any additional course(s).

Attachment B
PROGRAM OUTLINE OF RECORD
NEW DEGREE

Associate in Science in Computer Science for Transfer Degree

College: N

This degree is designed to facilitate the student's passage from Norco College to the University System with an Associate Degree in Computer Science. This degree will satisfy the lower division requirements for the eventual conferral of the Bachelor's Degree in Computer Science. With this degree the student will be prepared for transfer to the university upper division level.

Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- write programs utilizing the following data structures: arrays, records, strings, linked lists, stacks, queues, and hash tables.
- write and execute programs in assembly language illustrating typical mathematical and business applications.
- demonstrate different traversal methods of trees and graphs.

Required courses (29 units)		Units
CSC/CIS-5	Programming Concepts & Methodologies I: C++	4
CSC/CIS-7	Discrete Structures	3
CSC/CIS-11	Computer Architecture and Organization: Assembly	3
CSC/CIS-17A	Programming Concepts & Methodologies II: C++	3
MAT -1A	Calculus I	4
MAT -1B	Calculus II	4
PHY-4A	Mechanics	4
PHY-4B	Electricity Magnetism	4

The Associate in Science in Computer Science for Transfer degree will be awarded upon completion of 60 California State University (CSU) transferable units including the above major requirements and the Intersegmental General Education Transfer Curriculum (IGETC) or California State University General Education (CSUGE) requirements with a minimum grade point average of 2.0. All courses in the major must be completed with a grade of "C" or better. (Students completing this degree are not required to fulfill the RCCD graduation requirements found in section VII. Additional degree requirements: Health Education and Self Development).

*Students with more than one target transfer institution should consult their counselor to determine if they should take any additional course(s).

Attachment C
PROGRAM OUTLINE OF RECORD
NEW DEGREE

Associate in Arts in English for Transfer Degree

College: N

The Associate in Arts in English for Transfer degree is a curricular pattern designed specifically to transfer students as English majors with junior status to the CSU system. Though the Associate in Arts in English for Transfer also provides broad general preparation for English majors entering any four-year university, students must consult the specific requirements of any non-CSU campus to which they are applying. Students earning the Associate in Arts in English for Transfer will analyze, interpret, and synthesize diverse texts in order to construct well-supported academic arguments and literary analyses, and they will encounter interpretive questions to which there are multiple plausible answers. Students earning this degree will also have exposure to a variety of literary genres and periods and will be able to illustrate a basic understanding of the ways that literature can embody cultural, intellectual, and artistic trends.

Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Read a variety of literary texts (fiction, poetry, drama, literary non-fiction) with understanding and insight.
- Demonstrate critical thinking skills about literary texts, including the ability to construct and test interpretive hypotheses, analyze rival hypotheses, and recognize interpretive problems to which literary texts give rise.
- Write analytical or argumentative essays on literary texts that demonstrate effective stylistic, organizational, and rhetorical control, support claims with sound textual evidence, and employ correct MLA citation methods.
- Demonstrate an awareness of the relationship between literature and culture, including a recognition of literature as a product of as well as a contribution to human history.

<u>Required Courses (19 units)</u>		<u>Units</u>
ENG-1B* or 1BH*	Critical Thinking and Writing	4
List A	Choose from the list below	6
List B	Choose from the list below	6
List C	Choose from the list below	3

List A Choose two courses from the following (6 units):

ENG-6*	British Literature I: Anglo-Saxon through Eighteenth Century	3
ENG-7*	British Literature II: Romanticism through Modernism/Post-Modernism	3
ENG-14*	American Literature I: Pre-Contact through Civil War	3
ENG-15*	American Literature II: 1860 to the Present	3
ENG-40*	World Literature I: From Ancient Literatures to the Seventeenth Century	3
ENG-41*	World Literature II: Seventeenth Century Through the Present	3

List B Choose two courses from the following (6 units)

Any course from List A not already used		
ENG/HUM-8*	Introduction to Mythology	3
ENG-11*	Creative Writing	3
ENG-44*	Poetry from the Twentieth Century to the Present	3

List C Choose one course from the following (3 units)

Any course from List A and List B not already used		
ENG-9*	Introduction to Shakespeare	3
ENG-10	Special Studies in Literature	3
ENG-20*	Survey of African American Literature	3
ENG/HUM-23*	The Bible as Literature	3
ENG-30*	Children's Literature	3
ENG-35*	Images of Women in Literature	3
ENG-45*	Modern Drama	3
ENG-48*	Short Story and Novel from the Twentieth Century to the Present	3
COM-7	Oral Interpretation of Literature	3
THE-3*	Introduction to Theater	3

*courses may be double-counted
Total units for major

19

Associate in Arts for Transfer Degree

The Associate in Arts in English for Transfer degree will be awarded upon completion of 60 California State University (CSU) transferable units including the above major requirements, 2-17 units of electives and the Intersegmental General Education Transfer Curriculum (IGETC) or California State University General Education (CSUGE) requirements with a minimum grade point average of 2.0. All courses in the major must be completed with a grade of "C" or better. (Students completing this degree are not required to fulfill the RCCD graduation requirements found in section VII. Additional degree requirements: Health Education and Self Development)

Attachment D
PROGRAM OUTLINE OF RECORD
NEW DEGREE/CERTIFICATE

Game Programming

College: N

Students completing the Game Programming Certificate or A.S. Degree will be well qualified in the process of designing and coding programming logic for games including coding game rules, mechanics and simulations, to create complete modules and game experiences. The final course of this program is a capstone project where students work in an interdisciplinary team with students from the other tracks of the game development programs to create a complete, original game which is ready to publish. Students will complete the program with a polished portfolio and be prepared to enter the workforce as an independent game developer specializing in game programming.

Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Assemble multimedia assets into a single project and provide meaning and structure to those assets through programmatic solutions;
- Construct complex systems to facilitate game rules, mechanics, and simulations;
- Build games or applications driven by mathematics and physics concepts in an architecturally sound software design;
- Apply concepts and techniques in game programming to create complete modules and game experiences at an advanced level;
- Create an industry-standard portfolio containing code samples from class projects;
- Demonstrate professional communication skills effectively with colleagues on an industry production project.

Required Courses (36-37 units)		Units
GAM/CIS-24	Video Game Prototyping	4
GAM-35	Introduction to Simulation and Game Development	3
GAM-44	Portfolio Production	2
GAM/CIS-50	Introduction to Game Programming	3
GAM-51	Game Mechanics and Simulation	3
GAM/CSC-52	Game Engine Scripting I	3
GAM/CSC-53	Game Engine Scripting II	3
GAM-79	Game Studio Production	4
MAT-35	Intermediate Algebra	5
Electives	Choose from list below	6-7

Electives (6-7 units)		Units
GAM-21	History of Video Games	3
GAM-22	Game Design Principles	4
GAM-31	Introduction to 3D Modeling	3
GAM-42	PhotoShop for Game Art and Animation	3

Associate in Science Degree

The Associate in Science Degree in Game Programming will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog.

Total Units 36

Attachment E
PROGRAM OUTLINE OF RECORD
NEW DEGREE/CERTIFICATE

Computer Information Systems/Mobile Application Development

College: N

Students completing the Mobile Application Development Certificate or A.S. Degree will be well qualified in the process of designing, coding, and deploying mobile applications for a wide variety of uses, including utility, e-commerce, productivity, enterprise, and web. Students will be prepared to enter the field as an independent mobile application developer or to work for a software engineering firm filling the role of mobile application developer. The final course of this program is a capstone project where students work to create a complete, polished and deployable mobile application.

The courses in this program may require a mobile development platform such as a tablet or smart phone to build and demonstrate content during the two year duration of the program. Information regarding the specific device will be provided by the instructor of the course, will appear in the schedule of classes, and will be posted on the Norco Game website.

Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Assemble multimedia assets into a single project and provide meaning and structure to those assets through programmatic solutions;
- Construct cross platform mobile applications and websites fulfilling a broad spectrum of functions;
- Design and modify wireframe mockups of mobile applications and mobile websites based on client feedback;
- Interface with mobile hardware to extend application functionality and integrate with existing frameworks;
- Create an industry-standard portfolio containing sample mobile applications;
- Demonstrate professional communication skills effectively with colleagues on an industry production project.

Required Courses (30 units)		Units
CIS/CSC-5	Fundamentals of Programming Logic Using C++	4
CIS/CSC-18A	Java Programming: Objects	3
CIS/CSC-18B	Java Programming: Advanced Objects	3
CIS-66	Web Development I	3
CIS-67	Web Development II	3
CIS-68	Mobile Applications Development I	3
CIS-69	Mobile Applications Development II	3
CIS-74	Digital Design I	3
CIS-75	Digital Design II	3
GAM-44	Portfolio Production	2

Associate in Science Degree

The Associate in Science Degree in Mobile Application Development will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog.

Total Units 30

Attachment F
PROGRAM OUTLINE OF RECORD
NEW DEGREE

Associate in Science Degree in Mathematics for Transfer

College: N

The Associate in Science Degree in Mathematics for Transfer is designed to prepare the student for transfer to four-year institutions of higher education and specifically intended to satisfy the lower division requirements for the Baccalaureate Degree in Mathematics at a California State University (but does not guarantee acceptance to a particular campus or major). It will also provide the student with a sufficient academic basis from which to pursue a career in the mathematics, statistics, actuarial, and education.

Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Create and analyze mathematical models.
- Demonstrate knowledge of concepts and applications of single and multivariable differential and integral calculus.

Required Courses: (18-20 units)		Units
MAT-1A*	Calculus I	4
MAT-1B*	Calculus II	4
MAT-1C*	Calculus III	4
Electives	CHOOSE 2 FROM THE FOLLOWING WITH AT LEAST 1 FROM GROUP A	6-8
Group A		
MAT-2*	Differential Equations	4
MAT-3*	Linear Algebra	3
Group B		
CSC/CIS-5	Fundamentals of Programming Logic using C++	4
PHY-4A*	Mechanics	4
PHY-4B*	Electricity and Magnetism	4

*course may be double counted as CSUGE/IGETC

Associate in Science for Transfer Degree

The Associate in Science for Transfer degree in Mathematics will be awarded upon completion of 60 California State University (CSU) transferable units including the above major requirements and the Intersegmental General Education Transfer Curriculum (IGETC) or California State University General Education (CSUGE) requirements with a minimum grade point average of 2.0. All courses in the major must be completed with a grade of "C" or better. (Students completing this degree are not required to fulfill the RCCD graduation requirements found in section VII. Additional degree requirements: Health Education and Self Development)

Total Units: 18-20

Attachment G
PROGRAM OUTLINE OF RECORD
NEW DEGREE

Associate in Science Degree in Physics for Transfer

College: N

The Associate in Science in Physics for Transfer degree provides a foundation in physics and mathematics for students planning to transfer into a baccalaureate program in physics or physics education. Successful completion of the transfer degree in Physics guarantees student acceptance to a local California State University to pursue a baccalaureate degree in Physics or a related field.

Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- apply appropriate physical laws and mathematical techniques to analyze various physical situations
- perform various scientific experiments and to analyze data to check agreement with theoretical predictions

<u>Required Courses (24 units)</u>		<u>Units</u>
PHY-4A	Mechanics	4
PHY-4B	Electricity and Magnetism	4
PHY-4C	Heat, Light and Waves	4
MAT-1A	Calculus I	4
MAT-1B	Calculus II	4
MAT-1C	Calculus II	4

Associate in Science for Transfer Degree

The Associate in Science for Transfer degree in Physics will be awarded upon completion of 60 California State University (CSU) transferable units including the above major requirements and the Intersegmental General Education Transfer Curriculum (IGETC) or California State University General Education (CSUGE) requirements with a minimum grade point average of 2.0. All courses in the major must be completed with a grade of "C" or better. (Students completing this degree are not required to fulfill the RCCD graduation requirements found in section VII. Additional degree requirements: Health Education and Self Development)

Total Units:

24

Attachment H
PROGRAM OUTLINE OF RECORD
NEW DEGREE

Pre-Engineering

College: N

This program is designed to prepare students for a possible major in an Engineering related field. Possible university engineering majors include: Civil Engineering, Computer Engineering and Mechanical Engineering.

Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Demonstrate the standard methods of mathematical analysis including trigonometry and analytic geometry, differential and integral calculus, and the solutions to differential equations.
- Demonstrate a working knowledge of the theories and principles of physics.
- Conduct experiments and analyze and interpret data collected.

<u>Required Courses (24-26 units)</u>		<u>Units</u>
MAT-1A	Calculus I	4
MAT-1B	Calculus II	4
PHY-4A	Mechanics	4
Choose one of the following:		
PHY-4B or	Electricity and Magnetism	4
PHY-4C	Heat, Light and Waves	4
Electives	Choose from the list below	8-10
<u>Elective Courses (8-10 units)</u>		
CHE-1A/1AH	General Chemistry, I	5
CHE-1B/1BH	General Chemistry, II	5
MAT-1C	Calculus III	4
PHY-4B	Electricity and Magnetism (if not used above)	4
PHY-4C	Heat, Light and Waves (if not used above)	4

Associate in Science Degree

The Associate in Science Degree in Pre-Engineering will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog.

Total Units: 24-26

Attachment I
PROGRAM OUTLINE OF RECORD
NEW DEGREE

Associate in Arts in Studio Arts Degree for Transfer

College: N

The Associate in Arts in Studio Arts for Transfer provides a solid preparation for transfer majors in the various areas of studio art, including design, drawing, and painting. This Studio Arts degree has an emphasis in Art History. Additionally, the studio courses align well with preparation for transfer majors in related fields such as sculpture, photography, and other areas of study at UC, CSU, and private colleges and universities.

Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Demonstrate proficient technical and creative skills with a variety of art materials.
- Understand works of art and design and the artistic contributions of diverse peoples through critical discussion and written assignments.
- Demonstrate, through the analysis of aesthetic and cultural values, an understanding of the contribution of art and design to human experience.

Required Courses (24 units)		Units
ART 2*	History of Western Art: Renaissance through Contemporary	3
ART 17	Beginning Drawing	3
ART 22	Basic Design	3
ART 24	Three Dimensional Design	3
Electives	Choose from List A	3
Electives	Choose from List B	9

List A: Select 1 course (3 units)

ART 1*	History of Western Art: Prehistoric, Ancient, and Medieval	3
ART 5*	History of Non-Western Art	3
ART 9*	African Art History	3

List B: Select 3 courses (9 units)

ART18 or ART 40	Intermediate Drawing or Figure Drawing	3
ART 20	Beginning Sculpture	3
ART 23	Design and Color	3
ART 26	Beginning Painting	3
ART 36	Computer Art	3

*courses may be double counted

The Associate in Arts in Studio Arts for Transfer degree will be awarded upon completion of coursework totaling 60 California State University (CSU) transferable units including the major requirements and the Intersegmental General Education Transfer Curriculum (IGETC) or California State University General Education (CSUGE) requirements with a minimum grade point average of 2.0. All courses in the major must be completed with a grade of "C" or better.

Total Units: 24

Attachment J
PROGRAM OUTLINE OF RECORD
NEW CERTIFICATE

Green Technician

College: N

Renewable energy and related sustainability concepts; DC and AC electrical theory; and solar power systems. Design, installation, and maintenance issues along with OSHA safety are included.

Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Draw and identify all the primary components of a typical, 4-KW, utility-interactive, photo voltaic (PV) system and explain how each part operates in this grid-tied configuration;
- Solve basic, direct current, electronic problems involving resistance, current, voltage, and power, as applied to both simple and complex combinations of series and/or parallel circuit components, comprised of resistors, capacitors and coils, in a given network configuration;
- Explain the basic principles of sinusoidal sources of Alternating Current (AC) and solve AC network circuit problems involving resistors, capacitors, inductors and/or transformers;
- Utilize OSHA standards and regulations to supplement an ongoing safety and health program;
- Thoroughly explain the typical maintenance requirements for the PV array and other components, including inverters and batteries of a stand-alone system, to keep a 5-KW, off-grid power installation safe and operating at high-efficiency.

<u>Required Courses (13 units)</u>		<u>Units</u>
ELE-11	DC Electronics	4
ELE-13	AC Electronics	4
ELE-91	Fundamentals of Solar Energy	3
MAN-55	Occupational Safety and Health Administration (OSHA) Standards for General Industry 2	

This certificate may lead to employment competency, but does not lead to an Associate in Science Degree.

Total Units: 13

To further Norco College's green initiatives and to prepare students for employment in energy efficient and green occupations, the Electronics department proposes repackaging 4 existing courses to create a locally-approved certificate focused on renewable energy and sustainability. Two of the four courses articulate into Cal Poly Pomona's Electrical Engineering program.

Attachment K
PROGRAM OUTLINE OF RECORD
NEW CERTIFICATE

Pilates/Dance Conditioning Instructor

College: R

The Pilates/Dance Conditioning Instructor certificate is designed to prepare individuals to teach the Pilates method of body conditioning using the full-range of Pilates apparatus as well as the mat work repertoire, the foundation of the Pilates method. Individuals will be trained to work with the beginning- to advanced-level student as well as with special populations including dancers and athletes.

Emphasis is on both academic and practical experience. Taught by certified Pilates instructors, students completing the certificate will be trained to teach at privately- owned Pilates and dance studios, fitness/health clubs as well as physical therapy settings where Pilates is offered.

Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Demonstrate and/or identify beginning to advanced Pilates exercises for mat and apparatus;
- Describe the principles as developed by Joseph H. Pilates and their relevance to a Pilates program;
- Design a lesson plan for mat work and for apparatus;
- Teach a properly constructed Pilates class using appropriate cuing and demonstration;
- Identify common alignment problems and teach proper modifications and/or solutions;
- Identify kinesiological principles of correct biomechanics for all Pilates exercises.

<u>Required Courses (17 units)</u>		<u>Units</u>
DAN-12	Kinesiology for Pilates Trainers/Dancers	3
DAN-13	Pilates Methodology	2
DAN-D46	Pilates Mat Work	1
DAN-D48	Reformer Technique	1
DAN-D49	Intermediate Pilates	1
DAN-D50	Pilates for Dancers	1
DAN-D51	Advanced Pilates	1
DAN-200	Work Experience*	4
Electives	(Select 3 units from one of the emphases below)	3

*DAN-200 Work Experience must be taken for 4 units

<u>Dance/Athletics Emphasis (3 units)</u>		<u>Units</u>
DAN-D21	Ballet, Beginning	1
DAN-D22	Ballet, Intermediate	1
DAN-D32	Jazz, Beginning	1
DAN-D33	Jazz, Intermediate	1
DAN-D37	Modern Dance, Beginning	1
DAN-D38	Modern Dance, Intermediate	1
KIN-16	Introduction to Athletic Training	3
KIN-43	Personal Training	3

<u>General Lifestyle Management Emphasis (3 units)</u>		<u>Units</u>
KIN-4	Nutrition	3
KIN-35	Foundation for Fitness and Wellness	3
KIN-36	Wellness: Lifestyle Choices	3
KIN-38	Stress Management	3
KIN-A46	Hatha Yoga, Beginning	1

This certificate may lead to employment competency, but does not lead to an Associate in Science Degree.

Total Units: 17

Attachment L
PROGRAM OUTLINE OF RECORD
DEGREE/CERTIFICATE MODIFICATION

Applied Digital Media

AS653/CE653

College: R

This program prepares students for a wide variety of careers in graphic communication and new media. This includes instruction in graphic design, illustration, photo manipulation, web design, animation, electronic prepress, press operation, bindery, and management, using the latest equipment and software available within a live, production facility. Classes are structured to give strong academic and hands-on experience for entry into the graphic communication / new media industries.

Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Demonstrate the ability to communicate effectively with clients and co-workers.
- Demonstrate ethical, economic, civic, and moral responsibility.
- Create a graphics project from concept to prepared artwork considering color model, resolution, target market, and, if applicable, assign substrates and inks for its production.
- Demonstrate proofing and pre-flighting techniques, portable document format (PDF) creation, and troubleshooting of a digital file in preparation for imaging a project.
- Demonstrate proper set-up, safe operation, and clean-up of an offset printing press.
- Demonstrate proper set-up, safe operation, and clean-up of finishing equipment.
- Demonstrate the ability to estimate costs, document materials and time spent on production, and an ability to meet deadlines.
- Produce a portfolio and networking skills to promote talents in preparation for work in the graphics industry.

Required Courses (34 units)		Units
ADM-1	Introduction to Applied Digital Media	3
ADM-25	Adobe Acrobat	1
ADM-55	Management and Estimating in the Graphics/Design Industry	3
ADM-58	Paper and Inks for Multi-purposed Design	1
ADM-63	Adobe InDesign	3
ADM-70	Project Design and Production	3
ADM-71	Adobe Photoshop	3
ADM-80	Introductory Digital Darkroom	3
ADM-85	Beginning Offset Presswork	3
ADM-89	Applied Digital Media Portfolio	1
Electives	Choose from list below	10

Elective Courses (10 units)		Units
ADM-64	Ethics and Legalities of Digital Manipulation	1
ADM-65	Cross Platform File Management	1
ADM-67	WEB Animation with Flash	3
ADM-68	3D Animation with Maya I	3
ADM-69	Motion Graphics and Compositing with After Effects	3
ADM-72	Advanced Photoshop	3
ADM-74	Dreamweaver for Graphic Designers	3
ADM-76	QuarkXPress	3
ADM-77A	Adobe Illustrator	3
ADM-77B	Advanced Adobe Illustrator	3
ADM-86	Advanced Offset Presswork and Finishing	3
ADM-88	3D Animation with Maya II	3
ADM-200	Applied Digital Media and Printing Work Experience	1-2-3-4
ART-22	Basic Design	3
ART-36	Computer Art	3
ENG-17	Literary Magazine Production	2
FTV-64	Digital Editing Principles and Techniques	3

Associate in Science Degree

The Associate in Science Degree in Applied Digital Media and Printing will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog.

Total Units: 34

Attachment M
PROGRAM OUTLINE OF RECORD
DEGREE/CERTIFICATE MODIFICATION

Architecture NAS509/NCE509

College: N

This program prepares individuals to apply technical knowledge and skills to develop working drawings and electronic simulations for architectural and related construction projects. This includes instruction in basic construction and structural design, architectural rendering, architectural-aided drafting (CAD), layout and designs, architectural industrial print interpretation, building materials, and basic structural wiring diagramming. Students completing this certificate will be qualified for an entry level architectural drafting position.

Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- An ability to apply and integrate computer technology in the design process exhibiting skills necessary for entry-level employment in the architecture profession;
- Knowledge of architecture theory, and practice in the solution of Architectural design problems related to industry;
- An ability to work effectively in small and large group situations similar to those found in industry;
- The ability to apply the problem solving process to create and present design solutions.

<u>Required Courses (27 units)</u>		<u>Units</u>
ARE-24	Architectural Drafting	3
ARE-25	Advanced Architectural Drafting	3
ARE-26	Architectural Rendering	3
ARE-35	History of Architecture-Beginnings through Gothic	3
	or	
ARE-36	History of Architecture: Renaissance to Modern	3
ARE-37	Architectural Design I	3
	or	
ART-22	Basic Design	3
ENE-21	Drafting	3
ENE-30	Computer Aided Drafting (CAD)	3
ENE-60	Math for Engineering Technology	3
Electives	Choose from list below	3
<hr/>		
<u>Electives (3 units)</u>		
ART-17	Beginning Drawing	3
ART-23	Design and Color	3
ART-24	Three Dimensional Design	3
CON-60	Introduction to Construction	3
CON-61	Materials of Construction	3
ENE-26	Civil Engineering Drafting	3
ENE/ELE-27	Technical Communications	3

Associate in Science Degree

The Associate in Science Degree in Architecture will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog.

Total Units: 27

Attachment N
PROGRAM OUTLINE OF RECORD
DEGREE/CERTIFICATE MODIFICATION

Automated Systems Technician NAS737/NCE737

College: N

Businesses and other organizations depend on complex electronic equipment for a variety of functions. Industrial controls automatically monitor and direct production processes on the factory floor. Transmitters and antennae provide communication links for many organizations. Industry needs well-trained technicians with the knowledge of how to design, repair and implement new equipment. The Automated Systems Technician program teaches how to use Electronics, Microprocessors, Microcontrollers, Programmable Logic Control and Fluid Power systems to create and program new machinery used in industry. Students completing this certificate are prepared for entry-level employment as Avionics Technicians, Maintenance Technician, Automation Technicians, and Electromechanical Systems Technician.

Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Discuss and demonstrate occupation safety and technical communications.
- Demonstrate the installation maintenance and troubleshooting of Programmable Logic Control systems (PLCs) and PLC modules
- Set-up and operate fluid powered valves, cylinders, controls filters, and actuators.
- Establish a systematic approach to recognizing the essential information given on a blueprint.
- Solve formulas by using unknowns and apply this knowledge to solve problems encountered in technological areas and various fields of engineering.
- Demonstrate quantitative measurement of electrical circuit parameters; assemble, and test both direct current and alternating current series, parallel, and series parallel circuits.
- Explain the basic operation of a microprocessor / microcontroller.

Required Courses (28 units)		Units
ELE-11	DC Electronics	4
ELE-13	AC Electronics	4
ELE-26	Microprocessors, Microcontrollers	4
ELE/ENE-27	Technical Communications	3
ELE/MAN-64	Programmable Logic Controllers	3
ENE-51	Blueprint Reading	2
ENE-60	Math for Engineering Technology	3
MAN-55	Occupational Safety and Health Administration (OSHA)	
	Standards for General Industry	2
MAN-60	Hydraulic and Pneumatic Systems	3

Associate in Science Degree

The Associate in Science Degree in Manufacturing Technology, Automated Systems Technician will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog.

Total Units 28

Attachment O
PROGRAM OUTLINE OF RECORD
CERTIFICATE MODIFICATION

Computer-Aided Production Technology NCE799

College: N

Computer control programmers and operators use computer numerically controlled (CNC) machines to produce a wide variety of products, from automobile engines to computer keyboards. The Computer-Aided Production Technology certificate teaches how parts are produced in industry using Computer Numerical Control Machines and Computer Aided Machine programming systems. Students completing this certificate are prepared for entry-level employment as a Machinist or as Machine setters, operators and tenders.

Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Create a steam or stirling engine that involves parts using both the mill and the lathe.
- Create a portfolio which may include printouts of Mastercam or other Computer Aided Manufacturing program part file drawings, numerical code files and operation sheets.
- Solve formulas by using unknowns.
- Establish a systematic approach to recognizing the essential information given on a blueprint.

<u>Required Courses (14-15 units)</u>		<u>Units</u>
ENE-51	Blueprint Reading	2
ENE-60	Math for Engineering Technology	3
MAN-55	Occupational Safety and Health Administration (OSHA) Standards for General Industry	2
MAN-56	CNC Machine Set-Up and Operation	4
Electives	Choose from list below	3 - 4
<u>Electives (3-4 units)</u>		<u>Units</u>
MAN-52	Computer Aided Manufacturing-Mastercam	4
MAN-57	CNC Program Writing	3
MAN-59	Comp-Aided Man-GibbsCAM	4

This certificate may lead to employment competency, but does not lead to an Associate in Science Degree.

Total Units 14 - 15

Attachment P
PROGRAM OUTLINE OF RECORD
DEGREE/CERTIFICATE MODIFICATION

Computer Applications

College: MNR

This program prepares individuals to perform basic data and text entry using standard and customized software products. This includes instruction in keyboarding skills, personal computer and work station operation, reading draft texts and raw data forms, and various interactive software programs used for tasks such as word processing, spreadsheets, databases, and others.

Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Describe and use operating system software
- Describe and use Word processing software.
- Write structured programs using C++, or Java.
- Describe and use graphics software to manipulate digital images.
- Describe and use database software to construct 3NF databases.
- Construct a visually appealing web site including database structures within the design.
- Design and use spreadsheets that have embedded equations/formulas utilizing different data types.

Required Courses (31.5 units)

		Units
CIS-1A	Introduction to Computer Information Systems	3
CIS-1B	Advanced Concepts in Computer Information Systems	3
CIS/CSC-5	Fundamentals of Programming Logic using C++	3
	or	
CIS/CSC-28A	MS Access Programming	3
CIS/CSC-21	Introduction to Operating Systems	3
CIS-95A	Introduction to the Internet	1.5
CAT-31 or	Business Communications	3
BUS-22	Management Communications	3
Electives 1	(Choose from list below)	7.5
Electives 2	(Choose from list below)	7.5

Electives 1 (7.5 units)

CIS/CSC-2	Fundamentals of Systems Analysis	3
CIS-23	Software and End User Support	3
CIS/CSC-25	Data Communications	3
CIS/CSC-61	Introduction to Databases	3
CIS/CAT-80	Word Processing: Microsoft Word for Windows	3
CIS/CAT-84	Word Processing: WordPerfect for Windows	3
CIS/CAT-98B	Advanced Excel	1.5

Electives 2 (7.5 units)

CIS/CSC-12	PHP Dynamic Web Site Programming	3
CIS/CSC-14A	Web Programming: Java Script	3
CIS-14B	Web Programming: Active Server Pages	3
CIS/CAT-54A	Introduction to Flash	3
CIS-56A	Designing Web Graphics	3
CIS-72A	Introduction to Web Page Creation	1.5
CIS-72B	Intermediate Web Page Creation using Cascading Style Sheets (CSS)	1.5
CIS-76A	Introduction to Microsoft Expression Web	3
CIS-76B	Introduction to DreamWeaver	3
CIS/CAT-78A	Introduction to Adobe PhotoShop	3
CIS/CAT-79	Introduction to Adobe Illustrator	3
CIS/CAT-81	Introduction to Desktop Publishing using Adobe In Design	3

Attachment Q
PROGRAM OUTLINE OF RECORD
DEGREE/CERTIFICATE MODIFICATION

Drafting Technology NAS539/NCE539

College: N

This program prepares individuals to apply technical skills and advanced computer software and hardware to the creation of graphic representations and simulation in support of drafting and engineering design problems typical of industry. This includes instruction in engineering graphics, computer-aided drafting (CAD), two-dimensional and three-dimensional engineering design, solids modeling, rapid prototyping and engineering animation. Students completing this certificate will be qualified for an entry level drafting or mechanical design position.

Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- An ability to apply and integrate computer technology in the design process, exhibiting skills necessary for entry-level employment, as a designer in the drafting industry;
- Knowledge of engineering drawing skills and practice in the solution of industry related design projects.

Required Courses (24-26 units)		Units
ENE-21	Drafting	3
ENE-22	Engineering Drawing	3
ENE-28	Technical Design	3
ENE-30	Computer Aided Drafting (CAD)	3
ENE-42	SolidWorks I	3
ENE-51	Blueprint Reading	2
ENE-52	Geometric Dimensioning & Tolerancing	2
ENE-60	Math for Engineering Technology	3
Electives	Choose from list below	2 - 4
Electives (2-4 units)		
ARE-24	Architectural Drafting	3
ENE-23	Descriptive Geometry	3
ENE-26	Civil Engineering Drafting	3
ENE/ELE-27	Technical Communications	3
ENE-42B	SolidWorks II	3
MAN -56	CNC Machine Set-Up and Operation	4
WEL-34	Metal Joining Process	2

Associate in Science Degree

The Associate in Science Degree in Drafting Technology will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog.

Total Units 24 - 26

Attachment R
PROGRAM OUTLINE OF RECORD
CERTIFICATE MODIFICATION

E-Commerce CE807

College: R

The e-commerce certificate pattern readies the completer with the skills to design, market and implement an on-line business.

Certificate Program

Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Design, develop and implement a sound business plan that readily translates into an on-line business.
- Devise the web-presence to enhance the business as a well laid out web site using eye catching graphics including animation as necessary.
- Develop and implement sound business practices for the web-site addressing the technological, social, and ethical issues of an on-line business.

Required Courses (16.5 units)		Units
BUS-10	Introduction to Business	3
BUS-30	Entrepreneurship and Small Business Management	3
BUS-51	Principles of E-Commerce	3
CIS-95A	Introduction to the Internet	1.5
Electives	From Group 1	3
Electives	From Group 2	3
Electives - Group 1 (3 units)		Units
ADM-71	Adobe Photoshop	3
CIS-56A	Designing Web Graphics	3
CAT/CIS-78A	Introduction to Adobe Photoshop	3
Electives - Group 2 (3 units)		Units
ADM-74	Dreamweaver for Graphic Designers	3
CIS-76A	Introduction to Microsoft Expression Web	3
CIS-76B	Introduction to Dreamweaver	3

This certificate may lead to employment competency, but does not lead to an Associate in Science Degree.

Total Units 16.5

Attachment S
PROGRAM OUTLINE OF RECORD
DEGREE/CERTIFICATE MODIFICATION

Game Design

NAS427/NCE427

College: N

Students completing the Game Design Certificate or A.S. Degree will be well qualified in the game design process including game design documentation, standard game design techniques and tools for rapid prototyping including both non-digital and digital methods. Students will be prepared to enter the field as an independent game designer, assistant producer, or junior level designer. The final course of this program is a capstone project where students work in an interdisciplinary team with students from the other tracks of the game development programs to create a complete, original game which is ready to publish. Students will complete the program with a polished portfolio and be prepared to enter the workforce.

Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Apply the principles of theoretically sound game design including gameplay, core mechanics, game balancing, and iterative rapid prototyping to produce both nondigital and digital original games;
- Contribute to a comprehensive game design document which facilitates team management including communication, milestones/deadlines and responsiveness;
- Develop content that contributes to a milestone-based studio pipeline;
- Demonstrate mastery of interdisciplinary communication and team skills while working with colleagues on an industry-standard production project;
- Create an industry-standard portfolio utilizing games and class projects.

Required Courses (33 units)		Units
GAM-21	History of Video Games	3
GAM-22	Game Design Principles	4
GAM-23	Digital Game Design	4
GAM/CIS-24	Video Game Prototyping	4
GAM-31	Introduction to 3D Modeling	3
GAM-35	Introduction to Simulation and Game Development	3
GAM-42	PhotoShop for Game Art and Animation	3
GAM-44	Portfolio Production	2
GAM/CIS-50	Introduction to Game Programming	3
GAM-79	Game Studio Production	4

Associate in Science Degree

The Associate in Science Degree in Game Design will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog.

Total Units 33

Attachment T
PROGRAM OUTLINE OF RECORD
CERTIFICATE MODIFICATION

Stick Welding (SMAW) CE824

College: R

This certificate provides students with the technical knowledge and skill in oxyacetylene cutting and SMAW welding to be able to enter into the welding career of either a structural steel field or shop environment. With these new skills, students will be able to obtain entry level employment as a welder's helper in the field or in welding shops welding structural steel.

Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Demonstrate knowledge and ability of SMAW process, safety, and oxyacetylene cutting;
- Demonstrate advanced knowledge and ability of SMAW, welding symbols, and safety;
- Differentiate between each of the welding process used in the welding industry;
- Demonstrate knowledge of AWS welding codes.

Required Courses (11 units)		Units
WEL-15	Introduction to Basic Shielded Metal Arc Welding	3
WEL-16	Advanced Shielded Metal Arc Welding	3
WEL-34	Metal Joining Process	2
WEL-61A	American Welding Society/Los Angeles City Welding I	3

This certificate may lead to employment competency, but does not lead to an Associate in Science Degree.

Total Units 11

Attachment U
PROGRAM OUTLINE OF RECORD
CERTIFICATE MODIFICATION

TIG Welding (GTAW) CE819

College: R

This certificate provides students with the technical knowledge and skill in the oxyacetylene cutting and GTAW welding to be able to enter into a welding career either in the field or shop environment. With these new skills, students will be able obtain entry-level employment as a welder's helper in the field or as a beginning welder in a production setting welding thin materials.

Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Demonstrate knowledge and ability in oxyacetylene cutting, beginning SMAW welding process, and safety;
- Demonstrate knowledge and ability in the GTAW welding process, welding symbols, and safety;
- Differentiate between each of the welding processes used in the welding industry;
- Demonstrate knowledge of AWS welding codes.

<u>Required Courses (11 units)</u>		<u>Units</u>
WEL-15	Introduction to Basic Shielded Metal Arc Welding	3
WEL-34	Metal Joining Process	2
WEL-55A	Gas Tungsten Arc Welding-Plate Materials	3
WEL-61A	American Welding Society/Los Angeles City Welding I	3

This certificate may lead to employment competency, but does not lead to an Associate in Science Degree.

Total Units 11

Attachment V
PROGRAM OUTLINE OF RECORD
CERTIFICATE MODIFICATION

Virtual Assistant CE677

College: R

This program prepares individuals to support business operations through on-line processes such as developing a business plan for an on-line web presence, creating a virtual office space on-line and marketing this office space.

Certificate Program

Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Develop and implement a sole-proprietorship virtual office.
- Develop and use a business plan for a virtual office.
- Create and use a marketing plan for a virtual office.

Required Courses (16.5 units)		Units
ACC/CAT-55	Applied Accounting/Bookkeeping	3
BUS-30	Entrepreneurship and Small Business Management	3
CAT-30	Business English	3
CAT-57	Creating and Managing the Virtual Office	3
BUS-58	Marketing the Virtual Office	3
CAT/CIS-98A	Introduction to Excel	1.5

It is recommended that individuals interested in this field acquire office experience before deciding to work on their own as a virtual assistant.

This certificate may lead to employment competency, but does not lead to an Associate in Science Degree.

Total Units: 16.5

Attachment W
PROGRAM OUTLINE OF RECORD
CERTIFICATE MODIFICATION

Web Master

College: MNR

The Web Master certificate program prepares a student to be a valuable member of a professional web design or development team. The successful student will become a competent HTML and CSS coder, and be proficient enough in Dreamweaver to streamline the development cycle and effectively integrate all the typical technologies within a web site. Depending on the chosen emphasis, the student will also become more skilled at designing sites with web graphics and animation or more skilled at developing web applications with programming in Javascript and PHP.

Core Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Create valid, properly structured web pages using a variety of HTML features to form a typical 5-10 page site.
- Create external style sheets that effectively control an entire web site's formatting and layout.
- Use a variety of Dreamweaver features to design, create, test, upload and manage an accessible and standards compliant interactive web site that includes the use of text, graphics, and multimedia.

Required Courses (17 units)	Units
<hr/>	
Core Requirements (6 units)	
CIS-72A Introduction to Web Page Creation	1.5
CIS-72B Intermediate Web Page Creation using Cascading Style Sheets (CSS)	1.5
CIS-76B Introduction to DreamWeaver	3
or	
ADM-74 Dreamweaver for Graphic Designers	3
In addition, choose one of the concentrations below	11

WEB DESIGNER CONCENTRATION

Concentration Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Apply design and visual communication principles to web site, page, and interface design.
- Use Photoshop to create and edit images for use on the web, including photographs, logos, navigation buttons, background images, image maps, and web page design mockups (tracing images).
- Use Flash to create web animations and interactive web sites.

Concentration Required Courses (11 units)	Units
<hr/>	
CIS/CAT-54A Introduction to Flash	3
or	
ADM-67 WEB Animation with Flash	3
and	
CIS-56A Designing Web Graphics	3
or	
CIS-CAT-78A Introduction to Adobe Photoshop	3
or	
ADM-71 Adobe Photoshop	3
Electives Choose from the list below	5

Concentration Electives (5 units)

<hr/>	
CIS/CAT-81 Introduction to Desktop Publishing using Adobe InDesign	3
or	
ADM-63 Adobe InDesign	3

CIS/CAT-79	Introduction to Adobe Illustrator	3
or		
ADM-77A	Adobe Illustrator	3
ADM-64	Ethics and Legalities of Digital Manipulation	1
ADM-65	Cross Platform File Management	1
ADM-89	Applied Digital Media Portfolio	1

WEB DEVELOPER CONCENTRATION

Concentration Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Apply programming principles to develop a fully functioning and customized web site experience for both the site user and site administrator.
- Use JavaScript to enhance a web site's interactivity using the DOM.
- Use PHP to enhance a web site's capabilities by creating data driven web page content, custom form validation and processing, and database manipulation.

Concentration Required Courses (11 units)		Units
CIS/CSC-12	PHP Dynamic Web Site Programming	3
CIS/CSC-14A	Web Programming: Java Script	3
Electives	(Choose from the list below)	5

Concentration Electives (5 units)

CIS-56A	Designing Web Graphics	3
or		
CIS/CAT-78A	Introduction to Adobe Photoshop	3
or		
ADM-71	Adobe Photoshop	3
CIS/CAT-54A	Introduction to Flash	3
or		
ADM-67	Web Animation with Flash	3
CIS-54B	Flash Scripting	3
CIS-72C	Introduction to XML	1.5
ADM-64	Ethics and Legalities of Digital Manipulation	1
ADM-65	Cross Platform File Management	1
ADM-89	Applied Digital Media Portfolio	1

This certificate may lead to employment competency, but does not lead to an Associate in Science Degree.

Total Units: 17 units

Attachment X
PROGRAM OUTLINE OF RECORD
DEGREE/CERTIFICATE MODIFICATION

Welding Technology AS606/CE606

College: R

This program prepares individuals to apply technical knowledge and skills for joining and cutting metallic materials. This includes instruction in SMAW, FCAW, GMAW, GTAW welding processes; oxyacetylene and plasma cutting of ferrous and non-ferrous materials. Includes welding metallurgy, structural welding safety, and applicable codes and standards. These skills prepare students for the following careers: iron worker trade, steel worker trade, construction trades, pile driver trades, and glazing trades.

Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Display the ability to work safely within the welding industry;
- Obtain skills necessary to obtain an entry-level job within the welding/construction industry;
- Demonstrate knowledge of SMAW, FCAW, GMAW, and GTAW welding processes;
- Obtain skills necessary to properly set up equipment used in the various welding processes;
- Obtain skills needed to pass AWS skills test to become a certified welder.

<u>Required Courses (27 units)</u>		<u>Units</u>
WEL-15	Introduction to Basic Shielded Metal Arc Welding	3
WEL-16	Advanced Shielded Metal Arc Welding	3
WEL-35	Semi-Automatic Welding	3
WEL-55A	Gas Tungsten Arc Welding-Plate Materials	3
WEL-55B	Gas Tungsten Arc Welding - Exotic Metals	3
WEL-61A	American Welding Society/Los Angeles City Welding I	3
WEL-61B	American Welding Society/Los Angeles City Welding II	3
WEL-62	Blueprint Reading for Welders	2
Electives (Choose from list below)		4
<hr/>		
<u>Electives (4 units)</u>		
ENE-21	Drafting	3
WEL-34	Metal Joining Process	2
WEL-60	Advanced Pipe and Plate Laboratory	2
WEL-200	Welding Work Experience	1 - 4

Associate in Science Degree

The Associate in Science Degree in Welding Technology will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog.

Total Units 27

Attachment Y
PROGRAM OUTLINE OF RECORD
CERTIFICATE MODIFICATION

Wire Welding (FCAW, GMAW) CE818

College: R

This certificate provides students with the technical knowledge and skill in the oxyacetylene cutting and FCAW/GMAW welding to be able to enter into a welding career either in the field or shop environment. With these new skills, students will be able to obtain entry-level employment in the field as a welder's helper or in a shop production welding setting welding structural steel, parts of medium thickness, or sheet steel.

Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Demonstrate knowledge and ability of beginning level of SMAW welding process, safety, and oxyacetylene cutting;
- Demonstrate knowledge and ability of the FCAW and GMAW welding processes, welding symbols, and safety;
- Differentiate between each of the welding processes used in the welding industry;
- Demonstrate knowledge of AWS welding codes.

<u>Required Courses (11 units)</u>		<u>Units</u>
WEL-15	Introduction to Basic Shielded Metal Arc Welding	3
WEL-34	Metal Joining Process	2
WEL-35	Semi-Automatic Welding	3
WEL-61A	American Welding Society/Los Angeles City Welding I	3

This certificate may lead to employment competency, but does not lead to an Associate in Science Degree.

Total Units 11



Agenda Item (VIII-C-1)

Meeting	1/22/2013 - Regular
Agenda Item	Committee - Planning and Operations (VIII-C-1)
Subject	Contract Amendment of the Go-Pass Transportation Fee for Moreno Valley College
College/District	Moreno Valley
Funding	Student Transportation Fees
Recommended Action	Recommend that the Board of Trustees approve the contract amendment of the Go-Pass Transportation Fee Contract for Moreno Valley College students with the Riverside Transit Agency.

Background Narrative:

At the December 4, 2012 Committee/Regular Board meeting, a presentation was made concerning the timeline and schedule that resulted in the Associated Students Moreno Valley College (ASMVC) holding a formal vote as to the college's participation in the Go-Pass program. The core issue was when the Go-Pass program was first implemented at Moreno Valley College, the lack of any service by Riverside Transit Agency (RTA) to the college students located at the Ben Clark Training Center and all students being subjected to the fee without access to the services was not well received. Over the course of approximately two years of trying to address service and fees for the students with RTA, the students placed the Transportation Fee on the ballot for a vote conducted by ASMVC. The results of the formal student vote is to remove the student Transportation Fee and Moreno Valley College students from the Go-Pass program. As such Moreno Valley College presented a contract amendment of the Go Pass Transportation Fee for Moreno Valley College students to withdraw from the contract, thereby implementing the formal student vote. Given the discussion at the committee meeting, and the statements of Riverside Transit Agency to remove Ben Clark Training Center students from the fee, the college engaged in further review of this matter, prior to advancing past the Board Committee. Since the Board Committee meeting in December, ASMVC conducted a review as requested and on January 02, 2013 offered two options for the RTA to consider:

Option I: Establish a new program, "Pay-n-Go" where interested Moreno Valley College students will pay \$50.00 a semester and those students who are financial aid recipients will pay \$30.00 a semester.

Option II: Amend the current Riverside Transit Agency (RTA) contract to exclude the Ben Clark Training Center students and allow any Moreno Valley College interested student to waive the Go-Pass mandatory fee within the first two weeks of a term. Additionally, RTA will review the current bus routes to the Moreno Valley College campus that are more convenient to the students who are enrolled during the day and night sessions. Furthermore, ASMVC concluded that if RTA rejects the options offered, ASMVC request the contract amendment to withdraw from the Go -Pass Transportation program be approved, effective thirty days upon Board approval, as permitted in the current agreement.

On January 09, 2013, Moreno Valley College forwarded the options to RTA for their consideration. On January 10, 2013, Jim Kneepkens, the RTA Director of Marketing, informed Moreno Valley College that RTA staff plans to present the College's request to the RTA Board of Directors at their January 24, 2013 board meeting. Furthermore, Mr. Kneepkens indicated RTA staff's recommendation will be available on January 17, 2013.

Contingent on RTA's staff recommendation, approval is requested to amend the current Go-Pass Transportation Fee contract. Given the timing of reports to the RCCD Board of Trustees and the RTA governing board, staff will provide an update of the status of this matter at the Board meeting of January 22, 2013.

Prepared By: Sandra Mayo, President, Moreno Valley College
Greg Sandoval, Vice President, Student Services

Attachments:

MVC Ltr to RTA
ASMVC ltr
Amendment to MVC Go-PASS Revenue Agreement
Current RTA Contract



**MORENO
VALLEY
COLLEGE**

January 9, 2013

Larry Rubio
Chief Executive Officer
Riverside Transit Agency
1825 Third Street
P.O. Box 59968
Riverside, CA 92517-1968

Dear Mr. Rubio:

On behalf of the Associated Students of Moreno Valley College, I am forwarding their communication dated January 2, 2013 regarding their interest on the Go-Pass program at Moreno Valley College.

As you are aware, the Associated Students of Moreno Valley College, upon the student elections of May 2012, requested the District's Board of Trustees to amend the current contract to withdraw Moreno Valley College's participation from the Go-Pass program on December 4, 2012. The Board requested further review of this matter in the interest to continue the Go-Pass program.

The Associated Students of Moreno Valley College conducted a review as requested and now offer two options for your agency's consideration:

Option I:

Establish a new program, "Pay-n-Go" where interested Moreno Valley College students will pay \$50.00 a semester and those students who are financial aid recipients will pay \$30.00 a semester. These fees are similar to what our students pay for their parking permits.

Option II:

Amend the current Riverside Transit Agency (RTA) contract to exclude the Ben Clark Training Center students and allow any interested student to waive the Go-Pass mandatory fee within the first two weeks of a term. This opportunity to waive a fee is also similar to the Student Services fee (\$10 for fall/spring and \$2 for winter/summer) that is charged to all Moreno Valley College students; very few students request a waiver. Additionally, RTA will review the current bus routes to the Moreno Valley College campus that are more convenient to the students who are enrolled during the day and night sessions.

Upon receipt of your response, Moreno Valley College will report to the Board of Trustees the outcome of this effort and a recommendation. Your timely response by Monday, January 14, 2013 would be greatly appreciated and allow us to present this matter to the Board of Trustees for the January 22, 2013 Board meeting.

If you have any questions, please contact me at (951) 571-6120.

Sincerely,

A handwritten signature in black ink that reads "G. R. Sandoval". The signature is written in a cursive style with a large initial "G" and "R".

Greg R. Sandoval, Ed. D.
Vice-President of Student Services

cc: Dr. Sandra Mayo
President, Moreno Valley College



Associated Students of Moreno Valley College

16130 Lassel Street, Moreno Valley California 92551

Ph: (951) 571-6105 * Fax: (951) 571-6152

January 2, 2013

Dr. Sandra Mayo, President
Moreno Valley College

Dr. Greg Sandoval, Vice President
Student Services, Moreno Valley College

With the continued discussions with RTA, along with conversations with Vice President of Student Services Dr. Sandoval and College President Dr. Mayo and the formal agenda item to the RCCD Board of Trustee Planning and Operations Committee, Moreno Valley College Student Government members request the RCCD Board of Trustees to support the voice and vote of our Student Body Population to cancel the RTA contract effective **immediately**. Student Government members have diligently worked on several plans and options to give both students who are not interested in continuing the mandatory transportation fee, as well as students who desire to continue to ride the bus at the discounted rates the option to do so. These options are as follows:

OPTION I:

In an attempt to support our students of paying such costly amounts for transportation as either a bus rider or a student with a motorized vehicle, Moreno Valley College Student Government has developed the "Pay-n-Go" plan which states that only those who ride the bus will be charged. We believe that in an effort to be fair to both sides of students we represent, it would be best to adhere to the same criteria and guidelines that have been set for the parking permit for our district. Currently, students who purchase a parking permit are assessed \$50.00 per semester. Student recipients of the Board of Governors (BOG) waiver, pay \$30.00 per semester.

OPTION II:

Retain the current RTA contract and allow Moreno Valley College Students to waive the mandatory transportation fee within the first two weeks of a Term.

Our student population fluctuates per academic semester approximately little over 8,000 students. It is our understanding that 10 % or less of our student population currently utilizes the bus system. Based on a verbal survey of bus riders, we found that students preferred the option of paying \$30.00 per term for a bus pass versus \$50/month through RTA.

Additional information for consideration and implementation:

- Ben Clark Training Center students are not included in this new agreement.
- Per Education Code §76361 students that are deemed "low-income" shall be exempted from paying the transportation fee.
- RTA develop more convenient bus routes to Moreno Valley Campus and makes bus schedules compatible with the campus class schedule during the morning, afternoon and evening.

A response at your earliest convenience would be greatly appreciated.

Sincerely,

Associated Students, Moreno Valley College

Alt: (951) 571-6268

asmvpres@rcc.edu ** asvpmv@rcc.edu

<http://www.mvc.edu/services/asmv> ** <http://www.facebook.com/ASMorenoValleyCollege>

AMENDMENT TO COLLEGE GO-PASS REVENUE AGREEMENT NO. 10-035

This document amends the original agreement between the Riverside Community College District and Riverside Transit Agency, which was approved by the Board of Trustees on April 20, 2010.

The agreement is hereby amended as follows:

Paragraph B.b.iii. shall now read as follows: Is a student whose home campus is Riverside, and who has paid the transportation fee.

Paragraph B.h. shall now read as follows: COLLEGE will designate all students whose registered home campus is the Moreno Valley Campus or the Norco Campus with a visually unique identification card as neither campus is a party to this Agreement.

All other terms and conditions of the original agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the date written below.

RIVERSIDE COMMUNITY COLLEGE
DISTRICT

RIVERSIDE TRANSIT AGENCY

By: _____
Aaron S. Brown
Associate Vice Chancellor, Finance

By: _____
Larry Rubio
Chief Executive Officer

Dated: _____

Dated: _____

COLLEGE GO-PASS REVENUE AGREEMENT NO. 10-035

BETWEEN

RIVERSIDE TRANSIT AGENCY

AND

RIVERSIDE COMMUNITY COLLEGE DISTRICT

THIS AGREEMENT is made and entered into this 17th day of August, 2010, by and between the Riverside Transit Agency, 1825 Third St., Riverside, CA 92507, a joint powers AGENCY of the state of California (hereinafter referred to as "AGENCY") and The Riverside Community College District (hereinafter referred to as "COLLEGE").

WITNESSETH:

In consideration of the services to be rendered by AGENCY and the compensation to be paid therefore by COLLEGE, as herein set forth, the parties agree as follows:

ARTICLE 1. STATEMENT OF WORK AND PAYMENT

- A. COLLEGE agrees to provide its students with cards that contain magnetic encoding that is readable by the AGENCY'S bus fareboxes. The AGENCY must approve the proposed card(s) ensuring compatibility with its bus fareboxes.
- B. AGENCY shall allow any eligible COLLEGE student to ride all of AGENCY'S fixed route and commuter services at no charge during the period of this agreement.
 - a. This program shall not apply to Dial-A-Ride services.
 - b. An eligible COLLEGE student shall be defined as any COLLEGE student who meets the following criteria:
 - i. Possesses their own current, valid COLLEGE identification card bearing the approved magnetic stripe.
 - ii. Is currently registered for more than 0 (zero) units during the current term or


RTA


RCC



who, although not registered for the winter term, met all eligibility requirements at the end of the term immediately preceding the winter term. Where the word "term" is used in this document, it refers to the fall, winter, spring or summer academic terms of COLLEGE, unless used in the context of the terms of this Agreement.

- iii. Is a student whose home campus is ~~Moreno Valley or~~ Riverside, and who has paid the transportation fee.
- c. Students who are eligible for the program at the end of the fall term can ride at no charge during the winter term. No Transportation Fee will be charged for students attending college during the winter term.
- d. The free ride period for students who were eligible during the previous term, but who do not meet the eligibility criteria for the following term, shall end at the conclusion of the "last day to add most full term classes" period of the following term as listed in the RCCD Academic Calendar.
- e. Eligible students attempting to ride without their current, valid COLLEGE identification card will have to pay the full fare depending on the service and rider type as approved by the RTA Board of Directors.
- f. Any student who withdraws from the COLLEGE or decreases their number of units to zero (0) shall no longer be eligible for the program regardless of fee payment.
- g. COLLEGE identification cards and their accompanying AGENCY bus ridership privileges are not transferable to another person.
- h. COLLEGE will designate all students whose registered home campus is the Norco Campus with a visually unique identification card as ~~the Norco Campus~~ is not party to this Agreement.
- i. Only a student's most recently issued student identification card shall be valid; all others are null and void.

or the Moreno Valley Campus

both Moreno Valley and Norco Campuses are

C. COLLEGE may, at its own volition, cause to be displayed on its premises such

 RTA  RCCD

advertising matter as may be supplied by AGENCY.

- D. COLLEGE shall properly file and maintain all printed material and time schedules supplied by AGENCY and shall to the best of its ability furnish to the public complete and accurate information in accordance therewith.
- E. COLLEGE shall render Registered Student reports to AGENCY in spreadsheet format containing the student numbers of all registered students for the term, the number of the last student identification card issued to each student and the number of units each student is currently carrying to provide the basis for AGENCY to establish program eligibility and prevent fraud. These reports shall be emailed to AGENCY no less than once a week on the same day of each week.
- F. COLLEGE shall work with AGENCY to implement and enforce measures to discourage and prevent fraudulent use of the RCCD student cards on RTA vehicles.
- G. COLLEGE shall pay AGENCY \$5.50 (five dollars and fifty cents) for every student who registers for over 6 (six) units and \$5.00 (five dollars) for every student who registers for 6 (six) units and under for, or during, each of the following terms; fall, spring and summer. This fee is payable to AGENCY unless the student withdraws or decreases their number of units prior to COLLEGE'S refund deadline. The per student / per term fee shall not apply to students registering for the winter.
- H. In order to capture all student-paid transportation fees, COLLEGE shall provide payment to AGENCY as follows:
 - 1. For the Fall and Spring terms – one check shall be cut the first Monday after the add/drop period ends for classes beginning at the start of those terms; one check shall be cut the first Monday after the add/drop period ends for the eight-week classes that begin in the middle of those terms; one check shall be cut after the first week of the following term; and one check shall be cut after the close of the fiscal year, which ends on June 30. All checks shall be mailed within 10 business days and shall include a copy of the general ledger.

2. For the Summer term – one check will be cut thirty (30) days after the end of the term. The check shall be mailed within 10 business days and shall include a copy of the general ledger.
1. AGENCY shall, on a monthly basis, provide COLLEGE reports documenting the actual bus usage of holders of COLLEGE cards. This report will be included with the monthly invoice.

ARTICLE 2. INDEPENDENT CONTRACTOR

- A. COLLEGE is an independent contractor and not a beneficiary or employee of AGENCY within the meaning of any Workers' Compensation law, or any law which would entitle benefits arising out of any state or federal unemployment or old age fund or similar law, or any right or privilege extended by AGENCY to its employees. COLLEGE has no power to bind AGENCY, by contract or otherwise, except as herein provided as to the sale of public transportation.
- B. AGENCY is an independent contractor and not a beneficiary or employee of COLLEGE within the meaning of any Workers' Compensation law, or any law which would entitle benefits arising out of any state or federal unemployment or old age fund or similar law, or any right or privilege extended by COLLEGE to its employees. AGENCY has no power to bind COLLEGE, by contract or otherwise, except as herein provided as to the sale of public transportation.

ARTICLE 3. INDEMNITY

- A. COLLEGE shall be responsible for such COLLEGE cards held by it and shall indemnify and hold the AGENCY harmless from any loss whatsoever to such COLLEGE cards and monies, whether occasioned by theft or otherwise.
- B. COLLEGE shall defend, indemnify and hold AGENCY, its officers, agents and employees harmless from and against any and all liability, loss, expense (including

reasonable attorney's 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, attorney's fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of COLLEGE, its officers, agents, or employees.

- C. AGENCY shall defend, indemnify and hold COLLEGE, its officers, agents and employees harmless from and against any and all liability, loss, expense (including reasonable attorney's 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, attorney's fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of AGENCY, its officers, agents, or employees.

ARTICLE 4. INSPECTION OF RECORDS

- A. COLLEGE shall permit an authorized representative of AGENCY, during business hours, to examine, inspect and audit all records and accounts pertaining to this program and this Agreement. COLLEGE shall make such items readily accessible, upon reasonable notice, to AGENCY during COLLEGE'S performance hereunder and for a period of four (4) years from the date of final payment to AGENCY hereunder.
- B. AGENCY shall permit an authorized representative of COLLEGE, during business hours, to examine, inspect and audit all records and accounts pertaining to this program and this Agreement. AGENCY shall make such items readily accessible, upon reasonable notice, to COLLEGE during AGENCY'S performance hereunder and for a period of four (4) years from the date of final payment from COLLEGE hereunder.

ARTICLE 5. ASSIGNMENT


RTA


RCCD

This Agreement shall not be assigned or transferred by COLLEGE without AGENCY'S prior written consent. The cards provided by COLLEGE to its students may not be assigned, transferred or used by any person other than the individual who received the card. In the event of dissolution of COLLEGE PASS program, this agreement shall terminate at the option of AGENCY.

ARTICLE 6. MODIFICATION

No modification of this Agreement shall be effective unless made in writing and signed by both parties.

ARTICLE 7. TERM

This Agreement shall be effective beginning August 23, 2010 and shall continue in full force and effect until August 22, 2015, or until canceled by either party upon written notice to the other party at least thirty (30) days prior to the effective date thereof. This agreement may be extended and or renewed by mutual agreement, but must be confirmed in writing to the parties in Article 10. Notification.

ARTICLE 8. TERMINATION

- A. COLLEGE shall pay AGENCY its payment for all student transportation fees collected by COLLEGE up to the date of termination. Thereafter AGENCY shall have no further claims against COLLEGE under Agreement.
- B. AGENCY may terminate this Agreement at any time for its convenience or for COLLEGE'S default if COLLEGE breaches any material provision of this Agreement and fails to cure such breach within ten (10) calendar days of receipt of written notice from AGENCY. If AGENCY so terminates for default, then COLLEGE shall pay AGENCY its payment for all student transportation fees collected by COLLEGE up to the date of termination. That payment shall be provided in full to AGENCY within thirty (30) calendar days of receipt of the notice of termination.
- C. COLLEGE may terminate this Agreement at any time for AGENCY'S default if

 
RTA RCCD

AGENCY breaches any material provision of this Agreement and fails to cure such breach within ten (10) calendar days of receipt of written notice from COLLEGE. If COLLEGE so terminates for default, then COLLEGE shall pay AGENCY its payment for all student transportation fees collected by COLLEGE up to the date of termination. That payment shall be provided in full to AGENCY within thirty (30) calendar days of receipt of the notice of termination.

- D. COLLEGE may terminate this Agreement with thirty (30) days written notice to AGENCY if the student body and the Board of Trustees vote to repeal the Transportation Fee.
- E. It is understood that significant rerouting, rescheduling, discontinuance, or other such changes in service may defeat the purpose of this agreement. In such event, COLLEGE may terminate this agreement for convenience. If COLLEGE so terminates, then COLLEGE shall pay AGENCY its payment for all student transportation fees collected by COLLEGE up to the date of termination.

ARTICLE 9. SCHEDULING

No provision of this Agreement shall be construed to require AGENCY to continue to operate any bus service to or from the facility of COLLEGE or elsewhere during the term of this Agreement, and it is expressly agreed that the AGENCY shall incur no liability to COLLEGE by reason of any rerouting, rescheduling, discontinuance, or other changes in bus or other transit services operated by the AGENCY. In the event that AGENCY does find the need to reroute, reschedule, discontinue or otherwise make changes in bus or other transit services operated by AGENCY that would affect the students of COLLEGE, when possible AGENCY will provide at least thirty (30) days notice to COLLEGE of such change.

ARTICLE 10. NOTIFICATION

All notices hereunder and communications with respect to this Agreement shall be effective upon the mailing thereof by electronic, registered, or certified mail, return receipt requested, postage prepaid, and addressed as follows:

To COLLEGE:
Riverside Community College District
Ruth W. Adams, Esq., General Counsel
4800 Magnolia Ave.
Riverside, CA 92506
951-222-8001

To AGENCY:
Riverside Transit Agency
1825 Third St.
Riverside, CA 92507
ATTENTION: Vince Rouzaud
951-565-5180

ARTICLE 11. COMPLETE AGREEMENT

- A. This Agreement and documents incorporated herein constitute the complete and exclusive statement of the terms of the Agreement between AGENCY and COLLEGE and it supersedes all prior representations, understandings, and communications regarding the services provided hereunder. The invalidity in whole or in part of any provision of this Agreement shall not affect the validity of other provisions. AGENCY'S failure to insist in any one or more instances upon the performance of any term or terms of this Agreement shall not be construed as a waiver or relinquishment of AGENCY'S right to such performance or to future performance of such a term or terms, and COLLEGE'S obligation in respect thereto shall continue in full force and effect. Both parties agree time shall be of the essence under this agreement.
- B. Similarly, COLLEGE'S failure to insist in any one or more instances upon the performance of any term or terms of this Agreement shall not be construed as a waiver or relinquishment of COLLEGE'S right to such performance or to future performance of such a term or terms, and AGENCY'S obligation in respect thereto shall continue in full force and effect.
- C. Changes hereto shall not be binding upon AGENCY except when specifically confirmed in writing by an authorized member of AGENCY'S Purchasing Department. The

issuance of information, advice, approvals, or instructions by AGENCY'S technical personnel or other representatives shall be deemed expressions of personal opinions only and shall not affect AGENCY'S and COLLEGE'S rights and obligations hereunder.

- D. Similarly, changes hereto shall not be binding upon COLLEGE except when specifically confirmed in writing, approved by COLLEGE'S Board of Trustees, and signed by COLLEGE'S Vice Chancellor, Administration and Finance. The issuance of information, advice, approvals, or instructions by COLLEGE'S technical personnel or other representatives shall be deemed expressions of personal opinions only and shall not affect COLLEGE'S and AGENCY'S rights and obligations hereunder.

ARTICLE 12. GOVERNING LAW AND VENUE

The laws of the State of California, without regard to any conflicts of law provisions, shall govern any action or claim arising out of this agreement. The parties agree that the venue for any action or claim arising out of or related to this agreement shall be Riverside County. If any action or claim concerning this agreement is brought by a third party, the parties agree to use their best efforts to obtain a change of venue to Riverside County.

ARTICLE 13. FORCE MAJEURE


Either party shall be excused from performing its obligations under this Agreement during the time and to the extent that it is prevented from performing by an unforeseeable cause beyond its control including, but not limited to: any incidence of fire, flood; acts of God; commandeering of material, products, plants or facilities by the federal, state or local government; national fuel shortage; or a material act of omission by the other party; when satisfactory evidence of such cause is presented to the other party, and provided further that such nonperformance is unforeseeable, beyond the control and is not due to the fault or negligence of the party not performing.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on the



PTA 
RCCD

day and year first above written.

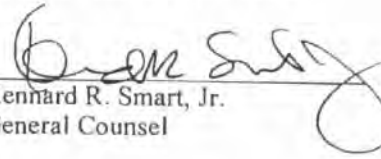
RIVERSIDE COMMUNITY
COLLEGE DISTRICT:

By 
James L. Buysse
Vice Chancellor
Administration and Finance

RIVERSIDE TRANSIT AGENCY:

By 
Larry Rubio
Chief Executive Officer

APPROVED AS TO FORM:

By 
Kennard R. Smart, Jr.
General Counsel



Agenda Item (VIII-C-2)

Meeting	1/22/2013 - Regular
Agenda Item	Committee - Planning and Operations (VIII-C-2)
Subject	Update of the 2008-2012 RCCD Strategic Plan
College/District	District
Funding	N/A
Recommended Action	It is recommended that the Board of Trustees accept the findings of the report.

Background Narrative:

Presented for the Board's review and consideration is an update on the District Strategic Plan 2008-2012. The Board approved the District Strategic Plan on September 16, 2008. The plan included outcome measures for each strategy. This is the final "Report Card" on progress related to the District Strategic Plan for 2008-2012. It contains updated information (where available) for strategies during the last two years of the plan, 2011-12. The present report seeks to update relevant findings and bring this cycle of assessment on the RCCD Strategic Plan 2008-2012 to a close.

Prepared By: Ray Maghroori, Provost/Vice Chancellor, Educational Services
David Torres, Dean, Institutional Research

Attachments:

[RCCD Strategic Plan Update Attachment 1.pdf](#)
[Rccd Strategic Plan Presentation Attachment 2.pdf](#)

**RCCD Strategic Plan: An Update
2011-2012**

David Torres

**Board of Trustees
Planning Committee
January 2013**

Preface

In April of 2008, Riverside Community College District began the efforts that resulted in the creation of a District Strategic Plan for 2008-2012. Following extensive dialogue with representatives of all constituency groups, the District Strategic Planning Committee's recommendations to the Board of Trustees included six themes, thirty-three strategies and more than fifty outcomes measures. In October of 2008, the Board adopted the plan. A "Report Card" on progress for the first year was presented to the Board in October of 2009 which resulted in the addition of a seventh theme. A second "Report Card" was presented to the Board of Trustees in December 2010.

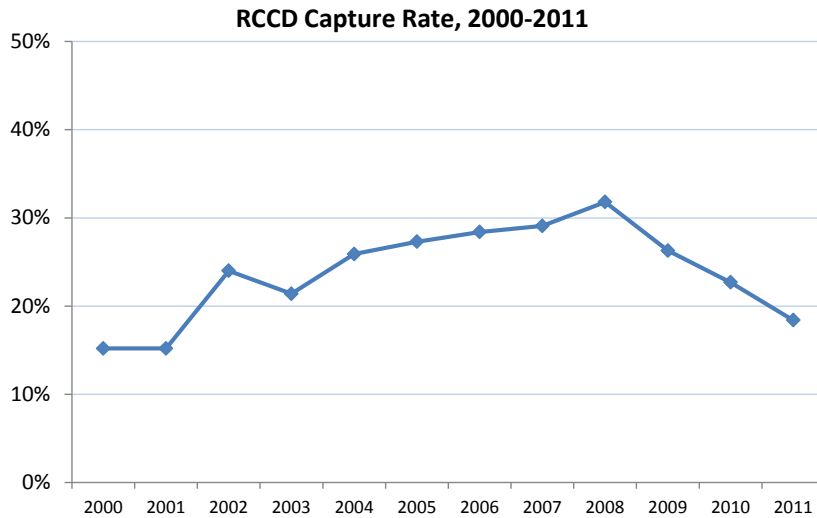
This is the final "Report Card" on progress on the District Strategic Plan for 2008-2012. It contains updated information (where available) for strategies during the last two years of the plan, 2011-12. As the data in the first report provided baselines, the second report provided more focused data and began forming the basis for an analysis of progress. While the first two reports were over 100 pages in length each, the present report seeks to update relevant findings and bring the analysis of the District Strategic Plan for 2008-2012 to a close. *The present report provides updated measures for strategies that have substantially changed in the most recent reporting cycle, and omits strategies where change has been minimal or where no new data exists.*

Theme One: Student Access

Strategy Two: Increase the RCCD capture rate (percentage of high school students that attend RCCD after leaving high school) and the college-going rate of high school students by building stronger collaborations with K-12.

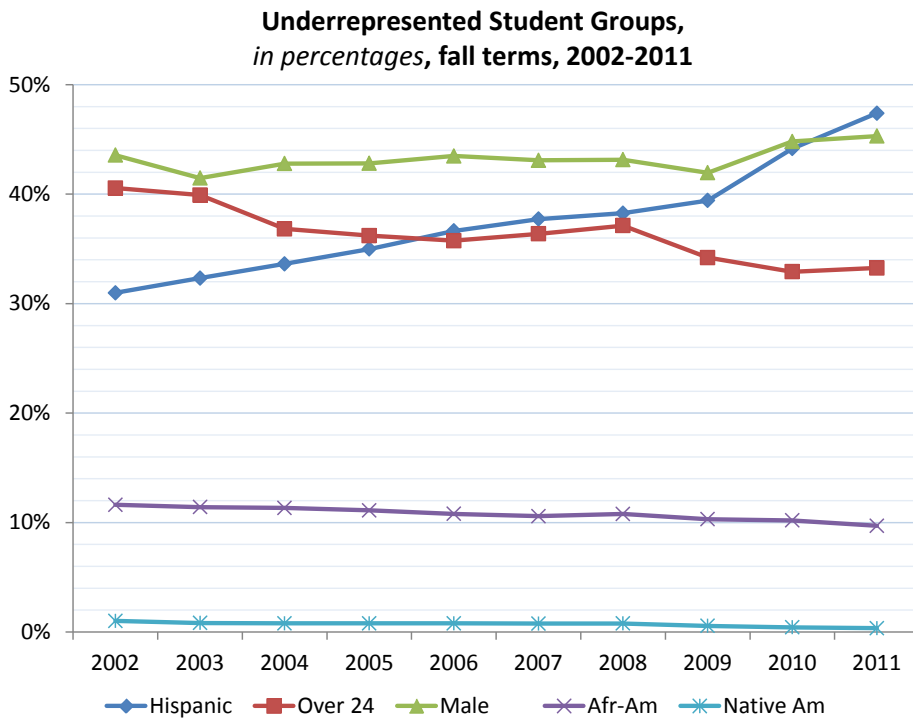
Two dimensions that directly affect the student access are process and funding. While there have been no procedural or structural impediments in the most recent two years to the process of attending RCCD, there have been significant economic issues impacting the funding and subsequent educational offerings at RCCD. These economic impacts have been experienced throughout the state, and are of particular notice on this measure. The college going rate was tracked and provided by the California Postsecondary Education Commission. This agency ceased operations in November 2011, and since they were the source of the college going rates, no updated college going information exists.

RCCD Capture Rate is the percentage of recent high school graduates from the district's six feeder districts that attend any RCCD campus immediately after graduation. It differs from college going rate as it only reflects students attending a RCCD college, and not just any California college or university. After a steady rise in capture rates, the rates drop sharply after reaching a peak in 2008, returning to levels that are comparable to those in 2000-01.



Strategy Three: Increase awareness that RCCD offers open access enrollment to all adults through outreach to underrepresented groups and through increased marketing of all aspects of the college, programs, and district services.

The chart below details the proportion of the RCCD population for Hispanic, African-American and Native American students, non-traditional aged students (Over 24) and male students. While the proportion of non-traditional aged students declined, data for males stayed relatively stable with a slight increase beginning in 2010. Hispanic student representation showed a significant increase during the



past ten years. Native American and African-American student representation decreased during the past ten years.

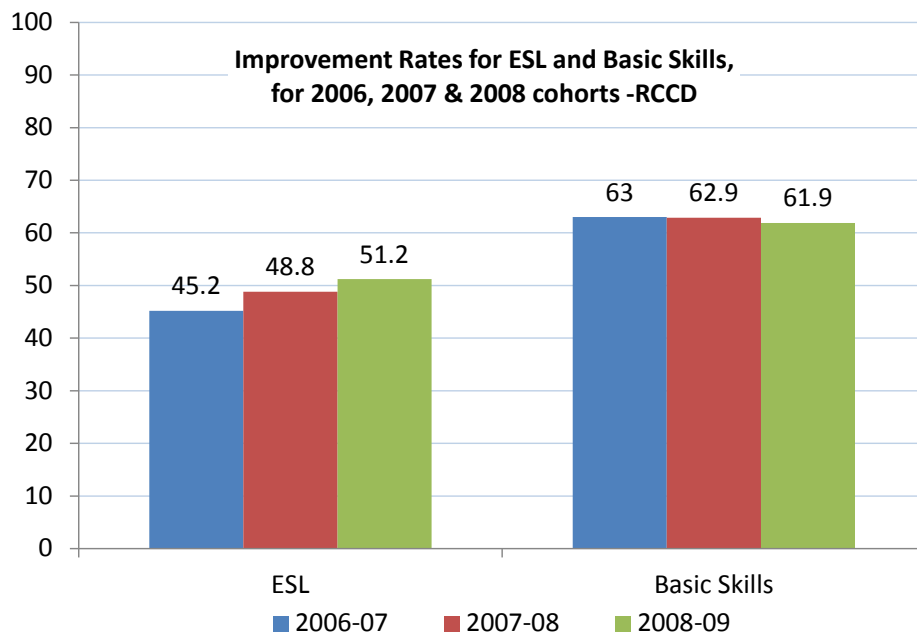
Strategy Four: Expand services to students in outlying (unincorporated) areas, which are the fastest growing in the District.

For several years, RCCD explored the possibility of expanding its services to areas in between Perris and South Corona. The District did engage in discussion with a number of organizations about establishing a physical presence in south Corona. However, changes in RCCD’s budgetary conditions brought an end to this strategy. As an alternative approach, RCCD increased offerings of online courses to make RCCD’s programs and courses significantly more accessible to students in outlying areas.

Theme Two: Student Success

Strategy One: Expand basic skills options and integrate basic skills development into general curriculum through: learning communities, paired courses, supplemental instruction, scheduling patterns to support success, and by providing modes of instruction that support student learning preferences.

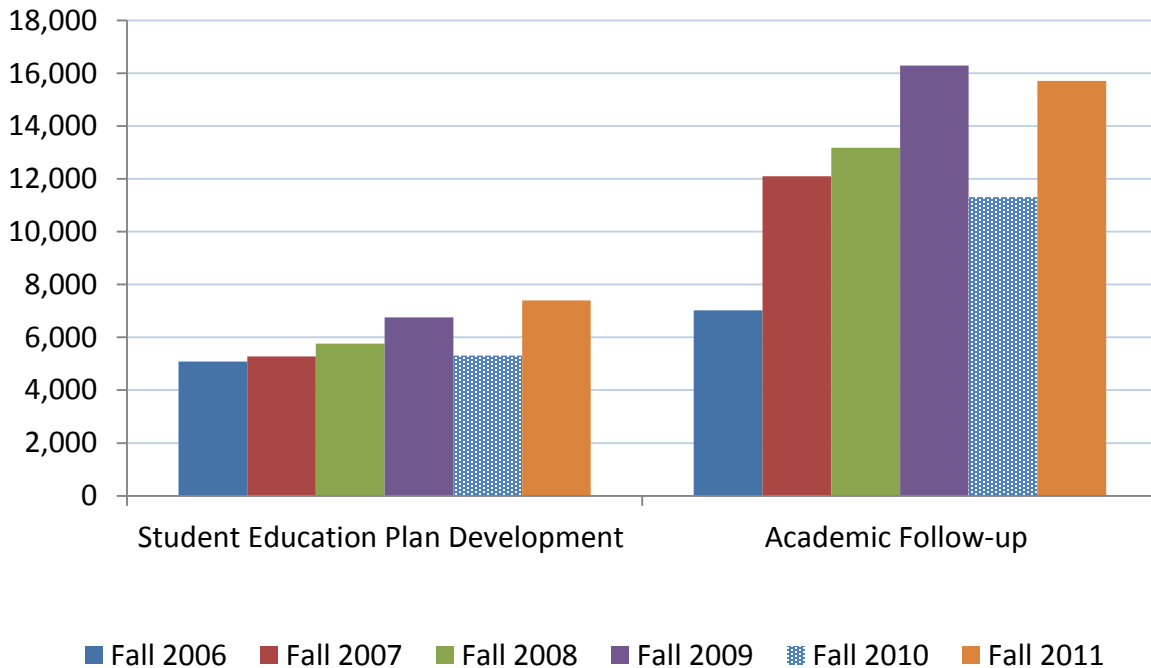
The chart below demonstrates the latest district data from the Accountability Reporting for the Community Colleges (also known as ARCC) for improvement in ESL and Basic Skills courses. For the different cohorts, rates of improvement are measured when a student successfully completes the initial course level and the subsequently succeeds in a higher course. The ESL success rates steadily increased, while the aggregated other basic skills cohorts held stable.



Strategy Two: Develop effective pathways for student success by encouraging all students to use student services, and promoting the completion of a Student Educational Plan (SEP).

The graphic below illustrates student matriculation services data collected and reported by the California Community Colleges Chancellor’s Office online Data Mart. For the most recent six fall terms, in-term student educational plan and academic follow-up counts steadily increased. (Data anomalies exist for fall 2010, the first fall term for which the district reported the colleges separately. These data points are represented by the dotted bars. These data are presumed to be anomalies as the following year’s data are consistent are reasonable given recent past history.)

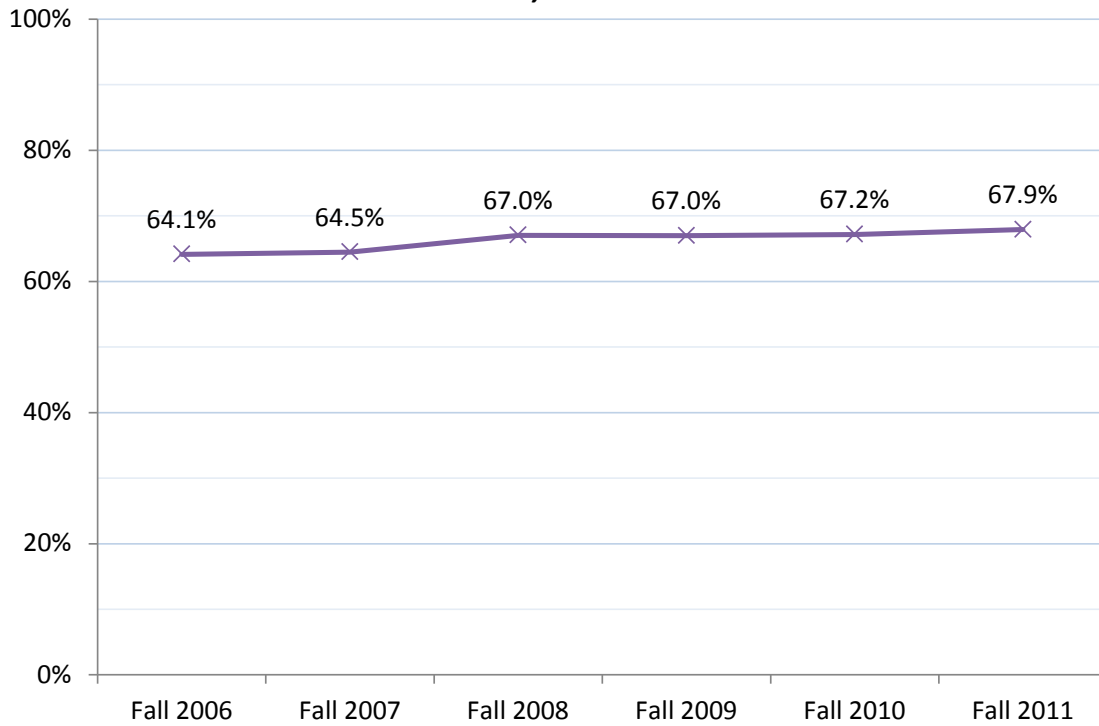
RCCD Matriculation Services Received, Fall Terms, 2006-2011



Strategy Four: Increase transfer awareness, transfer readiness, and transfer rates.

The graphic below shows the success rates district-wide for transferable courses only. This measure demonstrates that through the district, success has been increasingly modestly but steadily.

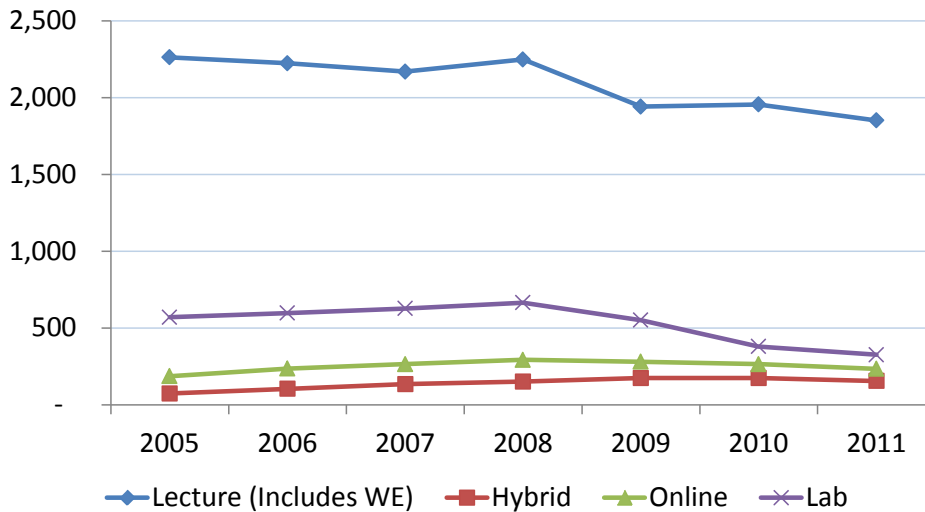
RCCD Success Rates, Transferable Courses only, Fall Terms, 2006-2011



Strategy Five: Expand and improve instructional delivery modes including hybrid courses, online courses, short-term (fast track) classes, and align delivery/timing of services to the needs of students.

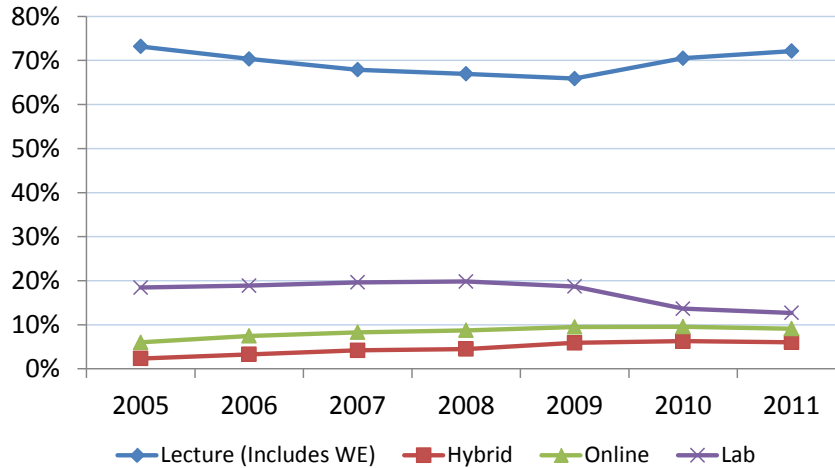
The graphic below demonstrates the changes in sections offered by instructional method for fall terms from 2005-through 2011. There have been decreases in sections offered for the most recent past seven fall terms.

Counts of Sections Offered by Method, Fall Terms 2005-2011



To better understand the proportional changes, the same information is shown below in percentages.

**Percentage of Sections Offered by Method,
Fall Terms 2005-2011**



While the percent of lecture sections dipped slightly, this percentage has increased in recent years, as have hybrid and online courses.

Strategy Six: Promote effective teaching and learning through ongoing identification of and assessment of student learning outcomes.

Student Learning Outcomes (SLOs) are statements which specify what a student will know or be able to demonstrate upon successful completion of a course. In addition to stating what a student should learn or know or be able to do upon completion of the course, the SLOs are stated in a way that translates to an action which is observable, measurable, or can be performed/demonstrated. Discipline faculty develop SLOs for the courses they teach and design the course content, utilize teaching methodologies, develop ways to evaluate the extent to which the SLOs are met, and create assignments to support and provide ways to assist students in meeting the course SLOs. At this time, 100% of the colleges' curriculum course inventories have SLOs.

In a similar manner, the faculty members who offer certificate/degree programs in both Career-Technical and academic areas have created Program Learning Outcomes (PLOs). PLOs clarify the purpose and direction of the programs and degrees. The PLOs indicate to students and the public what they can expect to be able to know or do when they successfully complete the program. All of the courses within the program collectively lead to the PLOs at the program's end. All (100%) of the district's programs including certificates and all degrees (Associate of Science, Associate of Arts, Associate of Science-Transfer, and Associate of Arts-Transfer degrees) have PLOs.

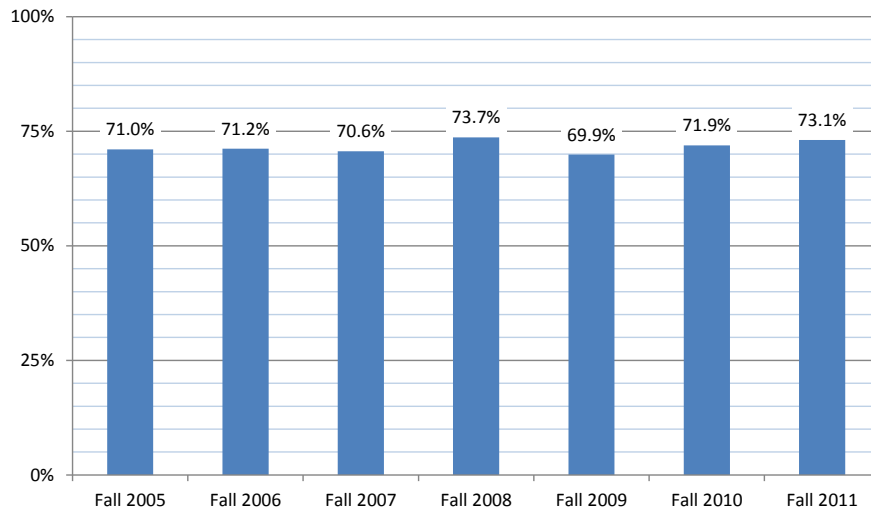
Explicitly-stated learning goals for courses, certificates and degrees provide a way for students and the community to think about what they can expect to gain upon successful completion of the program.

They provide tangible ways for students to “know what they know” and provide a consistent means to communicate what has or will be learned and/or demonstrated when the courses, certificates, and degrees have been successfully completed.

Theme Three: Service to the Community

Strategy One: Analyze, refine, and promote programs in Career and Technical Education, Economic Development, and Community Education to improve competency and competitive capability of incumbent workers/residents through training and vocational skills preparation.

Successful Course Completion Rates - Career and Technical Education Courses, RCCD



Success rates for enrollments categorized as Career and Technical Education have remained in the low to mid-70% range for the fall terms from 2005 through 2011, as seen in the above chart.

Strategy Two: Foster economic growth and global competitiveness through high quality training and business development services that address the marketing needs of local business and expand international business and trading opportunities.

RCCD’s Office of Economic Development has been quite active during the past two years. Below is a listing of their activities which include the TriTech Small Business Development Center, the Office of Customized Training, and the Procurement Center.

TriTech Center’s activities for the last two years include

- Economic Impact – Calendar Year 2011
 - 165 long-term clients served
 - \$23,721,024 in new capital for clients

- 150 new jobs created
 - 125 jobs retained
 - 2,344.75 counseling hours
 - 183 clients counseled
 - 12 training events
 - 502 attendees trained
 - \$16,452,350 in change-in-sales for client companies
 - 183 new clients
- Economic Impact – Year-To-Date 2012
 - 123 long-term clients served
 - 6 new business startups
 - \$28,067,222 in new capital for clients
 - 196 new jobs created
 - 353 jobs retained
 - 1,939.25 counseling hours
 - 228 clients counseled
 - 15 training events
 - 516 attendees trained
 - \$7,778,033 in change-in-sales for client companies
 - 108 new clients

The Office of Customized Training has accomplished the following:

- Provided computer skills training to 60 at-risk youth under Customized Solutions' Cal GRIP grant in partnership with Riverside County Workforce Development Board
- Trained 6,818 workers in job skills, technical skills, managerial skills, and technology training
- Awarded a \$428,000 in 2 Responsive Training Fund grants from the State Chancellor's Office to serve 30 manufacturers in Corona, Norco, Riverside and Moreno Valley. Partners include the City of Corona, Riverside County WIB, Corona Manufacturing Technology Council, San Bernardino Community College District and El Camino College
- Partnered with City of Moreno Valley, Sketchers', Walgreens and Ryder Logistics operations managers to create customized workforce training for jobs in automated distribution centers in the Moreno Valley area

The Procurement Center hosts the annual Veteran's Economic and Business Summit, matching small local business with prime contractors and government procurement officials. These conferences have been running for ten years now through the RCCD PAC. In 2011, this included approximately 170 attendees and 20 exhibitors with representatives from local, state and federal government. Speakers provide information regarding how to market their business to the government market, how to look for business opportunities and joint ventures and partnership agreements.

- Economic Impact – 2011
 - 508 active clients, including 35 woman-owned, 18 service-disabled veteran-owned, and 135 minority-owned small businesses
 - 23 sponsored outreach events
 - 1,752 attendees
 - 106 new contracts to clients
 - \$25,866,456 in new contracts to clients
- Economic Impact – Year-To-Date 2012
 - 487 active clients, including 61 woman-owned, 27 service-disabled veteran-owned, and 84 minority-owned small businesses
 - 25 sponsored outreach events
 - 3,957 attendees
 - 232 new contracts to clients
 - \$26,222,447 in new contracts to clients

Strategy Three: Maintain and strengthen existing ties with community-based organizations while developing new productive relationships with additional community groups geared toward the enhancement of existing programs and consideration of new initiatives to address identified community needs.

In an effort to reach out to the community and specifically African-American youth, the district hosted a series of meetings between community members, African American ministers, board members, college and district staff. These discussions led to a College Expo on Saturday, April 28, 2012. The event was held at a community church, located at March Air Reserve Base. The purpose of the Expo was to raise a level of awareness among under-represented youth and other community members within the district's service area to the opportunities available at the colleges and to encourage them to consider college as a pathway to a career and future goal attainment. Present at the Expo were 35 college participants representing 12 specific career-technical programs, 2 student clubs, student services including admissions and records, career and employment placement, student government, international education, and Open Campus. Representatives from all three colleges, the Ben Clark Training Center, the Rubidoux Annex, and district personnel greeted and spoke to community members and potential college students about programs, services, facilities, and opportunities. The College Expo attracted 200 community members, primarily parents and their high school and junior high school students.

Theme Four: System Effectiveness

Strategy One: Develop an effective and accredited three-college district that is highly responsive to the unique needs of each college's service area and maximize economies of scale and service to students:

- Decentralize responsibilities and authority to the campuses in accordance with an agreed upon timetable and funding plan
- Maintain the benefits of a common core curriculum while effectively serving the unique needs of each college's community
- Establish and maintain common baseline standards for physical and technological infrastructure, including total cost of ownership.

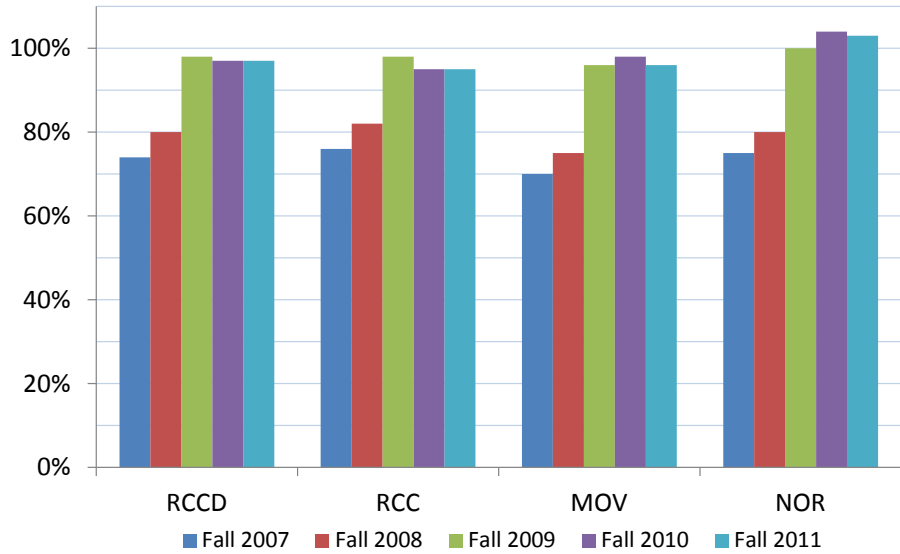
One of the most significant accomplishments of the District's Strategic Planning Process during the last three years is that the District was able to convert successfully to a three-college District. This is a significant accomplishment which is the result of nearly 10 years of planning. The results are exceptionally impressive, given the fact that the conversion was accomplished by full adherence to four original guiding principles: One curriculum, one student contract, one employee contract and one academic calendar—the four pillars of conversion.

The decentralization is not complete. It will continue to unfold in the coming years, with the goal of maintaining a three-college accredited system which remains highly responsive to the unique needs of each college's service areas and maximizes economies of scale and service to students.

Strategy Four: Continue implementation and improvement of a comprehensive enrollment management plan and effectively coordinate program and course offerings within and between campuses and centers to best serve students.

The graphic below shows the fill rates for courses in the fall 2007 through fall 2011 terms, for the district and the colleges. There are clear increases for all colleges and the district during this time frame.

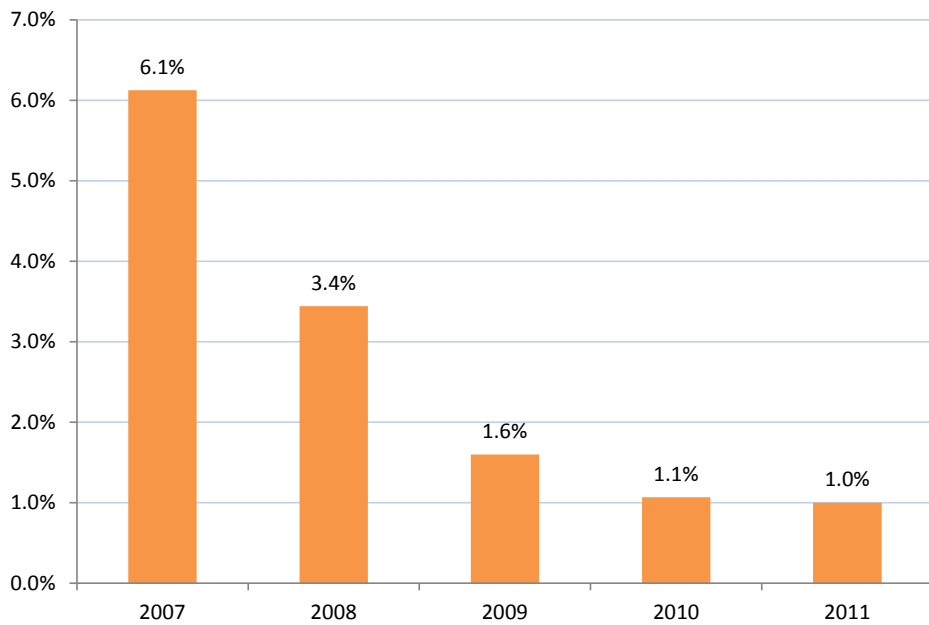
Fill Rates for Course Sections* Fall Terms 2007 to 2011



*Fill rates for non-cross-listed sections only.

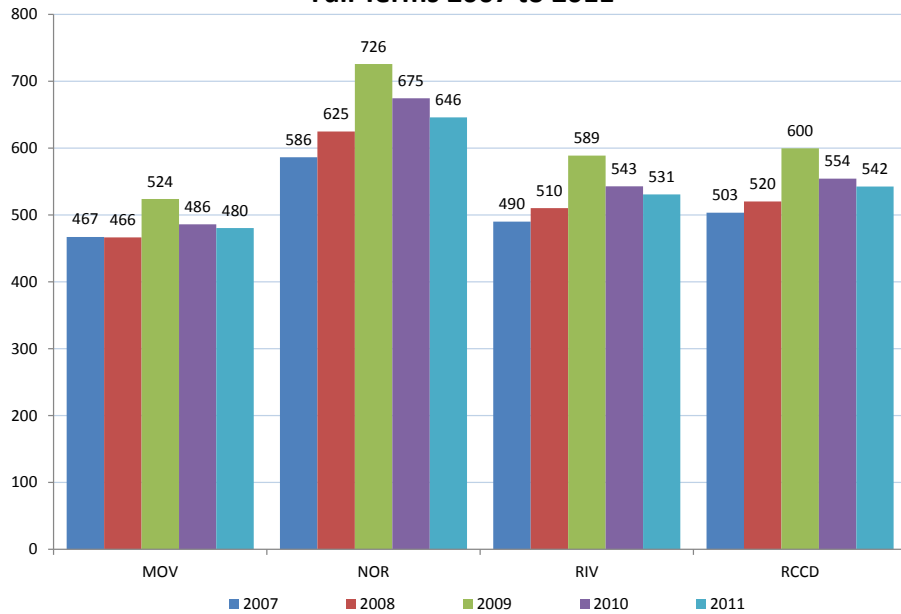
As a measure of effective enrollment management, the graphic below demonstrates the district class cancellation rates for low-enrolled sections has decreased from fall 2007 through fall 2011.

**RCCD Class Cancellation Rates
(for low enrolled sections), Fall 2007 -11**



Additionally, the efficiency rates of the individual colleges and the district are shown in the graphic below. For this measure, “efficiency” is the ratio of Weekly Student Contact Hours to Full-Time Equivalent Faculty. During the most recent five terms, efficiency increased for all colleges and the

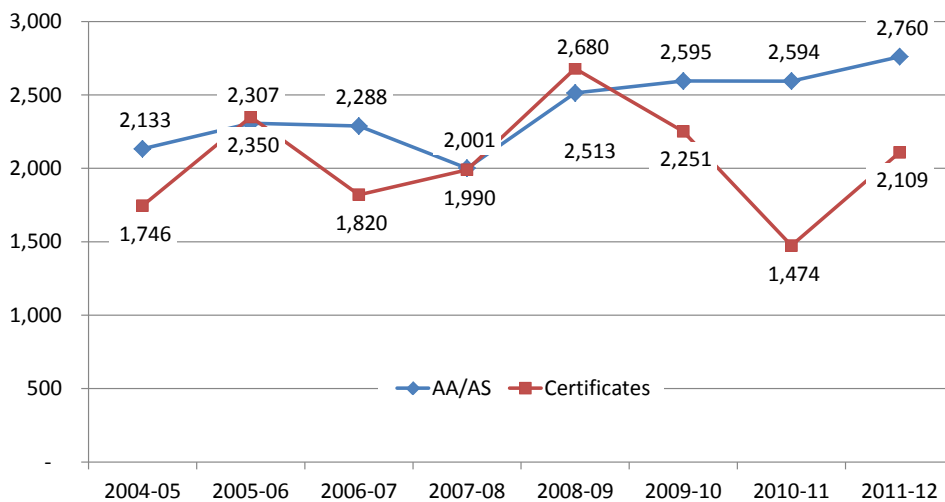
**Section Efficiency Rates for RCCD Course Sections
Fall Terms 2007 to 2011**



district overall, with a peak reached in fall 2009.

Within the context of increased system effectiveness, the graphic below shows the degrees and certificates awarded for the past eight years. Despite a drop in certificates in recent years, AA /AS awards continue their positive growth.

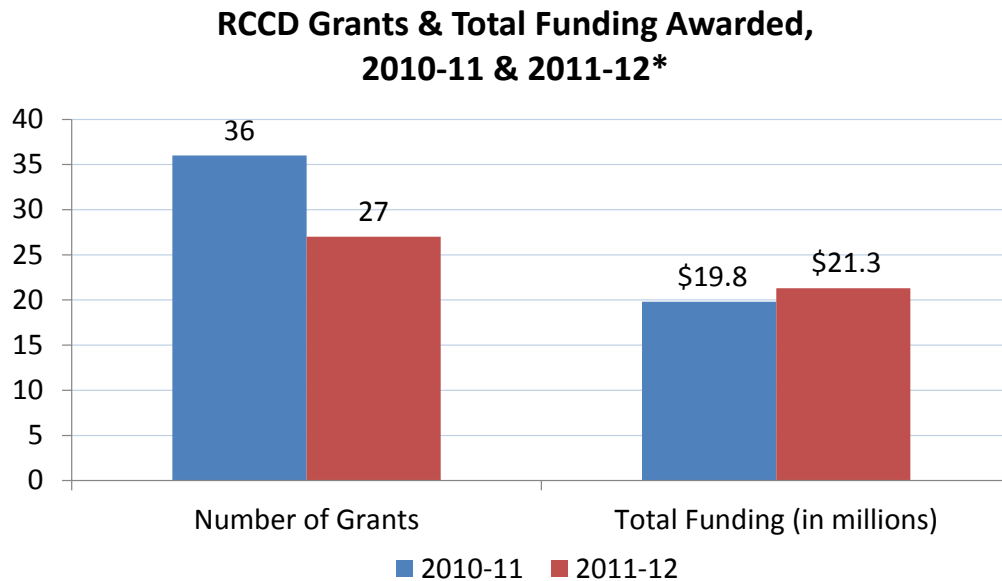
RCCD Program Awards, 2001-02 through 2011-12



Theme Five: Financial Resource Development

Strategy Three: Integrate resource development efforts by the RCCD Foundation, bond measures, grants and external sources with District strategic planning and resource allocation processes.

The graphic below illustrates the total of RCCD grants (in counts) and the funding (in dollars) for the most recent two years. For multi-year grants, the total award is counted once, and is counted in the year in which its start date falls.



*For multi-year grants, the total award is counted once, and is counted in the year in which its start date falls.

Further fundraising highlights from the past two years also include:

- Invest in Excellence Campaign which raised more than \$2.8M
 - \$5 M Gift from Henry Coil
 - \$1.45 M gift to establish scholarship for Veterans
 - \$233K gift from the Estate of Harold and Matilda Fagin
 - \$515K in private grants from
 - Kaiser Permanente
 - Bank of America
 - Irvine Foundation
 - Comerica Bank

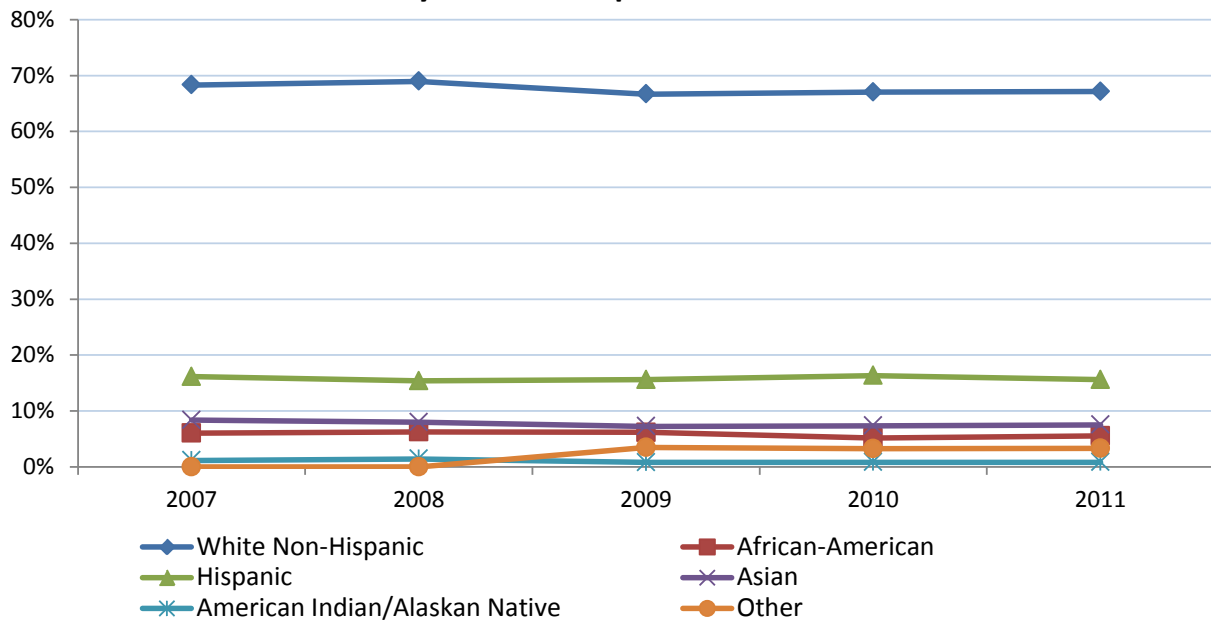
- Carpenter Foundation
- Ronald McDonald House Charities of Southern California
- Riverside Community Health Foundation
- Riverside Arts Foundation

Theme Six: Organizational and Professional Development

Strategy One: Expand the District’s capacity to recruit a qualified and diverse workforce and increase the percentage of full-time faculty and staff.

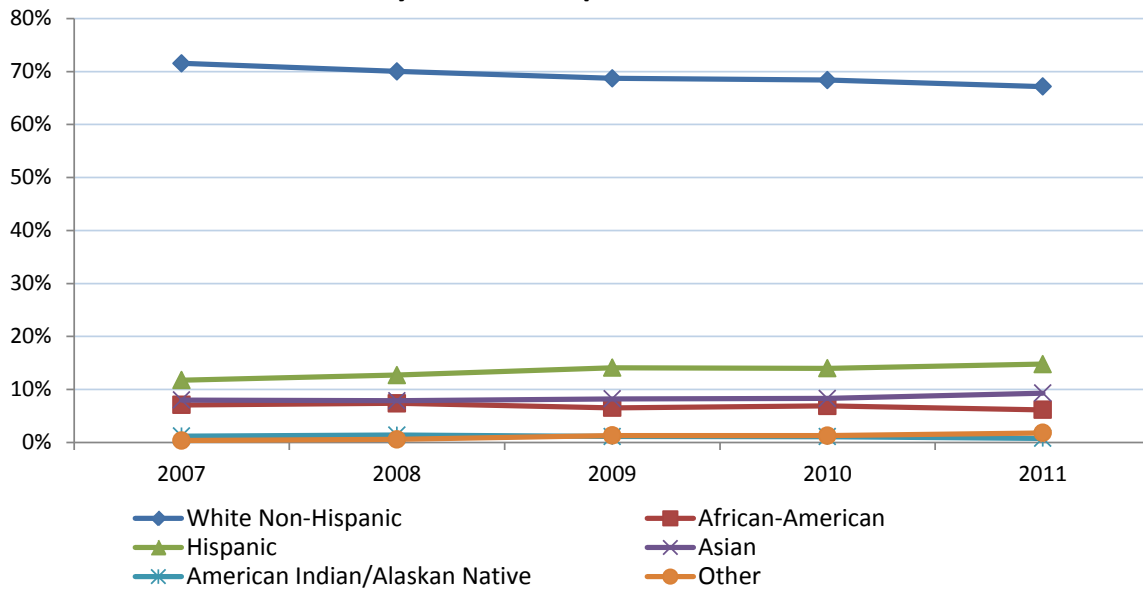
The graphics below illustrate the proportion of different classifications of employees for the most recent five years. The instructional staff remains predominately White. During this same period, the composition of classified support staff (and to a lesser extent educational administrators) is slowly

**RCCD Tenured / Tenured Track Instructors,
by Ethnic Group and Fall Term**

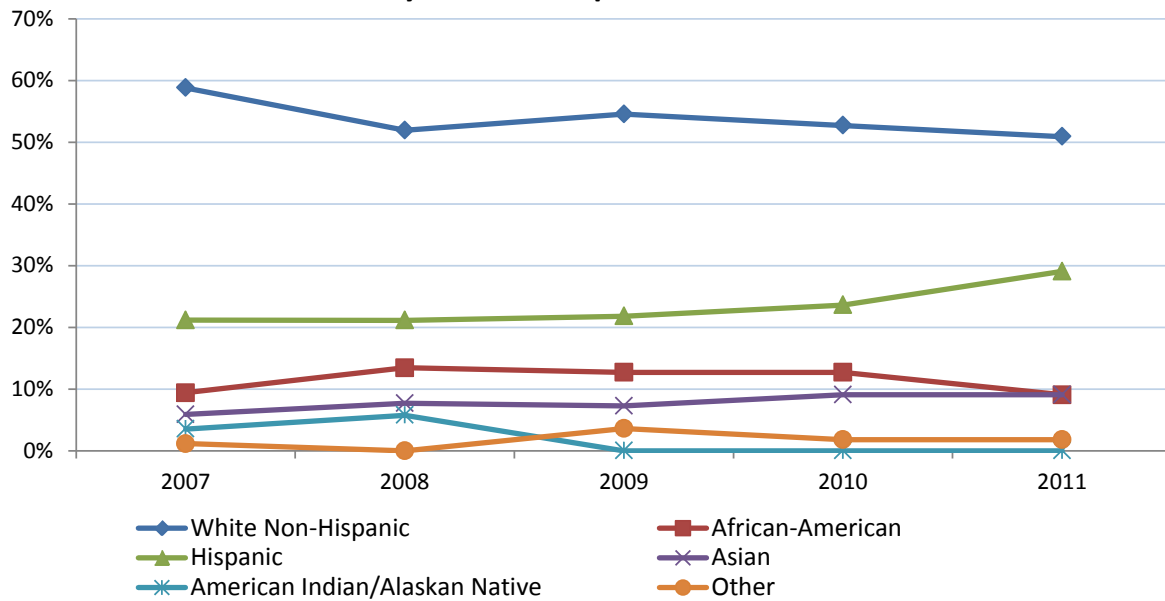


reflecting the ethnic composition of the student population.

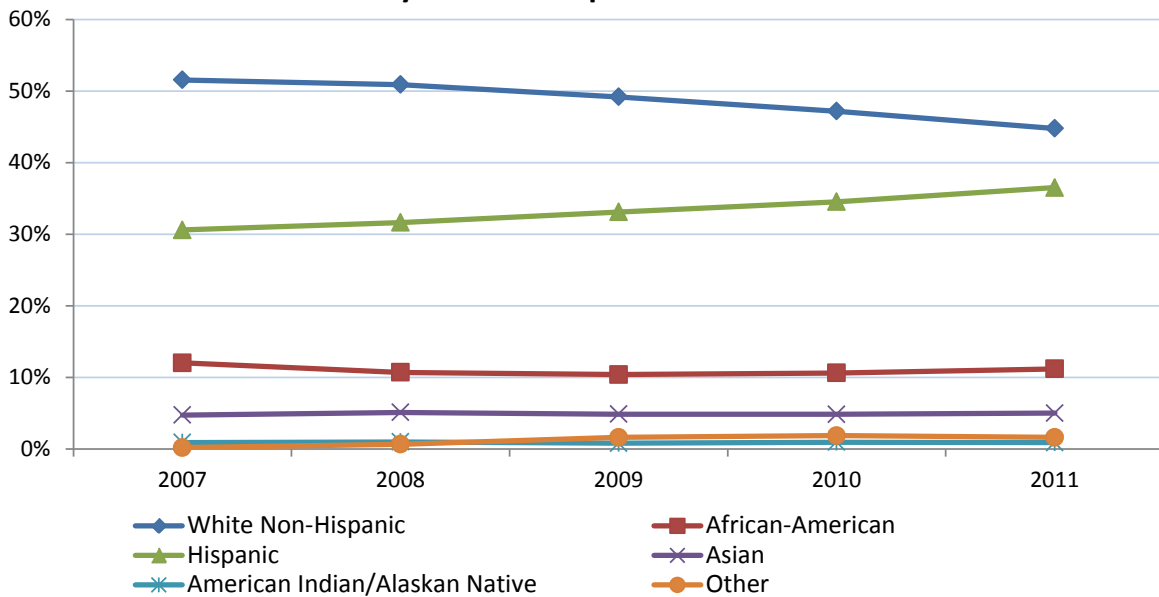
**RCCD Academic Temporary Instructors,
by Ethnic Group and Fall Term**



**RCCD Educational Administrators,
by Ethnic Group and Fall Term**



RCCD Classified Support Staff, by Ethnic Group and Fall Term



Strategy Four: Foster the development of effective management and leadership skills for faculty and staff and secure pathways for leadership development.

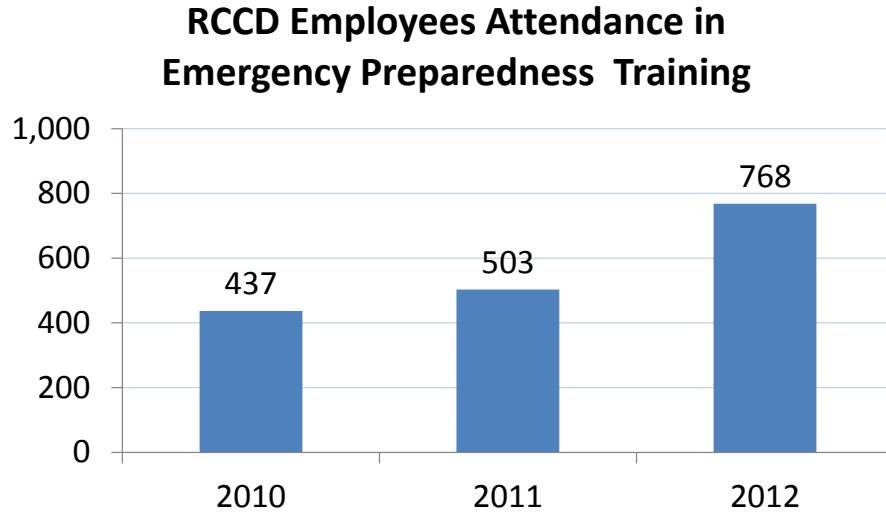
During the past two years, the district has offered Leadership Academy I and II. This Academy focuses on those in their first leadership role; as well as staff, faculty, and students interested in pursuing leadership positions and career pathways. The program has served over 50 RCCD participants.

Academy objectives include:

- Developing the skills and confidence to build commitment and translate strategy into effective action
- Equipping developing leaders to handle the challenges, tensions and ever-shifting dynamics of leading
- Providing resources and tools for participants as they develop their careers and leadership styles
- Navigating the complexities of leadership to work and influence across boundaries, collaborate across the organization, and leverage leadership to impact organizational outcomes
- Understanding the proficiency of delivery of information; actions; the key principles of leadership; communication and trust

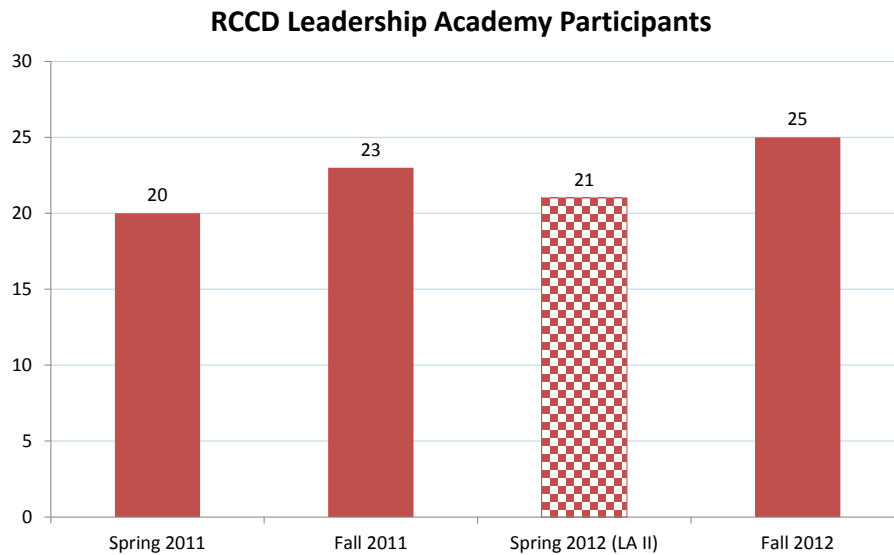
Strategy Five: Enhance development and training opportunities for all employees to meet the mission, vision, and values of the District.

The graphic below shows the steady increase of employees attending emergency preparedness training



sessions in the past three years.

The graphic below shows the counts of participants in RCCD’s Leadership Academy I since its Spring 2011 inception. (The checkered column represents students in the Leadership Academy II.)



Theme Seven: Green Initiatives

Strategy Two: Support the development of courses and programs that enable students to participate directly in the green economy.

At Norco College, there have been additions to the curriculum that provide students with opportunities to experience new green technologies, as well as other activities that support the green economy.

These include:

- offering a new digital electronics certificate degree
- designing a new course, ELE-91 Fundamentals of Solar Energy
- initiating the Water Demonstration Garden, Fuel Cell plans, recycling programs, and their solar powered crosswalk traffic lights.

Strategy Three: Enhance RCCD's organizational capacity and practices as a socially responsible institution of higher learning.

- District wide, processes to support the green initiatives include eliminating the printing of schedule of classes, college catalogs, and the Board Agenda and supporting documents. Additionally, a recycling plan for the District offices has been prepared for implementation. Furthermore, the Board of Trustees adopted a resolution on LEED certification for all buildings begun after fall 2009.

Summary:

As the 2008-2012 Riverside Community College District Strategic Plan cycle comes to its conclusion, this document has provided evidence to support the assertion that the district is making satisfactory progress on meeting many of its strategic initiatives. The district strategic planning process will continue with the adoption of the Riverside Community College District Centennial Strategic Plan, 2012-2016.

RCCD Strategic Plan: An Update
2011-2012

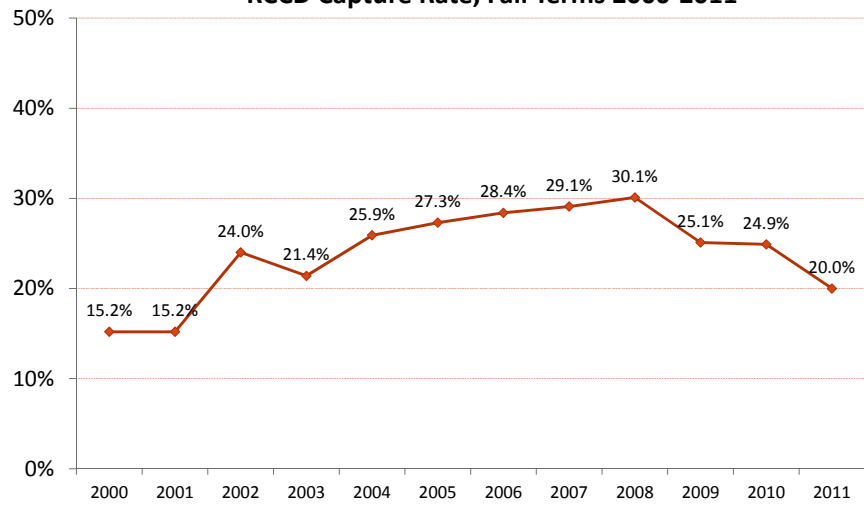
David Torres
Board of Trustees, Planning Committee
January 8, 2013

Themes for the Strategic Plan

- Student Access
- Student Success
- Service to the Community
- System Effectiveness
- Financial Resources Development
- Organizational and Professional Development
- Green Initiatives

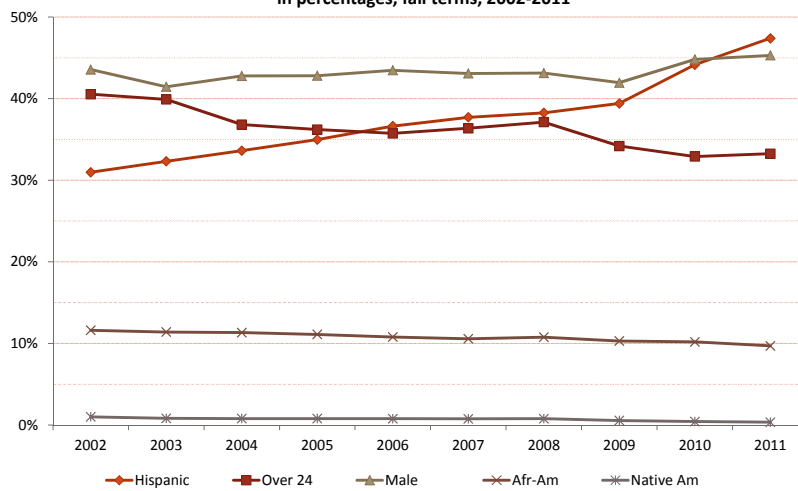
Theme One: Student Access

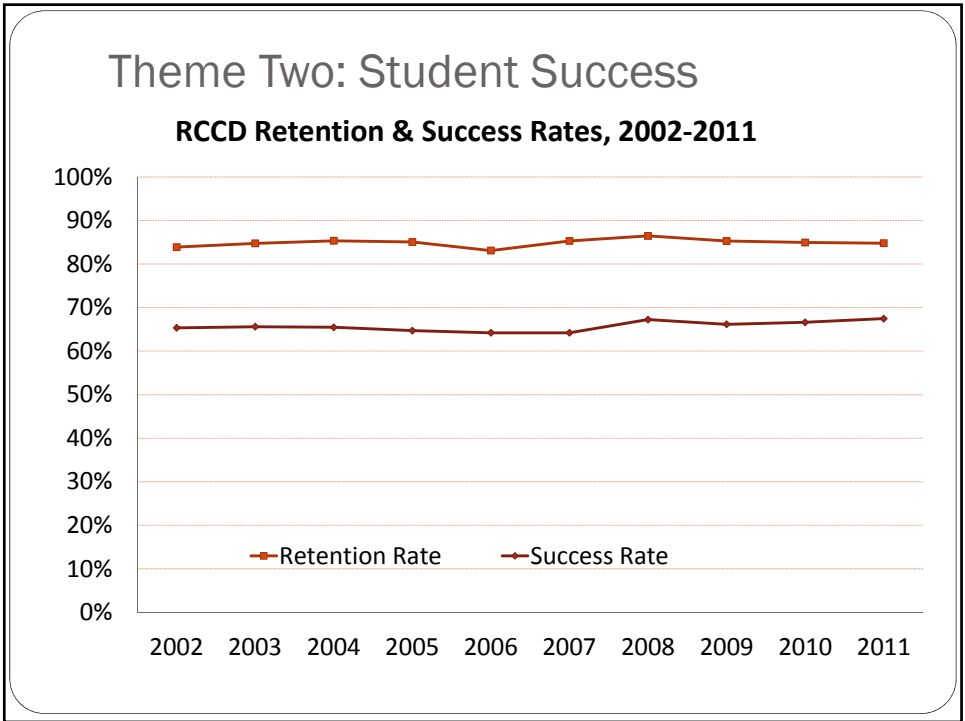
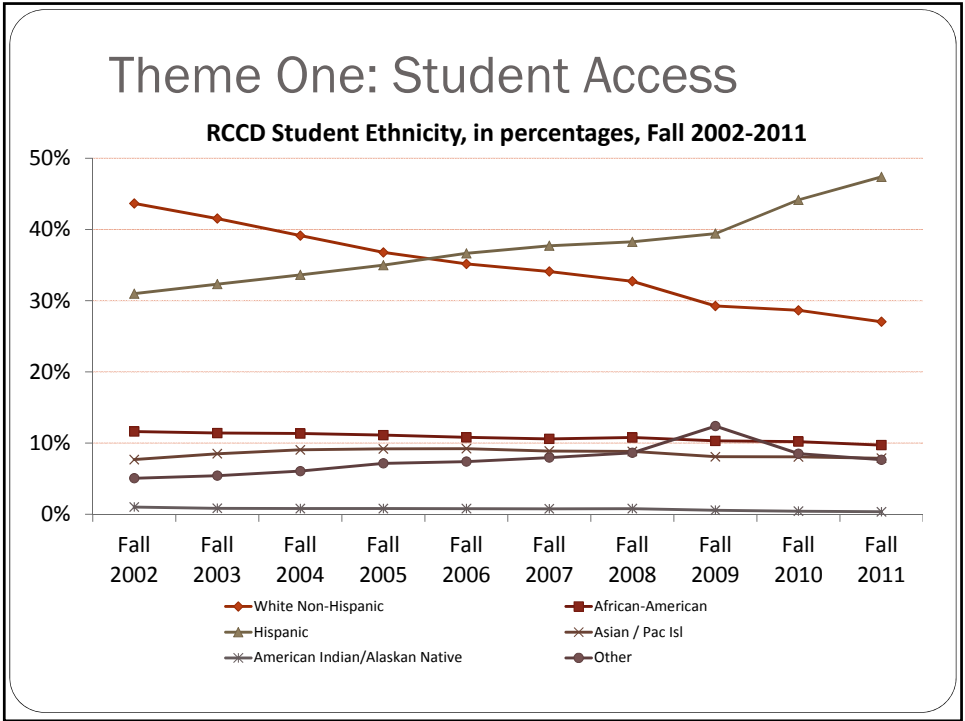
RCCD Capture Rate, Fall Terms 2000-2011



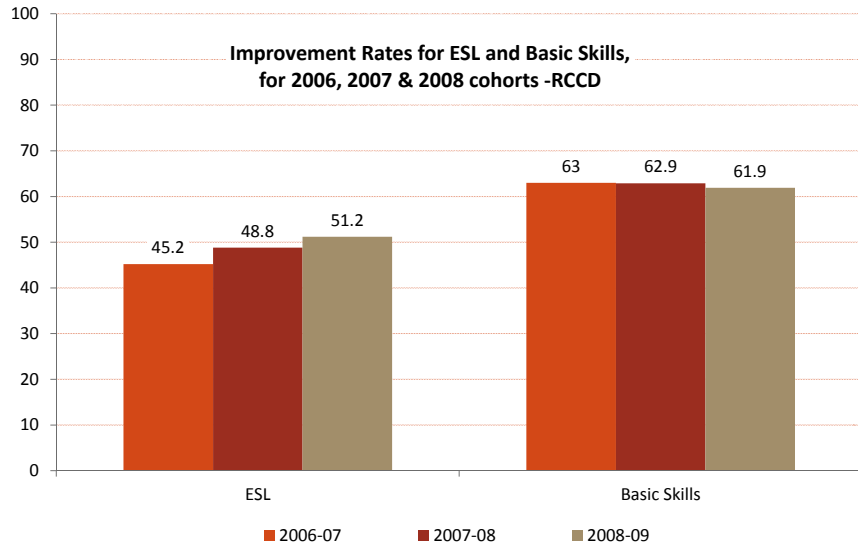
Theme One: Student Access

Underrepresented Student Groups, in percentages, fall terms, 2002-2011



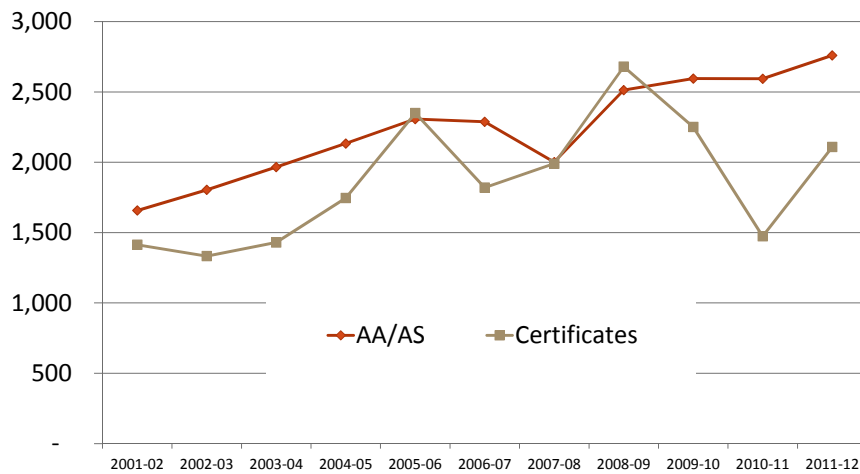


Theme Two: Student Success



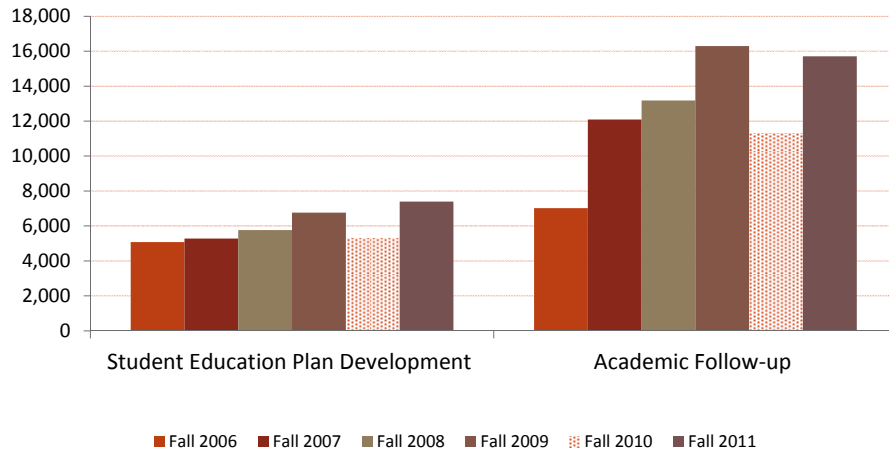
Theme Two: Student Success

Program Awards, 2001-02 through 2011-12



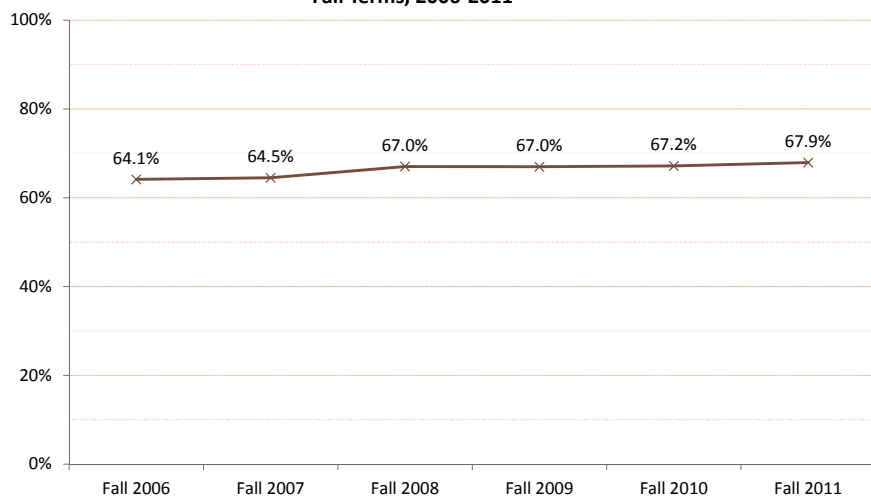
Theme Two: Student Success

**RCCD Matriculation Services Received,
Fall Terms, 2006-2011**



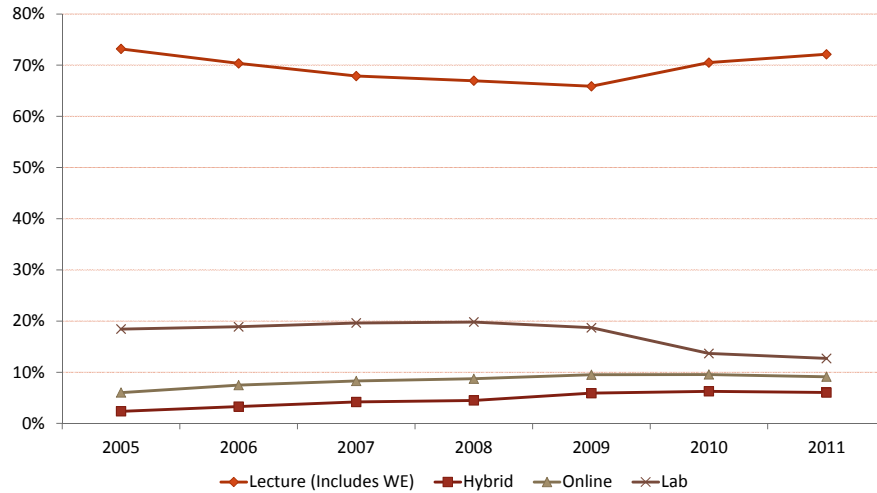
Theme Two: Student Success

**RCCD Success Rates, Transferable Courses only,
Fall Terms, 2006-2011**



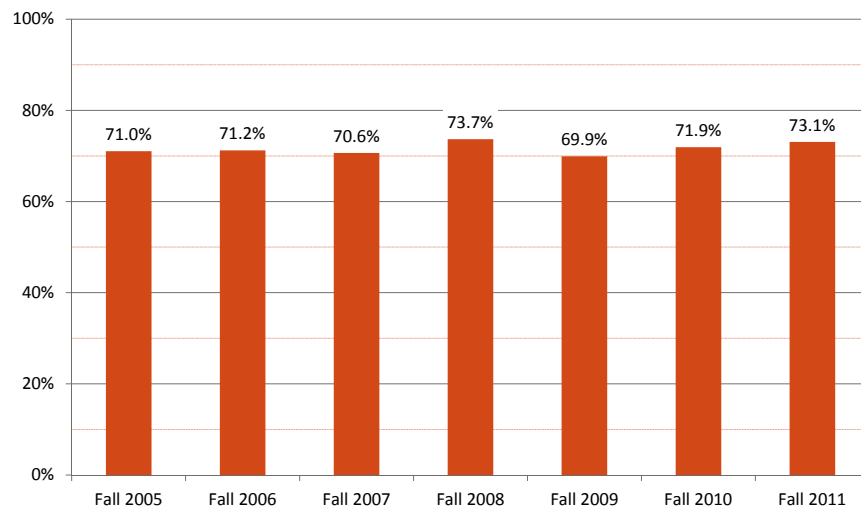
Theme Two: Student Success

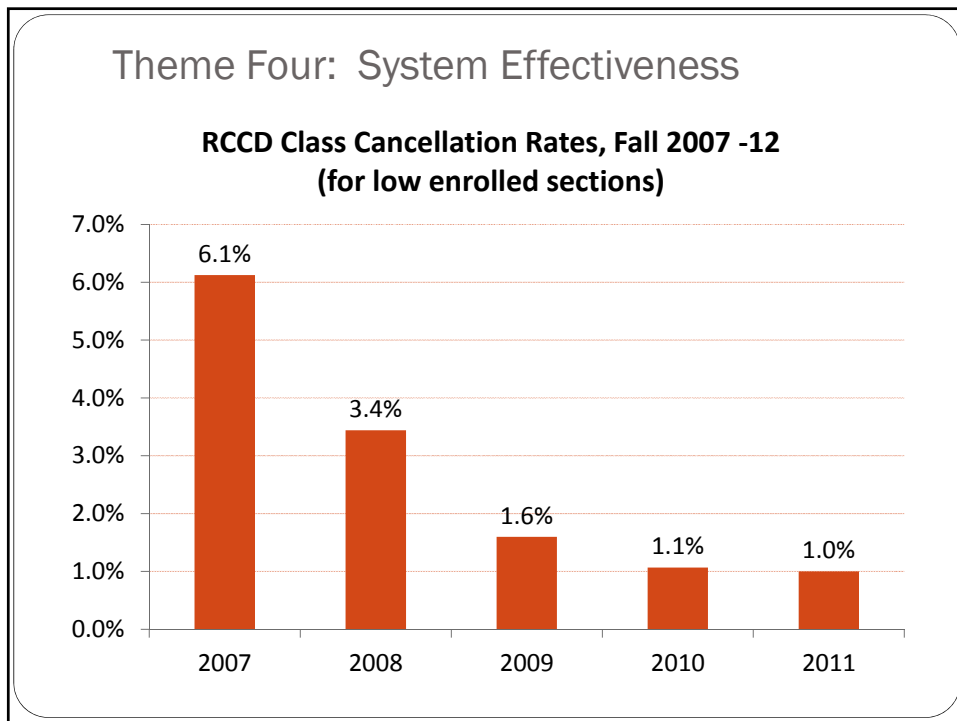
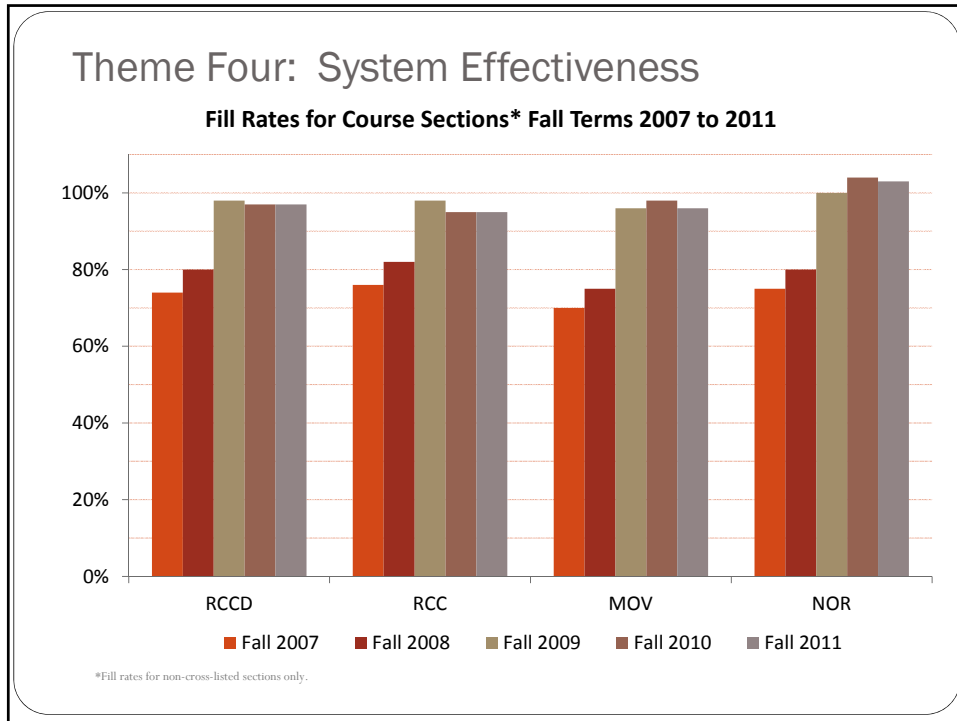
Percentage of Sections Offered by Method, Fall Terms 2005-2011



Theme Three: Service to the Community

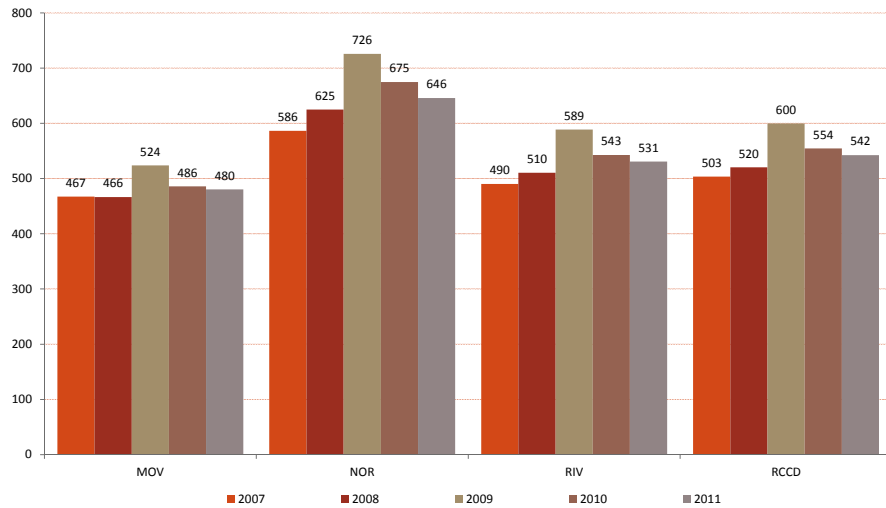
RCCD Career and Technical Education, Successful Course Completion Rates, Fall 2005-2011





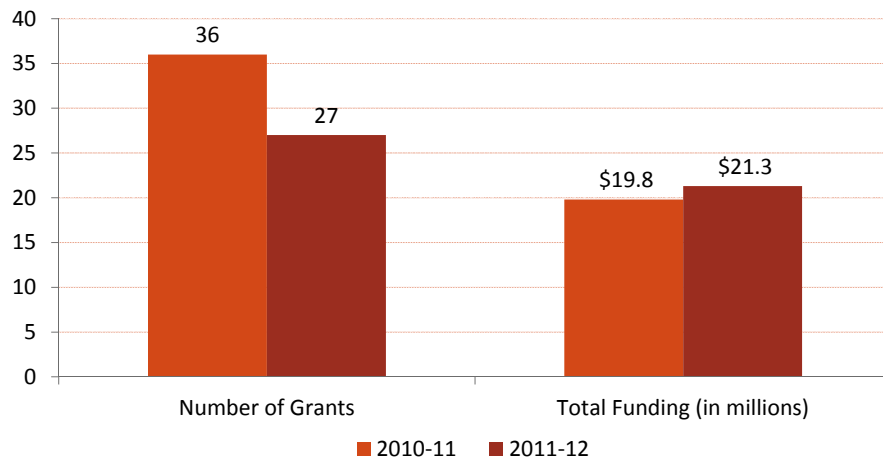
Theme Four: System Effectiveness

**Section Efficiency Rates for RCCD Course Sections
Fall Terms 2007 to 2011**

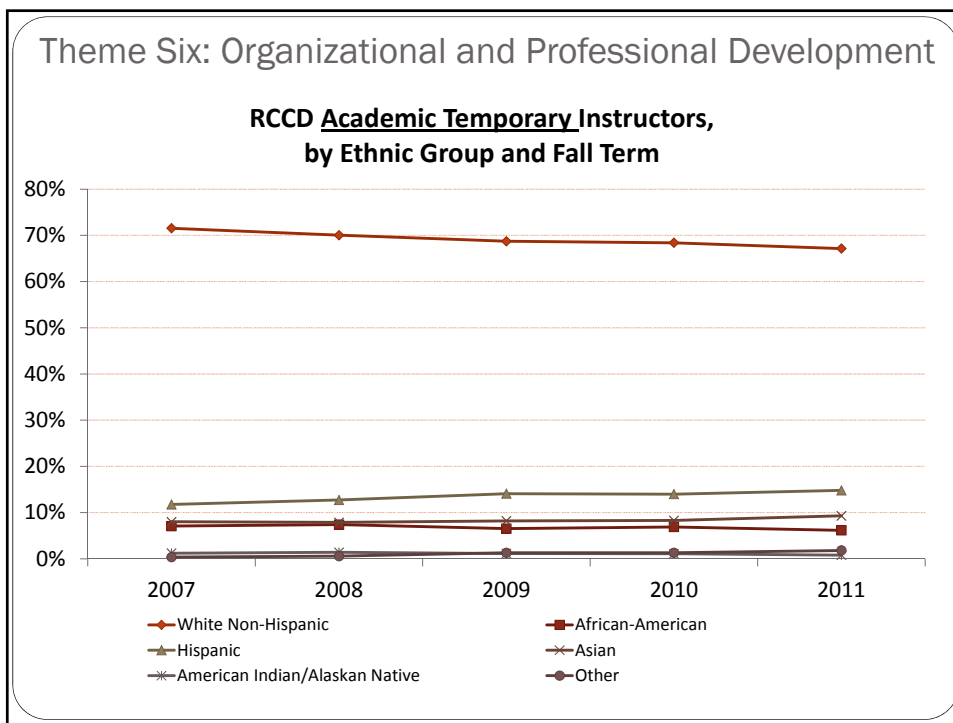
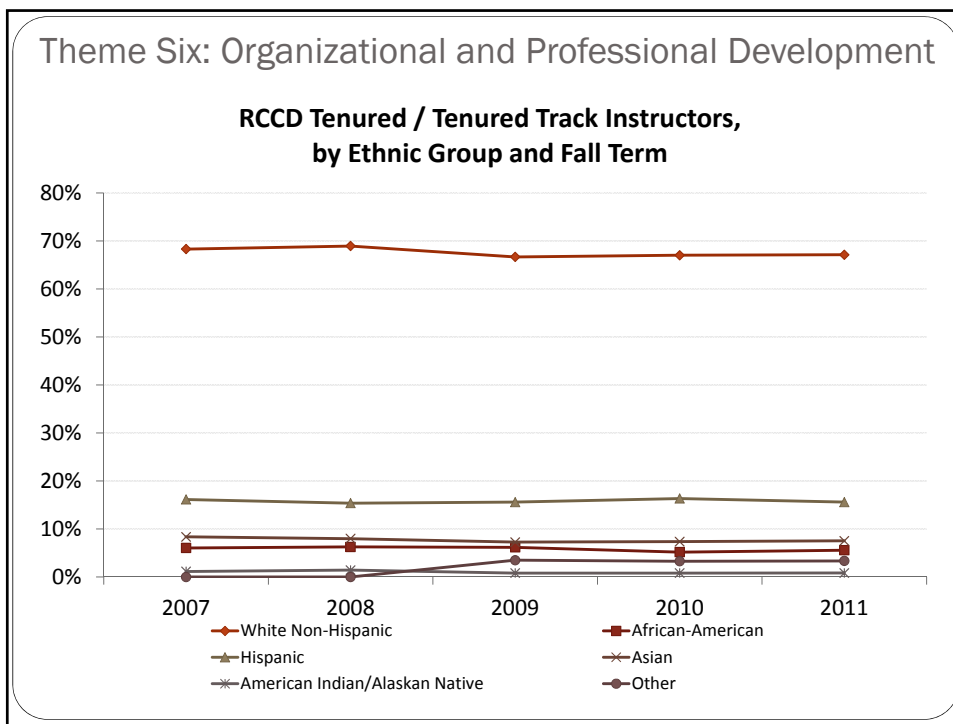


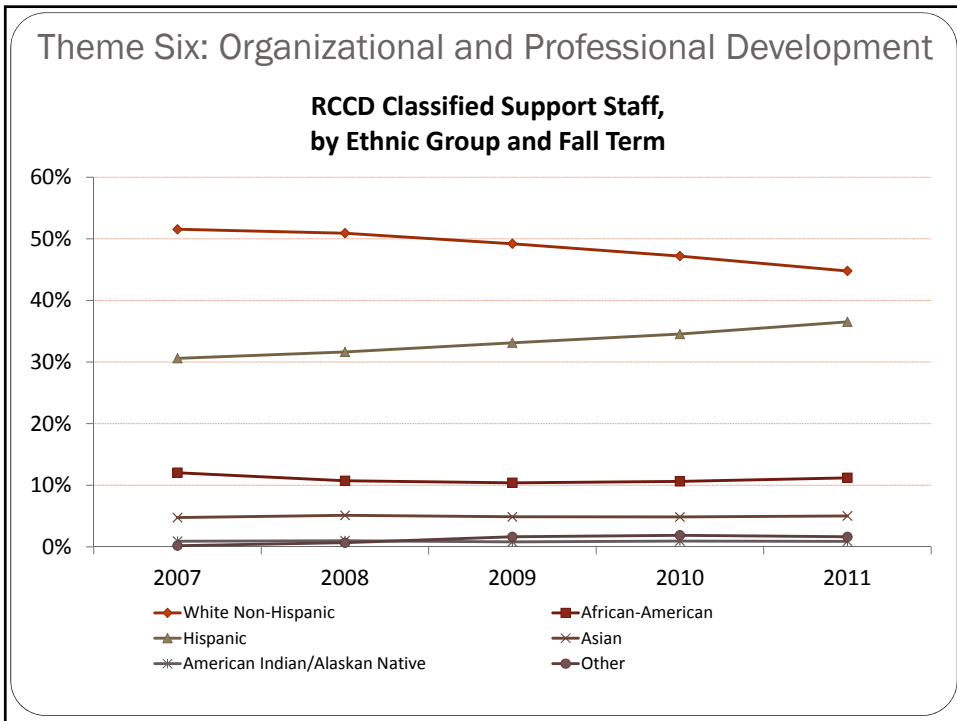
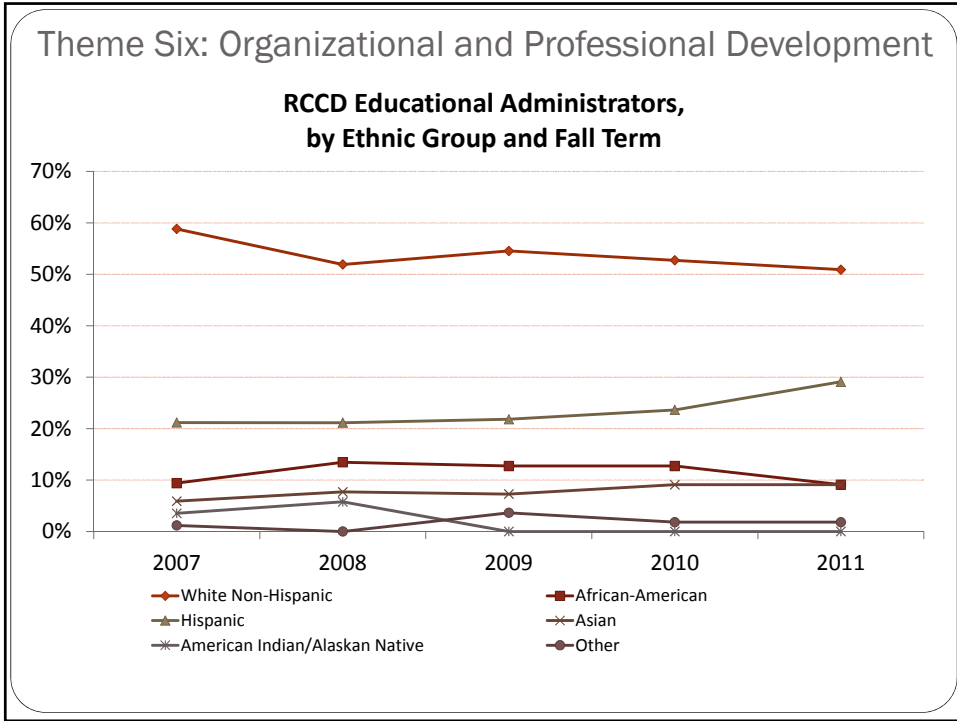
Theme Five: Financial Resource Development

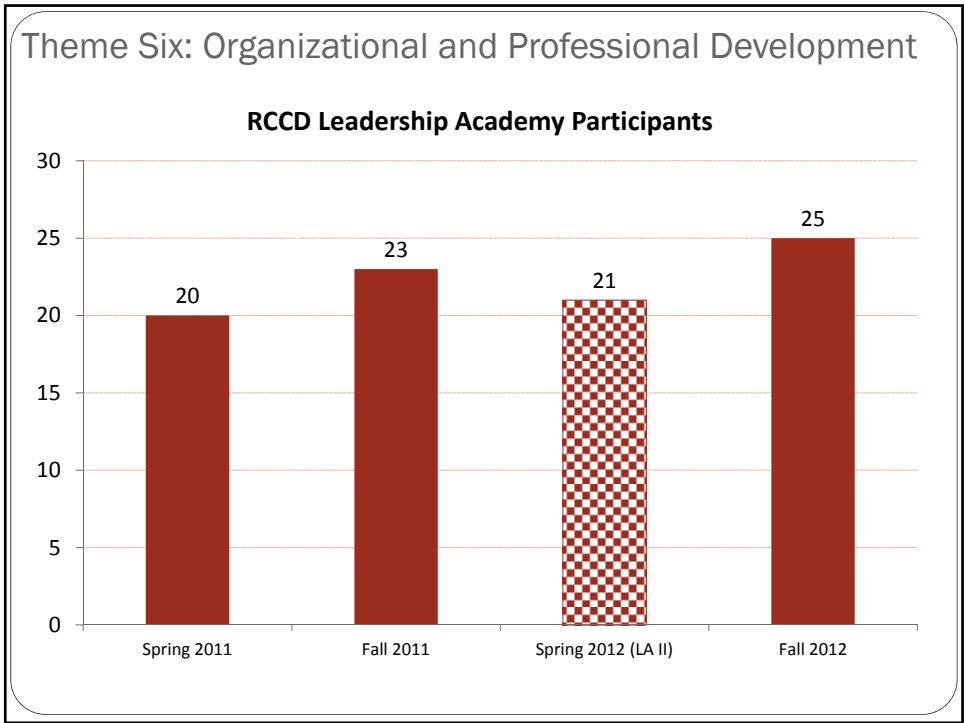
**RCCD Grants & Total Funding Awarded,
2010-11 & 2011-12***



*For multi-year grants, the total award is counted once, and is counted in the year in which its start date falls.







Theme Seven: Green Initiatives

- Norco College
 - Digital Electronics certificate degree
 - Designed new course, ELE-91 Fundamentals of Solar Energy
 - Water Demonstration Garden
 - Fuel Cell plans
 - recycling program
 - solar powered crosswalk traffic lights



Theme Seven: Green Initiatives

- Eliminated the printing of
 - schedule of classes
 - college catalogs
 - the Board Agenda and supporting documents
- Creating a recycling plan for the District offices
- The Board of Trustees adopted a resolution on LEED certification for all buildings begun after fall 2009

Summary

- RCCD is making satisfactory progress on many of its strategic planning initiatives.
- The district strategic planning process will continue with the adoption of the Riverside Community College District Centennial Strategic Plan, 2012-2016.

RCCD Strategic Plan: An Update
2011-2012

end of slide show



Agenda Item (IX-A-1)

Meeting	1/22/2013 - Regular
Agenda Item	Administrative Reports (IX-A-1)
Subject	Employee Benefits Consulting Services Agreement Renewal Amendment
College/District	District
Funding	Unrestricted General Fund and Self Insurance Fund
Recommended Action	It is recommended that the Board of Trustees approve the Employee Benefits Consulting Services Agreement Renewal Amendment with Keenan & Associates to renew the agreement for an additional year beginning on February 1, 2013 and ending on January 31, 2014 in the amount of \$103,000.

Background Narrative:

In January 2012, the Board of Trustees approved a consulting services agreement with Keenan & Associates to conduct ongoing review and analysis of the design and performance of RCCD's current benefit plans and provide analysis of available options and alternatives, as appropriate. With this contract in place during 2012, the District saved in excess of \$200,000 in broker commissions for our medical and life insurance programs. The proposed agreement extension is attached for the Board's review and consideration.

Prepared By: Melissa Kane, Vice Chancellor, Diversity and Human Resources

Attachments:

[20130122_Employee Benefits Consulting Serv Agrmnt Renewal Amend_Backup](#)

RENEWAL AMENDMENT No.1

This Amendment hereby amends the Employee Benefits Consulting Services Agreement (“Agreement”) dated February 1, 2012 by and between Keenan & Associates and Riverside Community College District as follows (hereafter referred to collectively as “Parties”):

WHEREAS, the current term of the Agreement shall expire on January 31, 2013; and

WHEREAS, the Parties desire to continue their relationship subject to the terms and conditions outlined in the Agreement;

NOW, THEREFORE, the Parties agree as follows:

1. The Agreement is hereby renewed for an additional one (1) year term beginning on February 1, 2013 and ending on January 31, 2014 (“Renewal Term”).
2. Paragraph A of Exhibit C of the Agreement is hereby deleted and replaced with the following:
 - A. The annual fee for the Renewal Term shall be \$103,000, payable in twelve equal monthly installments.
3. All the remaining terms and conditions of the Agreement shall remain unchanged and in full force and effect during, and shall govern the conduct of the Parties during the Renewal Term.
4. The effective date of this Amendment is January 31, 2013.
5. Each person signing this Amendment to the Agreement on behalf of a Party represents and warrants that he or she has the necessary authority to bind such Party and that this Amendment is binding on and enforceable against such Party.

Riverside Community College District

Keenan & Associates

Signature: _____
By: Aaron Brown
Title: _____
Address: 4800 Magnolia Ave.
Riverside, CA 92506
Attention: _____
Date: _____

Signature: _____
By: _____
Title: John Scatterday
Address: 1111Broadway, Suite 2000
Oakland, CA 90647
Attention: _____
Date: _____



Agenda Item (IX-A-2)

Meeting	1/22/2013 - Regular
Agenda Item	Administrative Reports (IX-A-2)
Subject	Resolution No. 18-12/13 – Resolution Authorizing the Chancellor, or Designee, of the District to Layoff and Reduce Hours of the Classified Service
College/District	District
Funding	
Recommended Action	It is recommended the Board of Trustees adopt Resolution No. 18-12/13, authorizing the Chancellor, or Designee, of the District to layoff and reduce hours of the classified service and send the appropriate notification.

Background Narrative:

The Fund for Improvement of Post Secondary Education (FIPSE) grant will expire on March 31, 2013. The non-renewal of funding for this grant will cause the elimination of the Administrative Assistant I classified position as listed in the Board resolution.

Prepared By: Melissa Kane, Vice Chancellor, Diversity and Human Resources

Attachments:

[2013122_Res No 18-12-13_Layoff and Reduce Hours of the Clsfd Serv](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

Resolution No. 18-12/13

Resolution of the Board of Trustees of Riverside Community College District Authorizing the Chancellor, or Designee, of the District to Layoff and Reduce Hours of the Classified Service

WHEREAS, funds and/or work load have been eliminated/reduced; and

WHEREAS, projected funding levels for categorically/grant funded positions and/or work load have been eliminated or reduced, the Governing Board of the Riverside Community College District ("District") hereby finds it necessary and in the best interest of the District to eliminate the classified service as specified below:

<u>Position Title</u>	<u>Department</u>	<u>FTE</u>
Moreno Valley College: Administrative Assistant I	Public Safety, Education and Training	.4875

NOW THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED that, as of the March 31, 2013 the classified position specified herein shall be eliminated to the extent set forth in accordance with California Education Code §88017;

BE IT FURTHER RESOLVED, DETERMINED, AND ORDERED that the Board of Trustees, Chancellor, or Designee, of the District is authorized and directed to give notice of layoff to all affected employees and to the appropriate exclusive bargaining representative not later than 60 days prior to the effective date of layoff as set forth above.

ADOPTED this 22nd day of January, 2013.

President of the Board of Trustees

ATTEST:

Secretary, Board of Trustees



Agenda Item (XII-A)

Meeting	1/22/2013 - Regular
Agenda Item	Business From Board Members (XII-A)
Subject	Update from Members of the Board of Trustees on Business of the Board.
College/District	District
Information Only	

Background Narrative:

Members of the Board of Trustees will briefly share information about recent events/conferences they attended since the last meeting, including any updates regarding the following assigned associations:

Association of Community College Trustees (ACCT)

Association of Governing Board of Universities and Colleges (AGB)

California Community College Trustees and Legislative Network (CCCT)

Community College League of California (CCLC)

Latino Trustees Association

Inland Valleys Trustees and CEO Association

African-American Organizations Liaison Riverside Branch - NAACP

Hispanic Chambers of Commerce: Corona, Moreno Valley, and Riverside

Chambers of Commerce: Corona, Moreno Valley, and Norco

Riverside County School Board Association

Riverside County Committee on School District Organization

Alvord Unified School District Ad-Hoc Committee

Mine Okubo Committee

Prepared By: Chris Carlson, Chief of Staff

Attachments:



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[Agenda Item](#)

Agenda Item (XIII-A)

Meeting 1/22/2013 - Regular

Agenda Item Closed Session (XIII-A)

Subject Conference with Legal Counsel - Anticipated Litigation (Government Code Section 54956.9 (c) -
Number of Potential Cases: One (1)

College/District District

Funding

Recommended Action To Be Determined

Background Narrative:

None

Prepared By: Greg Gray, Chancellor

Attachments:



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[Agenda Item](#)

Agenda Item (XIII-B)

Meeting 1/22/2013 - Regular

Agenda Item Closed Session (XIII-B)

Subject Conference with Legal Counsel - Existing Litigation (CA Government Code 54956.9(a) - Garcia v. Riverside Community College District

College/District District

Funding

Recommended Action To Be Determined

Background Narrative:

None

Prepared By: Greg Gray, Chancellor

Attachments:



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[Agenda Item](#)

Agenda Item (XIII-C)

Meeting 1/22/2013 - Regular

Agenda Item Closed Session (XIII-C)

Subject Conference with Legal Counsel - Existing Litigation (CA Government Code 54956.9(a) - CSEA v
RCCD

College/District District

Funding

Recommended Action To Be Determined

Background Narrative:

None

Prepared By: Greg Gray, Chancellor

Attachments:



[e-board](#) » [Agenda Item](#)

[Agenda Item](#)

Agenda Item (XIII-D)

Meeting 1/22/2013 - Regular

Agenda Item Closed Session (XIII-D)

Subject Pursuant to Government Code Section 54956, Public Employee Discipline/Dismissal/Release

College/District District

Funding

Recommended Action To Be Determined

Background Narrative:

None

Prepared By: Greg Gray, Chancellor

Attachments: