



#### Board of Trustees - Regular Meeting Tuesday, June 21, 2016 6:00 PM District Office, Board Room, 3801 Market Street, Riverside, CA 92501

#### **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, 3rd Floor, 3801 Market Street, Riverside, California, 92501 or online at www.rccd.edu/administration/board.

#### COMMENTS FROM THE PUBLIC

Board invites comments from the public regarding any matters within the jurisdiction of the Board of Trustees. Pursuant 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 May 3, 2016

Recommend approving the May 3, 2016 Board of Trustees Regular/Committee meeting minutes as prepared.

- B. Minutes of the Board of Trustees Regular Meeting of May 17, 2016 Recommend approving the May 17, 2016 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 Student Trustee Scholarship Award for Spring 2016
    Information Only
  - C. Swearing In of 2016-17 Student Trustee *Information Only*
  - D. Presentation on TRiO Student Support Services Programs
    Information Only
  - E. Presentation of Rank of Emeritus for 2016-2017 *Information Only*

- F. Proposed Naming of Riverside City College Quad 25
  Recommend approving the Facilities Recognition and Naming
  Committee's recommendation to name Room 25 in the Quad at
  Riverside City College in honor of Dr. Ron Yoshino
- G. Resolution Number 59-15/16 Ordering of Consolidated Governing Board Member Biennial Election, Specification of the Election Order and Request for Consolidation

Recommend adopting the Resolution Number 59-15/16, Order of Election of Riverside Community College District, Riverside, California - Resolution ordering consolidated governing board member biennial election, specifications of the election order, and request for consolidation for the November 8, 2016 election; and send Order of Election to the Registrar of Voters and County Superintendent of Schools.

H. RCCD Sunshine Notice of RCCD CSEA, Chapter 535, Proposal to Re-Open and Amend Articles I and V in the 2015-2018 Collective Bargaining Agreement

Recommend accepting notice of the proposal in the interest of commencing negotiations with CSEA, Chapter 535.

I. Healthcare Update

Information Only

J. 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
    - Academic Personnel

Recommend approving/ratifying academic personnel actions.

- Classified Personnel
  - Recommend approving/ratifying classified personnel actions.
- 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 \$3,810,999 and District Warrant Claims totaling \$7,490,061.
  - 2. Budget Adjustments (None)
  - 3. Resolution(s) to Amend Budget
    - a. Resolution No. 56-15/16 2015-2016 Full Time Student Success Grant

Recommend adding the revenue and expenditures of \$123,931 to the budget.

- b. Resolution No. 57-15/16 2015-2016 GO-Biz Grant Recommend adding the revenue and expenditures of \$3,000 to the budget.
- Resolution No. 58-15/16 2015-2016 EOPS Special Project Set-Aside Grant

Recommend adding the revenue and expenditures of \$15,000 to the budget.

- 4. Contingency Budget Adjustments (None)
- Bid Awards
  - a. Purchase Technology Products Utilizing the University of California awarded agreement number 960/90/251.

Recommend approving the purchase of technology products from CDW-G, utilizing the University of California awarded agreement number 960/90/251.

Purchase Medical Equipment and Medical Training Products
 Utilizing the Foundation for California Community Colleges
 negotiated agreement number #CB 16-203

Recommend approving the purchase of medical equipment and medical training products from Laerdal Medical Corporation, utilizing the Foundation for California Community Colleges negotiated agreement number CB 16-203.

- 6. Grants, Contracts and Agreements
  - Contracts and Agreements Report Less than \$87,800 All District Resources

Recommend ratifying contracts totaling \$367,454 for the period of May 1, 2016 through May 31, 2016.

- b. Contract for Apprentice Training Program Remittance to Riverside County Educational and Training Trust Fund Recommend approving the contract for the period of July 1, 2016 through June 30, 2017 not to exceed \$600,000.
- Contract for Apprentice Training Program Remittance to Local Union 477, I.B.E.W. – Southern Sierras, N.E.C.A. Educational and Training Trust

Recommend approving the contract for the period of July 1, 2016 through June 30, 2017 not to exceed \$600,000.

- d. Agreement with Blackboard, Inc.
  - Recommend approving the two year agreement with Blackboard Inc. for \$173,420.50 starting July 1, 2016 through June 30, 2018.
- e. Agreement for Facilities Planning and Construction Services with Professional Personnel Leasing, Inc.

Recommend approving the agreement with Professional Personnel Leasing, Inc. for an amount not to exceed \$86,526, using Measure C Funds, to provide part-time consulting services to assist District with coordination of construction efforts; and to assist the District with project management, resource development and project oversight for Facilities Planning & Development.

f. Agreement Amendment for College Go-Pass with Riverside Transit Agency

> Recommend approving Amendment No. 4 of the College Go-Pass Revenue Agreement No. 10-035 with Riverside Transit Agency for Norco College.

- g. Renewal Agreement for Dispatch Services with California State University, San Bernardino (CSUSB)
  - Recommend approving the five year renewal agreement for the period July 1, 2016 to June 30, 2021 with California State University, San Bernardino for a total estimated maximum amount of \$546,782.
- h. Amendment to the Financial Aid Set-Aside Contract with the State Chancellor's Office

Recommend approving the Amendment to the existing Financial Aid Set-Aside contract, approved by the Board on May 19, 2015, between Riverside Community College District and the California Community Colleges Chancellor's Office extending the term of the contract to June 30, 2016, and authorize the Vice Chancellor, Administration and Finance to sign the Amendment.

 Amendment to the Extended Opportunity Programs and Services Set-Aside Contract with the State Chancellor's Office Recommend approving the Amendment to the existing Extended Opportunity Programs and Services (EOPS) Set-Aside contract, approved by the Board on August 18, 2015, between Riverside Community College District and California Community Colleges Chancellor's Office, adding an additional \$15,000 to the Contract, and authorizing the Vice Chancellor, Administration and Finance to sign the Amendment.

#### 7. Out-of-State Travel

Recommend approving out-of-state travel.

#### Other Items

 a. Financial Aid Set-Aside Contract with the State Chancellor's Office

> Recommend approving the Financial Aid Set-Aside Contract between Riverside Community College District and California Community Colleges Chancellor's Office for the period May 1, 2016 through March 30, 2017 in the amount of \$508,660, and authorize the Vice Chancellor, Administration and Finance to sign the Amendment.

b. Surplus Property - Donation

Recommend, by unanimous vote, declaring the property on the attached list to be surplus; finding the property does not exceed the total value of \$5,000; and authorizing the property to be donated to University of Redlands, Community School of Music and the Arts to meet their music program's needs.

c. Surplus Property - Donation

Recommend, by unanimous vote, declaring the property on the attached list to be surplus; finding the property is not required for school purposes; and authorizing the property to be donated to Ramona High School to meet their music program's needs.

d. Surplus Property - Donation

Recommend, by unanimous vote, declaring the property on the attached list to be surplus; finding the property is not required for school purposes; and authorizing the property to be donated to Riverside Poly High School to meet their music program's needs.

e. Surplus Property

Recommend, by unanimous vote, declaring the property on the attached list to be surplus; finding that Lot #1 property does not exceed the total value of \$5,000; and finding that Lot #2 may exceed the total value of \$5,000; and authorizing the property to be consigned to The Liquidation Company and sold at a private sale on behalf of the District.

f. Notices of Completion

Recommend accepting the projects listed on the attachments as complete, and approve the execution of the Notices of Completion (under Civil Code Section 3093 – Public Works).

#### VII. CONSENT AGENDA INFORMATION

A. Monthly Financial Report for Month Ending – May 31, 2016

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 in the schedule of class offerings.

C. Planning and Operations

1. 2018-2022 Five-Year Capital Construction Plan and Initial Project Proposals

Recommend approving: 1) the 2018-2022 Five-Year Capital Construction Plan; 2) the Initial Project Proposals for Natural Science Building (Moreno Valley College), Center for Human Performance (Moreno Valley College), Library/Learning Resource Center (Norco College), Center for Human Performance and Kinesiology (Norco College) and Cosmetology Building (Riverside City College).

#### D. Resources

1. Budget Augmentation for the Culinary Arts Academy and District Offices Project

Recommend approving a budget augmentation for the Culinary Arts Academy and District Offices project in the amount of \$185,000 for additional construction services requested by Riverside City College not in the original scope of work of the project.

2. Tentative Budget for FY 2016-2017 and Notice of Public Hearing on the FY 2016-2017 Final Budget Recommend approving the FY 2016-2017 Tentative Budget, as presented, which consists of the funds and accounts noted therein, and authorize staff to forward a copy to the Riverside County Superintendent of Schools. Recommend announcing that: 1) the proposed FY 2016-2017 Final Budget will be available for public inspection beginning September 15, 2016, at the Office of the Vice Chancellor, Business and Financial Services; and 2) the public hearing will be held at 6:00 p.m. at a Board meeting on September 20, 2016, to be followed by the adoption of the FY 2016-2017 Final Budget.

3. FY 2016-2017 Institutional Effectiveness Goals for Fiscal Viability and Programmatic Compliance with State and Federal Guidelines

Recommend approving the Goals for Fiscal Viability and Programmatic Compliance for FY 2016-2017.

#### E. Facilities

 Agreement Amendment No. 2 for the Dr. Charles A. Kane Student Services and Administration Building with the Vinewood Company, LLC

Recommend approving Agreement Amendment No. 2 for the Dr. Charles A Kane Student Services and Administration Building project at Riverside City College for additional inspection services with The Vinewood Company, LLC in the amount not to exceed \$11,374.

2. Agreement Amendment No. 2 for the Culinary Arts Academy/ District Office Building and Agreement Amendment No. 2 for the Henry W. Coil, Sr. and Alice Edna Coil School for the Arts Building Projects with Tilden-Coil Constructors, Inc.

Recommend approving 1) Agreement Amendment No. 2 with Tilden-Coil Constructors, Inc., in the amount of \$41,500 for the Culinary Arts Academy/District Office Building project; and 2) Agreement Amendment No. 2 with Tilden-Coil Constructors, Inc., in the amount of \$41,500 for the Coil School for the Arts project.

 Change Order No. 3 for Culinary Arts Academy and District Offices Project with Pro-Craft Construction, Inc.

Recommend approving: 1) project Change Order No. 3 with Pro-Craft Construction, Inc. in the amount of \$3,199.87; and 2) the change order in excess of ten percent by a total of \$1,628.40.

4. Change Order No. 3 and No. 4 for Culinary Arts Academy and District Offices Project with Kamran and Co., Inc.

Recommend approving: 1) project Change Order No. 3 with Kamran and Co., Inc. in the amount of \$151,863.92; 2) project Change Order No. 4 with Kamran and Co., Inc. in the amount of \$17,244.90 and 3) the change orders in excess of ten percent by a total of \$226,649.20.

 Change Orders No. 6 and No. 7 for Culinary Arts Academy and District Offices Project with Neal Electric

> Recommend approving: 1) project Deductive Change Order No. 6 with Neal Electric in the amount of -\$11,151.50; 2) project Change Order No. 7 with Neal Electric in the amount of \$5,107.20 and 3) the change orders currently in excess of ten percent by a total of \$127,561.14.

#### IX. ADMINISTRATIVE REPORTS

- A. Vice Chancellors
  - 1. Amendment to Agreement for Employee Benefits Consulting Services with Keenan and Associates Recommend approving the Employee Benefit Consulting Services Agreement Amendment with Keenan and Associates to extend the agreement from May 1, 2016 through April 30,
  - 2. Campus Clarity Site License Membership Student/Staff/Faculty Training Recommend approving the Campus Clarity Site License Membership agreement with LawRoom from July 1, 2016 through June 30, 2019 in the amount of \$90,000.00.

2017 in the amount of \$111,373.92.

- B. Presidents
  - 1. Moreno Valley College Catalog 2016-2017 Recommend approving the Moreno Valley College Catalog 2016-2017.
  - 2. Norco College Catalog 2016-2017 Recommend approving the Norco College Catalog 2016-2017.
  - 3. Riverside City College Catalog 2016-2017
    Recommend approving the Riverside City College Catalog 2016-2017.
- 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. Reporting Out of Board of Trustees Annual Self-Evaulation for 2016

    Recommend approving delay in reporting out results of self-evaluation until August 2016, so a board retreat can be held.

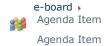
- B. Appointment of Individuals to the Measure C Citizens' Bond
  Recommend considering the applications submitted by individuals
  interested in serving on the Measure C Citizens' Bond Oversight
  Committee and select two individuals to serve in the open categories-Community-at-large, Member of College Support Organization--for
  initial two-year terms.
- C. Update from Members of the Board of Trustees on Business of the Board.Information Only

#### XIII. CLOSED SESSION

- A. Pursuant to Government Code Section 54957, Public Employee Discipline/Dismissal/Release
  - Recommended Action to be Determined.
- B. Conference with Legal Counsel Existing Litigation [Paragraph (1) of Subdivision (D) of Government Code Section 54956.9]

  Recommended Action to be Determined.
- C. Pursuant to Government Code Section 54957, Public Employee Performance Evaluation Title: Chancellor Recommended Action to be Determined.
- D. Pursuant to Government Code Section 54957.6 Conference with Labor Negotiator District Designated Representative: Brad Neufeld of Gresham Savage unrepresented Employee: Chancellor Recommended Action to be Determined.

#### XIV. ADJOURNMENT



#### Agenda Item (II-A)

Meeting 6/21/2016 - Regular

Agenda Item Approval of Minutes (II-A)

Subject Minutes of the Board of Trustees Regular/Committee Meeting of May 3, 2016

College/District District

Funding n/a

Recommended

Action

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

#### **Background Narrative:**

Recommended approving the May 3, 2016 Board of Trustees Regular/Committee meeting minutes as prepared.

Prepared By: Michael Burke, Ph.D., Chancellor

Heidi Gonsier, Executive Administrative Assistant

#### **Attachments:**

050316 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 MAY 3, 2016

President Blumenthal called the Board of Trustees meeting to order at 6:00 p.m. in the District Office, Board Room, 3801 Market Street, Riverside, California.

CALL TO ORDER

#### **Trustees Present**

Virginia Blumenthal, President Nathan Miller, Vice President

Tracey Vackar, Secretary

Mary Figueroa, Board Member (arrived at 6:03 p.m.)

Janet Green, Board Member

Ryan Rudolph, Student Trustee

#### **Staff Present**

Michael L. Burke, Ph.D., Chancellor

Mr. Aaron Brown, Vice Chancellor, Business and Financial Services

Dr. Terri Hampton, Vice Chancellor, Human Resources and Employee Relations

Ms. Chris Carlson, Chief of Staff and Facilities Development

Dr. Wolde-Ab Isaac, President, Riverside City College

Dr. Sandra Mayo, President, Moreno Valley College

Dr. Irving Hendrick, Interim President, Norco College

Ms. Peggy Cartwright, Associate Vice Chancellor, Strategic Communications and Institutional Advancement

Mr. Patrick Pyle, General Counsel

Ms. Sylvia Thomas, Associate Vice Chancellor, Educational Services

Ms. Sheila Pisa, Interim Dean, Institutional Effectiveness, Moreno Valley College

Dr. Gregory Aycock, Dean Student Success/Project Director, Title V, Norco College

Ms. Wendy McEwen, Dean, Institutional Effectiveness, Riverside City College

Mr. Richard Keeler, Dean, Grants and Economic Development

Ms. MaryAnn Doherty, Interim Director, Grants

Student Trustee Ryan Rudolph led the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

Nikki Abello and Guinevere Negrete, RCC Students and Marcus Derew, a non-RCC Student requested to yield their time. RCC student, Jose Venegas; UCR Student, Amal Ali; Hoku Jeffrey, BAMN representative and CTA President Dr. Dariush Haghighat commented on the district's decision to hire the compliance officer and campus safety.

Moreno Valley College Student, Tyron Mecedon, Sr. spoke regarding Board Policy 5030 – Student Fees.

Moreno Valley College Student, Tom Vitrano discussed student success.

COMMENTS FROM THE PUBLIC

The Committee Chair Virginia Blumenthal convened the meeting at 6:44 p.m. Committee members in attendance: Michael L. Burke, Ph.D., Chancellor; Academic Senate Representatives: Ms. LaTonya Parker (Moreno Valley College), Ms. Peggy Campo (Norco College/RCCD) and Dr. Mark Sellick (Riverside City College); CTA Representative: Dr. Dariush Haghighat and Management Representative: Ms. Virginia McKee-Leone

**GOVERNANCE COMMITTEE** 

Revise Board Policy 5030 – Student Fees

Adjourned

Mr. Pyle and Ms. Thomas presented to the Board revised Board Policy 5030 – Student Fees. Discussion followed.

The committee adjourned the meeting at 7:03 p.m.

The Committee Chair Tracey Vackar convened the meeting at 7:04 p.m. Committee members in attendance: Michael L. Burke, Ph.D., Chancellor; Academic Senate Representatives: Ms. LaTonya Parker (Moreno Valley College), Ms. Peggy Campo (Norco College/RCCD) and Dr. Mark Sellick (Riverside City College); CTA Representative: Dr. Dariush Haghighat and Management Representative: Ms. Virginia McKee-Leone

TEACHING AND LEARNING
COMMITTEE

Ms. Pisa, Dr. Aycock and Ms. McEwen facilitated a presentation on the Goals Framework and Indicators established for FY 15-16 by the District and each of its colleges designed to measure the ongoing condition of Riverside Community College District's operational environment. Discussion followed.

Mr. Keeler and Ms. Doherty presented to the Board the District Grants Office Mid-Year Report for 2015-2016. Discussion followed.

The committee adjourned the meeting at 8:05 p.m.

The Committee Chair Nathan Miller convened the meeting at 8:06 p.m. Committee members in attendance: Chris Carlson, Chief of Staff and Facilities Development; Academic Senate Representatives: Ms. LaTonya Parker (Moreno Valley College), Ms. Peggy Campo (Norco College/RCCD) and Dr. Mark Sellick (Riverside City College); CTA Representatives: Dr. Dariush Haghighat and Ms. Rhonda Taube and Management Representative: Ms. Virginia McKee-Leone.

Ms. Carlson presented the committee with the project Change Order No. 4 with Neal Electric in the amount of \$259,859.66; project Change Order No. 5 with Neal Electric Goals Framework and Indicators Established for FY 15-16

Presentation of District Grants Office Mid-Year Report for 2015-2016

Adjourned

#### **FACILITIES COMMITTEE**

Change Orders No. 4 and No. 5 for Culinary Arts Academy and District Offices Project with Neal in the amount of \$61,063.21, and the change orders in excess of ten percent by total of \$133,605.44.

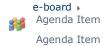
Electric

The committee adjourned the meeting at 8:11 p.m.

Adjourned

The Board adjourned the meeting at 8:12 p.m.

**ADJOURNMENT** 



#### Agenda Item (II-B)

Meeting 6/21/2016 - Regular

Agenda Item Approval of Minutes (II-B)

Subject Minutes of the Board of Trustees Regular Meeting of May 17, 2016

College/District District

Funding n/a

Recommended

Action

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

#### **Background Narrative:**

Recommended approving the May 17, 2016 Board of Trustees Regular meeting minutes as prepared.

Prepared By: Michael Burke, Ph.D., Chancellor

Heidi Gonsier, Executive Administrative Assistant

#### **Attachments:**

051716\_MIN

#### MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING OF MAY 17, 2016

President Blumenthal called the Board of Trustees meeting to order at 6:00 p.m. in the District Office, Board Room, 3801 Market Street, Riverside, California.

CALL TO ORDER

#### Trustees Present

Virginia Blumenthal, President Nathan Miller, Vice President Tracey Vackar, Secretary Mary Figueroa, Board Member Janet Green, Board Member Ryan Rudolph, Student Trustee

#### **Staff Present**

Michael L. Burke, Ph.D., Chancellor

Mr. Aaron Brown, Vice Chancellor, Business and Financial Services

Dr. Wolde-Ab Isaac, President, Riverside City College

Dr. Sandra Mayo, President, Moreno Valley College

Dr. Irving Hendrick, Interim President, Norco College

Ms. Peggy Cartwright, Associate Vice Chancellor, Strategic Communications and Institutional Advancement

Ms. LaTonya Parker, Academic Senate Representative, Moreno Valley College

Ms. Peggy Campo, Academic Senate Representative, District/Norco College

Dr. Mark Sellick, Academic Senate Representative, Riverside City College

#### **Guests Present**

Dr. Maria del Rocio Pacheco, Associate Professor, Counseling, Moreno Valley College

Dr. Bonavita Quinto-MacCallum, Associate Professor, Spanish, Moreno Valley College

Ms. Silvia Trejo, Visiting Assistant Professor and STEM Counselor, Moreno Valley College

Student Trustee Ryan Rudolph led the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

Mr. Tom Vitrano (Moreno Valley College student) discussed his concerns with Disability Support Services at Moreno Valley College.

COMMENTS FROM THE PUBLIC

Figueroa/Vackar moved that the Board of Trustees approve the minutes of the Board of Trustees Regular/Committee Meeting of April 5, 2016. Motion carried. (5 ayes)

MINUTES OF THE BOARD OF TRUSTEES REGULAR/COMMITTEE MEETING APRIL 5, 2016

Figueroa/Green moved that the Board of of Trustees Regular Meeting of April 19,

TRUSTEES REGULAR MEETING OF APRIL 19, 2016

Trustees approve the minutes of the Board 2016. Motion carried. (5 ayes)

#### CHANCELLOR'S REPORTS

MINUTES OF THE BOARD OF

Dr. del Rocio Pacheco led a presentation on the Puente Community College Program at Moreno Valley College. Students spoke on the benefits and advantages of those who participate in the program. One returning and six current students shared how the program encourages students to meet with their college counselor, English instructor and mentor in preparation to transfer to a four-year university.

Student Presentation – Moreno Valley College Puente Program

Dr. Quinto-MacCallum and Ms. Trejo led a presentation on the Spanish 3N Model Spanish Language Program at Moreno Valley College. Former student, Alma Garcia spoke of the goals and benefits of the program designed for native Spanish speaking students.

Five to Thrive Presentation on the Hispanic Student Success Program at Moreno Valley College

Vackar/Green moved that the Board of Trustees approve Resolution Number 55-15/16 Recognizing Classified School Employees Week Resolution Number 55-15/16 Recognizing Classified School Employees Week

Ms. Cartwright updated the Board on the Silver Centennial Celebration. She congratulated President Blumenthal, who was awarded the 60<sup>th</sup> Alumna at the Annual Gala held in April. The gala event raised over \$105,000.

Update on Silver Centennial Celebration

Trustee Green also shared her experiences over the past month as the Silver Centennial Ambassador.

Dr. Hampton provided an update on the District's healthcare plans. There are currently five (5) open

cases.

Healthcare Update

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 Ryan Rudolph presented the report about recent and future student activities at Norco, Moreno Valley, and Riverside City Colleges and Riverside Community College District.

STUDENT REPORT

#### **CONSENT ITEMS**

Action

Figueroa/Vackar moved that the Board of Trustees:

Approve/ratify the listed academic Academic Personnel appointments, separations, and assignment and salary adjustments; Approve/ratify the listed classified Classified Personnel appointments, separations, and assignment and salary adjustments; Approve/ratify the listed other personnel Other Personnel appointments, and assignment and salary adjustments as amended; Approve/ratify the Purchase Orders and Purchase Order and Warrant Report Purchase Order Additions totaling All District Resources \$4,597,595 and District Warrant Claims totaling \$6,105,769.17; Approve the budget transfers as presented; **Budget Adjustments** Approve adding the revenue and Resolution No. 52-15/16 – 2015expenditures of \$193,822 to the budget; 2016 CA STEP Grant Approve adding the revenue and Resolution No. 53-15/16 – 2016expenditures of \$38,000 to the budget; 2016 Resource 3200 Food Services Approve adding the revenue and Resolution 54-15/16 – 2015-2016 expenditures of \$3,871 to the budget; Proposition 39 Clean Energy Grant Approve awarding Bid No. 2015/16-17 – Bid Award for Tequesquite Channel Tequesquite Channel Wash Repair, in the Wash Repair total amount of 322,957 to Three Peaks Corporation; Ratify contracts totaling \$392,712 for the Contracts and Agreements Report Period April 1, 2016 through April 30, Less than \$87,800 – All District 2016; Resources Approve the Amendment to the existing Amend CTE Enhancement Fund Career and Technical Education Agreement with Chaffey Enhancement Fund Agreement with Community College District Chaffey Community College District adding an additional \$111,433 to the Agreement;

Approve the Amendment No. 4 to the Agreement with Blue Mountain Two L.P. for the culinary program, in the amount not to exceed \$69,856.02;

Approve out-of-state travel;

Declare the property on the attached list to be surplus; find the property does not Amend Agreement with Blue Mountain Two L.P. – Culinary Lease Extension

Out-of-State Travel

Surplus Property

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:

Approve the projects listed on the attachment as complete, and approving the execution of the Notices of Completion (under Civil Code Section 3093 – Public Works).

Notice of Completion

Motion carried. (5 ayes)

The Board received the quarterly financial status report for the quarter ended March 31, 2016.

The Board received the monthly Financial Report for the period July 1, 2015 through April 30, 2016.

Information

CCFS-311Q – Quarterly Financial Status Report for the 3<sup>rd</sup> Quarter Ended March 31, 2016

Monthly Financial Report for Month Ending – April 30, 2016

BOARD COMMITTEE REPORTS

Teaching and Learning

Vackar/Green moved that the Board of Trustees approve the Goals Framework and Indicators established for FY 15-16 by the District and each of its colleges designed to measure the ongoing condition of Riverside Community College District's operational environment.

Goals Framework and Indicators Established for RY 15-16

**Facilities** 

Miller/Green moved that the Board of Trustees approve the project Change Order No. 4 with Neal Electric in the amount of \$259,859.66 and the project Change Order No. 5 with Neal Electric in the amount of \$61,063.21 and the change orders in excess of ten percent by total of \$133,605.44; Motion carried. (5 ayes)

Chance Orders No. 4 and No. 5 for Culinary Arts Academy and District Offices Project with Neal Electric

#### ADMINISTRATIVE REPORTS

Vice Chancellors

Summer Workweek

Green/Figueroa moved that the Board of Trustees approve the four-ten hour day workweek from June 13, 2016 through August 19, 2016 for management,

classified, and confidential support staff;

Dr. Mayo, President, Moreno Valley College, Dr. Hendrick, Interim President, Norco College and Dr. Isaac, President, Riverside City College updated the Board on the upcoming events and activities occurring on their campuses.

**Presidents** 

#### ACADEMIC SENATE REPORTS

Ms. LaTonya Parker presented the report on behalf of Moreno Valley College.

Ms. Peggy Campo presented the report on behalf of Norco College and the District.

Dr. Mark Sellick presented the report on behalf of Riverside City College.

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

Mr. Gustavo Seguara, President, CSEA presented the report on behalf on CSEA.

The Board of Trustees reviewed and discussed the results of the Annual Self Evaluation. A retreat will be scheduled to establish goals for 2016.

Trustee Green commented on the various activities she attended.

Trustee Figueroa commented on the compensation of accreditation teams and encouraged her fellow Trustees to serve on an upcoming team; congratulated the employees retiring from RCCD; her election to the CCCT Board of Directors; and recognition of CSO, Jessica Diaz.

Trustee Miller congratulated Trustee Blumenthal on her award of the 60<sup>th</sup> Alumnus of the Year at the Annual RCCD Awards Gala; congratulated and thanked Student Trustee Ryan Rudolph on his past year of service.

Trustee Vackar announced the passing of Nick Ferguson, a longtime supporter of RCCD and an Oversight Committee member; congratulated and thanked Student Trustee Ryan Rudolph on his past Moreno Valley College

Norco College/District

Riverside City College

#### **BARGAINING UNIT REPORTS**

CTA – California Teachers Association

CSEA – California School Employees Association

#### **BUSINESS FROM BOARD MEMBERS**

Annual Self Evaluation for Board of Trustees

Update from Members of the Board of Trustees on Business of the Board

year of service.

Trustee Blumenthal congratulated Trustee Figueroa on her re-election to the CCCT Board of Directors; congratulations and thanked Trustee Green for her service as the Centennial Ambassador; commented on the retirees and congratulated Student Trustee Ryan Rudolph on his year of service.

The Board adjourned to closed session at 8:27 p.m. and reconvened at 9:50 p.m. after considering the following closed session items:

ADJOURNED TO CLOSED SESSION/RECONVENED

The Board announced no action was taken.

Pursuant to Government Code Section 54957, Public Employee Discipline/Dismissal/Release

The Board announced no action was taken.

Pursuant to Government Code Section 54957, Public Employee Performance Evaluation Title: Chancellor

0.

The Board announced no action was taken.

Pursuant to Government Code Section 54957.6, Conference with

Labor Negotiator District-

Designated Representative: Brad Neufeld of Gresham Savage Unrepresented Employee:

Chancellor

The Board adjourned the meeting at 9:51 p.m.

**ADJOURNED** 



#### Agenda Item (IV-A)

Meeting 6/21/2016 - Regular

Agenda Item Chancellor's Reports (IV-A)

Subject Chancellor's Communications

College/District District

Information Only

#### Background Narrative:

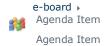
Chancellor will share general information to the Board of Trustees, including federal, state and local interests and District information.

Prepared By: Michael Burke, Ph.D., Chancellor

Heidi Gonsier, Executive Administrative Assistant

#### Attachments:

None.



#### Agenda Item (IV-B)

Meeting	6/21/2016 -	Regular
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Agenda Item Chancellor's Reports (IV-B)

Subject Presentation of Student Trustee Scholarship Award for Spring 2016

College/District District

Information Only

#### Background Narrative:

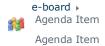
Chancellor Burke will present the Spring 2016 Scholarship Award to Student Trustee, Mr. Ryan Rudolph.

Prepared By: Michael Burke, Ph.D., Chancellor

Cecilia Alvarado, Interim VP of Student Services, RCC

Attachments:

None.



#### Agenda Item (IV-C)

Meeting 6/21/2016 - Regular

Agenda Item Chancellor's Reports (IV-C)

Subject Swearing In of 2016-17 Student Trustee

College/District District

Information Only

#### Background Narrative:

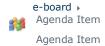
The Chancellor will administer the oath of office for the 2016-17 Student Trustee, Sammie Ayoub .

Prepared By: Michael Burke, Ph.D., Chancellor

Heidi Gonsier, Executive Administrative Assistant

#### Attachments:

None.



#### Agenda Item (IV-D)

Meeting 6/21/2016 - Regular

Agenda Item Chancellor's Reports (IV-D)

Subject Presentation on TRiO Student Support Services Programs

College/District Norco

Information Only

#### Background Narrative:

The presentation features Student Support Services (SSS) and Puente students who participated in HOPE this month. HOPE is "Hispanas Organized for Political Equality;" they are a non-profit, non-partisan organization committed to ensuring political and economic parity for Latinas through leadership, advocacy, and education. This month our HOPE students traveled to Sacramento to meet with Assembly members Brown and Medina, and Lieutenant Governor Gavin Newsom.

Norco College grants for two TRiO Programs, Student Support Services (SSS) and Student Support Services Realizing Individual Success through Education (SSS-RISE), have recently been renewed.

Prepared By: Irving Hendrick, Interim President, Norco College Denise Terrazas, Admin. Asst. IV MVC

#### Attachments:

TRiO SSS and SSS RISE Student Presentation

## Norco College TRiO Programs

**Student Support Services** (S.S.S.)

&

Student Support Services Realizing Individual Success through Education (S.S.S. RISE)







### What is TRiO?

TRiO is a set of federally-funded college opportunity programs that motivate and support students from disadvantaged backgrounds in their pursuit of a college degree.

The Educational Opportunity Act of 1964 established an experimental program known as Upward Bound. Then, in 1965, the Higher Education Act created Talent Search. Finally, another program, Special Services for Disadvantaged Students (later known as Student Support Services), was launched in 1968. Together, this "trio" of federally-funded programs encouraged access to higher education for low-income students.

# What is the Student Support Services Program?

Student Support Services projects work to enable low-income students to stay in college until they earn their baccalaureate degrees. Participants, who include disabled college students, receive tutoring, counseling and remedial instruction.

#### **MISSION**

♦ To offer students a strong academic advising support system to assist with their college transitions and retention.

#### **GOAL**

♣ To increase the graduation and transfer rates of community college students.

#### **PROGRAMS**

- ♥SSS, Traditional
- SSS RISE, Specialized program serving students with disabilities

### Program Description & Demographics

<u>2002-2020</u>			<u>2010-202</u>	<u>0</u>	
SSS		SSS RISE			
Participants: 160 students		Particip	ants: 100 stud	dents	
Annual Grant Award: \$231	Annual Grant Award: \$220,000				
Grant Period: 5 years		Grant Period: 5 years			
<ul> <li>Student Population:</li> <li>Low Income</li> <li>1st Generation</li> </ul>		Student Population:  • Disabled  • Low Income  • 1st Generation			
<ul><li>Student Demographics:</li><li>67% Female</li><li>79% Hispanic</li></ul>		• 63%	t Demographic Male Hispanic	os:	

# Student Support Services Standardized Grant Objectives

Program Objective	Approved Rate	S.S.S. Actual Attained Rate 2013-2014	S.S.S. RISE Actual Attained Rate 2013-2014	Norco College Students
Persistence Rate	70%	84%	77%	57.5%
Good Academic Standing	70%	84%	92%	68.6%
Associate's Degree or Certificate	20%	60%	48%	
Associate's Degree or Certificate and Transfer to a 4- Year Institution	25%	90%	63%	
Funded Number	Number of Participants Funded to Serve	Number of Participants Served	Percent Served	
	160	160	100%	



### TRIO Student Support Services (S.S.S.)

#### 1ST YEAR SERVICES

- Guidance 48 Course Student Educational Plan
- (SEP)
- Financial Literacy 101
- Academic Advice, Course Selection & Progress Reports
  - Career Exploration
  - Priority Registration
  - Monthly Informational/ **Educational Meetings**
- Financial Aid & Scholarship **Application Assistance**
- Referrals to Academic Center

#### **2ND YEAR SERVICES**

- Academic Advice, Course Selection & Progress Reports
  - Priority Registration
- Financial Aid & Scholarship **Application Assistance**
- Enhanced Tutorial Services
- Supplemental Instruction

#### 3RD & 4TH YEAR SERVICES

- Academic Advice, Course Selection & Progress Reports
- •FAFSA & Scholarship Application Assistance to Four-Year Universities
- Enhanced Tutorial Services & Supplemental Instruction
- Referrals to Writing, Math & Reading Centers
- Access to Faculty Mentors
- Tours to Four-Year Universities
- University Enrichment Program
  - Assistance with College **Applications**
  - Referrals to other SSS
  - **Programs or Similar Services** Awards Recognition Event

### Latina Action Day 2016

## HISPANAS ORGANIZED FOR POLITICAL EQUALITY (HOPE)

# ANNUAL PUBLIC POLICY CONFERENCE & DAY OF ADVOCACY

- \$400 Latina leaders from all regions of California
- Security Facilitate dialogue between corporate and community Latina leaders and elected officials
- Address public policy affecting Latinas in California
- Present up-to-date information, analysis, and access to decision makers on critical issues
- Critical issues in healthcare, higher education, and the California state budget

### Latina Action Day 2016

- ♦ 3 TRIO SSS Students/4 Puente Students
- ♦ Advocated for AB1721 (Medina):
  - ♦ Increase to Cal Grant B from \$1551 to \$3000
  - Uncrease Cal Grant A & B awardees from 25,720 to 30,000
  - Increase age limit from 28 to 31 to apply for California Community College Transfer Entitlement Program
  - Increase aid for college necessities such as textbooks, transportation, and other fees

### Latina Action Day 2016

Lieutenant Governor Gavin Newsom Assemblywoman Cheryl Brown Assemblyman Jose Medina







#### Agenda Item (IV-E)

Meeting 6/21/2016 - Regular

Agenda Item Chancellor's Reports (IV-E)

Subject Presentation of Rank of Emeritus for 2016-2017

College/District District

Information Only

#### Background Narrative:

Board Policy and Administrative Procedure 4000 authorizes the rank of Emeritus to any faculty member who has earned retirement and is based on the academic rank the faculty member held at the time of retirement. Faculty transferring to an administrative role, including any supervisory capacity or counseling administrators, may retain such rank as had been conferred upon them during their tenure in the classroom. The Academic Senate recommends that the Board of Trustees award the title of Emeritus for their many years of outstanding service at RCCD to the faculty as specified on the attached list. With the concurrence of the Academic Senate, the administrators are to be awarded the title of Emeritus to the following individuals in recognition for their many years of outstanding service at RCCD, effective upon their retirement.

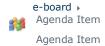
Prepared By: Michael Burke, Ph.D., Chancellor
Sylvia Thomas, Associate Vice Chancellor, Educational Services

Attachments:

Presention of Emeriti for 2016-2017

#### EMERITUS STATUS - 2016-2017

Emeritus - Faculty	EMERITOS STATOS 2010 2017			
	<u>Last Name</u>	First Name	<u>Discipline</u>	
MORENO VALLEY	C	T ·	G . 1	
	Conyers	Lisa	Spanish	
	Dumer	Olga	English as a Second Language	
	Mercado	Rosario	Spanish	
	Metcalfe	Kim	Early Childhood Education	
	Quin	Carolyn	Music	
	Stafford	Paula	Physician Assistant	
NORCO				
	Cordier	Gerald	Drafting	
	Eckstein	Joseph	Geography	
	Garcia	Carlos	Drafting	
	Tompsett-Makin	Deborah	Political Science	
	Tschetter	Sheryl	English	
	1 selletter	Sheryi	Enghon	
RIVERSIDE				
	Allen	Tom	English	
	Bhatia	Shailesh	Computer Information Systems	
	Brown	Marsha	Cosmetology	
	Christiansen	Jill	Nursing	
	Colucci	Marie	Nursing	
	Cordery	Janet Leigh	Counseling	
	Dean	Leslie	Geography	
	Graham	Douglas	Student Activities	
	Gregg	Dayna	Art	
	Howard	Lin	English	
	Howard	Lisa	Nursing	
	Issa	Ali	Health Science	
	Leifer-Hartston	Gloria	Nursing	
	Locke	Gary	Music	
	Moores	Paul	Library	
	Rosario	John	Anatomy/Physiology	
	Schutte	Donna	Nursing	
	Slicer	Kathy	Nursing	
	Slocum	David	Automotive Technology	
	Willie	David	Cosmetology	
	vv iiiie	Duriene	Cosmetology	
RCC Administrators				
	McKee-Leone	Virginia	Academic Affairs	
RCCD Administrators				
	Thomas	Sylvia	Educational Services	



#### Agenda Item (IV-F)

Meeting 6/21/2016 - Regular

Agenda Item Chancellor's Reports (IV-F)

Subject Proposed Naming of Riverside City College Quad 25

College/District District

**Funding** 

Recommended

Action

It is recommended that the Board of Trustees approve the Facilities Recognition and Naming Committee's recommendation to name Room 25 in the Quad at Riverside City College in

honor of Dr. Ron Yoshino

#### Background Narrative:

In accordance with BP/AP 3950, the Facilities Naming and Recognition Committee makes recommendations to the Chancellor and Board of Trustees regarding the naming of buildings, facilities, outdoor spaces and other physical features on RCCD colleges or other education sites. In October 2015, the Committee received a nomination for Dr. Ron Yoshino, who served as a faculty member in history at Riverside City College from 1986 until his passing 2015. On May 19, 2016, the Committee met and unanimously voted to recommend this naming to the Chancellor. If approved by the Board of Trustees, this action will result in the naming of Room 25 in the Quad at Riverside City College in honor of Dr. Ron Yoshino.

Prepared By: Chris Carlson, Chief of Staff & Facilities Development
Amy Cardullo, Director, RCC Foundation and Alumni Affairs

#### Attachments:

Dr Ron Yoshino

#### RIVERSIDE COMMUNITY COLLEGE DISTRICT

#### PRESENTATION OF A CANDIDATE FOR RECOGNITION

Dr. Ron Joshino, the individual you nominated for recognition, is now under consideration by the Facilities Naming Committee. All forms and supporting documents must be submitted within one year of initial nomination of candidate. Please provide the following requested information and return to the Public Affairs and Institutional Advancement Office.

- 1. A brief biographical sketch (not more than three [3] pages), including the candidate's association with RCCD (position, years of service, etc.). Please include names and addresses of family and/or close friends.
- 2. Special contributions to RCCD (not more than three (3) pages). The specific nature of achievements (e.g., special talents, books written, curricular innovations, etc.) should be identified and significance of these should be indicated.
- 3. Special contributions to their community, and the specific nature of the contribution or achievement (e.g., participation in civic organization(s), athletic and charitable events, extra-curricular school-related activities) should be identified, and the significance of these should be indicated.
- 4. Indication of special endearing characteristics that made the candidate dear or unforgettable to those that knew him/her.
- 5. Supportive documents welcome, i.e., newspaper clippings, honors, awards, etc.
- 6. If a gift is involved, please discuss the significance and amount of the proposed gift as either or both relate to the realization or completion of a facility or program.

Building named in honor of candidate. If possible, specify the current name of the

7. Check the honor for which you wish the candidate to be considered:

ф	Campus facility or feature (e.g., room, patio) named in honor of candidate. If possible, specify the room or feature.	he taucht
	Event (e.g., basketball tournament, lecture series). If possible, specify the event.	in
	Other (specify)	

building.

#### Presentation of Dr. Ronald Warren Yoshino as a Candidate for Recognition

Recognition Requested: Naming of Quad 25 in honor of Dr. Yoshino

October 6, 2015

#### Biographical Information:

Ron, a third generation Japanese American, was born in Livingston, California, an agricultural community. He earned his BA in Speech and then his MA in East Asian History from Cal State University Fresno. He was a devoted Professor of History at Riverside City College for 28 years, a dear and respected colleague, and a model scholar. With his Ph.D. in History from Claremont Graduate University, Ron was fascinated with history; he said that his curiosity about people and the different lives they led that led him to pursue his academic career in history. At RCC since 1986, Ron taught American, Californian, and Military History. Upon a request from then RCC President Charles Kane, Dr. Yoshino started the first honors course at the college, which eventually burgeoned into the RCC Honors Program, for which he was a beloved professor for many years.

He died June 16<sup>th</sup>, 2015.

Family:

Daughters Brooke and Erin Yoshino, wife Diana, sons Jason and Matthew Zeilenga, and siblings Timothy and Jack Yoshino and Candace Buries.

#### Special Contributions to RCC and the Community:

In addition to his work in the classroom, Dr. Yoshino was the longtime advisor for Alpha Gamma Sigma, the California Community College honors society that focuses on helping students develop leadership skills and get involved in community outreach. RCC students remember fondly their AGS activities with Dr. Yoshino: planting flowers, cleaning up beaches, volunteering at nursing homes, and traveling to statewide conferences. Students remember him as a tireless advocate who often helped them at the moments in their lives when they most needed help. His tough love demeanor only barely covered the edges of his deep and abiding concern for all of his students. He spent evenings and weekends with students on community service projects as well as writing innumerable letters of recommendation.

Ron founded the Honors Colloquium in 1987, a unique team-taught seminar in the Humanities, which formed the seed for the Honors Program. He taught these courses throughout his career with many different partners and became a key supporter and resource for the Honors Program from its founding in 2005 through 2014. The Honors Program named a scholarship for Ron in recognition of his service to students and the Program.

Ron delivered the Distinguished Faculty Lecture in 1991 titled "On the Brink: Riverside's Last Day of Peace, 6 December, 1941". He also published a book Lightning Strikes: the 475<sup>th</sup> Fighter Group in the Pacific War 1943-44.

#### Endearing Characteristics:

Ron's achievements at RCC came with an equal measure of boundless energy and endless time that he spent at the college. He put in a full day, every day, spending his spare moments in the honors center, mentoring students between classes, and on the weekends, he would travel with students, do community service projects, have parties at his own house. For good reason, he was always concerned with the level of coffee left in the pot in the afternoon. Maybe that was the secret to his energy and enthusiasm, his sense of humor that bubbled over in the classroom into the hallway and out into the parking lot and back at his home and, as his family knows, onto his fishing trips and family gatherings.

Ron was an indefatigable supporter of students and was able to pull the best out of them. He didn't just encourage, but challenged, and supported through failures onto second chances/tries, and then on to successes. He truly believed in his students. He also always encouraged them to remember they were part of a larger community. For everyone in the college community who wonders whether or not colleagues are passing on the announcements that are sent out to students, Ron began EVERY class with announcements. He helped students to see that being a student extended well beyond the classroom.

As a colleague, he was an invaluable mentor, offering realistic, practical advice—he knew the ins and outs of the college and its politics and took a generous but clear eyed view of the college's politics and its participants. His good humor and optimism, the fact that he always took the time not just to say hello but also to ask after your family (and he knew them by name) made him a colleague who made RCC a better, kinder place to work. He team-taught the Honors Humanities seminars, and each of us who taught with him had the unique opportunity to work side by side with a master teacher. He had an absolute command of his material but also the ability to convey that he had never stopped learning—he continued to ask questions, encourage his students to ask questions, confront interpretive issues where scholarship has not reached consensus and invite students to participate in that dialogue.

Please feel free to contact any of us if you need further information.

Respectfully submitted,

Deborah Hall, Student Activities Coordinator

Dr. Kristi Woods, History, and current Chair of dept.

Dr. Thatcher Carter, English and Honors Program Coordinator

Dr. Kathleen Sell, English (and one of Ron's teaching partners in the Honors Seminar)

# RCC remembers long-time professor emeritus Ron Yoshino

August 26, 2015 · by Viewpoints · in Features, News.



Photo courtesy of Michael Gess former RCC professor emeritus Ron Yoshino who passed away June 16.

Obituary for

Ron Yoshino, Professor Emeritus of Riverside City College, left a lasting impression on all he mentored, taught and befriended.

There was an outpouring of social media posts on websites such as Facebook, from former fellow instructors and students when Yoshino passed away June 16 after battling cancer. He taught American, Californian and military History at RCC since 1986.

He also served as the Adviser for Alpha Gamma Sigma, a California Community College honor society that focuses on helping students develop leadership skills and get involved in community outreach.

His values continue to inspire former students.

Michael Gess who took one of Yoshino's military History classes stated he wants to become a history professor and follow Yoshino's path.

"I took his History class and got my first non-A grade, but he encouraged me to retake the class and join the honor society which he was the adviser for," Gess said. "I was absolutely floored by Yoshino. He was an amazing person. He never discounted my ideas, but always took the time to listen."

None of this would have been possible if Yoshino had not taken the advice of his mentor.

"It was actually one of his professors he had when he was getting his master's degree that told him it was up to him to carry on mentoring students just as he was taught," said his wife Diana Yoshino.

This not only rings true with Gess, but also with several other students he interacted with through various classes and programs during his tenure at RCC.

It was not uncommon for Yoshino to push his students to try harder to do their best.

"He loved for students to prove their skills. Even when others told me I was wrong he supported me and my decisions. He was the best teacher I've ever had, "former RCC student Clayton McEvoy said. "He taught me if you're wrong with the right people then you're never wrong again."

Associate English instructor Kathleen Sell taught honors humanities courses alongside Yoshino in seminar style setting.

"It sounds like a cliché, but he really did believe that we often learn as much or more from our mistakes," Sell said. "He never assumed that because someone hadn't done well that meant they couldn't do well ... he insisted that they give their best effort. He held himself and his students, and colleagues to high standards."

According to Sell, well before an official honors program was in place, previous RCC president Charles Kane approached Yoshino about putting together an honors class. Yoshino agreed on the condition that honors courses be team taught to provide students with ideas from different academic perspectives.

"Students could see what it looks like to disagree, respectfully, in an academic debate and how sometimes there wasn't a right or wrong, but complementary ways of looking at things," Sell said. "But students were not passive ... Ron was a master a probing and listening — when a student offered an idea, he was very good at not just immediately answering or letting the next student jump in, but saying, 'hold on' and questioning so that the student developed, explored thier idea more fully, or saw a flaw in reasoning.

Former RCC student Jimmy Gomez, who now serves as a California state assemblyman says that Yoshino played a large part in helping him to reach his goals.

"He encouraged me to seize opportunities," Gomez said. "He showed me how to plan and set goals and achieve them. He was not only an instructor of mine, but also the adviser or the honor society (Alpha Gamma Sigma), which I was president of from 1995-1996."

As adviser to AGS Yoshino taught about effective leadership and and giving back to the community.

"We did anything from picking daffodils to give to cancer patients to community clean up," Gomez said. "He was someone who loved life and always looked for ways to help his students become better individuals. He taught me a lot. It's difficult knowing that he won't be there to ask for advice."

Former RCC student Giovanni Aviña and also previous president of AGS was encouraged to become a leader by Yoshino and passed on the torch. "The knowledge that I acquired and the advice that I got from him I was able to carry on to the next generation of students. Ray Orozco who ended up being ASRCC president, was a student that I was able to mentor because I had Yoshino's mentorship," said, Aviña. "A quote that he used to say stuck with me, 'Roll with the punches.' That's all he said and it was up to me to figure out what that meant."

"I do remember at a very young age, perhaps first grade or second grade, reading a lot of biographies," Yoshino said in an interview with Viewpoints, "Any good biographer, even at the level of text you read in first or second grade, creates a historical context. I mean, how can you understand a person in the past unless you understand where and how they lived?"

"And so I think it was rather indirectly how I became interested in people and the different lives that they lived," said Yoshino. "Conversely, that also led me to an understanding of the historical matrix from which they came. That led me into history."

Yoshino did not only made an effort to connect with his students, but also his peers.

"He made me want to be a better leader. He always made people feel like they could be better versions of themselves, and the he gave them the tools and the pathway to get there," said Honors Program Coordinator Thatcher Carter, who co-chaired AGS with Yoshino. "Yoshino's dedication to AGS was unparalleled ... I don't know anyone else that has that sort of effect on students. It was partly his personality that gave him that inroad, but it was also the time he dedicated to his students."

According to Sell, due to his illness, Yoshino had to step down about mid-way through fall 2014 semester.

Yoshino showed his support for his students even outside of the classroom.

"He would put in a full day every single day at RCC, spending his spare in the honors center, mentoring students between classes; and then on weekends he would travel with the students, do community service projects, have parties at his own house. He was truly a special man," Carter said.

As an active member of RCC and his community Yoshino touched the lives of even those he met in passing such as RCC student Megan Contreras.

"I was never lucky enough to take one of his courses. I hope that all those who have are able to see just how lucky they are to have had such a knowledgeable passionate professor who remembers every student by name even though they have never taken a course with him," Contreras said. "He was the type of professor that took time out of his busy day to ... have random conversations with his students. Regardless of his age, he was able to relate to students. He knew what he was talking about and if he didn't he was honest about it."

Yoshino had a bright outlook for the future generations of America. Although he pushed his students to achieve their success he also spoke highly of striving for equality.

"I have nothing but high expectations for this new generation. These will be the people who will take pioneering effort of my generation, the post Second World War baby boomer, in working in the area of equality which we have seen the expansion of genuine equality of people, of color, for women, for the gay community ...," said Yoshino. "This is ultimately the promise of America, that each generation will in one way or another be better than the last and it doesn't have to be measured by the dollar sign."

Yoshino is survived by his daughters Brooke Yoshino, Erin Yoshino and his sons Jason Zeilenga, and Matthew Zeilenga.

He was the eldest of his brothers Timothy Yoshino, Jack Yoshino and Candace Buries.

A visitation was held for Yoshino at Arlington Mortuary June 26, where numerous friends, family, former students, colleagues and their family members gathered to share their memories and stories about Yoshino's warm, respectful and humorous disposition. Donations may be made to the Ron Yoshino Scholarship, a part of the RCCD foundation.

### Sell, Kathleen

From:

RIV-ALL <RIV-ALL@LISTS.RCC.EDU> on behalf of Armando Castro

<Armando.Castro@RCC.EDU>

Sent:

Monday, June 29, 2015 10:05 AM

To:

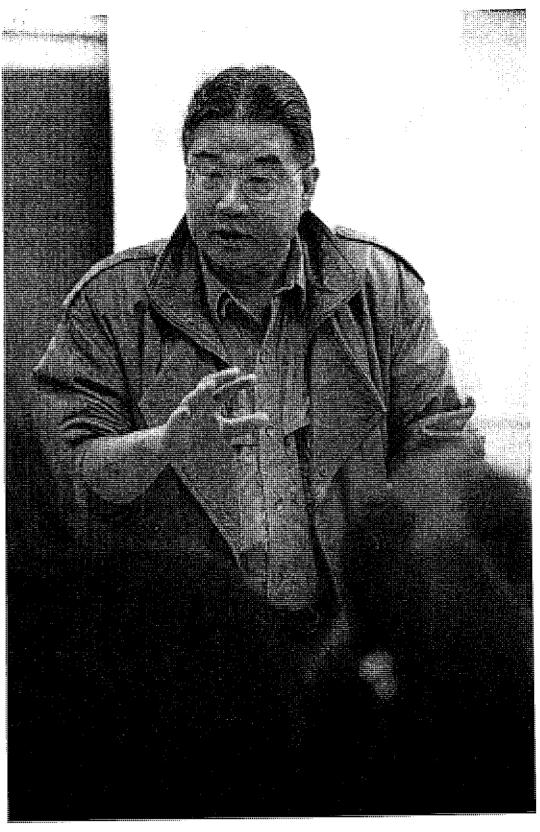
riv-all

Subject:

[RIV-ALL] Countdown To Riverside City College's 100th Anniversary ("Dr. Ronald Warren

Yoshino" Photo Essay 6/22/15)

On June 16, 2015, long-time Riverside City College Professor, Dr. Ron Yoshino (History 1986-2011) passed away. Professor Emeritus Yoshino taught full-time at RCC for a quarter century and after retirement continued to teach at the college on a part-time basis. Dr. Yoshino was also an advisor to the Alpha Gamma Sigma chapter on campus.



In 1991, Dr. Yoshino was selected by his colleagues to deliver the 31<sup>st</sup> Distinguished Faculty Lecture. His topic was life in Riverside before the outbreak of World War II. His talk was entitled, "On the Brink: Riverside's Last Day of Peace, 6 December, 1941". Use the link below to see a video of his speech.

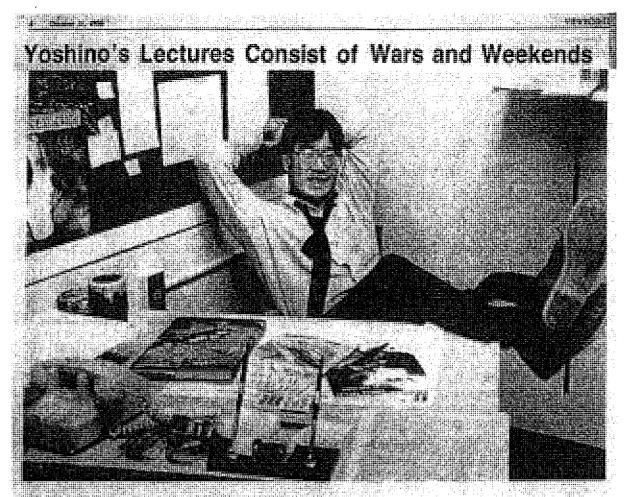
### https://mediasite.rcc.edu/rcc/Play/5f831352bfe246948ebb6cdc180173a31d

The username is: rccd and the password is: rccd

Dr. Yoshino would always attend the annual Faculty Lecture. The photo below was taken on May 9, 2013 at the 53<sup>rd</sup> Distinguished Faculty Lecture, presented by Dr. Alexis Gray. Left to right in this photo of Faculty Lecturers are: Joseph G. Eckstein (2010), Dr. Yoshino (1991), Dr. Sharon L. Crasnow (2003), Dr. Richard Mahon (2004), Karin Skiba (2005) and Dr. Gray (2013).



Dr. Yoshino was profiled a number of times in "Viewpoints" student newspaper articles. The first story appeared on October 31, 1986, not long after he was hired by the college.

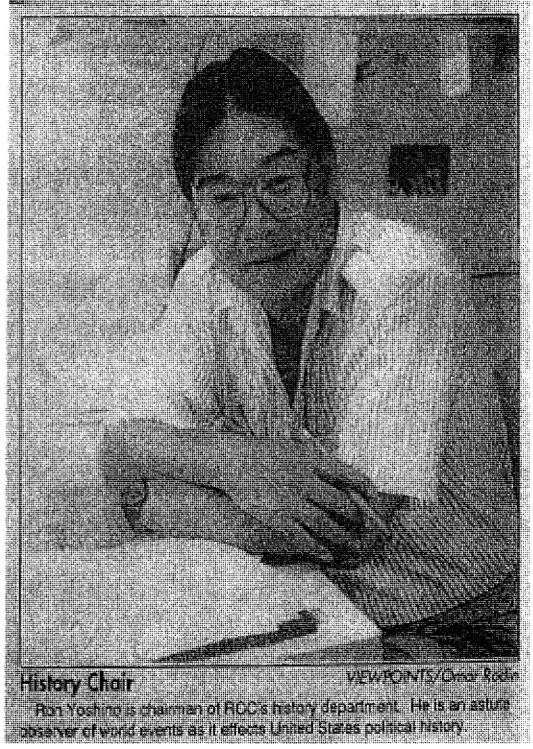


Andaned Mr. Yoshina, uno ul tea RDC e History reachers, elle at his deak with avene at his recessor bothe in military embland.

### Authored by staff writer Dwayne Sharp, the article read:

"For students in instructor Ron Yoshino's classes, some of the best education comes outside the classroom. Yoshino, a first-year associate professor of history instructor, believes four walls do not a classroom make. 'I've had some of my best learning experiences outside the classroom and I'd like to see my students be able to take advantage of that also,' he said. Hence, Yoshino's door is always open. Yoshino said that while he was a student, one of the things he appreciated was being able to come to instructors with his questions. Yoshino began teaching at the college level in 1979. He came to RCC because he had heard of a job opening in the history department. 'I heard they (RCC) had an opening in the history department and I just decided to check it out,' he said. Yoshino said before accepting the RCC job, he had an offer with the Rockwell Corporation, but chose to continue teaching. 'If I have to get up every day and do something, this is what I want to do' he said. Yoshino's interest in his students is apparent. He frequently begins classes, for example, by asking students how their weekends went. Yoshino is impressed with students at RCC. 'They come

# History instructor enjoys subject; excited by easing world tension



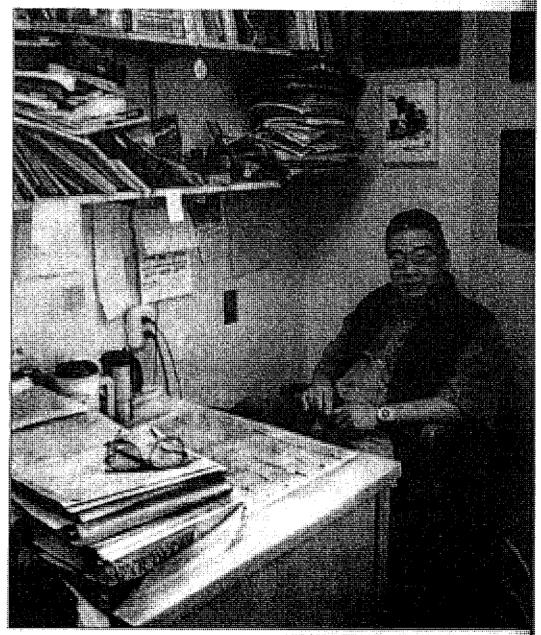
Staff writer Robert Smalley told of Dr. Yoshino's background, relationship with students and his world view:

"Ron Yoshino is a soft spoken man; at least he was when I interviewed him. He may be a raging tyrant in class but somehow I doubt that. When he speaks of history, his students at Riverside Community College, and his co-workers agree his words are thought provoking, praising, and appreciative. Yoshino is a teacher of 'The Political and Social History of the United States' and history of California and chairs the history department. When speaking of history his words stir the mind with a desire to know more. A trait he said 'is common among his colleagues in the history department.' He is also co-advisor for the Alpha Gamma Sigma club, better known as AGS or the honor society. 'It is a privilege,' to share that position with Robin Emrich and Bill O'Rafferty, his coadvisors and 'wonderful people'. A native Californian and third generation Japanese-American, Yoshino earned a bachelor's degree in speech at Cal State Fresno. After working with the federal government for a while, he returned to school to earn his second B.A. then a master's in East Asian history. He went on to earn his Ph.D. in American history at Claremont Graduate School. Yoshino has been teaching at RCC for six years and feels the faculty here is as good as any he's seen. He said, 'They've all been such a tremendous asset to me and each person has their own field of expertise. From time-to-time we've gone to one another for further insight into a particular area of history. I consider myself very fortunate to be working with the other professors here at RCC.' Of the tasks that teachers face in dealing with students, Yoshino feels one of the more important is the job of nurturing the slower students so as not to lose them. while still challenging the more motivated ones. 'I'm always surprised when I talk to the students and find that each one has their own set of expectations in the class," he said. 'One of the great challenges is to talk to a student and say 'let's work together' and improve that person's goal setting so that they walk out of the class with a B instead of a C, an A instead of a B, and sometimes an A instead of a D.' When speaking of the United States he said, 'I think what is going to be interesting to me as a historian is to see the easing of Cold War tensions with the breakup of the Soviet Union and how that's going to affect the face of America. The perceived threat of Communism has helped shape America since 1945 and now, as we watch it virtually dissolve before our very eyes, I wonder what America will do?' Concerning the importance of history to a student's education he said, 'I think that as the world shrinks and we see the dissolution of one great ideological power and the rise of many other forces, such as the Middle Eastern countries, East Asia and Germany, it seems to me that students who don't understand the lessons that history affords us and who remain

# HEATURES

"The has a dedicotion to his students. He has a kind of selflessness that is rare."

### Yoshino demonstrates dedication



JESSICA STAUB/STAFF PHOTOGRAP

**DEDICATED:** Ron Yoshino is ready to offer help to stude during his office hours.

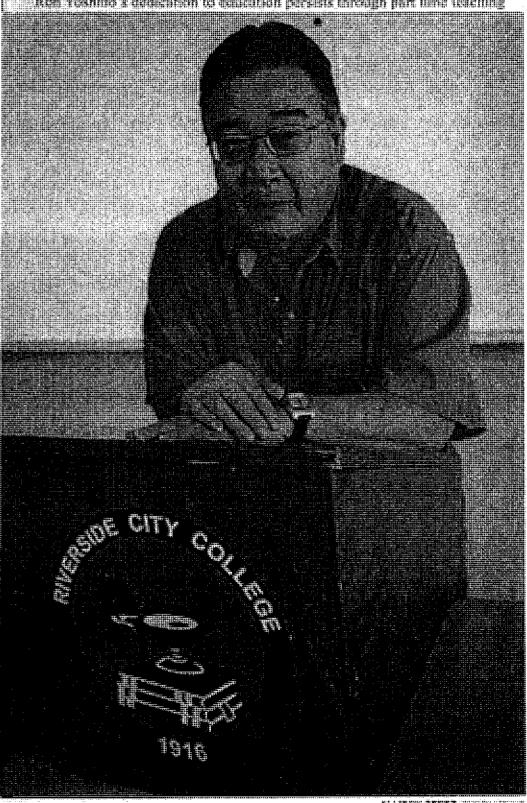
The article read:

"Although Dr. Ron Yoshino has taught at Riverside Community College for many years, few students are aware of his contribution to the student community. Yoshino, who holds a PhD in American History from Claremont Graduate School, was hired at RCC in 1986. 'It was just one of those things I realized I had a knack for,' said the associate professor as he explained his early decision to choose teaching as a profession. Yoshino instructs a number of classes on campus, including American history, Military history and Californian history. In addition to teaching history, Yoshino has lead instruction in Honors Colloquium, a teamtaught seminar which provides an introduction to the Western humanities that he has taught since 1987. Yoshino also serves as faculty adviser to Alpha Gamma Sigma (AGS), RCC's official honor society where he encourages students to become leaders and make a difference by playing a positive role in the community. 'It pleases me a great deal that the students are able to do something like that,' Yoshino said. A former community college student himself, Yoshino is very much aware of the academic benefits afforded to his students. 'He recognizes the potential in his students,' said Kathleen Sell, who currently teaches Honors Colloquium with him. 'He helps them to recognize the rich intellectual opportunities available to them at RCC.' As a teacher, Yoshino is chiefly concerned with the welfare of his students and the community as a whole. 'He has a dedication towards his students,' said Sean Price, AGS officer and Web adviser. 'He has a kind of selflessness that is rare.' Yoshino emphasizes respect towards the students in the classroom. 'I think it all starts with a genuine respect for the students,' Yoshino said. 'Unless you genuinely respect the students, I don't think anything constructive is going to happen.' When asked about his ability to teach, Yoshino acknowledged that he owes it to an ability to communicate effectively and, above all else, experience in teaching that has built up over time, experience that he hopes to continue building upon at RCC in the future. 'I've found a home here and I consider myself a lucky man to be surrounded by decent, right-minded, and honorable people,' Yoshino said."

Dr. Yoshino retired from RCC on June 30, 2011 but that did not end his association with the college.

### **Professor continues after retirement**

Ren Yeshing's dedecation to education persists through part time teaching



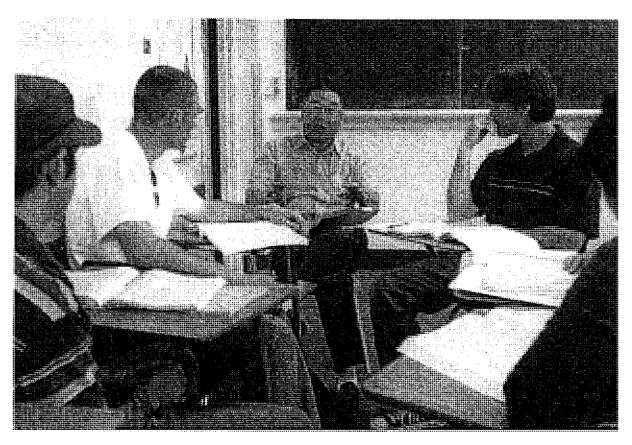
ML LENGTH STREET WINDOWS OF WHICH

This November 17, 2011 "Viewpoints" article by staff writer Samuel Finch described his post-retirement teaching career.

"Retirement is not the end of the road for many in today's world. Take, for instance. Ron Yoshino. who has a doctorate in United history. Yoshino officially retired at the end of the last academic year in June after 25 years with Riverside City College and a total of approximately 30 years in higher education. 'I've always considered myself one of the lucky persons who retired because they wanted to retire, rather than because they hated their job," Yoshino said. Though he has retired, Yoshino continues to teach part time at RCC. 'I've always enjoyed the classroom and I continue to enjoy the classroom,' he said, 'maybe even more now that I don't have to carry such a heavy load for my teaching.' Yoshino was born in the central San Joaquin Valley in the small agricultural of Livingston where he lived on a 140-acre farm. California was not the only state his family called home, however. 'Through my life I've had the opportunity to live in different parts of the country, including periods of time back east in Connecticut and Alabama,' Yoshino said. 'For a person who eventually went into American history, that was a pretty good deal. I think it's important for a historian to be able to speak with a certain kind of intimacy about different areas and different kinds of people because they are different and you can't get that kind of difference just out of textbooks, it really helps to live amongst them as well.' Yoshino began his undergraduate studies at Merced College, which at the time was a brand new community college, and was part of its second graduating class. Once finished there, he went on to Cal State Fresno where he earned his bachelor's in public address and communications and master's in East Asian history. At that point he began work at Cal Poly Pomona as a part-time instructor. 'I'm not entirely sure what got me interested in studying history,' Yoshino said. 'I think, like a lot of other people, I had a sudden realization that this is what I was interested in.' 'But I do remember at a very young, perhaps first grade or second grade, reading a lot of biographies,' he said. 'Any good biographer, even at the level of text you read in first or second grade, creates a historical context. I mean, how can you understand a person in the past unless you understand where and how they lived? And so I think that was rather indirectly how I became interested in people and the different lives that they lived,' he said. 'Conversely, that also led me to an understanding of the historical matrix from which they came. That led me into history.' Yoshino did not always know what he wanted to do with this interest, however. 'Actually, I did

not always intend to teach,' Yoshino said. 'Looking back on my life I guess I've always had a knack for teaching but I did not realize that it was going to be my life's work. I never used my bachelor's degree in speech formally but the training I received in public address and communications formed the backdrop of my ability to lecture in the classroom, which I guess as a college professor didn't hurt me at all,' he said with a laugh. In 1985, Yoshino finished his doctorate in United States history from Claremont Graduate University. The following year, he was hired by RCC. In addition to his teaching, Yoshino became involved with the Alpha Gamma Sigma honor society on campus as an adviser. 'I became involved in Alpha Gamma Sigma, the state community college honors society, when I first got here, partly because as a part timer at Cal Poly Pomona I did volunteer work in their history honors program and I always liked the students that I got to mix with,' he said. 'So when I came here I made a beeline for the closest honors society and never left it.' In his time with the chapter, it has continued to evolve. 'I think one of the proudest things about AGS is the way we have, over the past 25 years that I've been an adviser, become increasingly multinational, multiethnic, multiracial which I believe reinforces the notion that hard work and intelligence have no boundaries whatsoever,' Yoshino said. As well continuing to teach part time and advise the honors society, Yoshino has plans to spend more time with his wife, Diana, and their four children. 'My wife and I like to be outdoors and we like to fly fish,' he said. 'There's any number of lakes and rivers in the western United States that I've not emptied of fish yet and so I'd like to make a concentrated effort to do that.' 'I'm looking forward to an opportunity to see my children more frequently and bother them in their adult lives,' Yoshino said with a grin. 'I think it's time for me to bother them for a while.' As the eldest of four, Yoshino also plans to spend more time with his siblings. 'In our busy lives we got separated a little bit and it's time for me to start reacquainting myself with them and seeing them for more than just a weekend at a time,' he said. 'I'm looking forward to enjoying the company of my siblings.' On top of all of this, Yoshino hopes to do volunteer work, travel and publish more writings on his area of expertise, American military aviation history. He also looks to the future with great optimism. 'I have nothing but the highest expectations for this new generation,' Yoshino said. 'These will be the people who will take the pioneering effort of my generation, the post second World War baby boomers, in working in the area of equality which we have seen the expansion of genuine equality for people of color, for women, for the gay community. I am fully expecting that your generation will carry this forward into its logical conclusion, part of which we've seen in the election of an African

American president, an absolutely unprecedented event in our history. I see no reason on earth why this increasing democratization of our country, this increasing inclusiveness in which we break down barriers, will end before we make sure that everyone gets a chance to sit at the American dinner table and have a great full meal,' he said, 'and I see no reason on earth, in my contact with young people, to doubt that will happen even better in your generation. This is ultimately the promise of America, that each generation will, in one way or another, be better than the last, and it doesn't have to be measured in the dollar sign,' Yoshino said. But of course, this is not the end of the road for Yoshino. 'I will happily continue teaching as long as the school will permit me,' he said with a wide smile."



There are 36 weeks until RCC's 100th Anniversary on March 13, 2016.

The Riverside City College Instructional Media Center is bringing you this five year countdown to RCC's 100th Anniversary. Our intention is to give everyone a weekly glance at the many people and events that have been a part of the college. Our thanks go to the RCC Digital Library Archives and the District's Office of Strategic Communications and Relations for allowing us to use their photo and newspaper collections. Thanks as well to all of the RCC students and Faculty Advisors that were a part of the yearbook and newspaper staffs. Thanks also to Tom Johnson and Gilbert Jimenez who wrote "the book" about RCC's

history. "Riverside City College 1916-1981- A 65 Year History" is available in the RCC Digital Library. For copyright purposes, all images originating from Riverside City College publications and the District's Office of Strategic Communications and Relations are the property of the Riverside Community College District.



### Agenda Item (IV-G)

Meeting 6/21/2016 - Regular

Agenda Item Chancellor's Reports (IV-G)

Subject Resolution Number 59-15/16 Ordering of Consolidated Governing Board Member Biennial

Election, Specification of the Election Order and Request for Consolidation

College/District District

**Funding** 

Recommended

Action

It is recommended that the Board of Trustees adopt Resolution Number 59-15/16, Order of Election of Riverside Community College District, Riverside, California - Resolution ordering consolidated governing board member biennial election, specifications of the election order, and request for consolidation for the November 8, 2016 election; and send Order of Election to the Registrar of Voters and County Superintendent of Schools.

### Background Narrative:

Every even-numbered year, the seats of the district governing board are elected as part of the November consolidated election. This year, two seats are to be in the consolidated election. In 2012, the Board of Trustees and confirmed by the Board of Governors, moved from at-large trustee elections to by-district/area trustee elections. As such, trustee areas one and three will be on the consolidated ballot for November.

The Order of Election not only declares two seats for the RCCD Board of Trustees to be on the Consolidated Election to be held November 8, 2016; but also that candidates, not the district, will bear the costs of any candidate statement. Upon adoption of the Resolution, three copies are to be signed and filed with the Registrar of Voters, County Superintendent of Schools and with the District Chancellor's Office.

Prepared By: Michael Burke, Ph.D., Chancellor

Jeanie Fortin, Executive Administrative Assistant

Attachments:

Order of Election

#### RIVERSIDE COMMUNITY COLLEGE DISTRICT

#### **RESOLUTION NO 59-15/16**

#### ORDER OF ELECTION

### OF RIVERSIDE COMMUNITY COLLEGE DISTRICT, RIVERSIDE COUNTY, CALIFORNIA

## RESOLUTION ORDERING CONSOLIDATED GOVERNING BOARD MEMBER BIENNIAL ELECTION, SPECIFICATION OF THE ELECTION ORDER AND REQUEST FOR CONSOLIDATION

**WHEREAS**, Section 5300 of the Education Code states that school district elections shall be governed by the Elections Code; and

**WHEREAS,** Section 1302 of the Elections Code and Section 5000 of the Education Code both allow for a governing board election to be held biennially on the first Tuesday after the first Monday in November of each even-numbered year to fill the offices of governing board members whose terms expire on the first Friday of December next succeeding the election;

**IT IS THEREFORE RESOLVED** that, the County Superintendent of Schools of this county is hereby ordered to call an election for said purpose, and in accordance with the designations contained in the following specifications of the election order made under the authority of Education Code Sections 5304 and 5322;

IT IS FURTHER ORDERED that, pursuant to Education Code Section 5340 and Elections Code Section 1302(b)(3), the officer conducting the election shall cause said election to be consolidated with governing board elections being held on the same day by the school or community college district having area in common with this district.

The election shall be held on Tuesday, **November 8, 2016.** 

The purpose of the election is to elect two (2) members of the governing board for a full term ending **December 3, 2020,** to the following members:

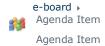
Area 1 Trustee 2016-2020 Riverside Community College District Nathan Miller Area 3 Trustee 2016-2020 Riverside Community College District Mary Figueroa

**IT IS FURTHER RESOLVED THAT**, pursuant to Elections Code Section 13307, candidates requesting a Candidates Statement, limited to 200 words, printed and mailed to the voters, shall be required to pay the actual prorated cost thereof.

IT IS FURTHER ORDERED THAT, pursuant to Education Code Section 5322, the clerk of the district is hereby directed to furnish copies of this Order to the County Superintendent of Schools and the officer conducting this election not less than 123 days prior to the date of the election.

Form 3800 – Even Year Order of Election Page 2

board of Riverside Community Coll	ege Distric	as adopted and affirmed by the governing t of Riverside County, California, being ations contained therein, by a formal vote
Ayes:		
Noes:		
Absent:		
Date: June 21, 2016	(Signed)	
		Virginia M. Blumenthal
		President of the Board of Trustees
		Riverside Community College District
State of California)		
SS		
County of Riverside)	Certificat	ion
resolution duly adopted and affirmed	d by the Go	ng is a full, true and correct transcript of a overning Board named therein at a duly oard held on June 21, 2016 as it appears
Dated: June 21, 2016	(Signed)	
	(0/)	Virginia M. Blumenthal
		President of the Board of Trustees
		Riverside Community College District



### Agenda Item (IV-H)

Meeting 6/21/2016 - Regular

Agenda Item Chancellor's Reports (IV-H)

Subject RCCD Sunshine Notice of RCCD CSEA, Chapter 535, Proposal to Re-Open and Amend Articles

I and V in the 2015-2018 Collective Bargaining Agreement

College/District District

Funding

Action

Recommended

It is recommended that the Board of Trustees accept notice of the proposal in the interest of

commencing negotiations with CSEA, Chapter 535.

### Background Narrative:

On May 31, 2016, RCCD CSEA, Chapter 535, forwarded its intent to re-open and amend Articles I and V in the second year of the 2015-2018 Collective Bargaining Agreement. The District acknowledges receipt of the union's proposal.

Prepared By: Terri Hampton, Vice Chancellor, HR and Employee Relations

#### Attachments:

20160621 RCCD CSEA Chap 535 Intent to Re-Open and Amend Art I and V of 2015-18 CBA Backup

May 31, 2016

Dr. Terri Hampton
Vice Chancellor
Human Resources and Employee Relations
3801 Market Street
Riverside, CA 92501

Dear Dr. Hampton,

This will serve as an official notice. The California School Employees Association and its Riverside Community College District Employees Chapter 535 (CSEA), hereby notifies the Riverside Community College District (District) of its intent to reopen and amend one article during the second year of the 2015-18 Collective Bargaining Agreement (CBA). Please provide CSEA the District's open dates of availability.

To assist us in bargaining, we request the following information, to the degree that it has not already been recently provided, for each Short-term and Substitute employees: name, purpose of hire, hours per week, shift/schedule of hours, department or unit, job title and date of hire.

As required by Government Code Section 3547 reference the Public Notice requirement, below is CSEA's proposal for this year's reopener.

### Article I - RECOGNITION

Clarify and modify the language referencing substitute and short-term employees.

### Article V - NEGOTIATION PROCEDURES

Creating a process for negotiating.

Thank you for your assistance.

Sincerely

Gustavo Segura

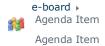
Chapter President,

Community College District Employees Chapter 535

California School Employees Association

Cc: Eric Muehlebach, Chief Negotiator

Gary Snyder, Labor Relations Representative



Meeting

### Agenda Item (IV-I)

Agenda Item	Chancellor's Reports (IV-I)
Subject	Healthcare Update

6/21/2016 - Regular

College/District District

Information Only

### Background Narrative:

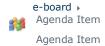
At the November 5, 2013 regular Board of Trustees meeting the Board of Trustees requested an update of the healthcare issue at each Board meeting.

Any new claims or concerns will be brought forward.

Prepared By: Terri Hampton, Vice Chancellor, HR and Employee Relations

Attachments:

None.



### Agenda Item (IV-J)

Meeting 6/21/2016 - Regular

Agenda Item Chancellor's Reports (IV-J)

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: Michael Burke, Ph.D., Chancellor

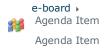
Heidi Gonsier, Executive Administrative Assistant

### Attachments:

Planning Calendar June 2016

### RECOMMENDED 2015-16 GOVERNING BOARD AGENDA MASTER PLANNING CALENDAR

Month	Planned Agenda Item
August	Proposed Curricular Changes
September	CCFS-311Q-Quarterly Financial Status Report (4 <sup>th</sup> Quarter)
-	Public Hearing and Budget Adoption for the Fiscal Year RCCD Budget
October	Annual Master Grant Submission Schedule
	Emeritus Awards, Faculty
	Presentation of Annual Report by Measure C Citizens' Bond Oversight Committee
	CCFS 311 Annual Financial and Budget Report
November	Annual CCFS-311 Financial and Budget Report (1 <sup>st</sup> Quarter)
	Annual Proposition 39 Financial and Performance Audits
December	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
	Annual District Academic Calendar
	RCCD Report Card on the Strategic Plan
	Annual Independent Audit Report for RCCD
	Annual Independent Audit Report for RCCD Foundation  Foll Calculation Associated Transfers
1	Fall Scholarship Award to Student Trustee  Associate hilling Reporting for Company its Colleges
January	Accountability Reporting for Community Colleges     Crosts Office Applied Winter Report
	<ul> <li>Grants Office Annual Winter Report</li> <li>Federal Legislative Update</li> </ul>
	<ul> <li>Federal Legislative Update</li> <li>Annual Nonresident Tuition and Capital Outlay Surcharge Fees</li> </ul>
	Proposed Curricular Changes
February	CCFS-311Q-Quarterly Financial Status Report (2 <sup>nd</sup> Quarter)
lebruary	Presentation of Governor's Budget Proposal
	Recommendation Not to Employ (March 15 <sup>th</sup> Letters)
March	Annual Adoption of Education Protection Account Funding and Expenditures
April	Academic Rank – Full Professors
, April	Annual Authorization to Encumber Funds (Resolution for RCOE)
	Presentation on Fiscal Year RCCD Budget Planning
	Proposed Curricular Changes
May	CCFS-311Q-Quarterly Financial Status Report (3 <sup>rd</sup> Quarter)
,	Summer Workweek
	College Closure – Holiday Schedule
	Resolution to Recognize Classified School Employee Week
	Board of Trustees Annual Self-Evaluation
	Chancellor's Evaluation
June	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
	Notice of Public Hearing on the Fiscal Year 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



### Agenda Item (V-A)

Meeting 6/21/2016 - Regular

Agenda Item Student Report (V-A)

Subject Student Report

College/District District

Information Only

### Background Narrative:

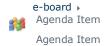
Student Trustee will be presenting the report about the recent and future student activities at Moreno Valley College, Norco College, Riverside City College, and Riverside Community College District.

Prepared By: Michael Burke, Ph.D., Chancellor

Heidi Gonsier, Executive Administrative Assistant

Attachments:

None.



### Agenda Item (VI-A-1)

Meeting 6/21/2016 - 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: Terri Hampton, Vice Chancellor, HR and Employee Relations

### Attachments:

20160621\_Academic Personnel 20160621\_Academic Personnel\_Backup

### RIVERSIDE COMMUNITY COLLEGE DISTRICT HUMAN RESOURCES AND EMPLOYEE RELATIONS

**Subject**: Academic Personnel Date: June 21, 2016

### 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 for the following appointment(s) and authorizes the Vice Chancellor, Human Resources and Employee Relations to sign the employment contracts:

### a. Management Contract

<u>Name</u>	<u>Position</u>	Term of Employment	Salary <u>Placement</u>
RIVERSIDE CITY COI	LLEGE		
Wooldridge, James	Director, Athletics	07/01/16-06/30/18	X-4
DISTRICIT Regino, Rolando	Director, Open Campus	06/29/16-06/30/17	V-5

#### b.

Contract Faculty			
		Effective	Salary
<u>Name</u>	<u>Discipline</u>	Date	<u>Placement</u>
NORCO COLLEGE			
ASSISTANT PROFESS	SOR		
Morford, Natalie	English	08/23/16	C-4
Setmanant, Jose	Philosophy	08/23/16	G-5
RIVERSIDE CITY CO	LLEGE		
INSTRUCTOR			
Pearson, Frank	Air Conditioning	08/29/16	D-7
ASSISTANT PROFESSOR			
Bair, Asatar	Economics	06/20/16	H-10
Canfield, Stephanie	Nursing	08/29/16	E-7
Fontaine, Kristin	Nursing	08/29/16	E-7
Greene, Monique	Counseling	08/29/16	D-2
Kelvington, Jessica	Nursing	08/23/16	E-6
Shipway, Stacy	Nursing	08/29/16	E-7

### 1. Appointments (Cont'd)

c. Long-Term, Temporary Faculty

		Effective	Salary
<u>Name</u>	<u>Position</u>	<u>Date</u>	<u>Placement</u>
MORENO VALLEY	COLLEGE		
VISITING ASSISTA	NT PROFESSOR		
Flack, Yvonne	English	08/23/16	F-5
NORCO COLLEGE			
VISITING ASSISTA	NT PROFESSOR		
Brackett, Trevor	Counseling	08/23/16	G-2
Jurado, Maria	Counseling	08/23/16	H-5
Spurbeck, Erin	Counseling	08/23/16	E-6
RIVERSIDE CITY C			
VISITING ASSISTA	NT PROFESSOR		
Cowart, Amy	Nursing	08/23/16	E-6
Mahony, Kathleen	Nursing	08/23/16	G-6
Maness, Maria	Counseling	08/29/16	D-4
Render, Nicole	Nursing	08/23/16	E-6
Somers, Nivard	Counseling	08/29/16	D-3
Sumrall, David	Nursing	08/23/16	E-4

d. Extra-Curricular Assignments, Academic Year 2015-16

Changes to the list submitted/approved by the Board of Trustees on June 16, 2015.

		Change	
<u>Name</u>	<u>Activity</u>	<u>Type</u>	<b>Stipend</b>
Wiley, Duverick	Assistant Track Coach	Deletion	\$.00
Wilson, Curtis	Assistant Track Coach (50	%) Addition	\$1945.00
Wilson, Michael	Assistant Track Coach (50	0%) Addition	\$1945.00

- e. Extra-Curricular Assignments, Academic Year 2016-17 The individuals specified on the attached list
- f. Department Chairs and Stipends, Academic Year 2016-17 The individuals specified on the attached list.
- g. Coordinator Assignments, Academic Year 2016-17 The individuals specified on the attached list.

### 2. Notices of Employment – Tenured Faculty, Academic Year 2016-17

It is recommended that the Board of Trustees, consistent with the provisions of Education Code Section 87609, approve notices of employment for the academic year 2016-17 for tenured faculty specified on the attached list.

### 3. Notices of Employment – Contract Faculty, Academic Year 2016-17

It is recommended that the Board of Trustees, consistent with the provisions of Education Code Section 87608, approve notices of employment for the academic year 2016-17 for contract faculty specified on the attached list.

### 4. Notices of Employment – Contract Faculty, Academic Years 2016-17 and 2017-18

The Board of Trustees, consistent with the provisions of Education Code Section 87608.5, employs contract faculty working under their second contract for the following two academic years. It is recommended the Board of Trustees approve notices of employment for the academic years 2016-17 and 2017-18 for the faculty on the attached list.

### 5. Notices of Employment – Categorically Funded Faculty, Academic Year 2016-17

The Board of Trustees, consistent with the provisions of Education Code Section 87470, employs faculty, in programs and projects to perform services conducted under contract with public or private agencies, or other categorically funded projects of indeterminate duration. Employment may be for periods that are less than a full college year, and may be terminated at the expiration of the contract or specially funded project without regard to other requirements of the Education Code respecting the termination of contract or regular employees.

It is recommended the Board of Trustees approve the notices of employment for the term of appointment indicated for the categorically funded faculty specified on the attached list.

#### 6. Academic Administrator Employment Contracts

The Board of Trustees, consistent with the provisions of Education Code Section 72411, employs academic administrators by contract. It is recommended that the Board of Trustees approve the employment contracts on the attached list for academic years specified and authorize the Vice Chancellor, Human Resources and Employee Relations to sign the contracts.

### 7. Categorically Funded Academic Administrator Employment Contracts

The Governing Board of Riverside Community College District, consistent with the provisions of Education Code Section 87470, employs academic administrators, in programs and projects to perform services conducted under contract with public or private agencies, or other categorically funded projects of indeterminate duration. Employment may be for periods that are less than a full college year, and may be terminated at the expiration of the contract or specially funded project without regard to other requirements of the Education Code respecting the termination of contract or regular employees.

It is recommended that the Board of Trustees approve the employment contracts for the categorically funded academic administrators specified on the attached list and authorize the Vice Chancellor, Human Resources and Employee Relations to sign the contracts.

### 8. Emeritus Awards, Faculty

Board Policy and Administrative Procedure 4000 authorizes the rank of Emeritus to any faculty member who has earned retirement and is based on the academic rank the faculty member held at the time of retirement. With the concurrence of the Academic Senate, it is recommended that the Board of Trustees award the title of Emeritus for their many years of outstanding service at Riverside Community College District to the faculty on the attached list.

#### 9. Emeritus Awards, Administrators

With the concurrence of the Academic Senate, it is recommended that the Board of Trustees award the title of Emeritus to the following individuals in recognition for their many years of outstanding service at Riverside Community College District, effective upon their retirement.

DISTRICT

Administrator Title

Thomas, Sylvia Associate Vice Chancellor, Educational Services

RIVERSIDE CITY COLLEGE

<u>Administrator</u> <u>Title</u>

Hanson, Virginia Dean, Instruction

### 10. Transfer Request

It is recommended the Board of Trustees approve the transfer of Rebecca Loomis, Associate Professor of Biology, from Moreno Valley College to Riverside City College beginning with the 2016-2017 academic year, with salary placement at Column G, Step 21.

### 11. Sabbatical Leave Requests

At the May 17, 2016 Board of Trustees meeting the following Sabbatical Leave Requests were approved without the time period stated.

It is recommended that the Board of Trustees approve the following Sabbatical Leave Request for a full year's leave for the 2016-2017 academic year.

<u>Name</u>	<u>Discipline</u>	Percent of Compensation
MORENO VALLEY COL	LEGE	
Foster, Donald	Music	70%
NORCO COLLEGE		
Perry, Judy	Computer Information Systems	100%
RIVERSIDE CITY COLLI	EGE	
Mahon, Richard	Humanities	70%
Scott-Coe, Jo	English	70%

### 12. Request for an Unpaid Leave of Absence

Mr. David Slocum, Assistant Professor, CTE, Automotive Technology, has requested an unpaid leave of absence from May 19, 2016 – June 9, 2016. This request has the support of the College President.

It is recommended the Board of Trustees approve an unpaid leave of absence for Mr. David Slocum, Assistant Professor, CTE, Automotive Technology, from May 19, 2016 – June 9, 2016.

### 13. 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:

0010			
		Last Day of	
<u>Name</u>	<u>Title</u>	<b>Employment</b>	Reason
Ahmadi, Mejghan	Visiting Assistant Professor,	06/09/16	Personal
	Counseling		
Colucci, Marie	Professor, Nursing	06/30/16	Retirement
Garcia, Carlos	Associate Professor, Drafting	06/29/16	Retirement
Hanson, Virginia	Dean, Instruction	06/30/16	
Howard, Lisa	Professor, Nursing	06/09/16	Retirement
Leifer Hartson, Gloria	Professor, Nursing	06/10/16	Retirement
Morrissey, Kevin	Assistant Professor, Theater Arts	06/09/16	Personal
Slicer, Kathy	Associate Professor, Nursing	06/30/16	Retirement
Slocum, David	Assistant Prof, CTE, Auto Tech	06/10/16	Retirement
Thomas, Sylvia	Associate Vice Chancellor,	06/30/16	Retirement
	Educational Services		
Willie, Cheryl	Assistant Prof, CTE, Cosmetology	05/26/16	Retirement

### EXTRA-CURRICULAR ASSIGNMENTS ACADEMIC YEAR 2016-2017

Activity	Name
Advisor to College Newspaper	Allan Lovelace
Advisor to Muse, RCC	Jo Scott-Coe
Artistic Director	Jodi Julian
Director, Art Gallery, RCC	N/A
Director, Art Gallery, NC	Quinton BeMiller
Auxiliary Unit	James Rocillo
Director of Marching Band	James Rocillo
Director of Jazz Band	Charlie Richard
Director of Choir, Norco	Kim Kamerin
Director of Choir (Vocal Jazz and Chamber), RCC	John Byun
Director of Choir, MVC	Vacant
Director of Dance	Rita Chenoweth
Director of Dance	Mark Haines
Director of Dance	Sofia Carreras
Director of Forensics, Riverside	N/A
Director of Lighting Design	Mark Haines
Director of Performing Arts (Winds and Orchestra), RCC	Kevin Mayse
Director of Performing Arts (Guitar), RCC	Peter Curtis
Director of Performing Arts (Guitar), MVC	Barry McNaughton
Director Automotive Programs (General Automotive)	Paul O'Connell
Director, Production Printing	Patrick Scullin
Director, Physical Science Stock Room	Terrance O'Neill
Director, Planetarium	Scott Blair (always the same)
Director, Pep Squad	Rachelle Fawcett
Director, Theater, Riverside	Jodi Julian
Director, Theater, Riverside	David Nelson
Model United National Coach	Dariush Haghighat – 100%
Study Abroad Faculty 16FAL (\$4,000 stipend)	Jeff Rhyne
Study Abroad Faculty 16FAL (\$4,000 stipend)	Rhonda Taube
Study Abroad Faculty 17SPR (\$4,000 stipend)	TBA
Study Abroad Faculty 17SPR (\$4,000 stipend)	TBA
Head Baseball Coach	Rudolph Arguelles
Assistant Baseball Coach	Dennis Rogers
Assistant Baseball Coach	Anthony Claggett
Assistant Basketball Coach, Men	Tommie Denson
Assistant Basketball Coach, Men	Shannon Taylor
The following 3 coaches will split 2 full stipends (\$2,770 each)	T . TT
Assistant Basketball Coach, Women	Jessie Valencia (66.66%)
Assistant Basketball Coach, Women	Neka Hunter (66.66%)
Assistant Basketball Coach, Women	TBD (66.66%)
Head Cross Country Coach, Men	James McCarron
Assistant Cross Country Coach, Men	Michael Wilson
Assistant Cross Country Coach, Women	Brandon Cook
Assistant Director Athletics	TBD

### EXTRA-CURRICULAR ASSIGNMENTS ACADEMIC YEAR 2016-2017

ACADEMIC YEAR 2016-2017	
Activity	Name (cont)
Assistant Football Coach	Binky Benton
Assistant Football Coach	Keenan Gardner
Assistant Football Coach	Mustafa Johnson
Assistant Football Coach	Eddie Pacheco
Assistant Football Coach	Michael Richey
Assistant Football Coach	Isaac Shipp
Assistant Football Coach	Shandon Silva
Assistant Football Coach	Christopher Talamaivao
Assistant Football Coach	Penn Talamaivao
Assistant Football Coach	Matthew Wiegand
Head Golf Coach	Steven Sigloch
Assistant Golf Coach	Jim Elton
Head Softball Coach	Michelle Daddona
Assistant Softball Coach	Sarah Kammert
Assistant Softball Coach	Ron Smith
Head Swimming Coach, Men	Jason Northcott
Assistant Swimming Coach, Men	Thomas Borden
Head Swimming Coach, Women	Douglas Finfrock
Assistant Swimming Coach, Women	TBD
Assistant Diving Coach, Swim	James Adams
Head Tennis Coach, Men	Thomas Yancey
Assistant Tennis Coach, Men	TBD
Head Tennis Coach, Women	Nikki Bonzoumet
Assistant Tennis Coach, Women	Randi Baeza
Head Track Coach, Men	James McCarron
Assistant Track Coach	Brandon Cook
Assistant Track Coach	Abderrahmane Morceli
Assistant Track Coach	Jeffrey Poole
Assistant Track Coach	Nicole Roberts
Assistant Track Coach	Curtis Wilson
Assistant Track Coach	Michael Wilson
Head Volleyball Coach, Indoor	Jamie Hofman
Assistant Volleyball Coach, Indoor	Monica Hayes-Trainer
Head Volleyball Coach, Sand	Jamie Hofman
Assistant Volleyball Coach, Sand	Monica Hayes-Trainer
Head Water Polo Coach, Men	Jason Northcott
Assistant Water Polo Coach, Men	Richard Hass
Head Water Polo Coach, Women	Douglas Finfrock
Assistant Water Polo Coach, Women	Collin Marshall
Director, Pep Squad	Rachelle Fawcett
Strength Coach	Pene Talamaivao
Head Soccer Coach, Men	Francisco Melgarejo
Head Soccer Coach, Women	TBA

### MORENO VALLEY COLLEGE

Department		Chair Stipend	Add'l Stipend Depts w/100+ count
Business and Information and Technology Systems			
Chair	Barboza, Matthew	100%	
Assistant Chair	Loya, Robert	0%	
Communications	· <b>,</b> · · · · · ·		
Chair	Amezquita, Anna Marie	100%	
Assistant Chair	Nyrop, Sonya	0%	
Assistant Chair	Rhyne, Jeff	0%	
Assistant Chair	Floerke, Jennifer	0%	
Health, Human & Public Services			
Chair	Banks, James	100%	
Assistant Chair	Hausladen, Lisa	0%	
Assistant Chair	Vacant	0%	
Humanities, Arts and Social Sciences			
Chair	Broyles, Larisa	100%	
Assistant Chair	Biancardi, Fabian	0%	
Assistant Chair	Quinto, Bonavita	0%	
Assistant Chair	Pena, Larry	0%	
Mathematics			
Chair	Yao, Chui Zhi	100%	
Assistant Chair	Namekata, James	0%	
Natural Sciences and Kinesiology			
Chair	Marshall, Shara	100%	
Assistant Chair	Wagner, Stephen	0%	
Public Safety Education and Training			
Chair	Fontaine, Bob	100%	\$1,615
Assistant Chair	Dru Odil	0%	
Assistant Chair	Kristy Paine	0%	

### NORCO COLLEGE

			Add'l
			Stipend
		Chair	<i>Depts</i> w/100+
Department		Stipend	count
Arts, Humanities and World Languages			
Co-Chair	Quinton Bermiller	50%	
Co-Chair	Kamerin, Kim	50%	
Business, Engineering and Information Technology			
Co-Chair	Worsham, Patricia	20%	
Co-Chair	Zwart, Gail	80%	
Communications			
Chair	Bader, Melissa	100%	
Assistant Chair	Olaerts, Ana-Marie	0%	
Assistant Chair	Comstock, Tami	0%	
Mathematics and Sciences			
Co-Chair	Parks, Jason	50%	
Co- Chair	Tran, Phu	50%	
Social and Behavioral Sciences			
Co-Chair	Boelman, Peter	60%	
Co-Chair	Gray, Alexis	20%	
Co-Chair	Moore, John	20%	

### RIVERSIDE CITY COLLEGE

		Chair	Add'l Stipend Depts
Department		Stipend	w/100+ count
Applied Technology			
Chair	O'Connell, Paul	80%	
Assistant Chair	Knieriem, James	20%	
Art			
Chair	Horn, Stephen (16FAL)	100%	
Co-Chair	Taube, Rhonda (17SPR)	100%	
Behavioral Sciences			
Chair	Brown, Jami	100%	
Business and Information Systems & Technology			
Co-Chair	Pardee, Ron	40%	
Co-Chair	Lehr, Janet	60%	
Chemistry			
Co-Chair	Grey, Bobbie	100%	
Co-Chair	Truttmann, Leo	0%	
Communication Studies			
Chair	Wiggs, Micheri	100%	
Cosmetology			
Chair	Westbrook, Peter	100%	
Counseling			
Chair	Drinkwater (Brown), Ellen	0%	
Assistant Chair	Barnes, Micheal	100%	
Dance & Theater			
Co-Chair(DAN)	Carreras, Sofia	50%	
Co-Chair(THE)	Nelson, David	50%	
Early Childhood Education			
Chair	Yates, Shari	100%	
Economics, Geography, Political Science			
Chair	Haghighat, Dariush	100%	
English & Media Studies			
Chair	Amidon, Tucker	40%	\$1,615
Assistant Chair	Scott-Coe, Jo	30%	
Assistant Chair	Sandoval, Victor	30%	
History, Humanities, Philosophy			
Chair	Woods, Kristi	100%	

Backup Academi Personnel\_1f June 21, 2016 Page 4 of 4

Kinesiology & Athletics		
Chair	Sigloch, Steve	100%
Assistant Chair	Lowden, Clara	0%
Library & Learning Resources		
Chair	Lesch, Jacqueline	100%
Life Sciences		
Chair	Herrick, Scott	100%
Mathematics		
Chair	Cramm, Ken	50%
Assistant Chair	Brown, Amanda	50%
Music		
Co-Chair	Mayse, Kevin	100%
Nursing		
Co-Chair	Harold, Gina	50%
Co-Chair	VantHul, Tammy	50%
Physical Science		
Chair	Blair, Scott	100%
World Languages		
Chair	Gaylor, Dorothy	100%

# COORDINATOR ASSIGNMENTS ACADEMIC YEAR 2016-2017

Activity	Name
Assessment Coordinator, Moreno Valley	Cheryl Honore
Assessment Coordinator, Norco	Sarah Burnett
Assessment Coordinator, Riverside (release time only)	Hayley Ashby
Assessment coordinator, Riverside (release time only)	Marc Sanchez
CIS Lab, NC	Gail Zwart
CIS Lab, RCC	Mark Lehr
Faculty Development, Moreno Valley	Adviye Tolunay-Ryan
Faculty Development, Norco	Melissa Bader
Faculty Development, Riverside	Jami Brown
Honors Program, Moreno Valley 16FAL (50%)	Nick Sinigaglia
Honors Program, Moreno Valley 16FAL (50%)	Jennifer Floerke
Honors Program, Moreno Valley 17 SPR (100%)	Jennifer Floerke
Honors Program, Norco	Ana-Marie Olaerts
Honors Program Faculty Coordinator, Riverside (0%)	Tucker Amidon
Honors Program Student Coordinator, Riverside (100%)	Thatcher Carter
Math Lab, Moreno Valley	Chui Zhi Yao
Math Lab, Norco	N/A
Math Lab, Riverside (50% - Fall 2016)	Jason Wong
Math Lab, Riverside (50% - Fall 2016)	Diana Pell
Math Lab, Riverside (50% - Spring 2017)	Jason Wong
Math Lab, Riverside (50% - Spring 2017)	Diana Pell
Media Services	N/A
Performing and Fine Arts, Riverside	Jasminka Knecht
STEM, RCC	Heather Smith
Program Review, MVC	Anya-Kristina Marquis
Program Review, NC	Alexis Gray
Program Review, RCC	Rita Chenoweth
Student Activities (Moreno Valley)	Frankie Moore
Student Activities (Norco)	TBA
Student Activities (Riverside)	TBA
Student Activities (Riverside)	Deborah Hall
Vocational Outreach	N/A
Writing and Reading Center (Moreno Valley)	Michael Schwartz
Writing and Reading Center (Norco)	Nicole Capps
Writing and Reading Center (Riverside)	Denise Kruizenga-Muro

### Incumbent Name

Abbate, Nicole

Acharya, Surekha

Alexander, Sharon

Aljord, Huda

Amezquita, Anna Marie

Amidon, Tucker

Andacheh, Khalil

Anderson, Kristine

Anderson, Kimberly

Anguiano, Joe

Arguelles, Rudolph

Ashby, Hayley

Avalos, David

Baciuna, Nicolae

Bader, Melissa

Balent, Amy

Banks, James

Baradaran, Robert

Barboza, Matthew

Barnes, Micheal

Beck, Rex

Bernier, Daniel

Bhattacharya, Debadarshi

Biancardi, Fabian

Blair, Scott

Boelman, Peter

Bonzoumet, Nikki

Braiman, Linda

Brautigam, Kelly

Brewster, Steven

Briggs, Cordell

Brockenbrough, Celia

Brooks, Kathryn

Brotherton, Catherine

Brown, Timothy

Brown, Scott

Brown, Ellen

Brown, Amanda

Brown, Jami

Broyles, Larisa

Burchett, Gregory

### Incumbent Name

Burnett, Sarah

Byous, Rosslynn

Byun, John

Campo, Peggy

Capps, Nicole

Carreras, Sofia

Carter, Thatcher

Casolari, Amber

Cazares, Deborah

Cerwin-Bates, Stacey

Chacon, Rosina

Cheney, James

Chenoweth, Rita

Chiek, Veasna

Chung, Elisa

Clark, Daniel

Comstock, Tami

Coverdale, John

Cramm, Kenneth

Crampton, Pamela

Cregg, James

Cryder, Michael

Curtis, Peter

Curtis, Antonio

Daddona, Michelle

Dawson, Shelly

DeGuzman, Joseph

Delgadillo, Monica

Douglass, Kelly

Drake, Sean

Dyogi, Damianita

Elder, Gregory

Eldridge, Stacie

Elizalde, Andres

Elton, William

Fast, Matthew

Fawson, Evangeline

Finley, James

Fontaine, Robert

Forlenza, Gerard

Foster, Donald

### Incumbent Name

Franco, Nicholas

Freitas, Siobhan

Frewing, Janet

Friedrich Finnern, Teresa

Gabriel, Richard

Gage, George

Galicia, Felipe

Gall, Nancy

Galusky, Preston

Garcia, Steven

Gaylor, Dorothy

Gibbons-Anderson, Joan

Gibbs, Travis

Gobatie, Cynthia

Gray, Alexis

Greathouse, Laura

Grenfell, John

Grey, Bobbie

Gutierrez, Monica

Gutierrez, Edgar Ivan

Haghighat, Dariush

Haines, Mark

Hall, Deborah

Hammock, Shannon

Harold, Gina

Harris, Vivian

Hausladen, Lisa

Hayes-Trainer, Monica

Herrick, Scott

Hitchcock, Dominique

Honore, Cheryl

Hopkins, John

Horn, Stephen

Howard, Jeanne

Huff, Tonya

Hulshof, Lidia

Iliscupidez, Marissa

Indermuehle, Denise

Ishihara, Chie

Jew, Robert

Jimenez, Gary

### Incumbent Name

Johnson, Brian

Johnson, Fen

Judon, LaNeshia

Julian, Jodi

Kelly, Kathryn

Kennedy, Stephen

Kessler, Rebecca

Kim, Joyce

Kim, William

Kime, Ellen

Knecht, Jasminka

Knieriem, James

Kobzeva-Herzog, Elena

Kreitner, Lani

Kroetz, Sabrina

Kruizenga-Muro, Denise

Kyriakos, Stephany

Legner, Mary

Lehr, Mark

Lehr, Janet

Lesch, Jacqueline

Lesser, Donna

Leung, Juliana

Lewis, Mark

Lipkin, Ellen

Longway, Mark

Loomis, Rebecca

Lovelace, Allan

Lowden, Clara

Lowry, Stephanie

MacDougall, Diana

Magno, Karyn

Mahon, Richard

Marsh, Diane

Marshall, Shara

Masterson, Romulus

Matsos, Peter

Mayse, Kevin

McCarron, James

McLeod, Scott

McQuead, Michael

### Incumbent Name

Mendoza, Gabriela

Mills, Susan

Mills, David

Miter, Carol

Moncrieff, Melvin

Montes, Bonnie

Moon, Deborah

Moore, Barbara

Moore, John

Moore, Frankie

Morales, Herbert

Morrill, Cynthia

Mowrey, Jodi

Mulari, Jeffrey

Muto, Janice

Nabours, Kathy

Namekata, James

Nelson, David

Nelson, Lee

Nelson, Lisa

Nollette, Christopher

Nyrop, Sonya

O'Connell, Paul

Olaerts, Ana Marie

O'Neill, Terrence

Osgood-Treston, Brit

Pacheco, Maria

Pardee, Ronald

Park, Steve

Parker, LaTonya

Parks, Jason

Payan, David

Pena, Larry

Perry, Judy

Pessah, Samuel

Pfeifle, Ann

Pfenninger, Michele

Phelps, William

Prior, Robert

Quinto-MacCallum, Bonavita

Ramos, Rosa

### Incumbent Name

Reible, Carla

Reid, Miguel

Reimer, Kimberly

Renfrow, Debra

Reyes, Ernesto

Reynolds, Joseph

Rhyne, Jeffrey

Richard, Charles

Richards-Dinger, Kari

Richardson, Paul

Robles, Andy

Rocco, Christopher

Rodman, Richard

Rodriguez, Nicholas

Rogers, Dennis

Romero, Clarence

Romero, Estrella

Ruiz, Rogelio

Ruiz, Ronald

Ruth, Clifford

Sanchez, Marc

Sandoval, Christine

Sandoval, Victor

Sarkis, Rosemarie

Saxon, Kathleen

Schinke, Ward

Schmidt, Steven

Schultz, Garth

Schwartz, Michael

Scott-Coe, Jo

Sell, Kathleen

Sellick, Mark

Shirinian, Margarita

Sigloch, Steven

Sinigaglia, Nicholas

Sloniger, Mitzi

Smith, Heather

Snitker, Nicole

Soto, Salvador

Spangler, Jason

St Peters, Susan

### Incumbent Name

Stearns, Frank

Sternburg, Charles

Stevens, Walter

Stone, Rachel

Suzuki, Takashi

Taube, Rhonda

Tenpas, Cynthia

Thomas, James

Thompson, Oliver

Thompson, Eric

Thompson-Eagle, Elisabeth

Tjandra, Margaret

Tolunay Ryan, Adviye

Tran, Phu

Truttmann, Leo

Tsai, I-Ching

Tyler, Stanley

Ulloa, Yuri

Van Hulle, Paul

VantHul, Tammy

Vermillion, Amy

Wagner, Thomas

Wagner, Stephen

Wallstrom, Timothy

Werner-Fraczek, Joanna

Westbrook, Peter

White, Virginia

Wicken, Ingrid

Wiggs, Micherri

Wilcoxson, Don

Williams, Edward

Williamson, Jarrod

Wimer, Beverly

Wolpoff, Marc

Wong, Chau

Woods, Kristi

Worsham, Patricia

Wyckoff, Charles

Yao, Chui

Yates, Sharon

Yglecias, Elizabeth

Incumbent Name

Ygloria, Alexander Yount, Gwendolyn Zapata, Valarie Zwart, Gail

Incumbent Name
Bettencourt, Madeline
Conrad, Paul
Covarrubias, Araceli
Flores, Jennifer
Mathiowetz, Michael
Odil, Orby
Paine, Kristy
Popiden, Sandra
Russell, Timothy
Siu, Kwokwai

# NOTICES OF EMPLOYMENT CONTRACT FACULTY ACADEMIC YEARS 2016-2017 & 2017-2018

Incumbent Name

Adams, Laura

Andres, Jan

Bell, Kimberly

Castro, Claudia

Dewri, Wayne

Palmer, Diane

Whitton, Jude

# NOTICES OF EMPLOYMENT CATEGORICALLY FUNDED FACULTY ACADEMIC YEAR 2016-17

Term of Appointment
07/01/16 - 06/30/17
07/01/16 - 06/30/17
07/01/16 - 06/30/17
07/01/16 - 06/30/17
07/01/16 - 06/30/17
07/01/16 - 06/30/17
07/01/16 - 06/30/17
07/01/16 - 06/30/17
07/01/16 - 06/30/17
07/01/16 - 06/30/17

# ACADEMIC ADMINISTRATOR EMPLOYMENT CONTRACTS

Academic Years 07/01/16-06/30/17 and 07/01/16-06/30/18

<u>Name</u>	<u>Position</u>	Term of Employment	Salary <u>Placement</u>
MORENO VALLEY CO	LLEGE		
Foster, Dyrell	VP, Student Services	07/01/16 - 06/30/18	AB - 5
Graveen, Melody	Dean of Instruction, CTE	07/01/16 – 06/30/18	Z - 4
Vakil, David	Dean of Instruction	07/01/16 - 06/30/17	Z - 5
Vincent, Eugenia	Dean, Student Services	07/01/16 - 06/30/18	X - 5
Wong, Michael	Dean, Student Services (Counseling)	07/01/16 - 06/30/18	X - 3
Yoshinaga, Ann	Assoc Dean, Academic Support	07/01/16 - 06/30/17	V - 5
NORCO COLLEGE			
Aycock, Gregory	Dean, Institutional Effectiveness	07/01/16 - 06/30/18	W-5
Dieckmeyer, Diane	VP, Academic Affairs	07/01/16- 06/30/18	AB - 5
Farrar, Carol	Dean of Instruction	07/01/16- 06/30/18	Z -5
Hendrick, Irving	Interim, President	07/01/16 -12/31/16	Contract
Hartley, Mark	Dean, Student Life	07/01/16- 06/30/18	W - 2
Uesugi, Koji	Dean, Student Services	07/01/16- 06/30/18	X - 5
RIVERSIDE CITY COLI	LEGE		
Alvarado, Cecilia	Dean, Student Services	07/01/16- 06/30/18	AB - 4
Baker, Sandra	Dean, School of Nursing	07/01/16- 06/30/18	Z - 5
Bauer, Scott	Dean of Instruction (F&PA)	07/01/16- 06/30/17	Z - 5
Haley, Michael	Assistant Dean, Center for Int	07/01/16- 06/30/18	T - 5
McEwen, Wendy	Dean, Inst. Effectiveness	07/01/16- 06/30/18	W - 3
Moghaddam, Mohammad	Exec Dir, Hosp & Culnry Art	07/01/16- 06/30/18	U - 5
Whitaker, Debbie	Assoc Dean, Academic Support	07/01/16- 06/30/17	V-5
DISTRICT			
Bajaj, Pankaj	Dean, Educational Services	07/01/16- 06/30/18	19-4
Keeler, Richard	Dean, Grants	07/01/16- 06/30/18	U - 5
Torres, David	Dean, Institutional Research/ Strategic Planning	07/01/16- 06/30/18	W-5

# CATEGORICALLY FUNDED ACADEMIC ADMINISTRATOR EMPLOYMENT CONTRACTS

Name	<u>Position</u>	Term of Employment	Salary <u>Placement</u>
MORENO VALLEY	COLLEGE		
	Associate Dean, Grants and College Support Programs	07/01/16 - 09/30/1	6 V-5
Smith, Nicole	Director, DSPS	07/01/16 - 06/30/1	7 V-3
NORCO COLLEGE			
Fleming, Kevin	Dean, Instruction, CTE Programs	07/01/16 - 06/30/1	7 Z-5
McCarson, Daniela	Assistant Dean, CalWORKS & Special Funded Programs	07/01/16 - 06/30/1	7 R-5
Oceguera, Gustavo	Dean, Grants & Student Equity Initiatives	07/01/16 - 06/30/1	7 V-5
Patton, Lorena	Director, Title III STEM Grant	07/01/16 - 12/31/1	6 T-5
Colleen Molko	Associate Dean, CTE/NSF	07/01/16 - 06/30/1	7 V-4
DIVERSIDE CITY (			
RIVERSIDE CITY C		07/01/16 06/20/1	7 m 4
Contreras, Miguel	Project Director, Gateway to College	07/01/16 – 06/30/1	7 T-4
Ferrer, Gregory	Director, DSPS	07/01/16 - 06/30/1	7 V-5
Gomez, Steve	Director, Pathways to Excellence	07/01/16 - 09/30/1	6 T-5

### EMERITUS AWARDS, FACULTY

### MORENO VALLEY COLLEGE

Name Discipline Conyers ,Lisa Spanish

Dumer, Olga English as a Second Language

Mercado, Rosario Spanish

Metcalfe, Kim Early Childhood Education

Quin, Carolyn Music

Stafford, Paula Physician Assistant

### NORCO COLLEGE

NameDisciplineCordier, GeraldDraftingEckstein, JosephGeographyGarcia, CarlosDrafting

Tompsett-Makin, Deborah Political Science

Tschetter, Sheryl English

### RIVERSIDE CITY COLLEGE

Name Title
Allen, Tom English

Bhatia, Shailesh Computer Information Systems

Brown, Marsha
Cosmetology
Christiansen, Jill
Nursing
Colucci, Marie
Nursing
Cordery, Janet Leigh
Dean, Leslie
Geography

Graham, Douglas Student Activities

Gregg, Dayna Art
Howard, Lin English
Howard, Lisa Nursing

Issa, Ali Health Science

Leifer-Hartston, Gloria Nursing Locke, Gary Music Moores, Paul Library

Rosario, John Anatomy/Physiology

Schutte, Donna Nursing Slicer, Kathy Nursing

Slocum, David Automotive Technology

Willie, Darlene Cosmetology



# Agenda Item (VI-A-2)

Meeting 6/21/2016 - 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: Terri Hampton, Vice Chancellor, HR and Employee Relations

### Attachments:

20160621 Classified Personnel

# RIVERSIDE COMMUNITY COLLEGE DISTRICT HUMAN RESOURCES AND EMPLOYEE RELATIONS

Subject: Classified Personnel Date: June 21, 2016

# 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>	Effective Date (On/After)	Contract Salary	Action
a.	Management/Super MORENO VALLE Mercadante, Larry		07/01/16	AB-1	Appointment
b.	Management/Super (None)	visory – Categorically Funded			
c.	Classified/Confider DISTRICT	ntial			
	Niles, Dana	Capital Asset Inventory Technician	06/22/16	E-1	Appointment
	MORENO VALLE Bobbitt, David	Y Financial & Technical Analyst	06/01/16	P-5	Rehire
	NORCO				
	Jimenez, Rosario	Learning Center Assistant (Part-time 47.5%)	06/22/16	A-1	Appointment
	McDonald, Elaina	Administrative Assistant III	06/22/16	I-5	Promotion
	Terrazas, Denise	Executive Administrative Assistant		M-5	Promotion
	Victor, Nicholas	Athletic Field Caretaker	06/22/16	F-1	Appointment
	RIVERSIDE Chamberlin, Dana	Student Account Specialist	06/22/16	I-3	Promotion
	VanBuhler, Toni	Instructional Department Specialist		K-LS2	Transfer
	Ybarra, Allyssa	Administrative Assistant II	06/22/16	G-1	Transfer
d.	Classified/Confider DISTRICT	ntial – Categorically Funded			
	Brekke, Janelle	Academic Evaluations Specialist *Correction to		K-5* cement/C	Promotion AT Funded

Subject: Classified Personnel Date: June 21, 2016

### 1. Appointments (Cont'd)

		Effective		
		Date	Contract	-/
<u>Name</u>	<u>Position</u>	(On/After)	Salary	<u>Action</u>
MORENO VALLE	Y			
Christian, Melissa	Institutional Research Specialist	06/22/16	O-1	Appointment
	(Part-time 48.75%)			
Hill, Sharon	Learning Center Assistant	06/22/16	A-1	Appointment
	(Part-time 48.75%)			
Sanchez, Irene	Supplemental Instructional	06/22/16	M-1	Appointment
	Coordinator			
NORCO				
Johnson, Tabitha	Administrative Assistant II	06/22/16	G-1	Appointment

### 2. Request(s) for Temporary Increase/Decrease in Workload

It is recommended the Board of Trustees approve the temporary increase in workload for the following individual(s). The request(s) have the approval of the college President(s).

<u>Name</u>	<u>Title</u>	From/To Workload	Effective Date(s)
Crouse, Laurie	Administrative Assistant I	48.75% to 100%	03/16/16-06/30/16
Davila, Jr Ismael	Outreach Specialist	48.75% to 100%	05/18/16-07/29/16
DiSalvio, Linda	Customer Service Clerk	48.75% to 100%	07/01/16-06/30/17
Phillips, Beverly	Student Services Technician	48.75% to 100%	05/17/16-08/30/16

### 3. Requests for Temporary Reduced Workload During the 4/10 Work Schedule

The following classified employees have requested a temporary reduced workload during the 4/10 work schedule beginning June 13, 2016 through August 19, 2016. There will be no impact to employee medical benefits during this period.

It is recommended the Board of Trustees approve temporary reduced workloads beginning June 13, 2016 through August 19, 2016, for the following classified and confidential employees:

<u>Name</u>	<u>Title</u>	<u>From</u>	<u>To</u>
DISTRICT			
Crippin, Rebecca	Grants Writer	100%	90%
Hwang, Chi-Chih	Network Specialist	100%	80%
Van Buhler, Antoinette	Instructional Support Coordinator	100%	90%

# 3. Requests for Temporary Reduced Workload During the 4/10 Work Schedule (Cont'd)

<u>Name</u>	<u>Title</u>	<u>From</u>	<u>To</u>
MORENO VALLEY			
Boland, Angela	Student Employment Personnel Specialist	100%	90%
Myers, Linda	Facilities Administrative and Utilization Specialist	100%	80%
Thompson, Rowana	Academic Evaluation Specialist	100%	80%
NORCO			
Aldasoro, Andy	Maintenance Mechanic General	100%	90%
Alvord, Judy	Administrative Assistant III	100%	90%
Darnell-Wallace, Jeanne	Academic Evaluations Specialist	100%	90%
Goldbaum, Victor	Maintenance Mechanic – HVAC	100%	80%
Johnson, Polly	Science Technician II	100%	80%
Landin, Daniel	Educational Advisor	100%	80%
McDonald, Elaina	Administrative Assistant I	100%	90%
Parra, Carmen	Student Employment Personnel Specialist	100%	90%
Stanley, Yolanda	Instructional Department Specialist	100%	90%
Uduman, Shazna	Student Services Specialist	100%	80%
RIVERSIDE			
Bratton, Malika	Instructional Department Specialist	100%	90%
Coverdell, Greta	Instructional Department Specialist	100%	80%
Davis, Lourdes	Student Services Technician	100%	90%
Fuller, Tabitha	Academic Evaluations Specialist	100%	90%
Hernandez, Stefanie	Educational Advisor	100%	80%
Morris, April	Parking Administrative Clerk	100%	80%
Pan, Ming	Library Network/Web Development	100%	80%
Sing, Linda	Library Technician Assistant II	100%	80%
Vargas, Rosa	Student Services Technician	100%	90%

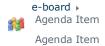
Subject: Classified Personnel Date: <u>June 21, 2016</u>

# 4. Separation(s) – Resignation(s) and/or Retirement(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>	Last Date of Employment
RESIGNATION(S)		
Abrica, Elvira	Institutional Research Specialist	06/30/16
Cords, Joshua	Computer Lab Assistant	06/16/16
Valencia, Dawn	Dean, Enrollment Services	06/20/16
RETIREMENT(S)		
Blessum, Froke	Administrative Assistant I	06/30/16
Burke, Cheryl	Cosmetology Clerk	06/29/16
Conley, Cynthia	Business Systems Analyst	06/30/16
Crippin, Julie	Analyst Programmer	06/30/16
Despres, William	Assistant to Coordinator International	06/30/16
Cadin Namand	Education	06/20/16
Godin, Normand	Vice President, Business Services	06/29/16
Hakenson, Sandra	Nursing Skills Laboratory Technician Administrative Assistant III	06/30/16
Hansen, Vicki		06/30/16
Herman, Loris	Instructional Department Specialist	06/30/16
Herman, Richard	Associate Vice Chancellor, Information Technology and Learning Services	06/30/16
Kile, Richard	Analyst Programmer	06/30/16
Largent, Helena	Veterans Service Coordinator	06/17/16
Lee, Ju-Sung	Analyst Programmer	06/30/16
McKennan, Kathleen	Student Financial Services Officer	06/30/16
Natal, Jose	Analyst Programmer	06/30/16
O'Brien, Shannon	Applications Support Technician	06/30/16
Pezant, Catrina	Disability Specialist/Workability III	06/30/16
Puzzuto, Jr., Anthony	Warehouse Manager	06/30/16
Salazar, Gina	HR Administrative Manager	06/30/16
Strait, Darrell	Senior Interpreter	06/30/16
Whalen-Turner, Joyce	Instructional Department Specialist	07/29/16
Wright, Michael	Director, WFP, Grants and Contracts	06/30/16
Zwart, Scott	Director, Facilities, Maintenance and Operations	06/30/16



# Agenda Item (VI-A-3)

Meeting 6/21/2016 - Regular

Agenda Item Consent Agenda Action (VI-A-3)

Subject Other Personnel

College/District District

Funding n/a

Recommended

It is recommend that the Board of Trustees approve/ratify the other personnel actions

Action

### 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: Terri Hampton, Vice Chancellor, HR and Employee Relations

### Attachments:

20160621\_Other Personnel 20160621\_Other Personnel\_Backup

### RIVERSIDE COMMUNITY COLLEGE DISTRICT HUMAN RESOURCES AND EMPLOYEE RELATIONS

Subject: Other Personnel Date: April 21, 2015

### 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 following professional experts and authorize the Vice Chancellor, Human Resources and Employee Relations to sign the employment agreement.

<u>Name</u>	<u>Position</u>	<u>Department</u>	<b>Location</b>	<u>Term</u>
Amount Casella, Daniel \$42.00/hour	Psychological Health Services Supervisor	Health Services	NC	07/01/16- 06/30/17
Schall, Jan \$39,903/Annual	Director, International Education	Strategic Planning and Education	District	07/01/16- 06/30/17

# SUBSTITUTE ASSIGNMENTS

NAME	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
DISTRICT				
Flores, Evelynn	Community Service Aide I	Safety and Police		\$16.47
MORENO VALLEY				
Campbell, Tracy	Custodian	Facilities	07/01/16-06/30/17	\$16.47
Edwards, Curtis	Custodian	Facilities	07/01/16-06/30/17	\$16.47
Hammond, Darrin	Groundsperson	Facilities	07/01/16-06/30/17	\$18.01
Miller, Delia	Outreach Specialist	Outreach	07/01/16-12/31/16	\$23.75
Munoz, Rosa	Outreach Specialist	Outreach	07/01/16-12/31/16	\$23.75
Newman, Avery	Custodian	Facilities	07/01/16-06/30/17	\$16.47
, <b>,</b>	Support Service Specialist	Disability Support		
Save, Melody	Aide	Services	07/01/16-09/30/16	\$18.01
•	Supplemental Instructional			
Spivey, Ayanna	Coordinator	Academic Support	05/27/16-06/30/16	\$26.18
Spivey, Ayanna	Student Success Specialist	Academic Support	07/01/16-09/30/16	\$23.75
	•			
Nongo				
NORCO		F '11'.'	02/00/16 06/20/16	Φ1 < 4 <b>7</b>
Blackwell, Kory	Custodian	Facilities	03/09/16-06/30/16	\$16.47
	Student Financial Services	Student Financial	07/01/16 00/01/16	Φ22 (0
Mejia, Gabriel	Account Specialist	Services	07/01/16-08/31/16	\$22.69
		Grants and Student		<b>#2</b> < 10
Mendez, Justin	Student Success Coach	Equity Initiatives	07/05/16-09/05/16	\$26.18
		Grants and Student	0=10=14 = 0010=14 =	<b>**</b> • • • •
Sargeant, Delroy	Student Success Coach	Equity Initiatives	07/05/16-09/05/16	\$26.18
Serrano, Nieves	Custodian	Facilities	05/19/16-06/30/16	\$16.47
RIVERSIDE				
Acevedo, Kristopher	<b>Educational Advisor</b>	Athletics	06/20/16-09/23/16	\$26.18
Bean, Jamie	Cashier Clerk	<b>Business Services</b>	07/01/16-12/31/16	\$19.74
Carrillo, Juan	Groundsperson	Facilities	07/01/16-06/30/17	\$18.01
Castro, Jonathan	Cashier Clerk	<b>Business Services</b>	07/01/16-12/31/16	\$19.74
Clark, Amanda	Outreach Specialist	Outreach	07/05/16-08/31/16	\$23.75
Diaz, Ignacio	Outreach Specialist	Outreach	07/05/16-08/31/16	\$23.75
Diaz Gonzalez, Jose	Groundsperson	Facilities	07/01/16-06/30/17	\$18.01
McGurn, Colleen	Student Activities Clerk	Student Activities	05/23/16-06/30/16	\$19.74
Mugavero, Lisa	Laboratory Technician I	Chemistry	06/01/16-08/01/16	\$23.75
Tewahaftewa, Ann	Administrative Assistant II	Title V	06/22/16-08/18/16	\$19.74

NAME	<u>POSITION</u>	<u>DEPARTMENT</u>	DATE	RATE
DISTRICT				
Baehr, Donnette	Registered Nurse III	Health Services	07/01/16-06/30/17	\$40.00
Becker, Kathleen	Interpreter II	Disability Resource Center	06/09/16-06/09/16	\$30.00
Berry, Kelli	Interpreter I	Disability Resource Center	07/01/16-06/30/17	\$25.00
Buckley, Beverly	Proofreader	Strategic Communications	07/01/16-06/30/17	\$25.00
Eaton, Natalie	Interpreter II	Disability Resource Center	07/01/16-06/30/17	\$30.00
Zucon, Traume		Center for International Trade	0,,01,10 00,00,1,	φ20.00
Garcia, Juan	Research Intern	Development	07/01/16-06/30/17	\$14.22
Granger, Jimmy	Interpreter III	Disability Resource Center	07/01/16-06/30/17	\$35.00
Lopez, Joseph	Interpreter III	Disability Resource Center	07/01/16-06/30/17	\$35.00
		Human Resources &		
Lopez, Linda	Scanner	Employee Relations	07/01/16-06/30/17	\$15.00
Martinez, Luis	Detective/Investigator	Safety and Police	07/01/16-06/30/17	\$25.00
Moyers, Jessica	Interpreter I	Disability Resource Center	07/01/16-06/30/17	\$25.00
Redfearn, Terry	Detective/Investigator	Safety and Police	07/01/16-06/30/17	\$25.00
	<b>Business Technical</b>	Center for International Trade		
Singh, Amarjit	Assistant	Development	07/01/16-06/30/17	\$24.00
	Reserve College			
Trevino, Lee	Police Officer	Safety and Police	07/01/16-06/30/17	\$15.65
Turley-Trejo, Lanae	Interpreter II	Disability Resource Center	05/18/16-06/30/16	\$30.00
		Administrative Services		
Villanueva, Adelaida	Office Assistant IV	Center	07/01/16-09/30/16	\$14.00
NORCO				
NORCO				
	Supplemental			
Al Karam Ali	Supplemental Instructional Leader	Tutorial Services	07/01/16-06/30/17	\$12.00
Al-Karam, Ali	Instructional Leader	Tutorial Services TRiO Unward Bound	07/01/16-06/30/17	\$12.00
	Instructional Leader Upward Bound	TRiO Upward Bound		
Al-Karam, Ali Alonso, Moises	Instructional Leader Upward Bound College Mentor	TRiO Upward Bound Programs	07/01/16-06/30/17 07/01/16-06/30/17	\$12.00 \$12.00
Alonso, Moises	Instructional Leader Upward Bound College Mentor Upward Bound	TRiO Upward Bound Programs TRiO Upward Bound	07/01/16-06/30/17	\$12.00
Alonso, Moises Ambriz, Karina	Instructional Leader Upward Bound College Mentor Upward Bound College Mentor	TRiO Upward Bound Programs TRiO Upward Bound Programs	07/01/16-06/30/17 07/01/16-06/30/17	\$12.00 \$12.00
Alonso, Moises	Instructional Leader Upward Bound College Mentor Upward Bound College Mentor Interpreter II	TRiO Upward Bound Programs TRiO Upward Bound Programs Disability Resources Center	07/01/16-06/30/17	\$12.00
Alonso, Moises  Ambriz, Karina Becker, Kathleen	Instructional Leader Upward Bound College Mentor Upward Bound College Mentor Interpreter II Upward Bound	TRiO Upward Bound Programs TRiO Upward Bound Programs Disability Resources Center TRiO Upward Bound	07/01/16-06/30/17 07/01/16-06/30/17 06/09/16-06/09/16	\$12.00 \$12.00 \$30.00
Alonso, Moises  Ambriz, Karina Becker, Kathleen  Bernal, Alejandra	Instructional Leader Upward Bound College Mentor Upward Bound College Mentor Interpreter II Upward Bound College Mentor	TRiO Upward Bound Programs TRiO Upward Bound Programs Disability Resources Center TRiO Upward Bound Programs	07/01/16-06/30/17 07/01/16-06/30/17 06/09/16-06/09/16 07/01/16-06/30/17	\$12.00 \$12.00 \$30.00 \$12.00
Alonso, Moises  Ambriz, Karina Becker, Kathleen	Instructional Leader Upward Bound College Mentor Upward Bound College Mentor Interpreter II Upward Bound College Mentor Office Assistant III	TRiO Upward Bound Programs TRiO Upward Bound Programs Disability Resources Center TRiO Upward Bound Programs Disability Resources Center	07/01/16-06/30/17 07/01/16-06/30/17 06/09/16-06/09/16	\$12.00 \$12.00 \$30.00
Alonso, Moises  Ambriz, Karina Becker, Kathleen  Bernal, Alejandra Castro, Stephanie	Instructional Leader Upward Bound College Mentor Upward Bound College Mentor Interpreter II Upward Bound College Mentor Office Assistant III Upward Bound	TRiO Upward Bound Programs TRiO Upward Bound Programs Disability Resources Center TRiO Upward Bound Programs Disability Resources Center TRiO Upward Bound	07/01/16-06/30/17 07/01/16-06/30/17 06/09/16-06/09/16 07/01/16-06/30/17 07/01/16-12/31/16	\$12.00 \$12.00 \$30.00 \$12.00 \$12.50
Alonso, Moises  Ambriz, Karina Becker, Kathleen  Bernal, Alejandra	Instructional Leader Upward Bound College Mentor Upward Bound College Mentor Interpreter II Upward Bound College Mentor Office Assistant III Upward Bound College Mentor	TRiO Upward Bound Programs TRiO Upward Bound Programs Disability Resources Center TRiO Upward Bound Programs Disability Resources Center	07/01/16-06/30/17 07/01/16-06/30/17 06/09/16-06/09/16 07/01/16-06/30/17	\$12.00 \$12.00 \$30.00 \$12.00
Alonso, Moises  Ambriz, Karina Becker, Kathleen  Bernal, Alejandra Castro, Stephanie  Chacon, Seth	Instructional Leader Upward Bound College Mentor Upward Bound College Mentor Interpreter II Upward Bound College Mentor Office Assistant III Upward Bound College Mentor Supplemental	TRiO Upward Bound Programs TRiO Upward Bound Programs Disability Resources Center TRiO Upward Bound Programs Disability Resources Center TRiO Upward Bound	07/01/16-06/30/17 07/01/16-06/30/17 06/09/16-06/09/16 07/01/16-06/30/17 07/01/16-12/31/16 07/01/16-06/30/17	\$12.00 \$12.00 \$30.00 \$12.00 \$12.50
Alonso, Moises  Ambriz, Karina Becker, Kathleen  Bernal, Alejandra Castro, Stephanie	Instructional Leader Upward Bound College Mentor Upward Bound College Mentor Interpreter II Upward Bound College Mentor Office Assistant III Upward Bound College Mentor Supplemental Instructional Leader	TRiO Upward Bound Programs TRiO Upward Bound Programs Disability Resources Center TRiO Upward Bound Programs Disability Resources Center TRiO Upward Bound Programs Disability Resources Center TRiO Upward Bound Programs	07/01/16-06/30/17 07/01/16-06/30/17 06/09/16-06/09/16 07/01/16-06/30/17 07/01/16-12/31/16	\$12.00 \$12.00 \$30.00 \$12.00 \$12.50
Alonso, Moises  Ambriz, Karina Becker, Kathleen  Bernal, Alejandra Castro, Stephanie  Chacon, Seth  Chima, Stanley	Instructional Leader Upward Bound College Mentor Upward Bound College Mentor Interpreter II Upward Bound College Mentor Office Assistant III Upward Bound College Mentor Supplemental Instructional Leader Supplemental	TRiO Upward Bound Programs TRiO Upward Bound Programs Disability Resources Center TRiO Upward Bound Programs Disability Resources Center TRiO Upward Bound Programs Disability Resources Center TRiO Upward Bound Programs	07/01/16-06/30/17 07/01/16-06/30/17 06/09/16-06/09/16 07/01/16-06/30/17 07/01/16-12/31/16 07/01/16-06/30/17 07/01/16-06/30/17	\$12.00 \$12.00 \$30.00 \$12.00 \$12.50 \$12.00
Alonso, Moises  Ambriz, Karina Becker, Kathleen  Bernal, Alejandra Castro, Stephanie  Chacon, Seth	Instructional Leader Upward Bound College Mentor Upward Bound College Mentor Interpreter II Upward Bound College Mentor Office Assistant III Upward Bound College Mentor Supplemental Instructional Leader	TRiO Upward Bound Programs TRiO Upward Bound Programs Disability Resources Center TRiO Upward Bound Programs Disability Resources Center TRiO Upward Bound Programs Tutorial Services Tutorial Services	07/01/16-06/30/17 07/01/16-06/30/17 06/09/16-06/09/16 07/01/16-06/30/17 07/01/16-12/31/16 07/01/16-06/30/17	\$12.00 \$12.00 \$30.00 \$12.00 \$12.50
Alonso, Moises  Ambriz, Karina Becker, Kathleen  Bernal, Alejandra Castro, Stephanie  Chacon, Seth  Chima, Stanley	Instructional Leader Upward Bound College Mentor Upward Bound College Mentor Interpreter II Upward Bound College Mentor Office Assistant III Upward Bound College Mentor Supplemental Instructional Leader Supplemental	TRiO Upward Bound Programs TRiO Upward Bound Programs Disability Resources Center TRiO Upward Bound Programs Disability Resources Center TRiO Upward Bound Programs Tutorial Services	07/01/16-06/30/17 07/01/16-06/30/17 06/09/16-06/09/16 07/01/16-06/30/17 07/01/16-12/31/16 07/01/16-06/30/17 07/01/16-06/30/17	\$12.00 \$12.00 \$30.00 \$12.00 \$12.50 \$12.00

<sup>\*</sup>Position Title Change

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
NORCO (Cont'd)				
DeWitt, Janelle	Interpreter II Supplemental	Disability Resources Center	06/09/16-06/09/16	\$30.00
Elias, Elizabeth	Instructional Leader	Tutorial Services TRiO Student Support	07/01/16-06/30/17	\$12.00
Esquivel, Erika	Office Assistant IV Upward Bound	Services TRiO Upward Bound	07/01/16-06/30/17	\$14.00
Gallardo, Norma	College Mentor	Programs	07/01/16-06/30/17	\$12.00
George, Stephanie	Interpreter II Supplemental	Disability Resources Center	06/09/16-06/09/16	\$30.00
Georgy, Dina	Instructional Leader	Tutorial Services TRiO Upward Bound	07/01/16-06/30/17	\$12.00
Godines, Giselle	Tutor IV Upward Bound	Programs TRiO Upward Bound	07/01/16-06/30/17	\$10.00
Gomez, Martha Zorilla	College Mentor	Programs Grants and Student Equity	07/01/16-06/30/17	\$12.00
Gonzalez, Christopher	Alumni Mentor Upward Bound	Initiatives TRiO Upward Bound	07/01/16-06/30/17	\$15.00
Hale, Shawna	College Mentor Supplemental	Programs	07/01/16-06/30/17	\$12.00
Hall, Shaina	Instructional Leader Upward Bound	Learning Resource Center TRiO Upward Bound	06/22/16-06/30/16	\$12.00
Hernandez, Santiago	College Mentor Upward Bound	Programs TRiO Upward Bound	07/01/16-06/30/17	\$12.00
Jaime, Antonio Benjamin	College Mentor Supplemental	Programs	07/01/16-06/30/17	\$12.00
Lopez, Brenda	Instructional Leader	Learning Resource Center TRiO Upward Bound	06/22/16-06/30/16	\$12.00
Lopez-Jones, Iliana	Grant Facilitator Supplemental	Programs	07/01/16-06/30/17	\$40.00
Majzoub, Nader	Instructional Leader Supplemental	Tutorial Services	07/01/16-06/30/17	\$12.00
Medina, Gisel	Instructional Leader Upward Bound	Learning Resource Center TRiO Upward Bound	07/01/16-06/30/17	\$12.00
Medina, Sandra	College Mentor	Programs TRiO Upward Bound	07/01/16-06/30/17	\$12.00
Nelson, William	Grant Facilitator	Programs	07/01/16-06/30/17	\$40.00
Perez, Adam	Office Assistant III	Transfer Center Grants and Student Equity	07/01/16-12/31/16	\$12.50
Perez, Eric	Student Peer Mentor	Initiatives Grants and Student Equity	07/01/16-06/30/17	\$12.50
Pham, Kevin	Student Peer Mentor	Initiatives	07/01/16-06/30/17	\$12.50

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	RATE
NORCO (Cont'd)		TD: O.V.		
Pike, Gary	Grant Facilitator	TRiO Upward Bound Programs TRiO Upward Bound	06/01/16-06/30/17	\$40.00
Pizarro, Ilse	Tutor IV Supplemental	Programs	07/01/16-06/30/17	\$10.00
Rash, Morgan	Instructional Leader Upward Bound	Tutorial Services TRiO Upward Bound	07/01/16-06/30/17	\$12.00
Valencia, Cynthia	College Mentor Upward Bound	Programs TRiO Upward Bound	07/01/16-06/30/17	\$12.00
Valdez, Timothy	College Mentor	Programs	07/01/16-06/30/17	\$12.00
MORENO VALLEY				
Aquino, Angelo	Supplemental Instructional Leader Upward Bound	Grants and College Support Programs/STEM Upward Bound Math and	07/01/16-06/30/17	\$12.00
Antoine, Montrell	College Mentor Supplemental	Science Grants and College Support	07/01/16-06/30/17	\$12.00
Arias, Vivian	Instructional Leader Supplemental	Programs/STEM Grants and College Support	07/01/16-06/30/17	\$12.00
Ballard, Chase	Instructional Leader	Programs/STEM Law Enforcement Training	07/01/16-06/30/17	\$12.00
Belman, Kevin	Role Player Supplemental	Programs	07/01/16-06/30/17	\$10.00
Bzdyra, Brennen	Instructional Leader	Academic Support Law Enforcement Training	07/01/16-06/30/17	\$12.00
Cammon, David	Role Player Supplemental	Programs Grants and College Support	07/01/16-06/30/17	\$10.00
Catalan, Susan	Instructional Leader Upward Bound	Programs/STEM Upward Bound Math and	07/01/16-06/30/17	\$12.00
Copado, Ivan	College Mentor	Science Upward Bound Math and	07/01/16-06/30/17	\$12.00
Copado, Ivan	Grant Facilitator Supplemental	Science Grants and College Support	06/22/16-06/30/17	\$40.00
Corbitt, James	Instructional Leader	Programs/STEM	07/01/16-06/30/17	\$12.00
Coronel, Laura	Office Assistant IV Upward Bound	Disability Support Services Upward Bound Math and	07/01/16-12/17/16	\$14.00
DeLeon, Gabriel	College Mentor	Science	07/01/16-06/30/17	\$12.00
Diaz, Estibaliz	Community Liaison Supplemental	Outreach Grants and College Support	05/23/16-06/09/16	\$13.00
Dickinson, Edward	Instructional Leader	Programs/STEM	07/01/16-09/30/16	\$12.00

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
MORENO VALLEY (Con	nt'd)			
Galindo, Felicia	Community Liaison Supplemental	Outreach	07/01/16-08/30/16	\$13.00
Gallo, Stephanie	Instructional Leader Upward Bound	Academic Support Upward Bound Math and	07/01/16-09/30/16	\$12.00
Gutierrez Marin, Rigoberto	-	Science Grants and College Support	07/01/16-06/30/17	\$12.00
Hansen, Noelle	Instructional Leader	Programs/STEM Law Enforcement Training	07/01/16-09/30/16	\$12.00
Herington, James	Role Player	Programs Law Enforcement Training	07/01/16-06/30/17	\$10.00
Hernandez, Lewis	Role Player	Programs Law Enforcement Training	07/01/16-06/30/17	\$10.00
Kusy, Kaylee	Role Player	Programs Law Enforcement Training	07/01/16-06/30/17	\$10.00
Kusy, Kyle	Role Player Supplemental	Programs Grants and College Support	07/01/16-06/30/17	\$10.00
Lopez, Briana	Instructional Leader Supplemental	Programs/STEM	07/01/16-09/30/16	\$12.00
Lopez, Briana	Instructional Leader	Academic Support	10/01/16-06/30/17	\$12.00
Lopez, Esly	Tutor I Upward Bound	Writing Center Upward Bound Math and	07/01/16-06/30/17	\$10.00
Lopez, Jasmine	College Mentor Supplemental	Science Grants and College Support	07/01/16-06/30/17	\$12.00
Noguera, Danilo	Instructional Leader	Programs/STEM	07/01/16-09/30/16	\$12.00
Santoyo, Mariana	Community Liaison	Outreach Upward Bound Math and	06/22/16-08/30/16	\$13.00
Smith, Keely	Grant Facilitator Upward Bound	Science Upward Bound Math and	07/01/16-06/30/17	\$40.00
Smith, Keely	College Mentor	Science Upward Bound Math and	07/01/16-06/30/17	\$12.00
Susuras, David	Grant Facilitator Upward Bound	Science Upward Bound Math and	07/01/16-06/30/17	\$40.00
Thomas, Jourdan	College Mentor	Science Law Enforcement Training	07/01/16-06/30/17	\$12.00
Torres, Teddy	Role Player	Programs Law Enforcement Training	07/01/16-06/30/17	\$10.00
Van Gorder, Bryan	Role Player	Programs Law Enforcement Training	07/01/16-06/30/17	\$10.00
Valadez, Sarah	Role Player	Programs Programs	07/01/16-06/30/17	\$10.00

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>		
MORENO VALLEY (Con	MORENO VALLEY (Cont'd)					
`	,	Upward Bound Math and				
Williams Puckett, Kenisha	Grant Facilitator	Science	07/01/16-06/30/17	\$40.00		
***	D 1 D1	Law Enforcement Training	07/04/4 < 0 < /00/47	<b>#10.00</b>		
Ybarra, Andrew	Role Player	Programs Low Enforcement Training	07/01/16-06/30/17	\$10.00		
Ybarra, Marshall	Role Player	Law Enforcement Training Programs	07/01/16-06/30/17	\$10.00		
i barra, marshan	Upward Bound	Upward Bound Math and	07/01/10-00/30/17	Ψ10.00		
Zavala Lopez, Laura	College Mentor	Science Science	07/01/16-06/30/17	\$12.00		
RIVERSIDE						
	Coach, Summer					
Adams, James	Activities	Kinesiology and Athletics	07/01/16-08/31/16	\$17.54		
Adriano, Katarina	Stage Tech I	Performance Riverside	07/01/16-06/30/17	\$10.00		
Adriano, Katarina	Stage Tech I	Fine and Performing Arts	07/01/16-06/30/17	\$10.00		
Alexander, Tameka	Interpreter III	Disability Resouce Center	07/01/16-06/30/17	\$35.00		
	Supplemental					
Allen, Christina	Instructional Leader	Academic Support	07/01/16-06/30/17	\$12.00		
A 11'	Coach, Summer	77' ' 1 1 4 11 4'	07/01/16 00/21/16	Φ1 <b>7</b> . <b>7</b> . 4		
Allis, Tara	Activities	Kinesiology and Athletics	07/01/16-08/31/16	\$17.54		
Alton, Christina	Interpreter III	Disability Resouce Center	07/01/16-06/30/17	\$35.00		
Alvoroz Mortin	Supplemental Instructional Leader	Academia Support	07/01/16-06/30/17	\$12.00		
Alvarez, Martin	Coach, Summer	Academic Support	07/01/10-00/30/17	\$12.00		
Arguelles, Rudolph	Activities	Kinesiology and Athletics	07/01/16-08/31/16	\$17.54		
Arnhart, Katie	Interpreter III	Disability Resouce Center	07/01/16-06/30/17	\$35.00		
Arnhart, Katie	Interpreter III	Admissions and Records	05/31/16-06/11/16	\$35.00		
Arias Jr, Hector	Interpreter I	Disability Resouce Center	07/01/16-06/30/17	\$25.00		
Arteaga, Alejandra	Stage Tech IV	Fine and Performing Arts	07/01/16-06/30/17	\$10.65		
Arteaga, Alejandra	Stage Tech IV	Performance Riverside	07/01/16-06/30/17	\$10.65		
Arteaga, Alejandra	Stage Tech IV	Theatre	07/01/16-06/30/17	\$10.65		
Auman, Allen	Interpreter III	Disability Resouce Center	07/01/16-06/30/17	\$35.00		
·	Coach, Summer	·				
Baeza, Randi	Activities	Kinesiology and Athletics	07/01/16-08/31/16	\$17.54		
Barry, Russell	Stage Tech VI	Fine and Performing Arts	07/01/16-06/30/17	\$12.65		
·	Coach, Summer	_				
Becker, Jordan	Activities	Kinesiology and Athletics	07/01/16-08/31/16	\$17.54		
Becker, Kathleen	Interpreter II	Disability Resouce Center	07/01/16-06/30/17	\$30.00		
Beemer-McGuire, Andrea	•	Fine and Performing Arts	07/01/16-12/31/16	\$13.00		
D III	Supplemental	A 1 ' C	07/01/16 06/00/17	ф1 <b>2</b> 00		
Bennett, Toryona	Instructional Leader	Academic Support	07/01/16-06/30/17	\$12.00		

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
RIVERSIDE (Cont'd)				
Blackwood, Micah	Interpreter II	Disability Resouce Center	07/01/16-06/30/17	\$30.00
,	Coach, Summer	,		
Bonzoumet, Nikki	Activities	Kinesiology and Athletics	07/01/16-08/31/16	\$17.54
	Coach, Summer			
Borden, Thomas	Activities	Kinesiology and Athletics	07/01/16-08/31/16	\$17.54
Brown, Brittany	Interpreter III	Disability Resouce Center	07/01/16-06/30/17	\$35.00
Cardona, Zaira	Research Intern	Center for International Trade	07/01/16-06/30/17	\$14.22
Castaneda, Alexandra	Interpreter III	Disability Resouce Center	07/01/16-06/30/17	\$35.00
Cecil, James	Tutor IV	Mathematics	06/20/16-06/30/17	
Cheney, Stephanie	Interpreter III	Disability Resouce Center	07/01/16-06/30/17	\$35.00
	Coach, Summer			
Claggett, Anthony	Activities	Kinesiology and Athletics	07/01/16-08/31/16	\$17.54
	Coach, Summer			
Cook, Brandon	Activities	Kinesiology and Athletics	07/01/16-08/31/16	\$17.54
Conaway, Christian	Research Intern	Center for International Trade	07/01/16-06/30/17	\$14.22
Cottom, Cherise	Tutor IV	Tutorial Services	07/01/16-06/30/17	\$10.00
Creehan, Joseph	Interperter III	Disability Resouce Center	07/01/16-06/30/17	\$35.00
Crespo, Jessica	Interpreter I	Disability Resouce Center	07/01/16-06/30/17	\$25.00
	Coach, Summer			<b></b>
Daddona, Michelle	Activities	Kinesiology and Athletics	07/01/16-08/31/16	\$17.54
DeFoe, Elyse	Interpreter I	Disability Resouce Center	07/01/16-06/30/17	\$25.00
Delgado, Danielle	Interpreter II	Disability Resouce Center	07/01/16-06/30/17	\$30.00
DeWitt, Janelle	Interpreter II	Disability Resouce Center	07/01/16-06/30/17	\$30.00
	Supplemental			*
Diaz, Sandra	Instructional Leader	Academic Support	07/01/16-06/30/17	\$12.00
Eddy, Carmen	Interpreter III	Disability Resouce Center	07/01/16-06/30/17	\$35.00
	Coach, Summer		07/01/1/2 00/01/1/2	<b>4.5.5.4</b>
Elton, Jim	Activities	Kinesiology and Athletics	07/01/16-08/31/16	
Everley, Shannon	Stage Tech IV	Theatre	07/01/16-06/30/17	\$10.65
Everley, Shannon	Stage Tech IV	Performance Riverside	07/01/16-06/30/17	\$10.65
Everley, Shannon	Stage Tech IV	Fine and Performing Arts	07/01/16-06/30/17	\$10.65
	Supplemental		07/01/14/04/00/14	Ф12 00
Farook, Eba	Instructional Leader	Academic Support	07/01/16-06/30/17	\$12.00
	Coach, Summer		07/01/1/2 00/01/1/2	<b>4.5.5.4</b>
Finfrock, Doug	Activities	Kinesiology and Athletics	07/01/16-08/31/16	\$17.54
Flores, Jose	Tutor IV	Upward Bound	07/01/16-06/30/17	\$10.00
C 1 V	Coach, Summer	TZ* * 1	07/01/16 00/06/16	Φ1 <b>7</b> .54
Gardner, Keenan	Activities	Kinesiology and Athletics	07/01/16-08/26/16	\$17.54
C 4.1	Supplemental	A	07/01/17 07/20/17	¢12.00
Gonser, Adam	Instructional Leader	Academic Support	07/01/16-06/30/17	\$12.00
Gonzales, Maire	Stage Technician I	Theatre	07/01/16-06/30/17	\$10.00

NAME	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
RIVERSIDE (Cont'd)				
Greer, Geoffrey	Grant Facilitator	Upward Bound	06/01/16-06/30/17	\$40.00
Harris, James	Interpreter III	Admissions and Records	05/31/16-06/11/16	\$35.00
,	Coach, Summer			
Hass, Richard	Activities	Kinesiology and Athletics	07/01/16-08/26/16	\$17.54
	Coach, Summer			
Hofman, Jamie	Activities	Kinesiology and Athletics	07/01/16-08/26/16	\$17.54
Hudgens, Ethan	Stage Technician IV	Theatre	07/01/16-06/30/17	\$10.65
Hudgens, Ethan	Stage Technician IV	Performance Riverside	07/01/16-06/30/17	\$10.65
Hudgens, Ethan	Stage Technician IV	Fine and Performing Arts	07/01/16-06/30/17	\$10.65
James, Marcia	Registered Nurse II	Health Services	03/16/16-06/30/17	\$37.00
	Coach, Summer			
Johnson, Mustafa	Activities	Kinesiology and Athletics	07/01/16-08/26/16	\$17.54
Johnston, Erin	Registered Nurse II	Health Services	07/01/16-06/30/17	\$37.00
	Supplemental			
Joneson, Mark	Instructional Leader	Academic Support	07/01/16-06/30/17	\$12.00
	Supplemental			
Kacarab, Michael	Instructional Leader	Academic Support	07/01/16-06/30/17	\$12.00
	Coach, Summer			
Kammert, Sarah	Activities	Kinesiology and Athletics	07/01/16-08/26/16	\$17.54
	Supplemental			
Karam, Joanna	Instructional Leader	Academic Support	07/01/16-06/30/17	\$12.00
	Business Technical	International Students and		
Kokkos, Dimitris	Assistant	Programs	07/01/16-06/30/17	\$24.00
James, Marcia	Registered Nurse II	Health Services	03/16/16-06/30/16	\$37.00
	Supplemental			
Langston, Alysia	Instructional Leader	Academic Support	07/01/16-06/30/17	\$12.00
	Supplemental			*
Lavengood-Ryan, Andrew		Academic Support	07/01/16-06/30/17	\$12.00
	Supplemental		05/04/4 < 0 < /00/45	<b>#12.00</b>
Leduc, James	Instructional Leader	Academic Support	07/01/16-06/30/17	\$12.00
	Coach, Summer	77	07/01/16 00/06/16	ф1 <b>7.5</b> 4
Marshall, Collin	Activities	Kinesiology and Athletics	07/01/16-08/26/16	\$17.54
Martinez, Christina	Stage Technician IV	Theatre	07/01/16-06/30/17	\$10.65
Martinez, Christina	Stage Technician IV	Performance Riverside	07/01/16-06/30/17	\$10.65
Martinez, Christina	Stage Technician IV	Fine and Performing Arts	07/01/16-06/30/17	\$10.65
Martinez, Jan	Office Assistant II	Early Childhood Studies	07/01/16-06/30/17	\$10.50
MaCaman James	Coach, Summer	Athletics and Vincii-1	07/01/16 00/06/16	¢17 54
McCarron, James	Activities	Athletics and Kinesiology	07/01/16-08/26/16	\$17.54
Manah Datrial	Coach, Summer	Athletics and Vinesiales	07/01/16 00/06/16	¢17 <i>51</i>
Meech, Patrick	Activities	Athletics and Kinesiology	07/01/16-08/26/16	\$17.54

NAME	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
RIVERSIDE (Cont'd)				
Melendrez, Ronald	Tutor IV Coach, Summer	Upward Bound	07/01/16-06/30/17	\$10.00
Morceli, Abderrahmane	Activities Coach, Summer	Kinesiology and Athletics	07/01/16-08/26/16	\$17.54
Northcott, Jason	Activities	Kinesiology and Athletics	07/01/16-08/26/16	\$17.54
O'Neil, Ian	Stage Technician I	Fine and Performing Arts	07/01/16-06/30/17	\$10.00
O'Neil, Ian	Stage Technician I Coach, Summer	Theatre	07/01/16-06/30/17	\$10.00
Pacheco, Eddie	Activities	Kinesiology and Athletics	07/01/16-08/31/16	\$17.54
Parry, Patricia	Lab Aide I - Art	Art	07/01/16-06/30/17	\$10.00
Poray, Zachary	Stage Technician VI	Fine and Performing Arts	07/01/16-06/30/17	\$12.65
Poray, Zachary	Stage Technician VI	Theatre	07/01/16-06/30/17	\$12.65
Rameriz, Anay	Lifeguard (Instructor) Coach, Summer	Community Education	06/01/16-08/11/16	\$10.00
Randle, Bradley	Activities	Kinesiology and Athletics	07/01/16-08/31/16	\$17.54
Reyes, Branden	Stage Technician VI Coach, Summer	Fine and Performing Arts	07/01/16-06/30/17	\$12.65
Richey, Michael	Activities Coach, Summer	Kinesiology and Athletics	07/01/16-08/31/16	\$17.54
Roberts, Nicole	Activities	Kinesiology and Athletics	07/01/16-08/31/16	\$17.54
	Coach, Summer			
Rogers, Dennis	Activities Supplemental	Kinesiology and Athletics	07/01/16-08/31/16	\$17.54
Roman, Jenna	Instructional Leader Supplemental	Academic Support	07/01/16-06/30/17	\$12.00
Salas, Stephanie	Instructional Leader	Academic Support	05/01/16-06/30/17	\$12.00
Salazar, Citlali	Lifeguard (Instructor)	Community Education	06/01/16-08/11/16	\$10.00
Sanchez, Margery	Lifeguard (Instructor)	Community Education	06/01/16-08/11/16	\$10.00
Saucedo, Karen	Lifeguard (Instructor)	Community Education Performance Riverside /	06/01/16-08/11/16	\$10.00
Schultz, Daniel	Office Assistant III	Theatre	07/01/16-06/30/17	\$12.50
Schultz, Jason	Stage Technician IV	Fine and Performing Arts	07/01/16-06/30/17	\$10.65
Schultz, Jason	Stage Technician IV	Theatre	07/01/16-06/30/17	\$10.65
Sheffler, Travis	Box Office Specialist Stage Master	Fine and Performing Arts	07/01/16-12/31/16	\$13.00
Shelton, Jessica	Electrician Stage Master	Fine and Performing Arts	07/01/16-06/30/17	\$17.00
Shelton, Jessica	Electrician	Theatre	07/01/16-06/30/17	\$17.00
Shelton, Scott	Stage Technician IV	Fine and Performing Arts	07/01/16-06/30/17	\$10.65
Shelton, Scott	Stage Technician IV	Theatre	07/01/16-06/30/17	\$10.65

NAME	<u>POSITION</u>	<u>DEPARTMENT</u>	DATE	<u>RATE</u>
RIVERSIDE (Cont'd)				
	Coach, Summer			
Shipp, Isaac	Activities	Kinesiology and Athletics	07/01/16-08/31/16	\$17.54
	Coach, Summer			
Sigloch, Steve	Activities	Kinesiology and Athletics	07/01/16-08/31/16	\$17.54
	Coach, Summer			
Silva, Shandon	Activities	Kinesiology and Athletics	07/01/16-08/31/16	\$17.54
Steele, Prince	Tutor IV	Tutorial Services	07/01/16-06/30/17	\$10.00
	Coach, Summer			
Talamaivao, Christopher	Activities	Kinesiology and Athletics	07/01/16-08/31/16	\$17.54
	Coach, Summer			
Talamaivao, Pene	Activities	Kinesiology and Athletics	07/01/16-08/31/16	\$17.54
	Coach, Summer			
Taylor, Shannon	Activities	Kinesiology and Athletics	07/01/16-08/31/16	\$17.54
Valencia, Ofelia	Stage Technician VI	Fine and Performing Arts	07/01/16-06/30/17	\$12.65
	Coach, Summer			
Valencia, Jessie	Activities	Kinesiology and Athletics	07/01/16-08/31/16	\$17.54
Verstappe, Anthony	Stage Technician IV	Fine and Performing Arts	07/01/16-06/30/17	\$10.65
		Performance Riverside /		
Verstappe, Anthony	Stage Technician IV	Theatre	07/01/16-06/30/17	\$10.65
	Supplemental			
Weng, Cheng Hang	Instructional Leader	Academic Support	07/01/16-06/30/17	\$12.00
		Performance Riverside /		
Welsh, Scott	Stage Technician III	Theatre	07/01/16-06/30/17	\$10.00
	Assistant Pool			
Wheeler, Lauren	Manager	Community Education	06/01/16-08/11/16	\$10.50
	Coach, Summer			
Wilson, Curtis	Activities	Kinesiology and Athletics	07/01/16-08/31/16	\$17.54
	Coach, Summer			
Wilson, Michael	Activities	Kinesiology and Athletics	07/01/16-08/31/16	\$17.54
	Coach, Summer			
Yancey, Thomas	Activities	Kinesiology and Athletics	07/01/16-06/30/17	\$17.54
	Coach, Summer			
Younglove, Elizabeth	Activities	Kinesiology and Athletics	07/01/16-08/31/16	\$17.54
Zamora, Kristen	Lifeguard (Instructor)	Community Education	06/01/16-08/11/16	\$10.00

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

NAME	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	RATI	Ε
DISTRICT FUNDS					
MORENO VALLEY COLL	EGE				
Arias, Vivian	Student Aide I	EOPS	06/01/16	\$	10.00
Becerra Romero, Alicia	Student Aide I	Tutorial Services	05/10/16	\$	10.00
		Outeach Peer Leader			
Bonilla, Lizbeth F	Student Aide III	Program	06/10/16	\$	12.00
		Outeach Peer Leader			
Contreras, Megan D	Student Aide III	Program	06/07/16	\$	12.00
		Outeach Peer Leader			
Flores Franco, Karen J	Student Aide III	Program	06/07/16	\$	12.00
Garcia, Rachelle	Student Aide I	Food Services	06/10/16	\$	10.00
Hernandez, Benjamin L	Student Aide I	EOPS	06/01/16	\$	10.00
-		Outeach Peer Leader			
Hernandez, Maria R	Student Aide III	Program	06/10/16	\$	12.00
		Outeach Peer Leader			
Kafie, Camila E	Student Aide III	Program	06/10/16	\$	12.00
		Outeach Peer Leader			
Lopez, Melissa W	Student Aide III	Program	06/10/16	\$	12.00
-		Outeach Peer Leader			
Milner, Shadae J	Student Aide III	Program	06/10/16	\$	12.00
		Outeach Peer Leader			
Peraza, Elvin A	Student Aide III	Program	06/10/16	\$	12.00
Roman, Cynthia A	Student Aide III	STEM	05/31/16	\$	11.00
•		Outeach Peer Leader			
Sagrero, Adrian	Student Aide III	Program	06/07/16	\$	12.00
-		Outeach Peer Leader			
Salmeron, Cristina	Student Aide III	Program	06/10/16	\$	12.00
		Outeach Peer Leader			
Sanchez, Leslie	Student Aide III	Program	06/10/16	\$	12.00
		Outeach Peer Leader			
Vargas, Giovanna	Student Aide III	Program	06/10/16	\$	12.00
		Outeach Peer Leader			
Whitworth, Tekeyah Monae	Student Aide III	Program	06/10/16	\$	12.00
		Outeach Peer Leader			
Youngblood, Iiyshaa E	Student Aide III	Program	06/07/16	\$	12.00
NORCO COLLEGE					
Abdulhadi, Noha	Student Aide II	<b>Tutorial Services</b>	05/13/16	\$	10.00
Bredehoft, Brandalyn	Student Aide II	<b>Tutorial Services</b>	05/12/16	\$	10.00
Marquez, Camryn	Student Aide II	<b>Tutorial Services</b>	05/24/16	\$	10.00
Meeks, JaJuan	Student Aide I	EOPS/CARE	06/08/16	\$	10.00

Backup Other Personnel June 21, 2016 Page 2 of 2

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<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	RAT	E			
NORCO COLLEGE (Cont	NORCO COLLEGE (Cont'd)							
Osanyinpeju, Jessica	Student Aide II	Tutorial Services	05/19/16	\$	10.00			
Roman, Violet	Student Aide II	Tutorial Services	05/16/16	\$	10.00			
RIVERSIDE CITY COLLE	GE							
Albeer, Marwan	Student Aide I	EOPS	05/20/16	\$	10.00			
Ayoub, Sammie	Student Aide I	Political Science	05/12/16	\$	10.00			
Baldwin, Sandy	Student Aide I	Disability Resource Ctr	05/10/16	\$	10.00			
Cabrera Sanchez, Jose	Student Aide I	EOPS	05/20/16	\$	10.00			
Chiang, Yi Ming	Student Aide II	International Student Ctr Business Administration/	05/12/16	\$	10.00			
Gregory, Mariia	Student Aide I	Info Systems and Tech.	06/02/16	\$	10.00			
Harley, Deanna	Student Aide I	EOPS	05/23/16	\$	10.00			
Monroy, Angie	Student Aide I	EOPS	05/20/16	\$	10.00			
Pulu, Leslie	Student Aide I	Health Services	05/23/16	\$	10.00			
,								
Scott, Samantha	Student Aide I	EOPS	05/20/16	\$	10.00			
CATEGORICAL FUNDS								
AMERICA READS PROG	RAM							
		Music Changing Lives-						
Mejia, Lorena	Student Aide I	MVC	05/31/16	\$	10.00			
AMERICA COUNTS PRO	GRAM							
		My Learning Studio						
Whitlock, Amira	Student Aide II	Outreach, Norco	06/13/16	\$	11.00			
MORENO VALLEY COL	LEGE							
		Renaissance Scholars						
Egbo, Doris	Student Aide I	Program	06/01/16	\$	10.00			
Rodriguez, Jocelyn	Student Aide I	6		·				
<i>G , ,</i>		EOPS	06/07/16	\$	10.00			
NORCO COLLEGE								
Lumley, Jerusha	Student Aide I	Library	05/13/16	\$	10.00			
RIVERSIDE CITY COLLE	GE							
Emstrom, Jay	Student Aide I	Student Activities	05/12/16	\$	10.00			
Peterson, Pamela	Student Aide II	Student Services/Activities	05/12/16	\$	10.00			



## Agenda Item (VI-B-1)

Meeting 6/21/2016 - 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 \$3,810,999 and District Warrant Claims totaling

\$7,490,061.

#### 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 \$3,810,999 requested by 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 254423 - 255631) totaling \$7,490,061, paid against approved Purchase Orders, 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, Vice Chancellor, Business and Financial Services
Majd Askar, Director of Business Services

#### Attachments:

06212016 Contracts and Purchase Orders (May)

#### Report of Purchases-All District Resources Purchases Over \$87,800 5/01/16 thru 5/31/16

PO#	Department	Vendor	Description		Amount
C0005312	Career and Technical Ed - Norco	Riverside County Educational & Training Trust	Apprenticeship Training Program	\$	92,087
P0052975	Information Services	CDW-G	National IPA Contract Award		108,648
P0053312	Facilities - Riverside	Dell Marketing LP	WSCA Agreement B27160	_	176,675
Additions to	Approved/Ratify Purchase Orders of \$87,800 and 0	Over			
C0004911	CTE Projects	Chaffey Community College District	CTE Ehancement Fund Grant		111,433
C0005196	Customized Solutions	Custom Corporate Communications LLC	Training Services		270,000
			Total	\$	758,843
			All Purchase Orders, Contracts, and Additions		
			for the Peroid of 5/01/16 - 5/31/16		
			Contracts C5310 - C5331 and		367,454
			Contract Additions C3090 - C5233		,
			Purchase Orders P52666 - P53367 and	2	2,247,641
			Purchase Order Additions P47929 - P52641		
			Blanket Purchase Orders B14688 - B14699 and		437,061
			Blanket Purchase Order Additions B13573 - B14686		,
			Total	\$ 3	3,052,156
			Grand Total	\$ 3	3,810,999



## Agenda Item (VI-B-3-a)

Meeting 6/21/2016 - Regular

Agenda Item Consent Agenda Action (VI-B-3-a)

Subject Resolution No. 56-15/16 – 2015-2016 Full Time Student Success Grant

College/District District

Funding Grants and Categorical Programs

Recommended

Action

It is recommended that the Board of Trustees approve adding the revenue and expenditures

of \$123,931 to the budget.

#### Background Narrative:

The Riverside Community College District's colleges have received additional funding for the 2015-2016 Full Time Student Success Grant in the amount of \$123,931 from the California Community Colleges Chancellor's Office. The additional funding by college follows: Moreno Valley College - \$31,233, Norco College - \$13,610, and Riverside City College - \$79,088. The funds will be used for student awards.

Prepared By: Sandra Mayo, President, Moreno Valley College

Irving Hendrick, Interim President, Norco College

Wolde-Ab Isaac, President, Riverside

Dyrell Foster, Vice President, Student Services (MVC)

Monica Green, Vice President, Student Services, Norco College

Cecilia Alvarado, Interim VP of Student Services, RCC

#### Attachments:

06212016\_Resolution No. 56-15/16 - Full Time Student Success Grant

## RIVERSIDE COMMUNITY COLLEGE DISTRICT RESOLUTION TO AMEND BUDGET

**RESOLUTION No. 56-15/16** 

2015-2016 Full Time Student Success Grant

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$123,931 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 June 21, 2016.

Clerk or Authorized Agent

## RIVERSIDE COMMUNITY COLLEGE DISTRICT INCOME & EXPENDITURES - BUDGET AMENDMENT

#### Resolution No. 56-15/16 2015-2016 Full Time Student Success Grant

Year	County	District	Date	Fund
16	33	07	6/21/2016	12

Fund	School	Resource	PY	Goal	Func	Object	Amount		Object Code Description
12	D00	1190	0	0000	0383	8629	79,088	00	REVENUE
12	E00	1190	0	0000	0383	8629	13,610	00	
12	F00	1190	0	0000	0383	8629	31,233	00	$\vee$
									EXPENDITURES
12	DZE	1190	0	6460	0383	5890	79,088	00	Student Stipends
12	EZE	1190	0	6460	0383	5890	13,610	00	Student Stipends
12	FZE	1190	0	6460	0383	5890	31,233	00	Student Stipends
							123,931	00	TOTAL REVENUE
							123,931	00	TOTAL EXPENDITURES



## Agenda Item (VI-B-3-b)

Meeting 6/21/2016 - Regular

Agenda Item Consent Agenda Action (VI-B-3-b)

Subject Resolution No. 57-15/16 – 2015-2016 GO-Biz Grant

College/District District

Funding Grants and Categorical Programs

Recommended

Action

It is recommended that the Board of Trustees approve adding the revenue and expenditures

of \$3,000 to the budget.

#### Background Narrative:

The Riverside Community College District has received additional funding for the 2015-2016 GO-Biz Grant in the amount of \$3,000 from the California Governor's Office of Business and Economic Development, passed through from California State University Fullerton Auxiliary Services Corporation. The funds will be used for consultants.

Prepared By: Michael Burke, Ph.D., Chancellor

Richard Keeler, Dean, Grants

Mark Mitchell, Director, Tritech Small Business Development Center

#### Attachments:

06212016 Resolution No. 57-15/16 - GO-Biz Grant

## RIVERSIDE COMMUNITY COLLEGE DISTRICT RESOLUTION TO AMEND BUDGET

RESOLUTION No. 57-15/16

2015-2016 GO-Biz Grant

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$3,000 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 June 21, 2016.

Clerk or Authorized Agent

#### RIVERSIDE COMMUNITY COLLEGE DISTRICT INCOME & EXPENDITURES - BUDGET AMENDMENT Resolution No. 57-15/16 2015-2016 GO-Biz Grant

Year	County	District	Date	Fund
16	33	07	6/21/2016	12

Fund	School	Resource	PY	Goal	Func	Object	Amount		Object Code Description
12	A00	1190	0	0000	0139	8627	3,000	00	REVENUE
									EXPENDITURES
12	AXD	1190	0	7012	0139	5110	3,000	00	Consulting
							3,000	00	TOTAL REVENUE
							3,000	00	TOTAL EXPENDITURES



## Agenda Item (VI-B-3-c)

Meeting 6/21/2016 - Regular

Agenda Item Consent Agenda Action (VI-B-3-c)

Subject Resolution No. 58-15/16 – 2015-2016 EOPS Special Project Set-Aside Grant

College/District Riverside

Funding Grants and Categorical Programs

Recommended It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$15,000 to the budget.

#### Background Narrative:

The Riverside Community College District's Riverside City College has received additional funding for the 2015-2016 EOPS Special Project Set-Aside Grant from the California Community College Chancellor's Office in the amount of \$15,000. The funds will be used for operating expenses.

Prepared By: Wolde-Ab Isaac, President, Riverside

#### Attachments:

06212016\_Resolution No. 58-15/16 - EOPS Special Project Set-Aside Grant

## RIVERSIDE COMMUNITY COLLEGE DISTRICT RESOLUTION TO AMEND BUDGET

RESOLUTION No. 58-15/16

2015-2016 EOPS Special Project Set-Aside Grant

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 June 21, 2016.

Clerk or Authorized Agent

## RIVERSIDE COMMUNITY COLLEGE DISTRICT INCOME & EXPENDITURES - BUDGET AMENDMENT

#### Resolution No. 58-15/16 2015-2016 EOPS Special Project Set-Aside Grant

Year	County	District	Date	Fund
16	33	07	6/21/2016	12

Fund	School	Resource	PY	Goal	Func	Object	Amount		Object Code Description
12	D00	1190	0	0000	0062	8627	15,000	00	REVENUE
									EXPENDITURES
12	DCW	1190	0	6020	0062	5219	15,000	00	Other Travel
							15,000	00	TOTAL REVENUE
							15,000	00	TOTAL EXPENDITURES



## Agenda Item (VI-B-5-a)

Meeting 6/21/2016 - Regular

Agenda Item Consent Agenda Action (VI-B-5-a)

Subject Purchase Technology Products Utilizing the University of California awarded agreement

number 960/90/251.

College/District District

Funding Various Resources

Recommended

Action

It is recommended that the Board of Trustees approve the purchase of technology products from CDW-G, utilizing the University of California awarded agreement number 960/90/251.

#### Background Narrative:

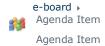
Assembly Bill 653 added Section 81646 to the Education Code and Section 20653.5 to the Public Contract Code enabling Community College Districts to purchase materials, equipment, supplies, and/or services under the same conditions as those specified in a contract lawfully awarded by the University of California (UC) or the California State University (CSU). The bill permits Community College Districts, the UC and the CSU to share contracts with each other for the purpose of achieving added price savings through volume discounting. As such, the Foundation for California Community Colleges (FCCC), through the California Higher Education Shared Services (CHESS) Consortium, secured an agreement with CDW Government (CDW-G) for technology products.

Riverside Community College District utilizes multiple vendors to purchase technology products. Staff recommends use of the University of California awarded agreement number 960/90/251, as one source to purchase technology products from CDW-G. The term for the UC awarded agreement number 960/90/251 is through June 30, 2017, with an option to renew for one (1) additional term. District staff has reviewed available cooperative purchasing agreements and other formal purchasing options and found that these contracts best meet the needs of the District.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services
Maid Askar, Director of Business Services

#### Attachments:

None.



## Agenda Item (VI-B-5-b)

6/21/2016 - Regular Meeting

Consent Agenda Action (VI-B-5-b) Agenda Item

Subject Purchase Medical Equipment and Medical Training Products Utilizing the Foundation for

California Community Colleges negotiated agreement number #CB 16-203

College/District District

Various Resources **Funding** 

Recommended

It is recommended that the Board of Trustees approve the purchase of medical equipment and medical training products from Laerdal Medical Corporation, utilizing the Foundation for Action

California Community Colleges negotiated agreement number CB 16-203.

#### Background Narrative:

The Foundation for California Community Colleges (Foundation), a nonprofit organization, serves as the official foundation supporting the Board of Governors, Chancellor's Office, and the entire California Community College system. The Foundation operates CollegeBuys, a cooperative purchasing program designed to leverage the buying power of the 72 community college districts. CollegeBuys secures the most advantageous pricing from enterprise level vendors using system-wide agreements. Public Contract Code Section 20661 authorizes California Community Colleges to piggyback on contracts awarded by the Chancellor of the California Community Colleges.

Riverside Community College District utilizes multiple vendors to purchase medical equipment and medical training products. Staff recommends use of the Foundation awarded agreement number CB 16-203, as one source to purchase medical equipment and medical training products from Laerdal Medical Corporation. The term of agreement number CB 16-203 is through March 15, 2019, with the option to extend the term for two (2) additional one (1) year terms. District staff has reviewed available cooperative purchasing agreements and other formal purchasing options and found that this contract best meet the needs of the District.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services Majd Askar, Director of Business Services

#### Attachments:

None.



## Agenda Item (VI-B-6-a)

Meeting 6/21/2016 - Regular

Agenda Item Consent Agenda Action (VI-B-6-a)

Subject Contracts and Agreements Report Less than \$87,800 – All District Resources

College/District District

Funding Various Resources

Recommended It is recommended that the Board of Trustees ratify contracts totaling \$367,454 for the period

Action of May 1, 2016 through May 31, 2016.

#### 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 \$87,800. The attached listing of contracts and agreements under \$87,800 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, Vice Chancellor, Business and Financial Services
Majd Askar, Director of Business Services

#### Attachments:

06212016\_Contracts and Agreements Less than \$87,800 Report (May)

#### Contracts and Agreements Report-All District Resources \$87,800 and Under 5/01/16 thru 5/31/16

PO#	Department	Vendor	Business Location	Description	Amount
C0005310	Matriculation - Moreno Valley	SARS Software Products, Inc.	San Rafael	Computer Software Maint/Lic	\$ 1,000
C0005311	Student Services - Moreno Valley	Feet First Entertainment	Culver City	Team Building Event	326
C0005311	Student Activities	Feet First Entertainment	Culver City	Team Building Event	524
C0005311	Institutional Support, Instruction & Curriculum	Feet First Entertainment	Culver City	Team Building Event	1,000
C0005313	Performance Riverside	Music Theatre International	New York, NY	Rents and Leases	8,941
C0005314	Performance Riverside	Music Theatre International	New York, NY	Rents and Leases	9,436
C0005315	President - Moreno Valley	Nettie's Party Pals, Inc.	Hemet	Rents and Leases	675
C0005316	Admissions & Records - Norco	Pyro Spectaculars, Inc.	Rialto	Fireworks Display	6,000
C0005317	Health, Human & Public Services - Moreno Valley		Riverside	Consultants	5,000
C0005318	Business Operations - Riverside	Professional Personnel Leasing Inc.	South Lake Tahoe	Administrative Consulting Services	56,063
C0005319	Community & Economic Development	ERS Consulting Services	Rancho Cucamonga	Consultants	10,000
C0005320	Campus Student Services - Norco	Certified Transportation Services, Inc.	Santa Ana	Transportation Contracts	886
C0005321	Campus Police	Lexipol, LLC	Aliso Viejo	Training Services	11,535
C0005322	Dean of Instruction - Moreno Valley	Cliff Swallow Alternative Nesting Structures	Fountain, CO	Consultants	370
C0005322	Matriculation - Moreno Valley	Comeyo, Inc.	San Luis Obispo	Online Application Hosting Services	24,500
C0005324	Campus Student Services - Norco	Certified Transportation Services, Inc.	Santa Ana	Transportation Contracts	1.199
C0005325	Campus Student Services - Norco	Rosetta Stone Ltd.	Harrisonburg, VA	Computer Software Maint/Lic	5,100
C0005326	Campus Student Services - Norco	Ol School House Class of Oh Oh LLC	Los Angeles	Consultants	13,500
C0005327	Admissions & Records - Riverside	The College Board	Mount Vernon, IL	Accuplacer Tests	53,999
C0005327	Career and Technical Ed - Norco	Gosset, Nathalie	Semi Valley	Professional Services	2,500
C0005329	Student Financial Services - Norco	Northstar Education Services LLC	Eagan, MN	Professional Services	2,252
C0005325	Community & Economic Development	Gracial, Rich M	San Dimas	Consultants	15,000
C0005330	Academy / Criminal Services	Harland Technology Services	Omaha, NE	Repairs - Service	759
N/A	CTE Projects	College of the Desert	Palm Desert	Prop 39 Clean Energy Grant	No Cost
N/A	Customized Training	San Bernardino Community College District	San Bernardino	Training Services	No Cost
N/A	Business Services	Grossmont-Cuyamaca Community College District	El Cajon	Prop 39 Clean Energy Grant	No Cost
N/A	Tri-Tech	, ,	Riverside	1 63	No Cost
		City of Riverside		Economic Development	No Cost No Cost
N/A	President - Riverside	Mission Inn	Riverside	Reduced Room Rates	
N/A	CTE Projects	Murrieta Valley Unified School District	Murrieta	Articulation Agreement for ENE-4	No Cost
N/A	CTE Projects	Chaffey Joint Union High School District	Ontario	Articulation Agreement for ADM-63A	No Cost
N/A	CTE Projects	Chaffey Joint Union High School District	Ontario	Articulation Agreement for ADM-77A	No Cost
N/A	CTE Projects	Riverside Unified Shool District	Riverside	Articulation Agreement for AML-1	No Cost
N/A	Admission & Records	Grad Images	Tallahassee, FL	Photography Services	No Cost
N/A	Nursing	Office of Statewide Health Planning & Development		Song Brown Grant	No Cost
N/A	Health Services	County of Riverside	Riverside	Early Intervention for Trauma	No Cost
N/A	Facilities & Planning	Colony Specialty	San Antonio, TX	Insurance Claim	No Cost
N/A	CTE Projects	Ford Motor Company	Allen Park, MI	Auto Donation	No Cost
N/A	Dean of Instruction	Rising Starts Business Academy	Moreno Valley	Student Enrollment	No Cost
N/A	Student Services	Music Changing Lives	Moreno Valley	Off Campus FWS	No Cost
N/A	Early Childhood Cehte	Great Pony Parties	Perris	Petting Zoo & Pony Rides	No Cost
N/A	CTE Projects	Victor Valley Community College District	Victorville	Non-Traditional Careers Outreach Event	No Cost
	Approved/Ratify Contracts of \$87,800 and Under				
C0003090	Facilities Planning & Development	Ricoh USA, Inc.	Pasadena	Copying and Printing	267
C0004472	Tri-Tech	Vantages Business Consulting	Newport Beach	Amend. #6/Wording Only	No Cost
C0004595	Risk Management	Alliance of Schools for Coop. Insurance Programs	Cerritos	Legal	47,000
C0004633	Facilities Planning & Development	Preferred Ceilings, Inc.	Brea	CAADO P2 Construction -Acoustical	16,950
C0004648	Facilities Planning & Development	Inland Building Construction Companies, Inc.	San Bernardino	CAADO P2 Construction -Miscellaneous	59,180
C0004651	Facilities Planning & Development	J. M. Farnan Co., Inc.	La Verne	CSA P2 Construction -Plumbing	4,320
C0004652	Facilities Planning & Development	J. M. Farnan Co., Inc.	La Verne	CAADO P2 Construction -Plumbing	2,433

#### Contracts and Agreements Report-All District Resources \$87,800 and Under 5/01/16 thru 5/31/16

PO#	Department	Vendor	Business Location	Description	Amount
C0004918	Workforce Development	Desert Community College District	Palm Desert	Amend. #2/Reduces Funds	No Cost
C0005007	Facilities - Moreno Valley	C.I. Services, Inc.	Irvine	Humanities Building Roof Replacement	5,200
C0005209	Accounting Services	Ricoh USA, Inc.	Pasadena	Professional Services	120
C0005233	CTE Projects	Bahia Hotel	San Diego	Meeting Expenses	1,419
N/A	District	CSEA	Rancho Cucamonga	Amend. #1/Wording Only	No Cost
N/A	Safety & Police	Credentials, Inc.	Northfield, IL	Amend. #7/Extends Date	No Cost
N/A	Tri-Tech	CSU Fullerton Auxiliary Services Corporation	Fullerton	Amend. #1/Wording Only	No Cost
N/A	Workforce Prep	California Community Colleges Chancellor's Office	Sacramento	Amend. #1/Increases Funds	No Cost
				Total	\$ 367,454



## Agenda Item (VI-B-6-b)

Meeting 6/21/2016 - Regular

Agenda Item Consent Agenda Action (VI-B-6-b)

Subject Contract for Apprentice Training Program Remittance to Riverside County Educational and

Training Trust Fund

College/District Norco

Funding Related and Supplemental Instruction Funds Allocation

Recommended It is recommended that the Board of Trustees approve the contract for the period of July 1,

Action 2016 through June 30, 2017 not to exceed \$600,000.

#### Background Narrative:

At the May 19, 2015 meeting, the Board approved the electrician apprenticeship program courses to be offered in partnership with the International Brotherhood of Electrical Workers (IBEW), Local 440 & 447, enabling students to become journeyman electricians. The courses are offered at the IBEW training centers in Riverside and San Bernardino.

For 2016-17 it is anticipated that the District will receive no more than \$700,000 in state allocated Related and Supplemental Instruction (RSI) funds for the apprentice training program with Riverside County Educational and Training Trust Fund. This contract between Norco College and the Riverside County Educational and Training Trust Fund allows the college to remit 85% of the RSI funds upon receipt and verification of the training hours. Reports for the training hours are submitted by Norco College to the State Chancellor's office. The 85% remit to Riverside County Educational and Training Trust Fund is not to exceed \$600,000.

There is an additional agenda item with Local Union 477, I.B.E.W. – Southern Sierras, N.E.C.A. Educational and Training Trust for a contract for apprentice training. Combined the total remittance of RSI funding will not exceed \$700,000.

Prepared By: Irving Hendrick, Interim President, Norco College

Diane Dieckmeyer, Vice President, Academic Affairs, Norco College Beth Gomez, Vice President, Business Services, Norco College Kevin Fleming, Dean of Instruction, CTE Programs and Grants

#### Attachments:

Contract for Apprentice Training Program Remittance to Riverside County Educational and Training Trust Fund

## AGREEMENT FOR APPRENTICESHIP TRAINING PROGRAM

THIS AGREEMENT is made and entered into the 1<sup>st</sup> day of July, 2016 by and between Riverside Community College District on behalf of Norco College, a public entity, hereinafter referred to as the "DISTRICT" and Riverside County Educational and Training Trust Fund, hereinafter referred to as "SPONSOR"

WITNESSETH:

THIS AGREEMENT, the parties hereby agree to the following:

#### 1. BASIS OF AGREEMENT

Pursuant to the provisions of Section 3074 of the Labor Code of the State of California, the DISTRICT and Program SPONSOR shall provide a program of related and supplemental instruction for apprentices enrolled in the DISTRICT'S Electrician Apprentice and Sound and Communication Systems Installer Apprenticeship Program. This Agreement is entered into pursuant to the provisions of the DISTRICT, the aforesaid Labor Code Section and in accordance with the requirements of subdivision (d) of Section 3078 of the Labor Code.

#### 2. MINIMUM HOURS OF INSTRUCTION

Program SPONSOR shall provide supervision of sites and other services. Each apprentice enrolled in the Electrician Apprenticeship program shall receive a minimum of 900 hours of instruction during the apprentice program as specified herein. Each apprentices enrolled in the Sound & Communication Systems Installer Program shall receive a minimum of 360 hours of instruction during the apprentices program as specified herein. SPONSOR may make changes in minimum number of hours of instruction subject to approval by the DISTRICT.

#### 3. RESPONSIBILITY FOR RELATED AND SUPPLEMENTAL INSTRUCTION

The DISTRICT is responsible for the development of curriculum for instruction, and the administration and supervision of related and supplemental instruction for apprentices, coordination of instruction with job experiences, and in cooperation with the SPONSOR, the selection and the training of teachers. All apprenticeship courses conducted in the cooperative arrangement shall be aligned with official RCCD course outlines of record approved by Norco College's curriculum committee, consistent with Title 5 course standards, and having been approved by the RCCD Board of Trustees. The DISTRICT shall provide such coordinators as are required to implement and maintain the program as specified herein. District agrees to maintain curriculum that aligns seamlessly with the previous LEA.

#### 4. FACILITIES FOR THE PROGRAM

The DISTRICT and the Program SPONSOR have determined that the programs shall be held off campus as authorized by Section 3074 of the Labor Code. Program SPONSOR shall provide facilities

appropriate for the conduct of the programs at 1855 Business Center Drive, San Bernardino, CA 92408. This facility shall at all times be safely maintained and shall comply with the California Public Safety Building Codes. Program SPONSOR shall provide and maintain adequate workspace for each apprentice participating in the program. Program SPONSOR shall also provide appropriate classroom facilities, parking, equipment, and all utilities. The DISTRICT may provide facilities for the Programs. If the DISTRICT provides facilities, the costs associated with providing such facilities will be deducted from the amount payable to Program SPONSOR as specified in Paragraph 10 herein.

As students of Norco College, ancillary and support services are available for all apprentices (e.g. Counseling and Guidance, Placement Assistance, Assessment, Tutoring), during regular business hours as noted and explained on the college website www.norcocollege.edu.

#### 5. INSTRUCTIONAL

Program SPONSOR shall be solely responsible for salaries, benefits (including workers' compensation), and any other insurance required by law for instructors/coordinators. The instructors/coordinators shall be employees of the Program SPONSOR.

The DISTRICT is responsible to ensure all instructors are eligible in accordance with California Education Code 8155c.

Program SPONSOR shall provide all instructional materials, including but not limited to text and reference books and shall also provide the services of members of Program SPONSOR'S staff for the purpose of introducing the apprentices enrolled in the program to the functions of the Program SPONSOR'S operations as they relate to the program. The cost of providing the specified instructional materials shall be included in the amount to be paid per clock hour of teaching time as set forth hereunder. No additional payments will be made by the DISTRICT for instructional materials provided by the Program.

#### 6. ATTENDANCE AND ACHEIVEMENT REPORTING

The DISTRICT is responsible for maintaining records on each clock hour of teaching time provided to apprentices enrolled in the program as specified herein. Program SPONSOR will notify the DISTRICT of any students who have withdrawn from the program. The DISTRICT shall prepare and submit such reports to the Chancellor's Office of California Community Colleges, as are required for the purpose of calculating allowances for the program. Program SPONSOR shall assist the DISTRICT in the preparation and maintenance of reports on attendance and student achievement. Such reports shall be maintained for a period of three (3) years after the expiration of this Agreement.

#### 7. HOLD HARMLESS

Program SPONSOR shall, to the fullest extent permitted by law, indemnify and save the state, the DISTRICT, its officers, agents and employees from any and all loss, cost, expense, claims of liability for injury to, or death of any person, or damage to any property arising out of or in connection with the performance and operation of the terms of this Agreement caused by the negligence, willful misconduct or violation of law by SPONSOR. DISTRICT shall, to the fullest extent permitted by law, indemnify and save Program SPONSOR, its trustees, agents and employees from any and all loss, cost, expense, claims or liability for injury to, or death of any person, or damage to any property

arising out of or in connection with the performance and operation of the terms of this Agreement caused by the negligence, willful misconduct or violation of law by DISTRICT.

#### 8. INSURANCE REQUIREMENTS

Program SPONSOR shall take out and maintain during the life of this Agreement such public liability and property damage insurance as will protect the DISTRICT, its officers, agents and employees from any and all claims and liability for death, injury, and loss of property. Insurance shall be in the minimum amount of one million dollars combined single limit (CSL). The policy shall be written by a reliable insurance carrier authorized to do such business in the State of California and shall name the DISTRICT as an additional insured. Program SPONSOR shall provide the Business & Contract Services office with a certificate of insurance prior to the execution of this Agreement. Certificates of insurance shall be directed to the attention of Business & Contract Services.

#### 9. WORKERS COMPENSATION

Program SPONSOR shall obtain and maintain, at the expenses of Program SPONSOR, all workers' compensation insurance required by law for employees in the operation of the program. Program SPONSOR shall report such apprentices to the DISTRICT prior to the first time the apprentices are added to the program SPONSOR'S payroll and shall also report the date the apprentices are terminated from the payroll. SPONSOR shall provide proof of workers' compensation to the DISTRICT prior to the effective date of this agreement.

#### 10. PAYMENTS

The DISTRICT shall pay Program SPONSOR an amount equal to eighty-five percent (85%) of the amount as specified as state aid in Section 8152 of the Education Code of the State of California for each clock hour of teaching time per apprentice, less any deficit which may be imposed during each year this Agreement is in effect and less any amounts paid by the DISTRICT for the provision of classroom instructors, including workers' compensation insurance, and less any amounts paid by the DISTRICT for the acquisition, maintenance, and servicing of facilities for the program. This amount is subject to change under the annual Budget Act. Sponsor verifies that the instructional activity to be conducted will not be fully funded by other sources.

SPONSOR will provide names, addresses, and clock hours of attendance for each apprentice listed on the DISTRICT school attendance form. Payments shall be made, based on the total hours of attendance reported during the first period and adjusted annual period. This amount is to not exceed \$600,000 per fiscal year. Payment for any amounts owed to Program SPONSOR, pursuant to Program SPONSOR agreement, will be paid within 60 days of the end of each apportionment period.

#### 11. RESPONSIBILITY FOR EXCESS COSTS

In accordance with the provisions of Section 3074 of the Labor Code, Program SPONSOR is responsible for all excess costs incurred by the DISTRICT exceeding state apportionment's and local revenue earned by the attendance of apprentices and such costs shall be payable by the Program SPONSOR upon receipt of a claim accompanied by appropriate supporting documentation.

#### 12. LIMITATION OF DISTRICT RESPONSIBILITY FOR PAYMENT

The DISTRICT'S obligation hereunder is payable only and solely from funds appropriated for the purpose of this Agreement and is contingent upon the establishment of an appropriations specified in Education Code Section 8152 for each fiscal year this Agreement is in effect. The DISTRICT has no obligation or any services, which may have been provided by Program SPONSOR hereunder if such funds are not appropriated and allocated for use by the DISTRICT for the purpose of this program. The DISTRICT shall notify Program SPONSOR of any such non-allocation at the earliest possible date.

#### 13. ASSESSMENT AND IN-SERVICE

Quality instruction is a joint responsibility of the Program SPONSOR and the DISTRICT. The qualifications, materials and expertise in the SPONSOR'S field shall be the prime responsibility of the SPONSOR. The DISTRICT has the prime responsibility for the classroom climate and skills, techniques, and strategies for assisting students in their learning. The Program SPONSOR and DISTRICT have auxiliary responsibilities in the prime areas.

Appropriate in-service sessions will be conducted by each party with cooperative observation and assessment.

#### 14. INFORMATION AS TO AVAILABILITY OF PROGRAMS

Pursuant to the provisions of Section 3074.1 of the Labor Code, the DISTRICT and Program SPONSOR shall provide students with information as to the availability of apprenticeship programs. Program SPONSOR shall comply with the provisions of the State of California Plan for Equal Opportunity in Apprenticeship.

The term of the agreement shall be for the period beginning July 1, 2016 through June 30, 2017. The agreement may be amended by written mutual consent of the parties and may be terminated by either party provided that either party issues a written notification to the other party prior to May 1st, of the current agreement year. The cancellation will become effective on June 30th of the current agreement year.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed as indicated below:

RIVERSIDE COMMUNITY COLLEGE DISTRICT ON BEHALF OF NORCO COLLEGE	RIVERSIDE COUNTY EDUCATIONAL AND TRAINING TRUST FUND
Du to the Use of the	Reger Reper
Dr. Irving Hendrick	Roger Roper
Interim President, Norco College	Director Chairman, Riverside Committee
	Max 16, 2016
Date	Date
	Cisc 50 Da
Aaron Brown	David/Shankle
Vice Chancellor, Business and Financial Services	Secretary, Riverside Committee
an en de	5/16/2016
Date	Date



## Agenda Item (VI-B-6-c)

Meeting 6/21/2016 - Regular

Agenda Item Consent Agenda Action (VI-B-6-c)

Subject Contract for Apprentice Training Program Remittance to Local Union 477, I.B.E.W. – Southern

Sierras, N.E.C.A. Educational and Training Trust

College/District Norco

Funding Related and Supplemental Instruction Funds Allocation

Recommended It is recommended that the Board of Trustees approve the contract for the period of July 1,

Action 2016 through June 30, 2017 not to exceed \$600,000.

#### Background Narrative:

At the May 19, 2015 meeting, the Board approved the electrician apprenticeship program courses to be offered in partnership with the International Brotherhood of Electrical Workers (IBEW), Local 440 & 447, enabling students to become journeyman electricians. The courses are offered at the IBEW training centers in Riverside and San Bernardino.

For 2016-17 it is anticipated that the District will receive no more than \$700,000 in state allocated Related and Supplemental Instruction (RSI) funds for the apprentice training program with Southern Sierras, N.E.C.A. Educational and Training Trust. This contract between Norco College and the Southern Sierras, N.E.C.A. Educational and Training Trust allows the college to remit 85% of the RSI funds upon receipt and verification of the training hours. Reports for the training hours are submitted by Norco College to the State Chancellor's office. The 85% remit to Southern Sierras, N.E.C.A. Educational and Training Trust is not to exceed \$600,000.

There is an additional agenda item with Riverside County Educational and Training Trust Fund for a contract for apprentice training. Combined the total remittance of RSI funding will not exceed \$700,000.

Prepared By: Irving Hendrick, Interim President, Norco College

Diane Dieckmeyer, Vice President, Academic Affairs, Norco College Beth Gomez, Vice President, Business Services, Norco College Kevin Fleming, Dean of Instruction, CTE Programs and Grants

#### Attachments:

Contract for Apprentice Training Program Remittance to Local Union 477, I.B.E.W. – Southern Sierras, N.E.C.A. Educational and Training Trust

## AGREEMENT FOR APPRENTICESHIP TRAINING PROGRAM

THIS AGREEMENT is made and entered into the 1<sup>st</sup> day of July, 2016 by and between Riverside Community College District on behalf of Norco College, a public entity, hereinafter referred to as the "DISTRICT" and Local Union 477, I.B.E.W. – Southern Sierras, N.E.C.A. Educational and Training Trust, hereinafter referred to as "SPONSOR"

WITNESSETH:

THIS AGREEMENT, the parties hereby agree to the following:

#### 1. BASIS OF AGREEMENT

Pursuant to the provisions of Section 3074 of the Labor Code of the State of California, the DISTRICT and Program SPONSOR shall provide a program of related and supplemental instruction for apprentices enrolled in the DISTRICT'S Electrician Apprentice and Sound and Communication Systems Installer Apprenticeship Program. This Agreement is entered into pursuant to the provisions of the DISTRICT, the aforesaid Labor Code Section and in accordance with the requirements of subdivision (d) of Section 3078 of the Labor Code.

#### 2. MINIMUM HOURS OF INSTRUCTION

Program SPONSOR shall provide supervision of sites and other services. Each apprentice enrolled in the Electrician Apprenticeship program shall receive a minimum of 900 hours of instruction during the apprentice program as specified herein. Each apprentices enrolled in the Sound & Communication Systems Installer Program shall receive a minimum of 360 hours of instruction during the apprentices program as specified herein. SPONSOR may make changes in minimum number of hours of instruction subject to approval by the DISTRICT.

#### 3. RESPONSIBILITY FOR RELATED AND SUPPLEMENTAL INSTRUCTION

The DISTRICT is responsible for the development of curriculum for instruction, and the administration and supervision of related and supplemental instruction for apprentices, coordination of instruction with job experiences, and in cooperation with the SPONSOR, the selection and the training of teachers. All apprenticeship courses conducted in the cooperative arrangement shall be aligned with official RCCD course outlines of record approved by Norco College's curriculum committee, consistent with Title 5 course standards, and having been approved by the RCCD Board of Trustees. The DISTRICT shall provide such coordinators as are required to implement and maintain the program as specified herein. District agrees to maintain curriculum that aligns seamlessly with the previous LEA.

#### 4. FACILITIES FOR THE PROGRAM

The DISTRICT and the Program SPONSOR have determined that the programs shall be held off campus as authorized by Section 3074 of the Labor Code. Program SPONSOR shall provide facilities

appropriate for the conduct of the programs at 1855 Business Center Drive, San Bernardino, CA 92408. This facility shall at all times be safely maintained and shall comply with the California Public Safety Building Codes. Program SPONSOR shall provide and maintain adequate workspace for each apprentice participating in the program. Program SPONSOR shall also provide appropriate classroom facilities, parking, equipment, and all utilities. The DISTRICT may provide facilities for the Programs. If the DISTRICT provides facilities, the costs associated with providing such facilities will be deducted from the amount payable to Program SPONSOR as specified in Paragraph 10 herein.

As students of Norco College, ancillary and support services are available for all apprentices (e.g. Counseling and Guidance, Placement Assistance, Assessment, Tutoring), during regular business hours as noted and explained on the college website www.norcocollege.edu.

#### 5. INSTRUCTIONAL

Program SPONSOR shall be solely responsible for salaries, benefits (including workers' compensation), and any other insurance required by law for instructors/coordinators. The instructors/coordinators shall be employees of the Program SPONSOR.

The DISTRICT is responsible to ensure all instructors are eligible in accordance with California Education Code 8155c.

Program SPONSOR shall provide all instructional materials, including but not limited to text and reference books and shall also provide the services of members of Program SPONSOR'S staff for the purpose of introducing the apprentices enrolled in the program to the functions of the Program SPONSOR'S operations as they relate to the program. The cost of providing the specified instructional materials shall be included in the amount to be paid per clock hour of teaching time as set forth hereunder. No additional payments will be made by the DISTRICT for instructional materials provided by the Program.

#### 6. ATTENDANCE AND ACHEIVEMENT REPORTING

The DISTRICT is responsible for maintaining records on each clock hour of teaching time provided to apprentices enrolled in the program as specified herein. Program SPONSOR will notify the DISTRICT of any students who have withdrawn from the program. The DISTRICT shall prepare and submit such reports to the Chancellor's Office of California Community Colleges, as are required for the purpose of calculating allowances for the program. Program SPONSOR shall assist the DISTRICT in the preparation and maintenance of reports on attendance and student achievement. Such reports shall be maintained for a period of three (3) years after the expiration of this Agreement.

#### 7. HOLD HARMLESS

Program SPONSOR shall, to the fullest extent permitted by law, indemnify and save the state, the DISTRICT, its officers, agents and employees from any and all loss, cost, expense, claims of liability for injury to, or death of any person, or damage to any property arising out of or in connection with the performance and operation of the terms of this Agreement caused by the negligence, willful misconduct or violation of law by SPONSOR. DISTRICT shall, to the fullest extent permitted by law, indemnify and save Program SPONSOR, its trustees, agents and employees from any and all loss, cost, expense, claims or liability for injury to, or death of any person, or damage to any property

arising out of or in connection with the performance and operation of the terms of this Agreement caused by the negligence, willful misconduct or violation of law by DISTRICT.

#### 8. INSURANCE REQUIREMENTS

Program SPONSOR shall take out and maintain during the life of this Agreement such public liability and property damage insurance as will protect the DISTRICT, its officers, agents and employees from any and all claims and liability for death, injury, and loss of property. Insurance shall be in the minimum amount of one million dollars combined single limit (CSL). The policy shall be written by a reliable insurance carrier authorized to do such business in the State of California and shall name the DISTRICT as an additional insured. Program SPONSOR shall provide the Business & Contract Services office with a certificate of insurance prior to the execution of this Agreement. Certificates of insurance shall be directed to the attention of Business & Contract Services.

#### 9. WORKERS COMPENSATION

Program SPONSOR shall obtain and maintain, at the expenses of Program SPONSOR, all workers' compensation insurance required by law for employees in the operation of the program. Program SPONSOR shall report such apprentices to the DISTRICT prior to the first time the apprentices are added to the program SPONSOR'S payroll and shall also report the date the apprentices are terminated from the payroll. SPONSOR shall provide proof of workers' compensation to the DISTRICT prior to the effective date of this agreement.

#### 10. PAYMENTS

The DISTRICT shall pay Program SPONSOR an amount equal to eighty-five percent (85%) of the amount as specified as state aid in Section 8152 of the Education Code of the State of California for each clock hour of teaching time per apprentice, less any deficit which may be imposed during each year this Agreement is in effect and less any amounts paid by the DISTRICT for the provision of classroom instructors, including workers' compensation insurance, and less any amounts paid by the DISTRICT for the acquisition, maintenance, and servicing of facilities for the program. This amount is subject to change under the annual Budget Act. Sponsor verifies that the instructional activity to be conducted will not be fully funded by other sources.

SPONSOR will provide names, addresses, and clock hours of attendance for each apprentice listed on the DISTRICT school attendance form. Payments shall be made, based on the total hours of attendance reported during the first period and adjusted annual period. This amount is to not exceed \$600,000 per fiscal year. Payment for any amounts owed to Program SPONSOR, pursuant to Program SPONSOR agreement, will be paid within 60 days of the end of each apportionment period.

#### 11. RESPONSIBILITY FOR EXCESS COSTS

In accordance with the provisions of Section 3074 of the Labor Code, Program SPONSOR is responsible for all excess costs incurred by the DISTRICT exceeding state apportionment's and local revenue earned by the attendance of apprentices and such costs shall be payable by the Program SPONSOR upon receipt of a claim accompanied by appropriate supporting documentation.

#### 12. LIMITATION OF DISTRICT RESPONSIBILITY FOR PAYMENT

The DISTRICT'S obligation hereunder is payable only and solely from funds appropriated for the purpose of this Agreement and is contingent upon the establishment of an appropriations specified in Education Code Section 8152 for each fiscal year this Agreement is in effect. The DISTRICT has no obligation or any services, which may have been provided by Program SPONSOR hereunder if such funds are not appropriated and allocated for use by the DISTRICT for the purpose of this program. The DISTRICT shall notify Program SPONSOR of any such non-allocation at the earliest possible date.

#### 13. ASSESSMENT AND IN-SERVICE

Quality instruction is a joint responsibility of the Program SPONSOR and the DISTRICT. The qualifications, materials and expertise in the SPONSOR'S field shall be the prime responsibility of the SPONSOR. The DISTRICT has the prime responsibility for the classroom climate and skills, techniques, and strategies for assisting students in their learning. The Program SPONSOR and DISTRICT have auxiliary responsibilities in the prime areas.

Appropriate in-service sessions will be conducted by each party with cooperative observation and assessment.

#### 14. INFORMATION AS TO AVAILABILITY OF PROGRAMS

Pursuant to the provisions of Section 3074.1 of the Labor Code, the DISTRICT and Program SPONSOR shall provide students with information as to the availability of apprenticeship programs. Program SPONSOR shall comply with the provisions of the State of California Plan for Equal Opportunity in Apprenticeship.

The term of the agreement shall be for the period beginning July 1, 2016 through June 30, 2017. The agreement may be amended by written mutual consent of the parties and may be terminated by either party provided that either party issues a written notification to the other party prior to May 1st, of the current agreement year. The cancellation will become effective on June 30th of the current agreement year.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed as indicated below:

RIVERSIDE COMMUNITY COLLEGE DISTRICT	LOCAL UNION 477, I.B.E.W. – SOUTHERN
ON BEHALF OF NORCO COLLEGE	SIERRAS CHAPTER, N.E.C.A. EDUCATIONAL AN
	TRAINING TRUST
	DA D
Dr. Irving Hendrick	Roger Paper John Brown
Interim President, Norco College	Director Chairman, Birmide Committee
Date	Date.
Aaron Brown	David Shankle
Vice Chancellor, Business and Financial Services	Secretary, Riverside Committee
	5/16/2016
Date Date	



## Agenda Item (VI-B-6-d)

Meeting 6/21/2016 - Regular

Agenda Item Consent Agenda Action (VI-B-6-d)

Subject Agreement with Blackboard, Inc.

College/District District

Funding N/A

Recommended

Action

It is recommended that the Board of Trustees approve the two year agreement with

Blackboard Inc. for \$173,420.50 starting July 1, 2016 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). The platform is used by Open Campus to support the colleges' online-based distributed courses as well as a significant number of web-enhanced offerings. This is a two-year agreement; with the first year beginning July 1, 2016 through June 30, 2017 in the amount of \$85,525. The second year, July 1, 2017 through June 30, 2018, is in the amount of \$87,895.50.

Prepared By: Michael Burke, Ph.D., Chancellor

Sylvia Thomas, Associate Vice Chancellor, Educational Services

#### Attachments:

**Blackboard Agreement** 



This Blackboard Order Form ("Order Form") by and between Blackboard (as defined below) and Riverside Community College District ("Customer") details the terms of Customer's use of the products and services set forth below ("Product and Pricing Summary"). This Order Form shall become effective on the Effective Date. This Order Form, together with the Blackboard Master Agreement located at <a href="http://agreements.blackboard.com/bbinc/blackboard-new-master-agreement-all-products.aspx">http://agreements.blackboard.com/bbinc/blackboard-new-master-agreement-all-products.aspx</a> and incorporated by this reference, form the entire agreement between the parties in respect of the products and services set forth in the Product and Pricing Summary. Notwithstanding anything to the contrary in any purchase or or other document provided by Customer, any product or service provided by Blackboard to Customer in connection with a purchase order related to this Order Form is conditioned upon Customer's acceptance of this Order Form and the Blackboard Master Agreement. Any additional, conflicting or different terms proffered by Customer in a purchase order or otherwise shall be deemed null and void. Each of the individuals executing this Order Form represent and warrant that he or she is authorized to execute the Agreement on behalf of Customer or Blackboard, as applicable.

In consideration of the promises set forth herein, and other good and valuable consideration, the receipt of which are hereby acknowledged, the parties hereby agree as follows:

#### A. Product and Pricing Summary

			2016 Renewal Term	2016 Renewal Term
			Fees (USD)	Fees (USD)
QTY	Product Name	Product or Service Description	7/1/16-6/30/17	7/1/17-6/30/18
1	ADDL HOSTING SERVICE UNIT	Blackboard Managed Hosting Additional Service Unit - add		
		7,500 active users, 100 GB, 1 Mpbs	\$ 14,587.50	\$ 15,025.00
1	HOSTING SSL SERVICE	Blackboard Managed Hosting SSL Service - open market	\$ 0.00	\$ 0.00
1	LEARN COURSE DELIVERY HOSTING	Blackboard Gold Hosting - 8,000 active users	\$ 38,776.00	\$ 39,939.00
1	HOSTED TEST ENVIRONMENT	Blackboard Managed Hosting Test Environment - open		
		market	\$ 6,500.00	\$ 6,500.00
1	COURSE DELIVERY	Blackboard Course Delivery - 8,001 - 15,000 FTE	\$ 25,661.50	\$ 26,431.50
TOTAL	<b>:</b>		\$ 85,525.00	\$ 87,895.50

DESIGNATED SERVER SITE: Hosted by Blackboard.

Total amount of storage: 100GB

#### B. Term

- 1. 2016 Renewal Term: Unless otherwise specified in the Product or Service Description above, the 2016 Renewal Term shall be two (2) years following the Effective Date.
- 2. Unless otherwise specified in the Product or Service Description above, this Order Form shall be renewed automatically for successive periods of one (1) year (each a "Renewal Term") after the expiration of the 2016 Renewal Term and any subsequent Renewal Term, unless Customer provides Blackboard, or Blackboard provides Customer, with a written notice to the contrary thirty (30) days prior to the end of the 2016 Renewal Term or Renewal Term, as applicable.
- 3. Effective Date: As indicated in the Pricing Summary above.

#### C. Payment Terms

- 1. All initial and subsequent payments shall be due Net 30. Unless otherwise specified, all dollars (\$) are United States currency.
- 2. Sales Tax: If applicable, a copy of your Sales Tax Direct Pay Certificate or your Sales Tax Exemption Certificate must be returned with this Order Form.

#### **D. Special Provisions**

#### + Blackboard Gold Engagement Plan:

Set-Up Fee for each solution includes service for each installation of the Software or update/upgrade requiring a revised or new hardware and/or software configuration.

- Initial Term Annual Fee for each solution includes service for up to 7,500 Active Users\* and 100 GB of storage and 1 Mbps of bandwidth measured using the 95<sup>th</sup> percentile calculation (as defined below) delivered via redundant Internet uplink and Managed Firewall Service.
- Additional storage and bandwidth for each solution are separately charged
- Additional Service Units, which include additional Active Users\*, additional bandwidth, and additional storage are separately charged.

"95<sup>th</sup> Percentile calculation" means a 95<sup>th</sup> Percentile calculation is performed by: 1) collecting IP traffic samples (both inbound and outbound traffic) every five (5) minutes over the course of a month; 2) discarding the top 5 percent of the highest peak samples; and 3) measuring the peak usage from the remaining samples.

Data Restoration Policy – per restore fees are separately charged per chargeable restore incident.

Additional Storage and Bandwidth Annual Fees are separately charged.

Customer: Riverside Community College District	Blackboard ("Blackboard
	Buff
Signature	Signature BILL JONES
Name (printed)	Name
	ASSISTANT GENERAL COUNSEL
Title (printed)	Title
• '	05/24/16
Date	Date

If Customer previously purchased Products and/or Services with Blackboard, unless expressly stated in the Order Form of this Agreement, Customer's prior agreement(s) governing such products and/or services shall continue in effect with regard to such products and/or services, and this Agreement shall govern the Products and Services reflected in the Order Form above.



## Agenda Item (VI-B-6-e)

Meeting 6/21/2016 - Regular

Agenda Item Consent Agenda Action (VI-B-6-e)

Subject Agreement for Facilities Planning and Construction Services with Professional Personnel

Leasing, Inc.

College/District District

Funding Measure C Funds

Recommended

Action

It is recommended that the Board of Trustees approve the agreement with Professional Personnel Leasing, Inc. for an amount not to exceed \$86,526, using Measure C Funds, to provide part-time consulting services to assist District with coordination of construction efforts; and to assist the District with project management, resource development and

project oversight for Facilities Planning & Development.

#### Background Narrative:

Attached for the Board's review and consideration is an agreement between Riverside Community College District and Professional Personnel Leasing, Inc. to provide part-time professional consulting services on a daily rate of \$655.50 for an amount not to exceed \$86,526, to coordinate construction efforts at Moreno Valley College, Norco College and Riverside City College. The consultant will perform services under the direction of the District Chief of Staff and Facilities Development, in coordination with College Presidents and Vice Presidents of Business Services related to capital facilities. Consultant will serve as a resource to, and act as a liaison with college stakeholders and the construction team/District staff with regard to capital facilities issues. The Consultant will develop and ensure compliance with planning; resource development plans and project oversight. Term of the agreement is from July 1, 2016 through June 30, 2017.

Prepared By: Chris Carlson, Chief of Staff & Facilities Development

Attachments:

PPL-2016-2017\_Agreement\_Consulting Services

# AGREEMENT BETWEEN PROFESSIONAL PERSONNEL LEASING, INCORPORATED AND RIVERSIDE COMMUNITY COLLEGE DISTRICT

THIS AGREEMENT is between, Riverside Community College District (hereinafter "District") and Professional Personnel Leasing, Inc., (hereinafter "PPL") and provides:

- 1. The District will contract with Professional Personnel Leasing, Inc. to provide part-time Facilities Consulting Services through the services of an independent contractor, namely Laurens K. Thurman, hereinafter referred to as Consultant, to assist the District with the coordination of construction and planning efforts at Moreno Valley College, Norco College and Riverside City College to ensure the facilities are planned, and meet the needs of the college in a cost effective manner. Consultant will develop initiatives for colleges within the District with the intent of reducing or eliminating energy costs; ensure compliance, planning, resource development and project oversight. Part-time services for the District will be under the direction of the Chief of Staff and Facilities Development at the District. More specific services are described in Attachment A, Description of Consulting Services, which is attached to this agreement and incorporated herein.
- 2. Services provided under this agreement will be from July 1, 2016 through June 30, 2017. The District or PPL may terminate their agreement early for convenience by written notice thirty (30) days in advance of termination.
- 3. PPL will be paid \$655.50 per day in remuneration for the provision of the part-time consultant services described herein. The total remuneration for the year will not exceed \$86,526.
- 4. The District shall reimburse PPL for travel costs Consultant incurs in the fulfilment of the services describe herein. The mileage rate will be as established by the Internal Revenue Service on an annual basis for appropriate mileage rate reimbursements. Consultant will maintain a mileage log which will be provided to the District each month as part of the monthly invoice for part-time services. Mileage to the first District site of the day and from the last District site of the day will not be billed.
- 5. It is understood that Consultant, Laurens K. Thurman is not an employee or servant of District regardless of nature and extend of the acts performed by Consultant; that inasmuch as said the Consultant shall not be an employee of District. District does not assume liability under law for any act of the Consultant performing or traveling pursuant to this Agreement. Furthermore, as the Consultant is a self-employed independent contractor, neither the District nor PPL shall be responsible for the payment of any unemployment insurance, Worker's Compensation Insurance, Social Security of Medicate taxes, or contribution of federal or state income tax withholding for or on behalf of the Consultant.

- 6. To the extent allowed by law, District and PPL, shall each defend, indemnify, and save harmless the other and its Board of Trustees, officers and employees against any and all claims, actions, liabilities and losses, by whomever asserted, of acts, errors, or omissions on the part of their respective officers, agents, students, or employees arising out of any activities in the performance of this Agreement, providing, however, that either party shall be given sufficient notice to enable it to participate and conduct an appropriate defense of any claims made.
- 7. It is expressly understood and agreed that this Agreement is not intended and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association between District and PPL, but is, rather, an agreement by and between the independent contractors, these being District and PPL.
- 8. Regarding the part-time services to be provided, to the extent that the law allows, Consultant will discharge those duties, which are consistent with his status as an independent contractor. Consultant will not supervise any employee of the District. It is further understood and agreed, it is a District and the consultant's responsibility to ensure that a true independent contractor relationship is established and maintained.
- 9. The first billing will be made in August and continue monthly until the assignment is completed. Billing will be done in full day or half day increments. Payments are to be made to Professional Personnel Leasing, Inc. c/o:

Dr. Guy F. Lease Executive Vice President – Chief Financial Officer P.O. Box 17457 South Lake Tahoe, CA 96151

The contract includes the terms and conditions as printed and set forth in this Agreement, and both parties, by executing this Agreement, agree to comply with such terms and conditions.

IN WITNESS WHEREOF, the parties hereunto have subscribed to this Agreement, including all Contract documents as indicated:

CONTRACT # RCCD0612 TAX ID # 33-0205012

PROFESSIONAL PERSONNEL LEASING, INC.

RIVERSIDE COMMUNITY COLLEGE DISTRICT

Ву:	By:

Guy F. Lease, ED.D. Executive Vice President – Chief Financial Officer P.O. Box 17457 South Lake Tahoe, CA 96151

Phone: 530-307-9765 guy.lease@gmail.com

Aaron Brown Vice Chancellor, Business and Financial Services 3801 Market Street Riverside, CA 92501

Phone: 951-222-8789

#### Attachment A

#### INDEPENDENT CONTRACTOR

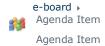
#### PROFESSIONAL PERSONNEL LEASING, INCORPORATED

#### LAURENS K. THURMAN

#### **Facilities Consultant**

#### DESCRIPTION OF CONSULTING SERVICES:

- 1. The consultant will coordinate construction efforts at Moreno Valley College, Norco College and Riverside City College under the direction of the Chief of Staff and Facilities Development at the District. This coordination will consist of acting as a liaison between the college and the construction team/District staff with regard to capital facilities issues. The consultant will act to facilitate input from the colleges while not impeding the progress of planning and construction projects, trying to ensure the facilities will meet the needs of the college. The consultant will develop initiatives for colleges within the District with the intent of reducing or eliminating energy cost; and ensure compliance, planning, resource development and project oversight. The consultant will assist in development of operational protocols, processes and program development for the Office of Facilities Planning and Development.
- 2. The consultant's work must be flexible based on planning and construction needs at any given time.
- 3. The services of Laurens Thurman specifically do not include the evaluation, hiring, firing, or supervision of District personnel. Also, Consultant shall not process any employee grievances in the course of fulfilling this Agreement, or sign any official District documents, nor perform any functions defined as "Creditable Service" by Education Code Section 22119.5



# Agenda Item (VI-B-6-f)

Meeting 6/21/2016 - Regular

Agenda Item Consent Agenda Action (VI-B-6-f)

Subject Agreement Amendment for College Go-Pass with Riverside Transit Agency

College/District Norco

Funding N/A

Recommended

Action

It is recommended that the Board of Trustees approve Amendment No. 4 of the College Go-

Pass Revenue Agreement No. 10-035 with Riverside Transit Agency for Norco College.

#### Background Narrative:

Presented for the Board's review and consideration is Amendment No. 4 to include Norco College in the College Go-Pass Revenue Agreement No. 10-035 between Riverside Community College District and Riverside Transit Agency, which was originally approved by the Board of Trustees on August 17, 2010.

This agreement shall be effective beginning the 2016 Fall Term. All other terms and conditions of the original agreement, as last changed by Amendment No. 3 dated August 23, 2015, shall remain in full force and effect.

Norco College students voted overwhelmingly to join the Go-Pass Program.

Prepared By: Irving Hendrick, Interim President, Norco College

Monica Green, Vice President, Student Services, Norco College

#### Attachments:

Agreement No. 10-035
Agreement Amendment No. 4

#### 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 <u>17th</u> day of <u>August</u>,

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

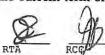
Community College District (hereinafter referred to as "COLLEGE").

#### 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.
  - An eligible COLLEGE student shall be defined as any COLLEGE student who meets the following criteria:
    - 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



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.
- Only a student's most recently issued student identification card shall be valid. All
  others are null and void.
- C. COLLEGE may, at its own volition, cause to be displayed on its premises such

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- 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.

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- 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.
- 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 pubic 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 pubic 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

RTA RCCD

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

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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



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

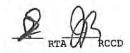
2 RTA RCCD

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

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day and year first above written.

RIVERSIDE COMMUNITY COLLEGE DISTRICT:

Ву

James L. Byly

Vice Chancellor

Administration and Finance

RIVERSIDE TRANSIT AGENCY:

By VIC

Larry Rubio Chief Executive Officer

APPROVED AS TO FORM:

By

Kennard R. Smart, Jr. General Counsel

2 BRCCD

#### 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. This amendment is effective as of June 8, 2013.

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, COLLEGE shall continue to provide the information set forth in Paragraph E, page 3.

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  By:  Aaron S. Brown	By: Larry Rubio	
Vice Chancellor, Business and Financial Services  Dated: 47-13	Chief Executive Officer  Dated: 2-28-13	

APPROVED AS TO FORM:

Kennard R. Smart, Jr. General Counsel

# AMENDMENT No. 2 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. This amendment is effective as of the COLLEGE Fall Term, 2014.

The agreement is hereby amended as follows:

Paragraph B.b.iii. shall now read as follows: Is a student whose home campus is Moreno Valley (excluding those registered only at the Ben Clark Training Center) or Riverside, and who has paid the transportation fee.

Paragraph B.h. shall now read as follows: Students whose registered home campus is either the Norco Campus or the Ben Clark Training Center only will be issued a visually unique identification card by COLLEGE to distinguish them as ineligible students under this program. COLLEGE shall continue to provide the information set forth in Paragraph E, page 3.

Add Paragraph E.i.: Additionally, at the conclusion of the second week of each new term, COLLEGE will provide AGENCY a list of students registered at the Moreno Valley campus (excluding those registered only at the Ben Clark Training Center) that waived the mandatory fee and will not be eligible to use their student card to ride AGENCY buses ('the Ineligible Students'). This list will include student number, the number of the student identification card and number of units the student is carrying. AGENCY will be provided payment for these 'Ineligible Students' through the COLLEGE as set forth below in Paragraph G.

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	RIVERSIDE TRANSIT AGENCY
DISTRICT	
By: Aaron S. Brown	By: Larry Rubio
Vice Chancellor, Business and Financial	Chief Executive Officer
Services	Sinsi Broomit o Sinori
Dated: 7-22-14	Dated: 8-18-14
	APPROVED AS TO FORM:
	By: Only Sub
	Kennard R. Smart, Jr.
	General Counsel

# AMENDMENT No. 3 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. This amendment is effective as of August 23, 2015.

The agreement is hereby amended as follows:

ARTICLE 7. TERM, shall now read as follows: This Agreement shall be effective beginning August 23, 2015 and shall continue in full force and effect until August 22, 2019, 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.

All other terms and conditions of the original agreement, as last changed by Amendment 2 dated August 18, 2014, shall remain in full force and effect.

[SIGNATURES ON FOLLOWING PAGE]

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	By: Jany Pulus Larry Rubio
Vice Chancellor, Business and Financial	Chief Executive Officer
Services	Cilici Executive Officer
Dated: 6-26-15	Dated: 7-23-15
	APPROVED AS TO FORM:  By:
	James M. Donich
	General Counsel
	Dated: 7/28/15

# AMENDMENT No. 4 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. This amendment is effective as of the COLLEGE Fall Term, 2016.

The agreement is hereby amended as follows:

Paragraph B.b.iii shall now read as follows: Is a student whose home campus is Norco College, Moreno Valley College (excluding those registered only at the Ben Clark Training Center) or Riverside City College, and who has paid the transportation fee.

Paragraph B.h. shall now be deleted in its entirety.

Add Paragraph E.ii: In the first two (2) weeks of the semester or the last day to add a class, whichever comes first, Norco College students may defer the fee to the Associated Students of Norco College through an approved fee waiver process.

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 Vice Chancellor, Business and Financial Services	By:  Larry Rubio Chief Executive Officer		
Dated:	Dated:		
	APPROVED AS TO FORM:		
	Ву:		
	James M. Donich General Counsel		
	Dated:		



# Agenda Item (VI-B-6-g)

Meeting 6/21/2016 - Regular

Agenda Item Consent Agenda Action (VI-B-6-g)

Subject Renewal Agreement for Dispatch Services with California State University, San Bernardino

(CSUSB)

College/District District

Funding General Funds

Recommended

Action

It is recommended that the Board of Trustees approve the five year renewal agreement for the period July 1, 2016 to June 30, 2021 with California State University, San Bernardino for

a total estimated maximum amount of \$546,782.

#### Background Narrative:

On July 1, 2011, the Riverside Community College District police department contracted with California State University, San Bernardino (CSUSB) for dispatch services. Prior to that, dispatch services were managed internally. The District seeks to renew the contract for another five (5) year term.

The annual cost of the original contract was \$88,652. The new annual cost for dispatch services for FY 2016-17 increased by \$13,596 to \$101,996 as a result of annual increases associated with CSUSB salary and benefit increases over the previous five year term. The renewal agreement also provides for an incremental annual 1% inflation increase and an additional maximum 3% increase for contractual salary increases. Maximum annual amounts over the term of the contract are estimated to be as follows: \$101, 996 (FY 2016-17); \$105,532 (FY 2017-18); \$109,209 (FY 2018-19); \$113,034 (FY 2019-20); \$117,011 (FY 2020-21).

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services

Michael Simmons, Director, Risk Management, RCCD

Colleen Walker, Intereim Chief of Police

#### Attachments:

06212016\_CSUSB Dispatch Services Agreement 2016-2021

# AGREEMENT FOR COMMUNICATION SERVICES BETWEEN THE RIVERSIDE COMMUNITY COLLEGE DISTRICT AND THE CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO

THIS AGREEMENT is made and entered into by and between the RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter "RCC", and the CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO, hereinafter "CSUSB".

WHEREAS, the RCC operates a COLLEGE POLICE DEPARTMENT (hereinafter "Department") in accordance with the provisions of California Education Code sections 72330 et seq.; and

WHEREAS, in the operation of the Department the RCC has need of communication services, including but not limited to dispatch services; and

WHEREAS, the CSUSB, through its Police Department, has the ability to provide communication services to the DISTRICT on an ongoing basis; and

WHEREAS, the parties desire to enter into an agreement for the provision of such services; and

WHEREAS, the CSUSB has been providing such services to the RCC under an agreed arrangement since [August 2, 2010].

NOW THEREFORE THE PARTIES HERETO AGREE AS FOLLOWS:

#### 1. TERM

- 1.1 <u>Effective Date July 1, 2016</u>. This Agreement shall be effective on July 1, 2016 and shall remain in effect until June 30, 2021. There will be an automatic 1% increase annually for inflation. MOU will be reviewed annually and adjusted if needed for contractual salary increases, not to exceed 3%.
- 1.2 <u>Termination</u>. Except as otherwise specifically noted herein, either party may terminate this Agreement upon 90 days' notice in writing to the other party. However the parties agree that in the event of such termination they will work together to insure that the transition away from this agreement does not have a detrimental impact on public safety.

#### 2. SCOPE OF SERVICE

The CSUSB will provide communications services to the RCC as set forth in Attachment A. These services will be provided 24 hours daily, seven days a week, for every day of the year including Federal and State holidays.

#### 3. PROVISION OF SUPERVISION, LABOR, AND EQUIPMENT

- 3.1 <u>Supervision and Security</u>. Supervision over the rendition of communication services, the standards of performance, and other matters incident to the performance of such services, shall remain with the CSUSB. Security of the host dispatch system shall remain with the CSUSB. The RCC agrees to comply with reasonable requests of the CSUSB relating to maintaining the security of the host dispatch system.
- 3.2 <u>Labor and Equipment</u>. For the purpose of performing said services, the CSUSB shall furnish and supply all labor, supervision, and equipment necessary to maintain the level of communications services to be rendered by it through the CSU SAN BERNARDINO police department. The RCC's payments hereunder are designed in part to compensate the CSUSB for such costs. However equipment which is to be used by employees of the RCC will at all times be the responsibility of the RCC.

3.3 <u>Equipment Requirements</u>. The RCC and CSUSB have consulted and agreed on the minimum required equipment which must be purchased by the RCC to allow the CSUSB to properly perform its obligations under this agreement. Said agreement is set forth in Attachment B to this agreement.

#### 4. COMPENSATION

- 4.1 <u>Payment Basis</u>. The RCC shall reimburse the CSUSB the cost of rendering services hereunder as set forth on Page 1. The RCC will be billed on a quarterly basis for the services rendered pursuant to this agreement. Payment will be due within 30 days after receipt of the CSUSB'S invoice.
- 4.2 <u>Establishment of Costs</u>. The rates to be charged the RCC may be adjusted annually to reflect any changes in the cost to CSUSB for providing services hereunder. The RCC shall be notified of any such proposed changes at least 90 days prior to the end of the billing year. The RCC will be given the opportunity to review the proposed changes with CSUSB personnel and will be provided with the documentation establishing the need for said increases. If the parties cannot agree on the proposed changes in cost the RCC or the CSUSB may give notice of its intention to withdraw from the agreement.

#### 5. INDEMNIFICATION AND HOLD HARMLESS

#### CSUSB and RCC agree as follows:

The CSUSB shall be responsible for damage caused by the negligence of its officers, employees, volunteers and agents occurring in the performance of this agreement.

RCC shall be responsible for the damage caused by the negligence of its officers, employees, volunteers and agents occurring in the performance of this agreement

It is the intention of CSUSB and RCC to agree that the provisions of this paragraph be interpreted to impose on each party responsibility for the negligence of their respective officers, employees, volunteers and agents.

#### 6. ADMINISTRATION

The Department shall administer this Agreement on behalf of the RCC, and the CSUSB shall administer this Agreement on behalf of the California State University, San Bernardino.

#### 7. ALTERATION OF TERMS

No addition to, or alteration of, the terms of this Agreement, whether by written or verbal understanding of the parties, their officers, agents, or employees, shall be valid unless made in the form of a written amendment to this agreement which is formally approved and executed by both parties.

#### 8. NOTICES

Any notices required or desired to be served by either party upon the other shall be addressed to the respective parties as set forth below:

CSUSB Nina Jamsen Chief of Police (909) 537-7138 5500 University Pkwy. San Bernardino, CA 92407 RIVERSIDE COMMUNITY COLLEGE
Colleen Walker
Interim Chief of Police
(951) 222-8586
4800 Magnolia Avenue
Riverside, CA 92506

or to such other addresses as from time to time may be designated by the respective parties.

#### 9. SEVERABILITY

If any provision of this agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall continue in full force and effect.

#### 10. STANDARD OF CARE

In performing the services required by this Agreement, the CSUSB and the RCC agree to use that degree of care and skill ordinarily exercised under similar circumstances required by this agreement.

#### 11. JURISDICTION AND VENUE

This Agreement shall be construed under the laws of the State of California. In the event any action or proceeding is filed to interpret, enforce, challenge, or invalidate any term of this Agreement, venue shall lie only in the state or federal courts in or nearest to San Bernardino County.

#### 12. ENTIRE AGREEMENT

This agreement is intended by the parties hereto as a final expression of their understanding with respect to the subject matter hereof and as a complete and exclusive statement of the terms and conditions thereof and supersedes any and all prior and contemporaneous agreements and understandings, oral or written, in connection therewith.

IN WITNESS WHEREOF, the RCC, by minute order or resolution duly adopted by its Board of Trustees, has caused this agreement to be signed by its President, or designee, and attested and sealed by a qualified representative, and the CSUSB, by order of its Board of Trustees (*or other body*), has caused this agreement to be subscribed by its President, or designee, and sealed and attested by a qualified representative, on all the dates indicated below.

RIVERSIDE COMMUNITY COLLEGE DISTRICT	
Dated:	Ву:
	Aaron Brown (Vice Chancellor)
17707	Business and Financial Services
ATTEST:	
Colleen Walker	
Interim Chief of Police, Riverside Community College District	
The Yrustien of the Calyonnia State	Unwersity on behalf of
CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO	
Dated: 4 /12/2016	By Lenda Gutterus
Dation.	Linda Gutterud
	Purchasing Interim Director
ATTEST:	
Nina Jamsen	
Chief Of Police, CSU San Bernardino Police	
offici di i dilogi, ede cam bornaramo i dilogi	
By:	

#### ATTACHMENT A

The CSUSB will provide the following communication services pursuant to this agreement:

- Radio Dispatch Services.
   24/7 Dispatcher for tracking agency personnel, incidents, and activities, and C.L.E.T.S. (California Law Enforcement Telecommunication System) access as permitted by law.
- 2. Radio connectivity to Dispatch console.
- 3. Monitoring of all Fire/Security Alarms for RCC.

#### ATTACHMENT B

The DISTRICT will be responsible for acquire the following equipment to allow implementation of this agreement:

- 1. Mobile Data Computers as needed.
- 2. Dymo Label Writer 440 and Dymo Labels #30256 (Property Bar Coding), as recommended by CAD/RMS vendor. (This equipment can be purchased at any office supply store.)
- 3. All Radio equipment related to replacement, upgrades or enhancements on the RCC Side to connect to CSUSB PD.
- 4. Hardware needed for 9-1-1 connection from RCC to CSUSB dispatch center (either by 9-1-1 or 10 digit line).



## Agenda Item (VI-B-6-h)

Meeting 6/21/2016 - Regular

Agenda Item Consent Agenda Action (VI-B-6-h)

Subject Amendment to the Financial Aid Set-Aside Contract with the State Chancellor's Office

College/District Riverside

Funding California Community Colleges Chancellor's Office

Recommended

Action

It is recommended that the Board of Trustees approve the Amendment to the existing Financial Aid Set-Aside contract, approved by the Board on May 19, 2015, between Riverside Community College District and the California Community Colleges Chancellor's Office extending the term of the contract to June 30, 2016, and authorize the Vice Chancellor, Administration and Finance to sign the Amendment.

#### Background Narrative:

Riverside City College is the fiscal agent for the California Community Colleges Chancellor's Office for the purpose of coordinating the disbursement of Financial Aid set-aside funds. The set-aside funds support Statewide program development, evaluation and improvement. Fiscal administration may include payment for regional coordination meetings, periodic Ad Hoc Task Group meetings and Statewide trainings for Financial Aid staff. The amendment extends the term of the existing contract from April 30, 2016 to June 30, 2016. Total payments shall not exceed \$488,970 for the period July 1, 2015 through June 30, 2016. Funding source: California Community College Chancellor's Office.

Prepared By: Wolde-Ab Isaac, President, Riverside

Michael Wright, Director, Workforce Preparation Grants and Contracts

#### Attachments:

Amendment

#### STATE OF CALIFORNIA

#### STANDARD AGREEMENT AMENDMENT

CCC 213 A (Rev 3/04)

<b>—</b> .					
	CHECK HERE IF ADDITIONA	AL PAGES ARE ATTACHED	Pages	AGREEMENT NUMBER	AMENDMENT NUMBER
				C14-0040	1
				REGISTRATION NUMBER	
				<u> </u>	
1.	This Agreement is enter	ered into between the Sta	te Agency and	Contractor named below:	•
	STATE AGENCY'S NAME				
	BOG, California Com	munity Colleges, Chancel	llor's Office		
	CONTRACTOR'S NAME				
	Riverside CCD				
2.	The term of this				
	Agreement is	January 1, 2015	through	June 30, 2016	
3.	The maximum amount	of this \$488,970	0.00		
	Agreement after this a		.,,,,		
4.	The parties mutually a	gree to this amendment a	s follows. All a	ctions noted below are by	this reference made a part
	of the Agreement and			·	,
	-	•			
	The terms of this gave	amont language 1 201E t	0.0 السمر ٨ ماسيميم	2040 aball be evidended.	to and including lung 00
				, 2016, shall be extended	to and including June 30,
	ZUTA THE final report	shall be due on or before	ETHV 31 2016		

All other terms and conditions shall remain the same.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

CONTRACTOR Community Colleges Us	Only
CONTRACTOR'S NAME (If other than an individual, state whether a corporation, partnership, etc.)	
Riverside CCD	
BY (Authorized Signature)  DATE SIGNED (Do not type)	
<b>≤</b>	
PRINTED NAME AND TITLE OF PERSON SIGNING	
ADDRESS	
4800 Magnolia Ave., Riverside, CA 92506	
STATE OF CALIFORNIA	
AGENCY NAME	
BOG, California Community Colleges, Chancellor's Office	
BY (Authorized Signature)  DATE SIGNED (Do not type)	
<u> </u>	
PRINTED NAME AND TITLE OF PERSON SIGNING  Exempt from DGS a	approval
Erick Skinner, Acting Chancellor pursuant to AB 144	1, Chapter
ADDRESS 36 of the Statutes or	f 2000
1102 Q Street, Suite 4400, Sacramento, CA 95811-6539	

AMOUNT ENCUMBERED BY	PROGRAM/CATEGORY (CODE AND TIT	LE)		FÜND TITLE	
DOCUMENT	Local Assistance			General	
\$ 0	(OPTIONAL USE)				
PRIOR AMOUNT ENCUMBERED					
FOR THIS CONTRACT \$ 488,970.00	ITEM 6870-101-0001(6)	CHAPTER 25	STATUTE 2014	FISCAL YEAR 2014-15	
TOTAL AMOUNT ENCUMBERED TO DATE	OBJECT OF EXPENDITURE (CODE AND	TITLE)	•		
\$ 448,970.00	5218-751-21017				
available for the period and purpo	onal knowledge that budgeted funds are see of the expenditure stated above.	T.B.A. NO.	B.R. NO.		
SIGNATURE OF ACCOUNTING OF	FICER		DATE	7	



## Agenda Item (VI-B-6-i)

Meeting 6/21/2016 - Regular

Agenda Item Consent Agenda Action (VI-B-6-i)

Subject Amendment to the Extended Opportunity Programs and Services Set-Aside Contract with the

State Chancellor's Office

College/District Riverside

Funding California Community Colleges Chancellor's Office

Recommended

Action

It is recommended that the Board of Trustees approve the Amendment to the existing Extended Opportunity Programs and Services (EOPS) Set-Aside contract, approved by the Board on August 18, 2015, between Riverside Community College District and California Community Colleges Chancellor's Office, adding an additional \$15,000 to the Contract, and authorizing the Vice Chancellor, Administration and Finance to sign the Amendment.

#### Background Narrative:

Riverside City College is the fiscal agent for the California Community Colleges Chancellor's Office for the purpose of coordinating the disbursement of set-aside funds. The set-aside funds support Statewide program development, evaluation and improvement. Fiscal administration may include payment for regional coordination meetings, periodic Ad Hoc Task Group meetings and Statewide trainings for Extended Opportunity Programs and Services (EOPS) staff. The amendment adds \$15,000 to the existing contract. Total payments shall not exceed \$107,285 for the period July 1, 2015 through October 31, 2016. Funding source: California Community College Chancellor's Office.

Prepared By: Wolde-Ab Isaac, President, Riverside

Michael Wright, Director, Workforce Preparation Grants and Contracts

#### Attachments:

**Amendment** 

#### STATE OF CALIFORNIA

#### STANDARD AGREEMENT AMENDMENT

CCC 213 A (Rev 3/04)

<u> </u>	CHECK HERE IF ADDITIONAL PAGES ARE ATTACHED Pages	AGREEMENT NUMBER	AMENDMENT NUMBER
		C15-0042	_ 1
		REGISTRATION NUMBER	7
1.	This Agreement is entered into between the State Agency and	d Contractor named below:	
	STATE AGENCY'S NAME		-
	BOG, California Community Colleges, Chancellor's Office		
	CONTRACTOR'S NAME		• • • • • • • • • • • • • • • • • • • •
	Riverside CCD		
2.	The term of this		177
	Agreement is July 1, 2015 through	October 31, 2016	
3.	The maximum amount of this \$107,285.00		
	Agreement after this amendment is:		
4.	The parties mutually agree to this amendment as follows. All of the Agreement and incorporated herein:	actions noted below are by	this reference made a part
	This Agreement is being increased with 15-16 funds in the a original amount from \$92,285.00 to \$107,285.00. The total ar \$107,285.00.	mount of \$15,000.00, chang nount of this Agreement sha	ging the amount of the all not exceed

--A revised budget reflecting the increased amount is attached hereto and by reference made a part of this Agreement.

All other terms and conditions shall remain the same.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

CONTRACTOR	Chancellor's Office, California Community Colleges Use Only	
CONTRACTOR'S NAME (If other than an individual, state whether a corporation	on, partnership, etc.)	
Riverside CCD		
BY (Authorized Signature)	DATE SIGNED (Do not type)	
<b>≤</b>	<u> </u>	
PRINTED NAME AND TITLE OF PERSON SIGNING		
Aaron Brown, Vice Chancellor Business & Financial Se	ervices	
ADDRESS		
4800 Magnolia Ave., Riverside, CA 92506		
STATE OF CALIFORNIA		
AGENCY NAME		
BOG, California Community Colleges, Chancellor's Of	fice	
BY (Authorized Signature)	DATE SIGNED (Do not type)	
<b>€</b>		
PRINTED NAME AND TITLE OF PERSON SIGNING		Exempt from DGS approval
Erik Skinner, Acting Chancellor		pursuant to AB 1441, Chapter
ADDRESS		36 of the Statutes of 2000
1102 Q Street, Suite 4400, Sacramento, CA 95811-6539	9	20 01 M2 SMM 01 2000

	PROGRAM/CATEGORY (CODE AND TIT	LE)		FUND TITLE
AMOUNT ENCUMBERED BY	·	•		
THIS	I			
DOCUMENT	Local Assistance			General
\$ 15,000.00	(OPTIONAL USE)			· -
PRIOR AMOUNT ENCUMBERED	1			
FOR THIS CONTRACT	ITEM	CHAPTER	STATUTE	FISCAL YEAR
\$ 92,285.00	6870-101-0001(18)	20	2015	2015-16
TOTAL AMOUNT ENCUMBERED	OBJECT OF EXPENDITURE (CODE AND	TITLE)		
TO DATE				
\$ 107,285.00	5218-101-0001(18)			
I hearby certify upon my own ners	onal knowledge that budgeted funds are	T.B.A. NO.	B.R. NO.	<del></del>
	se of the expenditure stated above.	1.5.4.10.	B.K. 140.	
SIGNATURE OF ACCOUNTING OF	FICER	•	DATE	1

# California Community Colleges Agreement for the Extended Opportunity Programs and Services (EOPS) Riverside Community College District Contract Agreement No. C15-0042 Am. 1

#### FY 2015-16 BUDGET

#### Exhibit G

	Regional and Statewide Coordination Miscellaneous Activities	\$ 25,895 \$ 71,637	
	Subtotal		\$ 97,532
3.	Administrative Support	\$ 9,753	
	Subtotal		\$ 9,753
	CONTRACT TOTAL		\$107,285

# California Community Colleges Agreement for the Extended Opportunity Programs and Services (EOPS) Riverside Community College District Contract Agreement No. 15-0353

#### **FY 2015-2016 BUDGET SPECIFICS**

#### Exhibit G

#### 1.0 Regional and Statewide Coordination

May include limited travel, lodging, state per diem, and meeting expenses for campus staff, presenters and invited guests to attend regional and statewide meetings, trainings, programs and activities for EOPS/CARE.

1.1 EOPS Regional Coordinators	1.1	<b>EOPS</b>	Regional	Coordinators
--------------------------------	-----	-------------	----------	--------------

Travel expenses for EOPS Regional Coordinators meetings, \$8,000 including facilities rental costs

#### 1.2 Ad Hoc Task Groups Pertaining to EOPS/CARE

Travel expenses for members of ad hoc task groups to meet, \$17,895 including facilities rental costs

Subtotal \$ 25,895

#### 2.0 Miscellaneous Activities

May include limited travel, lodging, state per diem, and meeting expenses for campus staff and invited guests to attend regional and statewide meetings, trainings, programs and activities for EOPS/CARE.

#### 2.1 Statewide Training

Provide fall term orientation and training for new EOPS and CARE	\$ 46,818
program directors/coordinators and spring term statewide technical	
assistance training for all campus EOPS/CARE program staff	
on issues related to EOPS and CARE operations and services	

#### 2.2 Consulting Services

Provide critical expertise and consultation regarding issues	\$ 1,000
addressing EOPS/CARE programs	

#### 2.3 Reproduction/Printing Services, Dissemination, Etc.

Reproduction/printing	g services, diss	semination	expenses,	supplies,	\$ 23,819
materials and other of	costs needed for	or contract	activities	• •	

Subto	tal	\$ 71 637

Total - Activities 1.0 and 2.0 \$ 97,532

### 1.0 Administrative Support

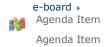
#### 3.1 Administrative Expenses

Provide necessary administrative and fiscal oversight to support the abovementioned activities as needed. Contractor shall receive 10 percent of the total planned contract award for administrative expenses.

\$ 9,753

Subtotal \$ 9,753

CONTRACT TOTAL \$107,285



# Agenda Item (VI-B-7)

Meeting 6/21/2016 - Regular

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

Subject Out-of-State Travel

College/District District

Funding n/a

Recommended

Recommended that the Board of Trustees approve the out-of-state travel.

Action

#### 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: Michael Burke, Ph.D., Chancellor

Heidi Gonsier, Executive Administrative Assistant

#### Attachments:

Out of State Travel\_June 2016

# RIVERSIDE COMMUNITY COLLEGE DISTRICT CHANCELLOR'S OFFICE

Subject: Out-of-State Travel Date: June 21, 2016

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

#### Current:

#### Moreno Valley College:

- Mr. Robert Loya, assistant professor, business & information technology, to travel to Pittsburgh, Pennsylvania, July 21-25, 2016 to attend the 3<sup>rd</sup> Annual Community College Cyber Summit (3CS). Estimated cost: \$2,387.36. Funding source: California Career Pathway Trust fund.
- 2) Ms. Maureen Rubalcaba, associate dean, grants and college support programs, to travel to Columbus, Ohio, July 12-16, 2016, to attend the 2016 Mobile Laboratory Coalition Conference. Estimated cost: \$2,402.55. Funding source: Science, Technology, Engineering, and Mathematics Hispanic Serving Institutions Title III fund.

#### Norco College:

- Dr. Kevin Fleming, dean of instruction, career and technical education, to travel to Denver, Colorado, July 12-15, 2016, to attend the National Science Foundation Planning Meeting. Estimated cost: \$1,277.80. Funding source: National Science Foundation Supply Chain Grant fund.
- Ms. Colleen Molko, associate dean, career and technical education, to travel to Denver, Colorado, July 12-15, 2016, to attend the National Science Foundation Planning Meeting. Estimated cost: \$1,277.80. Funding source: National Science Foundation Supply Chain Grant fund.
- Ms. Colleen Molko, associate dean, career and technical education, to travel to Pittsburgh, Pennsylvania, July 25-29, 2016, to attend the High Impact Technology Exchange Conference. Estimated cost: \$2,592.10. Funding source: National Science Foundation Supply Chain Grant fund.
- 4) Ms. Elena Santa Cruz, grants administration specialist, career and technical education, to travel to Denver, Colorado, July 12-15, 2016, to attend the National Science Foundation Planning Meeting. Estimated cost: \$1,277.80. Funding source: National Science Foundation Supply Chain Grant fund.
- Ms. Elena Santa Cruz, grants administration specialist, career and technical education, to travel to Pittsburgh, Pennsylvania, July 25-29, 2016, to attend the High Impact Technology Exchange Conference. Estimated cost: \$2,584.00. Funding source: National Science Foundation Supply Chain Grant fund.

# RIVERSIDE COMMUNITY COLLEGE DISTRICT CHANCELLOR'S OFFICE

Subject: Out-of-State Travel Date: June 21, 2016

#### Riverside City College:

- Dr. Sandra Baker, dean, school of nursing, to travel to Orlando, Florida, September 20-24, 2016, to attend the National League for Nursing 2016 Education Summit. Estimated cost: \$2,530.82. Funding source: \$765.00 to be paid by Song Brown Project Grant fund and \$1,765.82 to be paid by Enrollment Growth Grant fund.
- 2) Dr. Sandra Baker, dean, school of nursing, to travel to Tampa, Florida, October 25-28, 2016, to participate in the Accrediting Commission for Education in Nursing Peer Evaluation. No cost to District. Estimated cost: \$1,300.46. All expenses to be paid by the Accreditation Commission for Education in Nursing.
- Ms. Bobbie Grey, associate professor, chemistry, to travel to New Orleans, Louisiana, September 28 through October 1, 2016, to attend the Science, Technology, Engineering, Math Historically Black College & University Tour. Estimated cost: \$1,870.03. Funding source: Equity Grant funds.
- 4) Ms. Tammy Vant Hul, department chair-ADN program, school of nursing, to travel to Orlando, Florida, September 20-24, 2016, to attend the National League for Nursing 2016 Education Summit. Estimated cost: \$2,520.82. Funding source: \$765.00 to be paid by Song Brown Project Grant fund and \$1,755.82 to be paid by Enrollment Growth Grant fund.
- Ms. Janelle Wortman, administrative assistant, business services, to travel to Portland, Oregon, July 17-20, 2016, to attend the 2016 CollegeNet User Conference. Estimated cost: \$1,726.30. Funding source: \$1,176.30 to be paid by Riverside City College General fund and \$550.00 to be paid by FY14/15 credit for non-attendance.

#### Riverside Community College District:

- 1) Mr. Christopher Earl, assistant director, tri-tech small business development center, to travel to San Antonio, Texas, June 26-30, 2016, to participate in the Best Practice Visit to University of Texas at San Antonio Small Business Development Center. Estimated cost: \$1,469.00. Funding source: \$300 cash advance to be paid by TriTech Grant fund and \$1,169.00 to be paid by Cal State Fullerton for transportation and hotel.
- Ms. Mary Figueroa, board member, board of trustees, to travel to San Antonio, Texas, July 14-17, 2016, to attend the Association of Community College Trustees (ACCT) Summer Board Retreat and Meeting. Estimated cost: \$1,193.97. Funding source: Riverside Community College District General fund.
- Dr. Terri Hampton, vice chancellor, human resources & employee relations, Riverside Community College District, to travel to Austin, Texas, June 22-24, 2016, to attend People Connect 2016. Estimated cost: \$1,308.64. Funding source: Riverside Community College District General fund.

# RIVERSIDE COMMUNITY COLLEGE DISTRICT CHANCELLOR'S OFFICE

Subject: Out-of-State Travel Date: June 21, 2016

4) Mr. Jeff Williamson, statewide director, center for international trade development, to travel to Wan Chai, Hong Kong, August 7-15, 2016, to attend the Hong Kong Food Expo and Trade Show. Estimated cost: \$5,517.95. Funding source: State Trade and Export Promotion Grant fund.



## Agenda Item (VI-B-8-a)

Meeting 6/21/2016 - Regular

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

Subject Financial Aid Set-Aside Contract with the State Chancellor's Office

College/District Riverside

Funding California Community Colleges Chancellor's Office

Recommended

Action

It is recommended that the Board of Trustees approve the Financial Aid Set-Aside Contract

between Riverside Community College District and California Community Colleges

Chancellor's Office for the period May 1, 2016 through March 30, 2017 in the amount of \$508,660, and authorize the Vice Chancellor, Administration and Finance to sign the

Amendment.

#### Background Narrative:

This contract allows Riverside City College to act as the fiscal agent for the California Community Colleges Chancellor's Office for the purpose of coordinating the disbursement of Financial Aid set-aside funds. The set-aside funds support Statewide program development, evaluation and improvement. Fiscal administration may include payment for regional coordination meetings, periodic Ad Hoc Task Group meetings and Statewide trainings for Financial Aid staff. Additional payments may include meeting facilities, disability accommodations, workshop materials, printing, consulting services and other expenses as deemed necessary by the California Community Colleges Chancellor's Office. Total payments under this agreement shall not exceed \$508,660 for the period May 1, 2016 through March 30, 2017. Funding source: California Community College Chancellor's Office.

Prepared By: Wolde-Ab Isaac, President, Riverside

Michael Wright, Director, Workforce Preparation Grants and Contracts

#### Attachments:

Contract

# STATE OF CALIFORNIA STANDARD AGREEMENT

٠.				
CCC 213 (Rev 03/06)		GREEMENT NUMBER		
		C15-0040		
	R	REGISTRATION NUMBER		<u></u>
1.	This Agreement is entered into between the State Agency and the Contrac	tor named below:		
	STATE AGENCY'S NAME			· · ·
	BOG California Community Colleges, Chancellor's Office			
	CONTRACTOR'S NAME	<del></del> · · · · · · · · · · · · · · · · · ·		
	Riverside CCD			
2.	The term of this May 1, 2016 through March 30	), 2017		<u> </u>
	Agreement is:			
3.	The maximum amount			
	of this Agreement is: \$508,660.00			
4.	The parties agree to comply with the terms and conditions of the following expart of the Agreement.	exhibits which are by the	nis r	eference made a
	Exhibit A – Scope of Work		1	page(s)
	Exhibit B – Budget Detail and Payment Provisions		2	page(s)
	Exhibit C – General Terms and Conditions (Attached hereto as part of this Agreement)		6	page(s)
	Exhibit D - Special Terms and Conditions (Attached hereto as part of this	Agreement)	12	page(s)
	Exhibit E – Request for Proposals (Attached hereto as part of this Agreement)		0	page(s)
	Exhibit F – Contractor's Proposal (Attached hereto as part of this Agreement)  Exhibit G – Contractor's Cost Proposal (Attached hereto as part of this Agreement)		3	page(s)
			3	page(s)
	Exhibit H - Contractor Certification Clauses, Chancellor's Office Form CCC-1005 (Attached			page(s)
	hereto as part of this agreement)			
	Exhibit I – Additional Provisions		0	page(s)

# IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

CONTRACTO	Chancellor's Office, California Community Colleges Use Only	
CONTRACTOR'S NAME (if other than an individual, state whether	Community Coneges use Only	
Riverside CCD		
BY (Authorized Signature)	DATE SIGNED(Do not type)	
<b>≤</b>		
PRINTED NAME AND TITLE OF PERSON SIGNING	1	
Aaron Brown, Vice Chancellor Business & Fin		
ADDRESS		
4800 Magnolia Ave., Riverside, CA 92560		
STATE OF CALIF	ORNIA	
STATE OF CALIF	ORNIA	
AGENCY NAME		
AGENCY NAME BOG, California Community Colleges, Chance	llor's Office	
AGENCY NAME BOG, California Community Colleges, Chance BY (Authorized Signature)	llor's Office	
AGENCY NAME BOG, California Community Colleges, Chance BY (Authorized Signature)	llor's Office	Exempt from DGS approval pursuant
AGENCY NAME BOG, California Community Colleges, Chance BY (Authorized Signature)  EX PRINTED NAME AND TITLE OF PERSON SIGNING	llor's Office	Exempt from DGS approval pursuant to AB 1441, Chapter 36 of the Statutes of 2000

PROGRAM/CATEGORY (CODE AND TIT	LE)		FUND TITLE	
Local Assistance			General	
(				
ITEM 6870-101-0001(5)	CHAPTER 10	STATUTE 2015	FISCAL YEAR 2015-16	•
OBJECT OF EXPENDITURE (CODE AND TITLE)				
5218-751-21017				
I hearby certify upon my own personal knowledge that budgeted funds are T.B.A. NO. B.R. NO. avallable for the period and purpose of the expenditure stated above.				
SIGNATURE OF ACCOUNTING OFFICER		DATE		
	Local Assistance (OPTIONAL USE)  ITEM 6870-101-0001(5)  OBJECT OF EXPENDITURE (CODE AND 5218-751-21017  onal knowledge that budgeted funds are see of the expenditure stated above.	(OPTIONAL USE)  ITEM CHAPTER 10  OBJECT OF EXPENDITURE (CODE AND TITLE)  5218-751-21017  onal knowledge that budgeted funds are see of the expenditure stated above.	Local Assistance (OPTIONAL USE)  ITEM CHAPTER STATUTE 10 2015  OBJECT OF EXPENDITURE (CODE AND TITLE) 5218-751-21017  onal knowledge that budgeted funds are see of the expenditure stated above.	Local Assistance General  (OPTIONAL USE)  ITEM CHAPTER STATUTE FISCAL YEAR 2015-16  OBJECT OF EXPENDITURE (CODE AND TITLE)  5218-751-21017  Onal knowledge that budgeted funds are se of the expenditure stated above.  T.B.A. NO. B.R. NO.

ì

#### **SCOPE OF WORK**

#### 1. Services to Be Provided

Contractor agrees to provide to the Chancellor's Office of the California Community Colleges (hereinafter referred to as the Chancellor's Office) the services specified in the Contractor's Proposal, Exhibit F, and as further described herein. Exhibit F is attached hereto and by reference made a part of this Agreement.

#### 2. Project Representatives

The project representatives during the term of this agreement will be:

Chancellor's Office: Project Monitor	Contractor: Project Director	
Name: Tim Bonnel	Name: Michael Wright	
Phone: (916) 445-0104	Phone: (951) 222-8968	
Fax:	Fax:	

Direct inquiries regarding terms or conditions of the agreement should be made to:

Chancellor's Office:	Contractor:
Name: Wendy Lozoya	Name: Michael Wright
Address: 5672 Nolder Way, Suite 4400,	Address: 4800 Magnolia Ave., Riverside, CA
Sacramento, CA 95811-6539	92560
Phone: (916) 327-5906	Phone: (951) 222-8968
Fax:	Fax:

# 3. Contractor's Project Director and Key Personnel

Substitution of Contractor's Project Director, as indicated in provision 2. above, or Contractor's key personnel, as indicated in the Contractor's Proposal (Exhibit F), may not be made without the prior written approval of the Chancellor's Office Project Monitor.

### 4. Chancellor's Office Project Monitor

The Project Monitor is responsible for overseeing the project as a whole, and any questions or problems relating to the project should be directed to the Project Monitor. If necessary, the Chancellor's Office may change the Project Monitor by written notice sent to the Contractor.

### 5. Chancellor's Office Contract Manager

The Chancellor's Office may change the Contract Manager by written notice given to the Contractor. Any questions relating to the terms or conditions of the Agreement document should be addressed to the Contract Manager.

# **BUDGET DETAIL AND PAYMENT PROVISIONS**

# 1. Costs and Payments

- a. In consideration of satisfactory performance of this Agreement, the Chancellor's Office agrees to pay the Contractor costs in accordance with the Contractor's Cost Proposal, Exhibit G, which is also attached hereto and by reference made a part of this Agreement.
- b. The total amount payable under this Agreement shall not exceed the maximum amount of this Agreement, specified on the face page of this Agreement. Payment shall be made monthly in arrears upon receipt of an invoice, in triplicate, specifying this Agreement Number and the expenditures for the period covered. Ten percent of the total contract amount shall be withheld pending the submittal and approval of the final report and/or final deliverables. No payments shall be made without the written approval of the Project Monitor and the Executive Vice Chancellor, or his/her designee. Such approval is contingent upon the Project Monitor's approval of the progress the Contractor has made within each respective invoicing period.

# 2. Budget Changes

Changes in budget line item amounts which are up to and including ten percent of the total budget amount may be made with the prior written approval of the Project Monitor. Changes in budget line item amounts which are greater than ten percent of the total budget amount may be made only through a written and duly executed amendment to this Agreement.

#### 3. Budget Contingency Clause

- a. It is mutually understood between the parties that this Agreement may have been written before ascertaining the availability of state or federal funds, for the mutual benefit of both parties in order to avoid program and fiscal delays which would occur if the Agreement were executed after the determination was made.
- b. It is mutually agreed that if the state or federal budget for the current year and/or any subsequent years covered under this Agreement does not appropriate sufficient funds for the program, this Agreement shall be of no further force and effect. In this event, the Chancellor's Office shall have no liability to pay any funds whatsoever to Contractor or to furnish any other considerations under this Agreement and Contractor shall not be obligated to perform any provisions of this Agreement.
- c. If funding for any fiscal year is reduced or deleted by the state or federal budget for purposes of this program, the Chancellor's Office shall have the option to either cancel this Agreement with no liability occurring to the Chancellors Office, or offer an Agreement Amendment to Contractor to reflect the reduced amount.
- d. Contractor shall inform any subcontractors that any work performed prior to approval of the state or federal budget, as applicable, will be rendered on a voluntary basis, and shall not be compensated unless and until funding is authorized.

# **BUDGET DETAIL AND PAYMENT PROVISIONS**

e. In addition, this Agreement is subject to any additional restrictions, limitations or conditions enacted in the state or federal budget and/or laws and Executive Orders that may affect the provisions, term, or funding of this Agreement in any manner.

# 4. Fiscal Reports

Contractor shall furnish detailed itemization of and retain all records relating to direct expenses reimbursed to Contractor hereunder and to hours of employment on this Agreement by any employee of Contractor for which the Chancellor's Office is billed.

Invoices for services rendered are to be delivered to the Accounting Office, California Community Colleges, 1102 Q Street, Suite 4400, Sacramento, CA 95811-6539.

### 5. Prompt Payment Clause

If Contractor is not a community college district or other public entity, payment will be made in accordance with, and within the time specified in, chapter 4.5 or part 3 of division 3.6 of title 1 of the Government Code, commencing with section 927.

#### **GENERAL TERMS AND CONDITIONS**

#### 1. Amendment

No amendment or variation of the terms of this Agreement shall be valid unless made in writing, signed by the parties and approved as required. No oral understanding or agreement not incorporated in this Agreement is binding on any of the parties.

#### 2. Assignment

Contractor may not transfer by assignment or novation the performance of this Agreement or any part thereof except with the prior written approval of the Project Monitor. Nor may Contractor, without the prior written consent of the Project Monitor, assign any other right that Contractor may have under this Agreement. Each assignment that is approved by the Project Monitor shall contain a provision prohibiting further assignments to any third or subsequent tier assignee without additional written approval by the Project Monitor. The Project Monitor's consent to one or more such assignments or novations shall not constitute a waiver or diminution of the absolute power to approve each and every subsequent assignment or novation.

#### 3. Audit

Contractor agrees that the Chancellor's Office, the Bureau of State Audits, any other appropriate state or federal oversight agency, or their designated representative(s), shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. Contractor agrees to maintain such records for possible audit for a minimum of three (3) years after final payment, unless a longer period of records retention is stipulated. Contractor agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, Contractor agrees to include a similar right of the Chancellor's Office, the Bureau of State Audits, any other appropriate state or federal oversight agency, or their designated representative(s) to audit records and interview staff in any subcontract related to performance of this Agreement. (Gov. Code, § 8546.7; Pub. Contr. Code, §§ 10115 et seq.; Cal. Code Regs., tit. 2, § 1896.)

#### 4. Indemnification

Contractor agrees to indemnify, defend and save harmless the State, the Board of Governors of the California Community Colleges, the Chancellor's Office, its officers, agents and employees from any and all claims and losses accruing or resulting to any and all employees, subcontractors, suppliers, laborers and any other person, firm or corporation furnishing or supplying work, services, materials or supplies in connection with performance of this Agreement, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by Contractor in the performance of this Agreement. Such defense and payment will be conditional upon the following:

- a. The Chancellor's Office will notify Contractor of any such claim in writing and tender the defense thereof within a reasonable time; and
- b. Contractor will have sole control of the defense of any action on such claim and all negotiations for its settlement or compromise; provided that:

#### **GENERAL TERMS AND CONDITIONS**

- When substantial principles of government or public law are involved, when litigation might create precedent affecting future Chancellor's Office operations or liability, or when involvement of the Chancellor's Office is otherwise mandated by law, the Chancellor's Office may participate in such action at its own expense with respect to attorneys' fees and costs (but not liability);
- 2. The Chancellor's Office will have the right to approve or disapprove any settlement or compromise, which approval will not unreasonably be withheld or delayed; and
- 3. The Chancellor's Office will reasonably cooperate in the defense and in any related settlement negotiations.

# 5. Disputes

In the event of a dispute, the parties shall deal in good faith and attempt to resolve potential disputes informally. If the dispute persists, Contractor agrees to file a "Notice of Dispute" with the Chancellor's Office, California Community Colleges, within ten (10) days of discovery of the problem. Within ten (10) days, the Chancellor or his or her designee shall meet with Contractor and the Project Monitor for purposes of resolving the dispute. The decision of the Chancellor shall be final.

In the event of a dispute, the language contained in Exhibits A through D of this Agreement shall prevail over any other language including that contained in any other Exhibits.

Contractor shall continue with the responsibilities under this Agreement during any dispute.

#### 6. Termination

- a. Bankruptcy. In the event proceedings in bankruptcy are commenced against the Contractor, Contractor is adjudged bankrupt or a receiver is appointed and qualifies, then the Chancellor's Office may terminate this Agreement and all further rights and obligations hereunder, by giving five days notice in writing in the manner specified herein. It is recognized by the parties that equipment purchased by Contractor or the Chancellor's Office for this project shall have lien rights held in the name of the Chancellor's Office which shall retain lien rights until the Contractor either returns said equipment to the Chancellor's Office or purchases it as is provided by the terms of this Agreement.
- b. Termination Option. The Chancellor's Office may, at its option, terminate this Agreement at any time upon giving thirty (30) days' advance notice in writing to Contractor in the manner herein specified. In such event, both parties agree to use all reasonable efforts to mitigate their expenses and obligations hereunder. In such event, the Chancellor's Office shall pay Contractor for all satisfactory services rendered and expenses incurred prior to such termination which could not by reasonable efforts of Contractor have been avoided, but not in excess of the maximum payable under this Agreement. In such event, Contractor agrees to relinquish possession of equipment purchased for this project to the Chancellor's Office or Contractor may, with approval of the Chancellor's Office, purchase said equipment as provided by the terms of this Agreement.

#### **GENERAL TERMS AND CONDITIONS**

- c. Event of Breach. In the event of any breach of this Agreement, the Chancellor's Office may, without any prejudice to any of its other legal remedies, terminate this Agreement upon five days' written notice to the Contractor. In the event of such termination the Chancellor's Office may proceed with the work in any manner deemed proper by the Chancellor's Office. The cost to the Chancellor's Office shall be deducted from any sum due the Contractor under this Agreement, and the balance, if any, shall be paid to the Contractor upon demand. Whether or not the Chancellor's Office elects to proceed with the project, Chancellor's Office shall pay Contractor only the reasonable value of the services theretofore rendered by Contractor as may be agreed upon by the parties or determined by a court of law.
- d. Gratuities. The Chancellor's Office may, by written notice to the Contractor, terminate the right of Contractor to proceed under this Agreement if it is found, after notice and hearing by the Chancellor or his or her duly authorized representative, that gratuities were offered or given by the Contractor or any agent or representative of the Contractor to any officer or employee of the Chancellor's Office with a view toward securing a contract or agreement or securing favorable treatment with respect to awarding or amending or making a determination with respect to the performance of such contract or agreement.

In the event this Agreement is terminated as provided herein, Chancellor's Office shall be entitled to (1) pursue the same remedies against Contractor as it could pursue in the event of the breach of the Agreement by the Contractor, and (2) exemplary damages in an amount which shall be not less than three nor more than ten times the cost incurred by the Contractor in providing any such gratuities to any such officer or employee, as a penalty in addition to any other damages to which it may be entitled by law.

The rights and remedies of Chancellor's Office provided in this clause shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Agreement.

### 7. Independent Status of Contractor

The Contractor, and the agents and employees of Contractor, in the performance of this Agreement, shall act in an independent capacity and not as officers or employees or agents of the State of California or the Chancellor's Office.

# 8. Recycling Certification

The Contractor shall certify in writing under penalty of perjury, the minimum, if not exact, percentage of post consumer material as defined in Public Contract Code section 12200, in products, materials, goods, or supplies offered or sold to the state in the performance of this Agreement, regardless of whether the product meets the requirements of Public Contract Code section 12209. With respect to printer or duplication cartridges that comply with the requirements of section 12156(e), the certification required by this subdivision shall specify that the cartridges so comply. (Pub. Contr. Code, § 12205.)

### **GENERAL TERMS AND CONDITIONS**

#### 9. Nondiscrimination Clause

- a. During the performance of this Agreement, Contractor and its subcontractors shall not unlawfully discriminate, harass or allow harassment against any employee or applicant for employment because of ethnic group identification, national origin, religion, creed, age, sex, race, color, ancestry, sexual orientation, physical disability (including HIV and AIDS), mental disability, medical condition (cancer and genetic characteristics), or on the basis of these perceived characteristics or based on association with a person or group with one or more of these actual or perceived characteristics, marital status, denial of family care leave, political affiliation, or position in a labor dispute. Contractor and its subcontractors shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment.
- b. Contractor and its subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code, §§ 12900 et seq.) and the applicable regulations promulgated thereunder (Cal. Code Regs., tit. 2, §§ 7285 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code section 12990 (a-f), set forth in chapter 5 of division 4 of title 2 of the California Code of Regulations, are incorporated into this Agreement by reference and made a part hereof as if set forth in full.
- c. Contractor and its subcontractors shall also comply with the provisions of Government Code sections 11135-11139.8.
- d. Contractor and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.
- e. The Contractor shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under the Agreement.

#### 10. Certification Clauses

The Contractor Certification Clauses contained in Chancellor's Office form CCC-1005 are hereby incorporated by reference and made a part of this Agreement by this reference, and are attached hereto as Exhibit H.

#### 11. Timeliness

Time is of the essence in this Agreement.

#### 12. Compensation

The consideration to be paid Contractor, as provided herein, shall be in compensation for all of Contractor's expenses incurred in the performance hereof, including travel, per diem, and taxes, unless otherwise expressly so provided.

#### **GENERAL TERMS AND CONDITIONS**

# 13. Governing Law

This Agreement is governed by and shall be interpreted in accordance with the laws of the State of California; venue of any action brought with regard to this Agreement shall be in Sacramento County, Sacramento, California.

#### 14. Antitrust Claims

The Contractor, by signing this agreement, hereby certifies that if these services or goods are obtained by means of a competitive bid, the Contractor shall comply with the requirements of the Government Codes Sections set out below.

- a. The Government Code Chapter on Antitrust claims contains the following definitions:
  - 1. "Public purchase" means a purchase by means of competitive bids of goods, services, or materials by the State or any of its political subdivisions or public agencies on whose behalf the Attorney General may bring an action pursuant to subdivision (c) of section 16750 of the Business and Professions Code. (Gov. Code, § 4550(a).)
  - 2. "Public purchasing body" means the State or the subdivision or agency making a public purchase. (Gov. Code, § 4550(b).)
- b. In submitting a bid to a public purchasing body, the bidder offers and agrees that if the bid is accepted, it will assign to the purchasing body all rights, title, and interest in and to all causes of action it may have under section 4 of the Clayton Act (15 U.S.C. § 15) or under the Cartwright Act (chapter 2 (commencing with section 16700) of part 2 of division 7 of the Business and Professions Code), arising from purchases of goods, materials, or services by the bidder for sale to the purchasing body pursuant to the bid. Such assignment shall be made and become effective at the time the purchasing body tenders final payment to the bidder. (Gov. Code, § 4552.)
- c. If an awarding body or public purchasing body receives, either through judgment or settlement, a monetary recovery for a cause of action assigned under this chapter, the assignor shall be entitled to receive reimbursement for actual legal costs incurred and may, upon demand, recover from the public body any portion of the recovery, including treble damages, attributable to overcharges that were paid by the assignor but were not paid by the public body as part of the bid price, less the expenses incurred in obtaining that portion of the recovery. (Gov. Code, § 4553.)
- d. Upon demand in writing by the assignor, the assignee shall, within one year from such demand, reassign the cause of action assigned under this part if the assignor has been or may have been injured by the violation of law for which the cause of action arose and (a) the assignee has not been injured thereby, or (b) the assignee declines to file a court action for the cause of action. (Gov. Code, § 4554.)

# **GENERAL TERMS AND CONDITIONS**

# 15. Child Support Compliance Act

For any Agreement in excess of \$100,000, the Contractor acknowledges in accordance with Public Contract Code section 7110, that:

- a. The Contractor recognizes the importance of child and family support obligations and shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in chapter 8 (commencing with section 5200) of part 5 of division 9 of the Family Code; and
- b. The Contractor, to the best of its knowledge is fully complying with the earnings assignment orders of all employees and is providing the names of all new employees to the New Hire Registry maintained by the California Employment Development Department.

#### 16. Unenforceable Provision

In the event that any provision of this Agreement is unenforceable or held to be unenforceable, then the parties agree that all other provisions of this Agreement have force and effect and shall not be affected thereby.

# 17. Priority Hiring Considerations

If this Agreement includes services in excess of \$200,000, the Contractor shall give priority consideration in filling vacancies in positions funded by the Agreement to qualified recipients of aid under Welfare and Institutions Code section 11200 in accordance with Public Contract Code section 10353.

# SPECIAL TERMS AND CONDITIONS

#### 1. Excise Tax

The State of California is exempt from federal excise taxes, and no payment will be made for any taxes levied on employees' wages. The Chancellor's Office will pay for any applicable State of California or local sales or use taxes on the services rendered or equipment or parts supplied pursuant to this Agreement. California may pay any applicable sales and use tax imposed by another state.

#### 2. Subcontracts

- a. The Contractor agrees to obtain the written approval of the Project Monitor prior to the selection of subcontractor(s) to perform the services under this Agreement, at which time the Chancellor's Office will inform the Contractor of any applicable legal requirements regarding disabled veteran business enterprise participation requirements and the use of the Request for Proposals primary or two-tier method. Subcontractors specifically identified in this Agreement or the Exhibits attached hereto and which are secured in accordance with applicable legal requirements are deemed to be approved upon execution of this Agreement.
- b. In any event, any additional subcontractor(s) retained by the Contractor shall be selected using procedures reasonably calculated to ensure that cost shall be given substantial weight in the selection process, and that the selected subcontractor is the best qualified party available to provide the required services. Upon request, Contractor shall furnish evidence of compliance with this provision to the Project Monitor. Contractor shall immediately notify the Project Monitor in the event that any subcontract is terminated.
- c. All subcontracts shall contain a provision prohibiting any third or subsequent tier subcontracts without additional written approval by the Project Monitor.
- d. The Project Monitor's consent to one or more subcontracts shall not constitute a waiver or diminution of the absolute power to approve each and every subsequent subcontract.
- e. Nothing contained in this Agreement or otherwise, shall create any contractual relation between the Chancellor's Office and any subcontractors, and no subcontract shall relieve Contractor of its responsibilities and obligations hereunder. Contractor agrees to be as fully responsible to the Chancellor's Office for the acts and omissions of its subcontractors and of persons either directly or indirectly employed by any of them as it is for the acts and omissions of persons directly employed by Contractor. Contractor's obligation to pay its subcontractors is independent from the obligation of the Chancellor's Office to make payments to the Contractor. As a result, the Chancellor's Office shall have no obligation to pay or to enforce the payment of any moneys to any subcontractor.

# 3. Subcontract Payments

Contractor shall obtain the written approval of the Project Monitor and the Executive Vice Chancellor, or his/her designee, before making payments under this Agreement to any subcontractors.

### SPECIAL TERMS AND CONDITIONS

#### 4. Notice

Any notice to either party which is required or permitted to be given under this Agreement shall be given by certified mail properly addressed, postage fully prepaid to the address beneath the name of each respective party. Such notice shall be effective when received, as indicated by post office records, or if deemed undeliverable by post office, such notice shall be postponed 24 hours for each such intervening day.

# 5. Interpretation

In the interpretation of this Agreement, any inconsistencies between the terms of Exhibits A through D and the language of any other Exhibit or document shall be resolved in favor of the terms of Exhibits A through D.

# 6. Reports

- a. Monthly Progress Reports. Except as otherwise specified by the Chancellor's Office, Contractor shall provide a progress report in writing at least once a month to the Project Monitor. Each progress report shall include, but not be limited to, a statement that the Contractor is or is not on schedule, and any pertinent reports or interim findings. Contractor shall discuss any difficulties or special problems so that remedies can be developed as soon as possible. Contractor shall provide four copies by the tenth of the month following the month to which it relates.
- b. Final Report. By June 30, 2017, Contractor shall provide the Project Monitor a comprehensive Final Report, a brief summary of same, and a brief (200 words or less), factual abstract of the final report.
  - 1. Summary. The summary shall include a statement of the problem, techniques used to solve the problem, conclusions of the problem, and any additional follow-up or ongoing recommendations. The summary shall be prepared in language and structure easily understood by members of the public who may have limited technical background. Contractor shall provide the Chancellor's Office with ten (10) copies and a reproducible master.
  - 2. Abstracts. Contractor shall provide a brief (200 words or less), factual abstract of the most significant information contained in the report.

Contractor shall meet with Chancellor's Office staff to present the findings, conclusions, and recommendations. Both the final meeting and final report must be completed on or before the date specified above for submission of the final report.

The Contractor shall be available from June 30, 2017, to and including July 31, 2017 to answer questions pertaining to the Final Report and/or revise the Final Report.

c. The Chancellor's Office reserves the right to use and reproduce all reports and data produced and delivered pursuant to this Agreement and authorize others to use or reproduce such materials.

# **SPECIAL TERMS AND CONDITIONS**

- d. All reports are to be delivered to the Project Monitor, Chancellor's Office, California Community Colleges, 1102 Q Street, Suite 4400 Sacramento, CA 95811-6539
- e. Any document or written report prepared, in whole or in part, by Contractor or subcontractors, shall contain the numbers and dollar amounts of this Agreement and all subcontracts relating to the preparation of such document or written report. The Agreement and subcontract numbers and dollar amounts shall be contained in a separate section of such document or written report. (Gov. Code, § 7550(a).)
- f. When multiple documents or written reports are the subject or product of this Agreement, the disclosure section must also contain a statement indicating that the total Agreement amount represents compensation for multiple documents or written reports. (Gov. Code, § 7550(b).)

# 7. Copyright and Intellectual Property

- a. Contractor agrees that any and all services rendered and documents or other materials, inventions, processes, machines, manufactures, or compositions of matter, computer programs, computer software, and/or trademarks or servicemarks first created, developed or produced pursuant to this Agreement, whether by Contractor or subcontractors, shall be and are Work for Hire. All subcontracts shall include a Work for Hire provision by which all materials, procedures, processes, machines, computer programs, computer software, and trademarks or servicemarks produced as a result of this Agreement shall be Work for Hire. All rights, title, and interest in and to the Work first developed under this Agreement or under any subcontract shall be assigned and transferred to the Chancellor's Office. This Work for Hire agreement shall survive the expiration or early termination of this Agreement.
- b. The copyright for all materials first produced as a result of this Work for Hire agreement shall belong to the Chancellor's Office. Contractor, and all subcontractors and others that produce copyright materials pursuant to this Agreement, assigns all rights, title and interest, including the copyright to any and all works created pursuant to this Work for Hire agreement, to the Chancellor's Office. The Chancellor's Office shall acknowledge Contractor or its subcontractors, if any, as the author of works produced pursuant to this Work for Hire agreement on all publications of such work. The Chancellor's Office will license such copyrighted work with a Creative Commons CC BY license. The license will allow Contractor or its subcontractors, if any, to reproduce and disseminate copies of such work, provided the licensee agrees not to permit infringement of the copyright by any person, to compensate Chancellor's Office for any infringement which may occur, and to indemnify and hold harmless the Chancellor's Office for any and all claims arising out of or in connection with the licensing agreement.
- c. All materials first developed in draft and in final form pursuant to this Agreement shall, in a prominent place, bear the © (the letter "c" in a circle) or the word "Copyright," or the abbreviation "Copr.", followed by the year created; and the words "Chancellor's Office, California Community Colleges." In addition, all such materials shall bear the Creative Commons CC BY symbol below. Acknowledgment may be given to Contractor or the actual author(s) of the work in an appropriate manner elsewhere in the copyright material. If it is deemed necessary by either the Chancellor's Office or Contractor that the copyright

#### **SPECIAL TERMS AND CONDITIONS**

be registered with the U.S. Copyright Office, Contractor will be responsible for applying for, paying the filing fees for, and securing said copyright.



- d. All technical communications and records originated or first prepared by Contractor or its subcontractors, if any, pursuant to this Work for Hire agreement including papers, reports, charts, computer programs, and technical schematics and diagrams, and other documentation, but not including Contractor's administrative communications and records relating to this Agreement, shall be delivered to and shall become the exclusive property of the Chancellor's Office and may be copyrighted by the Chancellor's Office.
- e. If it is deemed necessary by either the Chancellor's Office or Contractor that a patent be obtained from the U.S. Patent and Trademark Office for any invention, process, machine, manufactures, or composition of matter, Contractor will be responsible for applying for, paying the filing fees for, and securing said patent. All patents for inventions, processes, machines, manufactures, or compositions of matter developed pursuant to this Agreement shall be issued to the "Chancellor's Office, California Community Colleges." All products and references to patents shall be marked and designated as such as required by law. Acknowledgment may be given to Contractor or the actual inventor(s) in an appropriate manner. The Chancellor's Office agrees to grant a nonexclusive license for such intellectual property to Contractor. Said license shall include the right to use the patent for inventions, processes, machines, manufactures, or compositions of matter derived from those created under this Agreement.
- f. All trademarks and servicemarks first created, developed or acquired pursuant to this Agreement shall be the property of the Chancellor's Office. If it is deemed necessary by either the Chancellor's Office or Contractor that a trademark or servicemark be registered with state or federal agencies, Contractor will be responsible for applying for, paying the filing fees for, and securing said protection. All trademarks and servicemarks obtained pursuant to this Agreement shall be issued to the "Chancellor's Office, California Community Colleges" and carry the designations permitted or required by law. The Chancellor's Office agrees to grant a nonexclusive license for the use of trademarks or servicemarks created, developed or obtained under this Agreement to Contractor.
- g. In connection with any license granted pursuant to the preceding paragraphs, Contractor agrees not to permit infringement by any person, to compensate Chancellor's Office for any infringement which may occur, and to indemnify and hold harmless the Chancellor's Office for any and all claims arising out of or in connection with such license. Contractor may, with the permission of the Chancellor's Office, enter into a written sublicensing agreement subject to these same conditions.
- h. Any and all services rendered, materials, inventions, processes, machines, manufactures, or compositions of matter, computer programs, computer software, and trademarks or servicemarks created, developed or produced pursuant to this Agreement by subcontractors that create works for this Agreement for Contractor are for and are the property of the Chancellor's Office. Contractor shall obtain an acknowledgement of the work for hire performed by these subcontractors that produce intellectual property pursuant to this Agreement, and all rights, title, and interests in such property shall be assigned to

### SPECIAL TERMS AND CONDITIONS

the Chancellor's Office from all subcontractors. Contractor shall incorporate the above applicable paragraphs, modified appropriately, into its agreements with subcontractors that create works for this Agreement. No unpaid volunteer or other person shall produce copyright materials under this Agreement without entering into a subcontract between such person(s) and Contractor giving the Chancellor's Office the foregoing rights in exchange for the payment of the sum of at least one dollar (\$1).

# 8. Public Hearings

If public hearings on the subject matter dealt with in this Agreement are held during the period of the Agreement, Contractor will make available the personnel assigned to this Agreement for the purpose of testifying. Chancellor's Office will reimburse Contractor for compensation and travel of said personnel at the contract rates for such testimony as may be requested by Chancellor's Office.

#### 9. Confidentiality of Data and Reports

- a. To the extent permissible by law, Contractor will not disclose data or disseminate the contents of the final or any preliminary report without the express written permission of the Project Monitor.
- b. Permission to disclose information on one occasion or at public hearings held by the Chancellor's Office relating to the same shall not authorize Contractor to further disclose such information or disseminate the same on any other occasion.
- c. Contractor will not comment publicly to the press or any other media regarding its report, or the actions of the Chancellor's Office on the same, except to Chancellor's Office staff, Contractor's own personnel involved in the performance of this Agreement, or at a public hearing, or in response to questions from a legislative committee.
- d. If requested by Chancellor's Office, Contractor shall require each of its employees or officers who will be involved in the performance of this Agreement to agree to the above terms in a form to be approved by Chancellor's Office and shall supply Chancellor's Office with evidence thereof.
- e. Each subcontract shall contain provisions similar to the foregoing related to the confidentiality of data and nondisclosure of the same.

#### 10. Provisions Relating to Data

- a. "Data" as used in this Agreement means recorded information, regardless of form or characteristic, of a scientific or technical nature. It may for example, document research or experimental, developmental or engineering work, or be used to define a design or process or to support a premise or conclusion asserted in any deliverable document called for by this Agreement. The data may be graphic or pictorial delineations in media, such as drawings or photographs, charts, tables, mathematical models, collections or extrapolations of data or information, etc. It may be in machine form such as punched cards, magnetic tape or computer printouts, or may be retained in computer memory.
- b. "Proprietary data" is such data as the Contractor has identified in a satisfactory manner as being under Contractor's control prior to commencement of performance of this

# SPECIAL TERMS AND CONDITIONS

Agreement, and which Contractor has reasonably demonstrated as being of a proprietary nature either by reason of copyright, patent or trade secret doctrines in full force and effect at the time when performance of this Agreement is commenced. The title to "proprietary data" shall remain with the Contractor throughout the term of this agreement and thereafter. As to "proprietary data," the extent of Chancellor's Office access to the same and the testimony available regarding the same shall be limited to that reasonably necessary to demonstrate in a scientific manner to the satisfaction of scientific persons the validity of any premise, postulate or conclusion referred to or expressed in any deliverable hereunder.

- c. "Generated data" is that data which a Contractor has collected, collated, recorded, deduced, read out or postulated for utilization in the performance of this Agreement. Any electronic data processing program, model or software system developed or substantially modified by the Contractor in the performance of this Agreement at the expense of the Chancellor's Office, together with complete documentation thereof, shall be treated hereunder in the same manner as "generated data." "Generated data" shall be the property of the Chancellor's Office unless and only to the extent that it is specifically provided otherwise herein.
- d. "Deliverable data" is that data which under the terms of this Agreement is required to be delivered to the Chancellor's Office and shall belong to the Chancellor's Office.
- e. As to "generated data" which is reserved to Contractor by the express terms hereof and as to any preexisting or "proprietary data" which has been utilized to support any premise, postulate or conclusion referred to or expressed in any deliverable hereunder, Contractor shall preserve the same in a form which may be introduced as evidence in a court of law at Contractor's own expense for a period of not less than three years after receipt by the Chancellor's Office of the final report herein.
- f. Prior to the expiration of such time and before changing the form of or destroying any such data, Contractor shall notify the Chancellor's Office of any such contemplated action and Chancellor's Office may, within thirty (30) days after said notification, determine whether it desires said data to be further preserved. If Chancellor's Office so elects, the expense of further preserving said data shall be paid for by the Chancellor's Office. Contractor agrees that Chancellor's Office may at its own expense have reasonable access to said data throughout the time during which said data is preserved. Contractor agrees to use his or her best efforts to furnish competent witnesses or to identify such competent witnesses to testify in any court of law regarding said data.

# 11. Ownership of Data And Reports

Data developed for this Agreement shall become the property of the Chancellor's Office. It shall not be disclosed without the permission of the Project Monitor. Each report shall also become the property of the Chancellor's Office and shall not be disclosed except in such manner and such time as the Project Monitor may direct.

#### 12. Approval of Products and Deliverables

#### **SPECIAL TERMS AND CONDITIONS**

- a. Each deliverable to be provided under this Agreement shall be submitted to and approved by the Project Monitor. All products, documents and published materials, including multimedia presentations, shall be approved by the Project Monitor prior to distribution.
- b. All products resulting from this Agreement or its subcontracts in whole or in part shall reference the Chancellor's Office, California Community Colleges and the specific funding source.
- c. All references to the project shall include the phrase, "funded in part by the Chancellor's Office, California Community Colleges."

#### 13. Waiver

No waiver of any breach of this Agreement shall be held to be a waiver of any other or subsequent breach. All remedies afforded in this Agreement shall be taken and construed as cumulative; that is, in addition to every other remedy provided therein or by law. The failure of the Chancellor's Office to enforce at any time any of the provisions of this Agreement, or to require at any time performance by Contractor of any of the provisions thereof, shall in no way be construed to be a waiver of such provisions nor in any way affect the validity of this Agreement or any part thereof or the right of Chancellor's Office to thereafter enforce each and every such provision.

# 14. Work by Chancellor's Office Personnel

Staff of the Chancellor's Office will be permitted to work side by side with Contractor's staff to the extent and under conditions that may be directed by the Project Monitor. In this connection, staff of the Chancellor's Office will be given access to all data, working papers, subcontracts, etc., which Contractor may seek to utilize.

Contractor will not be permitted to utilize staff of the Chancellor's Office for the performance of services that are the responsibility of Contractor unless such utilization is previously agreed to in writing by the Project Monitor, and any appropriate adjustment in price is made. No charge will be made to Contractor for the services of employees of the Chancellor's Office while performing, coordinating or monitoring functions.

# 15. Changes in the Timing of Performance of Tasks

The timing for performance of the tasks may be changed by written approval of the Project Monitor. However, the date for completion of the Agreement and the total Agreement price, as well as all other terms not specifically excepted, may only be altered by formal amendment of this Agreement.

#### 16. Travel and Per Diem

- a. For purposes of payment, Contractor's headquarters shall be the city designated in the signature block. Travel outside the State of California shall not be reimbursed without the prior written authorization of the Project Monitor, or unless otherwise expressly so provided in the terms of this Agreement.
- b. The travel and per diem rates allowed for Contractor, staff, and subcontractors shall be those currently set forth by the Department of General Services (see State Administrative Manual (SAM) chapter 0700 and Appendix (Travel Guide, S-1)) and Department of

# **SPECIAL TERMS AND CONDITIONS**

Personnel Administration (DPA) Rules (Cal. Code Regs., §§ 599.615, et seq.). These Rules are subject to change at any time. Travel expenditures not listed in the DPA Rules cannot be reimbursed.

- c. Contractor must use the Contractor's formally printed invoice or letterhead, and must sign and date the claim prior to submission to the Chancellor's Office for payment.
- d. Questions regarding reimbursable items and/or limits may be directed to the Chancellor's Office Accounting Administrator at (916) 327-5355.
- e. Itemized invoices, prepared in triplicate, stating Agreement number and social security number or federal identification number, shall be submitted to:

Accounting Unit Chancellor's Office California Community Colleges 1102 Q Street, Suite 4400 Sacramento, CA 95811-6539

# 17. Captions

The clause headings appearing in this agreement have been inserted for the purpose of convenience and ready reference. They do not purport to and shall not be deemed to define, limit, or extend the scope or intent of the clauses to which they appertain.

### 18. Accessibility for Persons with Disabilities

By signing the Contractor's Certification (Chancellor's Office form CCC-1005, attached hereto as Exhibit H), Contractor agrees to comply with the Americans with Disabilities Act (ADA) of 1990 (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. In addition, by signing this Agreement, Contractor further agrees to the following:

- a. Contractor shall, upon request by any person, make any materials produced with funds pursuant to this Agreement available in braille, large print, electronic text, or other appropriate alternate format. Contractor shall establish policies and procedures to respond to such requests in a timely manner.
- b. All data processing, telecommunications, and/or electronic and information technology (including software, equipment, or other resources) developed, procured, or maintained by Contractor, whether purchased, leased or provided under some other arrangement for use in connection with this Agreement, shall comply with the regulations implementing Section 508 of the Rehabilitation Act of 1973, as amended, set forth at 36 Code of Federal Regulations, part 1194.
- c. Design of computer or web-based materials, including instructional materials, shall conform to guidelines of the Web Access Initiative (see http://www.w3.org/TR/WAI-WEBCONTENT/) or similar guidelines developed by the Chancellor's Office.

### **SPECIAL TERMS AND CONDITIONS**

- d. Contractor shall respond, and shall require its subcontractors to respond to and resolve any complaints regarding accessibility of its products and services as required by this section.
- e. Contractor and its subcontractors shall indemnify, defend, and hold harmless the Chancellor's Office, its officers, agents and employees, from any and all claims by any person resulting from the failure to comply with the requirements of this section.
- f. Contractor shall incorporate the requirements of this section into all subcontracts.

# 19. Eligibility for Noncitizens

Funds provided under this Agreement shall only be used to employ, contract with, or provide services to citizens of the United States or noncitizens who are eligible to receive public benefits pursuant to Section 401 (with respect to federally funded activities) or Section 411 (with respect to state funded activities) of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (P.L. 104-193, codified at 42 U.S.C. §§ 601 and 611, respectively). Contractor certifies that all of its employees and/or subcontractors are qualified pursuant to these provisions.

#### 20. Performance Evaluation

If this Agreement involves Consultant Services, the performance of the Contractor shall be evaluated by the Project Monitor on a "Contract/Contractor Evaluation" form Std. 4. If the performance is unsatisfactory, the Contractor will be allowed to prepare a statement defending Contractor's performance. This statement must be received by the Project Monitor within thirty (30) days after Contractor's receipt of the evaluation.

The evaluation form and any related material will be kept on file at the Chancellor's Office.

### 21. Commissions and Contingency Agreements

The Contractor warrants by execution of this Agreement, that no person or selling agency has been employed or retained to solicit or secure this Agreement upon agreement or understanding for a commission, percentage, brokerage, or contingent fee, excepting bona fide employees or bona fide established commercial or selling agencies maintained by the Contractor for the purpose of securing business. For breach or violation of this warranty, the Chancellor's Office shall, in addition to other remedies provided by law, have the right to annul this Agreement without liability, paying only for the value of the work actually performed, or otherwise recover the full amount of such commission, percentage, brokerage, or contingent fee.

# 22. Licenses and Permits

If the Contractor is an individual, firm or corporation, Contractor must be licensed to do business in California and shall obtain at his/her/its expense all license(s) and permit(s) required by law for accomplishing any work required in connection with this Agreement.

If you are a Contractor located within the State of California, a business license from the city/county in which you are headquartered is necessary, however, if you are a corporation, a copy of your incorporation documents/letter from the Secretary of State's Office can be submitted. If you are a Contractor outside the State of California, you will need to submit to the Chancellor's Office a copy

### SPECIAL TERMS AND CONDITIONS

of your business license or incorporation papers for your respective state showing that your company is in good standing in that state.

In the event, any license(s) and/or permit(s) expire at any time during the term of this Agreement, Contractor agrees to provide the Chancellor's office with a copy of the renewed license(s) and/or permit(s) within thirty (30) days following the expiration date. In the event the Contractor fails to keep in effect at all times all required license(s) and permit(s), the Chancellor's Office may, in addition to any other remedies it may have, terminate this Agreement upon occurrence of such event.

#### 23. Standards of Conduct

In addition to the Conflicts of Interests provisions in the Contractor's Certification (Chancellor's Office form CCC-1005, attached hereto as Exhibit H), Contractor hereby assures that, in administering this Agreement, it will comply with the standards of conduct hereinafter set out, as well as the applicable state laws concerning conflicts of interests, in order to maintain the integrity of the Agreement and to avoid any potential conflicts of interests in its administration.

- a. Every reasonable course of action will be taken by Contractor in order to maintain the integrity of this expenditure of public funds and to avoid any favoritism or questionable or improper conduct. The Agreement will be administered in an impartial manner. The Contractor, and its officers and employees, in administering this Agreement, will avoid situations which give rise to a suggestion that any decision was influenced by prejudice, bias, or special interest.
- b. Conducting Business with Relatives. No relative by blood, adoption, or marriage of any officer or employee of Contractor will receive favorable treatment in the award of subcontracts or in educational or employment opportunities funded by this Agreement.
- c. Conducting Business Involving Close Personal Friends and Associates. In administering this Agreement, officers and employees of Contractor will exercise due diligence to avoid situations which may give rise to an assertion that favorable treatment is being granted to friends and associates.
- d. In the interest of avoiding conflicts of interests involving friends or associates of Chancellor's Office employees, in administering this Agreement, officers and employees of Contractor will exercise due diligence to avoid situations which may give rise to an assertion that favorable treatment is being granted to friends and associates of Chancellor's Office employees.
- e. Contractor shall not enter into any subcontract of the types described below and any such agreement which may be executed is null and void and of no force or effect.
  - 1. A former state employee (including a Chancellor's Office employee, or a district employee who worked for the Chancellor's Office on an Interjurisdictional Exchange (IJE)) cannot enter into a subcontract under this Agreement with Contractor if that employee was engaged in the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to this Agreement while employed by the state. (Gov. Code, §§ 1090, et seq., 87100, and 87400 et seq.; Cal. Code Regs., tit. 5, §§ 18741.1 and 18747.)

# **SPECIAL TERMS AND CONDITIONS**

- 2. A current state employee (including a current Chancellor's Office employee or district employee working for the Chancellor's Office on an Interjurisdictional Exchange (IJE)) cannot enter into a subcontract with Contractor, with the exception of rank-and-file employees of the California State University and the University of California. (Pub. Contr. Code, § 10410.)
- 3. The spouse or immediate family of a current Chancellor's Office employee (including a current Chancellor's Office employee or district employee working for the Chancellor's Office on an Interjurisdictional Exchange (IJE)) may not enter into a subcontract with Contractor if the Chancellor's Office employee or person on an IJE was engaged in the negotiations, transactions, planning, arrangement or any part of the decisionmaking process relevant to this Agreement or the subcontract, or had any influence whatsoever in the making of this Agreement or the subcontract. (Gov. Code, §§ 1090, et seq.; and 87100.)

### 24. Follow-on Contracts

- a. By signing this Agreement, Contractor certifies that neither the Contractor nor any of its affiliates or subcontractors previously received a consulting services contract from the Chancellor's Office which resulted in a recommendation by Contractor, its affiliates or subcontractors for the provision of services, procurement of goods or supplies, or any other related action which is now to be provided or performed under this Agreement. (Pub. Contr. Code, § 10365.5.)
- b. For purposes of this section, "affiliates" are employees, directors, partners, joint venture participants, parent corporations, subsidiaries, or any other entity controlled by, controlling, or under common control with the Contractor. Control exists when an entity owns or directs more than fifty percent (50%) of the outstanding shares or securities representing the right to vote for the election of directors or other managing authority.
- c. Should the Chancellor's Office determine, at any time, that the certification contained in paragraph a. is false or inaccurate, the Chancellor's Office may deem contractor to be in breach of this Agreement and may terminate the Agreement as provided in the Termination provisions of section 6.c. of Exhibit C to the Agreement. However, to the extent permissible by law, the Chancellor's Office or its designee, may waive the restrictions set forth in this section by written notice to the Contractor if the Chancellor's Office determines their application would not be in the best interest of the Chancellor's Office.
- d. Except as prohibited by law, the restrictions of this section will not apply to a Contractor, including any person, firm, or affiliate, that is awarded a subcontract of a consultant services contract which amounts to no more than 10 percent of the total monetary value of the consultant services contract.
- e. The restrictions set forth in this section are in addition to conflict of interest restrictions imposed on public Contractors by California law. In the event of any inconsistency, such conflict of interest laws override the provisions of this section, even if enacted after execution of this Agreement.

### 25. Statewide or Regional Projects

# **SPECIAL TERMS AND CONDITIONS**

If this Agreement involves provision of coordination, technical assistance, or other services for the California Community Colleges system or for a particular region or group of colleges, Contractor agrees to consult regularly with the Project Monitor and representatives of the colleges to be served and to give every reasonable consideration to their views in the conduct of the project.

Contractor shall require all employees, consultants, and subcontractors to disclose any employment or contractual relationships they may have with other colleges being served under a statewide or regional contract or grant. Such relationships are prohibited and shall be promptly terminated unless, after being fully informed of the circumstances, the Project Monitor determines that the services being provided to the other college by the employee, consultant, or contractor are above and beyond or unrelated to those provided under this Agreement.

# 26. Surveys

If this contract involves conducting a survey of community college faculty, staff, students, or administrators, Contractor shall ensure that the survey is developed, administered, tabulated, and summarized by a survey evaluator/specialist. Surveys shall conform to project goals, shall minimize the burden on the group being surveyed, and shall not collect data already available to the Contractor from the Chancellor's Office or another source.

# 27. Safety and Accident Prevention

In performing work under this Contract on the premises of the Chancellor's Office, Contractor shall conform to any specific safety requirements contained in the Contract or as required by law or regulation. Contractor shall take any additional precautions as the Chancellor's Office may reasonably require for safety and accident prevention purposes. Any violation of such rules and requirements, unless promptly corrected, shall be grounds for termination of this Contract in accordance with the default provisions hereof.

#### 28. DVBE Reporting Requirements

A 3% Disabled Veterans Business Enterprise (DVBE) participation goal has been established for this Agreement. Contractor shall use a Department of General Services' DVBE Participation Reporting Form to submit quarterly reports on DVBE participation. The Contractor will list at the end of each quarter the dates of invoices submitted, amounts of invoices paid to the Disabled Veteran Business Enterprise(s), and the DVBE percentage from invoice totals. The completed DVBE Participation Reporting Form will be submitted at the end of each quarter to the following person:

Contract Manager Chancellor's Office California Community Colleges 1102 Q Street, Suite 4400 Sacramento, CA 95811-6539

# California Community Colleges Agreement for the Student Financial Assistance Programs, Student Services and Special Programs Division Chancellor's Office

# Riverside Community College District Agreement No. C15-0040

#### 2015-16 Work Statement

### Exhibit F

The California Education Code, Section 76300 (i) (2) authorizes the Board of Governors, from funds provided in the annual Budget Act, to allocate to community college districts an amount equal to 2 percent of the enrollment fees waived. On July 9, 2001, the Board of Governors approved the use by the Chancellor's Office, Student Financial Assistance Programs Unit, of 3 percent of each college's allocation to fund special projects of vital interest to the colleges and for consultation with the financial aid community.

The Board of Governors delegates the fiscal coordination for these functions to the Riverside Community College District (hereinafter District) and awards this agreement to support the activities described below.

The activities to be carried out under this agreement shall include all of the following:

#### I. Regional and State Coordination and Consultation

# 1.1 Financial Aid Regional Representatives Meetings

Three regular meetings and one transition meeting of the Financial Aid Regional Representatives and invited guests, including payment for meeting expenses, travel and per diem for members.

#### 1.2 Veterans Regional Representatives Meeting

Up to four meetings of the Veterans Regional Representatives and invited guests, including payment for meeting expenses, travel and per diem for members.

### 1.3 Foster Youth Regional Representatives Meeting

Up to four meetings of the Foster Youth Regional Representatives and invited guests, including payment for meeting expenses, travel and per diem for members.

#### II. Statewide Ad Hoc Task Groups

#### 2.1 Financial Aid Related Inter-Divisional and Ad Hoc Task Groups

Meetings for Financial Aid related inter-divisional and Ad Hoc Task Groups as necessary. These task groups will review, discuss and recommend policy pertaining to elements/issues relating to the administration of the Student Financial Assistance Programs. Support for these task group meetings will include payment of meeting expenses, travel and per diem for members and any necessary printing costs.

### III. Training and Strategic Planning

#### 3.1 New Financial Aid Director Training

Provide Financial Aid Management training to new Financial Aid Directors. Training may include such areas as new and revised federal and state regulations, Board of Governors Fee Waiver Program, reporting procedures, allocations, MIS, Cal Grants and other areas of vital concern to the management of the Student Financial Assistance Programs. Associated training costs such as travel, per diem, meeting room rental and any necessary printing costs will be covered under this agreement.

#### 3.2 All Financial Aid Director Training

Provide Financial Aid Management training to all Financial Aid Directors. Training may include such areas as new and revised federal and state regulations, Board of Governors Fee Waiver Program, reporting procedures, allocations, MIS, Cal Grants and other areas of vital concern to the management of the Student Financial Assistance Programs. Associated training costs such as travel, per diem, meeting room rental and any necessary printing costs will be covered under this agreement.

#### 3.3 Foster Youth Success Initiative (FYSI) Liaison Annual Training

Provide training and support to FYSI Liaison on our college campuses, in their efforts to serve foster youth alumni. Training may include such areas as new and revised federal and state regulations, changes to financial aid programs to better serve foster youth, such as federal or state aid programs, and other areas of vital concern to those serving foster youth. Associated training costs such as travel, per diem, meeting room rental and any necessary printing costs will be covered under this agreement.

### 3.4 Veteran Summit for Certifying Officials

Provide training and support to veteran certifying officials from our college campuses. Training may include such areas as new or clarified VA policies and regulations, navigating the VA agency structure to find answer to and help for certifying officials and those that serve, new and revised federal and state laws, regulations, and policies regarding veterans and their benefits, and other areas of vital concern to those serving vets and active duty military. Associated training costs such as travel, per diem, meeting room rental and any necessary printing costs will be covered under this agreement.

# 3.5 Strategic Planning and Initiatives

Organize and plan meetings as necessary for Financial Aid Directors and/or other Financial Aid staff, and other appropriate stakeholders, to convene and develop strategic plans to address various Student Financial Assistance Programs issues as required. For 2012-13 those issues include, but are not limited to: AB 130/131, AB 1456, and new state and federal regulations and initiatives. Support for these strategic planning meetings will include payment of meeting room expenses, travel, lodging and per diem expenses, as well as any necessary support or printing costs that may be developed as a result of the meetings' outcomes.

#### IV. Miscellaneous Activities

#### 4.1 Consulting Services

Provide consulting services to the colleges or community college system on special projects of vital interest including: research, development of software applications to automate reporting and data submission, development and dissemination of targeted resources and best practice models for administering financial aid programs. The fee(s) will be negotiated and may include travel and per diem expenses. The consultant(s) selected shall be subject to approval by the Chancellor's Office.

#### 4.3 Contract Support - Default Prevention Initiative

The Chancellor's Office will select and contract with a provider of default prevention, financial literacy, or other related services and will then offer those services to colleges who elect or qualify to use them. The District will provide administrative and fiscal oversight to support these activities.

#### V. Administrative Support

The District will provide necessary administrative and fiscal oversight to support the above activities. The District shall receive 10% of the total agreement award expended as an administrative fee for its services. Additional funding for administrative support may be appropriated from other categories within this work statement if we are able to secure grants or other awards that support our efforts from outside entities.

All participants attending meetings that require a per diem payment will receive the current state approved rates for lodging, meals, mileage and other transportation expenses. Current documentation requirements will be met.

# California Community Colleges Agreement for the Student Financial Assistance Programs, Student Services and Special Programs Division Chancellor's Office

# Riverside Community College District Agreement No. C15-0040

# 2015-16 SFA AGREEMENT BUDGET

# Exhibit 6

l. H.	Regional and State Coordination Statewide Ad Hoc Task Groups	\$ 70,000.00 \$ 35,000.00	
III.	Training and Strategic Planning	\$135,000.00	
IV.	Miscellaneous Activities	\$222,418.00	
	Subtotal		\$462,418.00
٧.	Administrative Support	\$46,242.00	

Agreement Total \$508,660.00

# California Community Colleges Agreement for the Student Financial Assistance Programs, Student Services and Special Programs Division Chancellor's Office

# Riverside Community College Districtt Agreement No. C15-0040 2015-16 BUDGET SPECIFICS

#### Exhibit 4

# I. Regional and State Coordination and Consultation

#### 1.1 Financial Aid Regional Representatives Meetings

Travel, per diem and meeting expenses for four scheduled Financial Aid Regional Representatives meetings.

Total

\$40,000

### 1.2 Veterans Regional Representatives Meeting

Travel, per diem and meeting expenses for up to four scheduled Veterans Regional Representative meetings.

Total

\$15,000

#### 1.3 Foster Youth Regional Representatives Meeting

Travel, per diem and meeting expenses for up to four scheduled FYSI Regional Representative meetings.

Total

\$15,000

#### II. Statewide Ad Hoc Task Groups

#### 2.1 Financial Aid Related Ad Hoc Task Groups

Travel, per diem and meeting expenses for any required meetings.

Total

\$35,000

# III. Training and Strategic Planning

### 3.1 New Financial Aid Director Training

Travel, per diem and meeting expenses incurred for training meetings.

Tota!

\$25,000

#### 3.2 All Financial Aid Director Training

Travel, per diem and meeting expenses incurred for training meetings.

Total

\$40,000

#### 3.3 Foster Youth Success Initiative (FYSI) Liaison Annual Training

Travel, per diem and meeting expenses incurred for training meetings.

Total

\$30,000

#### 3.4 Veteran Summit for Certifying Officials

Travel, per diem and meeting expenses incurred for training meetings.

Total

\$30,000

#### 3.5 Strategic Planning and Initiatives

Travel, per diem and meeting expenses incurred for strategic planning meetings. Costs incurred through the development and implementation of the meeting outcomes, including printing costs and technology development as necessary, are also allowable.

Tota

\$10,000

#### IV. Miscellaneous Activities

### 4.1 Consulting Services

Contract for consulting services on Financial Aid program and management issues. The fee will be subject to negotiation.

Total

\$40,000

# 4.3. Contract Support Default Prevention Initiative

Contract default prevention, financial literacy or other related services provided to colleges that elect to or qualify to use those services.

Total

\$182,418

#### V. Administrative Support

#### 5.1 Administrative Expenses

The District will provide necessary administrative and fiscal oversight to support the above activities. The District shall receive 5% of the total agreement award expended as an administrative fee for its services. Additional funding for administrative support may be appropriated from other categories within this work statement if we are able to secure grants or other awards that support our efforts from outside entities.

All participants attending meetings that require a per diem payment will receive the current state approved rates for lodging, meals, mileage and other transportation expenses. Current documentation requirements will be met.

Total

\$46,242

**AGREEMENT TOTAL** 

\$508,660.00

# CCC- 1005 (Chancellor's Office, California Community Colleges) Contractor Certification Clauses (Rev. 12/06)

### **CERTIFICATION**

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized to legally bind the prospective Contractor to the clause(s) listed below. This certification is made under the laws of the State of California.

Contractor/Bidder Firm Name (Printed)		Federal ID Number	
Riverside Community College District		33-0831357	
By (Authorized Signature)			
Printed Name and Title of Person Signing			
Aaron Brown, Vice Chancellor Business and Financial Services			
Date Executed	Executed in the County of		
	Riverside		

#### **CONTRACTOR CERTIFICATION CLAUSES**

# 1. Statement of Compliance (Nondiscrimination)

Contractor has, unless exempted, complied with the nondiscrimination program requirements. (Gov. Code, § 12990 (a-f) and Cal. Code Regs., tit. 2, § 8103.) (Not applicable to public entities.)

#### 2. Drug-Free Workplace Requirements

Contractor will comply with the requirements of the Drug-Free Workplace Act of 1990 (Gov. Code, §§ 8350 et seq.) and will provide a drug-free workplace by taking the following actions:

- a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.
- b. Establish a Drug-Free Awareness Program to inform employees about:
  - 1. The dangers of drug abuse in the workplace;
  - The person's or organization's policy of maintaining a drug-free workplace;
  - 3. Any available counseling, rehabilitation and employee assistance programs; and,
  - Penalties that may be imposed upon employees for drug abuse violations.
- c. Every employee who works on the proposed or resulting Agreement will:
  - Receive a copy of the company's drug-free workplace policy statement;
  - 2. Agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and Contractor may be ineligible for award of any future state contracts or agreements if the Chancellor's Office determines that any of the following has occurred: (1) the Contractor has made false certification, or (2) violated the certification by failing to carry out the requirements as noted above. (Gov. Code, §§ 8350 et seq.)

#### 3. National Labor Relations Board Certification

Contractor certifies that no more than one (1) final unappealable finding of contempt of court by a federal court has been issued against Contractor within the immediately preceding two-year period because of Contractor's failure to comply with an order of a federal court, which orders Contractor to comply with an order of the National Labor Relations Board. (Pub. Contr. Code, § 10296.) (Not applicable to public entities.)

# 4. Contracts or Agreements for Legal Services \$50,000 or More – Pro Bono Requirement

Contractor hereby certifies that Contractor will comply with the requirements of section 6072 of the Business and Professions Code, effective January 1, 2003.

Contractor agrees to make a good faith effort to provide a minimum number of hours of pro bono legal services during each year of the Agreement equal to the lesser of either:

- a. 30 multiplied by the number of full time attorneys in the firm's offices in the state, with the number of hours prorated on an actual day basis for any Agreement period of less than a full year; or
- b. 10% of its Agreement with the Chancellor's Office.

Failure to make a good faith effort may be cause for non-renewal of a state contract or agreement for legal services, and may be taken into account when determining the award of future contracts or agreements with the state for legal services.

### 5. Expatriate Corporations

Contractor hereby declares that it is not an expatriate corporation or subsidiary of an expatriate corporation within the meaning of Public Contract Code sections 10286 and 10286.1, and is eligible to contract with the State of California.

#### 6. Sweatfree Code Of Conduct

a. All Contractors contracting for the procurement or laundering of apparel, garments or corresponding accessories, or the procurement of equipment, materials, or supplies, other than procurement related to a public works contract, declare under penalty of perjury that no apparel, garments or corresponding accessories, equipment, materials, or supplies furnished to the Chancellor's Office pursuant to the Contract have been laundered or produced in whole or in part by sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor, or with the benefit of sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor. Contractor further declares under penalty of perjury that it adheres to the Sweatfree Code of Conduct as set forth

on the California Department of Industrial Relations website located at www.dir.ca.gov, and Public Contract Code Section 6108.

b. Contractor agrees to cooperate fully in providing reasonable access to the Contractor's records, documents, agents or employees, or premises if reasonably required by authorized officials of the Chancellor's Office, the Department of Industrial Relations, or the Department of Justice to determine the Contractor's compliance with the requirements under paragraph a.

# 7. Debarment, Suspension, And Other Responsibility Matters

If the Agreement for which this Certification is being executed is funded in whole or in part with federal funds, Executive Order 12549, Debarment and Suspension, and the implementing regulations set forth at 34 Code of Federal Regulations part 85, require that prospective participants in covered transactions, as defined at 34 Code of Federal Regulations part 85, sections 85.105 and 85.110, provide the certification set forth in paragraph a. or the explanation required by paragraph b. below.

- a. Contractor certifies that Contractor and its principals:
  - 1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
  - 2. Have not within a three-year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - 3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph 8(a)(2) of this certification; and
  - Have not within a three-year period preceding this Agreement had one or more public transactions (federal, state, or local) terminated for cause or default.
- b. Where Contractor is unable to certify to any of the statements in this certification, Contractor shall attach an explanation to this Certification.

#### 8. Domestic Partners

If the amount of this Agreement equals or exceeds \$100,000 or if this Agreement, together with any other contracts Contractor may have with the Chancellor's Office, equals or exceeds \$100,000 during any fiscal year, then Contractor certifies that it will provide the same benefits to an employee with a registered domestic partner that it provides to an employee with a spouse in accordance with the provisions of Public Contract Code section 10295.3. For any Agreement not covered by these requirements, Contractor may elect to offer domestic partner benefits to Contractor's employees in accordance with Public Contract Code section 10295.3. However, Contractor cannot require an employee to cover the costs of providing any benefits that have otherwise

been provided to all employees regardless of marital or domestic partner status. (Pub. Contr. Code, § 10295.3(d).)

#### DOING BUSINESS WITH THE STATE OF CALIFORNIA

The following laws apply to persons or entities doing business with the Chancellor's Office.

### 1. Conflicts of Interests

Contractor needs to be aware of the following provisions regarding current or former state employees, including current or former Chancellor's Office employees or district employees working at the Chancellor's Office on an Interjurisdictional Exchange (IJE). If Contractor has any questions on the status of any person rendering services or involved with the Agreement, the Chancellor's Office must be contacted immediately for clarification.

# Current State Employees (Pub. Contr. Code, § 10410):

- No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.
- 2. No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.

#### Former State Employees (Pub. Contr. Code, § 10411):

- For the two-year period from the date he or she left state employment,
  no former state officer or employee may enter into a contract or
  agreement in which he or she engaged in any of the negotiations,
  transactions, planning, arrangements or any part of the decision-making
  process relevant to the contract or agreement while employed in any
  capacity by any state agency.
- 2. For the twelve-month period from the date he or she left state employment, no former state officer or employee may enter into a contract or agreement with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed contract or agreement within the 12-month period prior to his or her leaving state service.

If Contractor violates any provisions of above paragraphs, such action by Contractor shall render this Agreement void. (Pub. Contr. Code, § 10420.)

Members of boards and commissions are exempt from this section if they do not receive payment other than payment of each meeting of the board or commission, payment for preparatory time and payment for per diem. (Pub. Contr. Code, § 10430(e).)

### 2. Labor Code/Workers' Compensation

Contractor needs to be aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of the Labor Code, and Contractor affirms it will comply with such provisions before commencing the performance of the work of this Agreement. (Lab. Code, § 3700.)

#### 3. Americans With Disabilities Act

Contractor assures the Chancellor's Office that it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. §§ 12101 et seq.)

# 4. Contractor Name Change

An Amendment is required to change the Contractor's name as listed on this Agreement. Upon receipt of legal documentation of the name change the Chancellor's Office will process the Amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said Amendment.

### 5. Corporate Qualifications to Do Business in California

- a. When agreements are to be performed in the state by corporations, the contracting agencies will be verifying that the contractor is currently qualified to do business in California in order to ensure that all obligations due to the state are fulfilled.
- b. "Doing business" is defined in Revenue & Tax Code section 23101 as actively engaging in any transaction for the purpose of financial or pecuniary gain or profit. Although there are some statutory exceptions to taxation, rarely will a corporate contractor performing within the state not be subject to the franchise tax.
- Both domestic and foreign corporations (those incorporated outside of California)
  must be in good standing in order to be qualified to do business in California.
  Agencies will determine whether a corporation is in good standing by calling the
  Office of the Secretary of State.

#### 6. Resolution

A county, city, district, or other local public body must provide the Chancellor's Office with a copy of a resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an agreement, authorizing execution of the agreement.

#### 7. Air or Water Pollution Violation

Under the state laws, the Contractor shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution. (Gov. Code, § 4477.)

### 8. Payee Data Record Form (Std. 204)

This form must be completed by all contractors that are not another state agency or other government entity.



# Agenda Item (VI-B-8-b)

Meeting 6/21/2016 - Regular

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

Subject Surplus Property - Donation

College/District District

**Funding** 

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 University of Redlands,

Community School of Music and the Arts to meet their music program's needs.

# Background Narrative:

Education Code Section 81452 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. 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: Wolde-Ab Isaac, President, Riverside

Michelle Davila, Executive Administrative Assistant

#### Attachments:

Surplus Donation - University of Redlands



Community School of Music and the Atts

June 7, 2016

To Whom It May Concern,

Thank you very much for the response to the request by the Community School of Music and the Arts at the University of Redlands, in regards to the two digital keyboards which are being donated by Riverside Community College's School of Music. Our Community School, which includes a Suzuki Program, Early Childhood Program, Youth Orchestra and Children's Choir along with various individual instrument lessons, is growing as our outreach continues to expand to teach music to children ages 2 through adult. We are excited to be able to use these keyboards at our new facility that will be in downtown Redlands this coming Fall.

Possession of these keyboards can be taken at a mutually convenient time for all parties involved. We will also be more than glad to take responsibility for the pick-up and transporting of these keyboards to our school. I would like to say thank you both to the School, Riverside Community College and to Jasminka Knecht in the Piano Department for this generous donation.

Sincerely.

Rae Kate Shen

Suzuki Program Coordinator

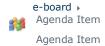
Bu Kete Sh\_

(909) 748-8694

Raekate\_Shen@redlands.edu

#### MUS 104 KAWAI DIGITAL PAINOS

QUANTITY	BRAND	DESCRIPTION	MODEL#	SERIAL#	ASSET TAG #	DONATION TO:
1	KAWAI	DIGITAL KEYBOARD	CA440	9288707	010095	Redlands Community School
1	KAWAI	DIGITAL KEYBOARD	CA440	9281208	010087	Redlands Community School



# Agenda Item (VI-B-8-c)

Meeting 6/21/2016 - Regular

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

Subject Surplus Property - Donation

College/District District

**Funding** 

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 is not required for school purposes; and (3) authorize the property to be donated to Ramona High School to meet their music program's needs.

#### Background Narrative:

Education Code Section 81450.5 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. The District is requesting the property to be donated to a school district, community college district, or other public entity.

Prepared By: Wolde-Ab Isaac, President, Riverside

Michelle Davila, Executive Administrative Assistant

#### Attachments:

Ramona High School Surplus Donation



# RAMONA HIGH SCHOOL

7675 MAGNOLIA AVE • RIVERSIDE, CA 92504 (951) 352-8429 • FAX (951) 328-2532

June 7, 2016

Riverside City College Attn: Jasminka Knecht 4800 Magnolia Avenue Riverside, CA 92506

Dear Ms. Knecht:

Riverside Unified School District is very grateful for your generous donation of 17 pianos in support of our Visual and Performing Arts program. Your caring support of RUSD will make a great difference in the lives of our students here at Ramona High School and our cluster schools. The support of donors like you is helping our VAPA program grow and touch the lives of so many children entering the world of performing arts.

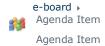
Thank you again for your kind donation. We hope that you will continue to partner with us in our commitment to education and the arts.

Sincerely,

Ronda Barnes Piano Director Magnet Coordinator

## MUS 104 KAWAI DIGITAL PAINOS

QUANTITY	BRAND	DESCRIPTION	MODEL#	SERIAL#	ASSET TAG #	DONATION TO:
1	KAWAI	DIGITAL KEYBOARD	CA440	9286554	010079	Ramona High School
1	KAWAI	DIGITAL KEYBOARD	CA440	9290292	011595	Ramona High School
1	KAWAI	DIGITAL KEYBOARD	CA440	9286548	010082	Ramona High School
1	KAWAI	DIGITAL KEYBOARD	CA440	9286552	010080	Ramona High School
1	KAWAI	DIGITAL KEYBOARD	CA440	9286545	010084	Ramona High School
1	KAWAI	DIGITAL KEYBOARD	CA440	9290297	011596	Ramona High School
1	KAWAI	DIGITAL KEYBOARD	CA440	9286559	010083	Ramona High School
1	KAWAI	DIGITAL KEYBOARD	CA440	9290305	011599	Ramona High School
1	KAWAI	DIGITAL KEYBOARD	CA440	9290307	010081	Ramona High School
1	KAWAI	DIGITAL KEYBOARD	CA440	9290300	010089	Ramona High School
1	KAWAI	DIGITAL KEYBOARD	CA440	9286543	010088	Ramona High School
1	KAWAI	DIGITAL KEYBOARD	CA440	9286558	010085	Ramona High School
1	KAWAI	DIGITAL KEYBOARD	CA440	9290303	010091	Ramona High School
. 1	KAWAI	DIGITAL KEYBOARD	CA440	9286561	010094	Ramona High School
1	KAWAI	DIGITAL KEYBOARD	CA440	9290299	010092	Ramona High School
1	KAWAI	DIGITAL KEYBOARD	CA440	9290310	011597	Ramona High School
1	KAWAI	DIGITAL KEYBOARD	CA440	9290289	011598	Ramona High School



# Agenda Item (VI-B-8-d)

Meeting 6/21/2016 - Regular

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

Subject Surplus Property - Donation

College/District District

**Funding** 

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 is not required for school purposes; and (3) authorize the property to be donated to Riverside Poly High School to meet

their music program's needs.

#### Background Narrative:

Education Code Section 81450.5 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. The District is requesting the property to be donated to a school district, community college district, or other public entity.

Prepared By: Wolde-Ab Isaac, President, Riverside

Michelle Davila, Executive Administrative Assistant

#### Attachments:

Riverside Poly High School Surplus Donation

Jasminka Knecht Associate Professor of Music Riverside City College 4800 Magnolia Ave. Riverside, CA 92506

Dear Jasminka,

Thank you very much for your offer to donate four Kawai electronic pianos to Poly High School. We will put them to very good use, as this donation will enable us to have a keyboard instrument in all four of our performing arts classrooms! Please let me know if we need to facilitate the moving of the pianos from RCC to Poly. We are certainly willing and able to do so! Again, many thanks to you, the RCC board of trustees, and the administration and staff of the RCC performing arts department for your generous donation!

Sincerely,

Oscar Mooring Chair, Performing Arts Department Riverside Poly High School



# Agenda Item (VI-B-8-e)

Meeting 6/21/2016 - Regular

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

Subject Surplus Property

College/District District

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 Lot #1 property does not exceed the total value of \$5,000; and (3) find that Lot #2 may exceed the total value of \$5,000; and (4) authorize the property to be consigned to The Liquidation Company and sold at a private sale 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 Lot #1 property on the attached list does not exceed the total value of \$5,000.

Education Code section 81452 also permits surplus property to be sold at private sale if the value exceeds \$5,000. It is anticipated that the Lot #2 property on the attached list may exceed the total value of \$5,000. The five deep fryers do not meet the requirements of the Culinary Arts Academy program. A private sale will be conducted and advertised, by public postings, at the District Office and at each college prior to the auction date.

Staff proposes that we consign the surplus property identified in the attachment to The Liquidation Company for disposal.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services

Wolde-Ab Isaac, President, Riverside

Chris Carlson, Chief of Staff & Facilities Development

Bill Bogle, Controller

#### **Attachments:**

06212016\_Surplus Property List - Lot #1 06212016 Surplus Property List - Lot #2

#### MUS 104 KAWAI DIGITAL PAINOS

QUANTITY	BRAND	DESCRIPTION	MODEL#	SERIAL#	ASSET TAG #	DONATION TO:
1	KAWAI	DIGITAL KEYBOARD	CA440	9281205	010076	Poly High School
1	KAWAI	DIGITAL KEYBOARD	CA440	9281203	010086	Poly High School
1	KAWAI	DIGITAL KEYBOARD	CA440	9290304	010090	Poly High School
1	KAWAI	DIGITAL KEYBOARD	CA440	9290293	011593	Poly High School

# SURPLUS PROPERTY Lot #1 June 2016

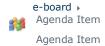
QUANTITY	BRAND	DESCRIPTION	MODEL#	SERIAL#	ASSET TAG #
1	LENOVO	CPU	6483	MJ03890	040859
1	LENOVO	CPU	MTM7484WUT	MJPFE73	041945
1	LENOVO	CPU	MTM7484WUT	MJPFE76	041941
1	DELL	CPU	DCSM1F	7K80JM1	041498
1	DELL	CPU	T1500	BS8C9P1	043011
1	DELL	CPU	T1500	920C9P1	043006
1	LENOVO	CPU	MTM7484WUT	MJPFE89	041928
1	LENOVO	CPU	MTM7483WTD	MJXVRK3	044357
1	LENOVO	CPU	MTM7483WTD	MJXVRK1	044358
1	LENOVO	CPU	MTM7483WTD	MJXVPY6	044365
1	LENOVO	CPU	MTM7483WTD	MJXVRC6	044363
1	LENOVO	CPU	MTM7483WTD	MJXVRA9	044368
1	LENOVO	CPU	MTM7483WTD	MJXVRE2	044360
1	LENOVO	CPU	MTM7483WTD	MJXVRG7	044366
1	LENOVO	CPU	MTM7483WTD	MJXVRD9	044364
1	LENOVO	CPU	MTM7483WTD	MJXVRH7	044362
1	LENOVO	CPU	MTM7483WTD	MJXVRE7	044367
1	LENOVO	CPU	MTM7483WTD	MJXVRF4	044347
9	LENOVO	CPU	MTM7483WTD	MJXVRL2	044356
1	LENOVO	CPU	MTM7483WTD	MJXVPZ8	044354
1	LENOVO	CPU	MTM7483WTD	MJXVRF5	044349
1	LENOVO	CPU	MTM7483WTD	MJXVRH0	044348
1	LENOVO	CPU	MTM7483WTD	MJXVR56	044351
1	LENOVO	CPU	MTM7483WTD	MJXVRD0	044353
1	LENOVO	CPU	MTM7484CTO	MJMZ212	041233
1	LENOVO	CPU	MTM7484WUT	MJPFE88	041949
1	LENOVO	CPU	MTM7483WTD	MJXVRA1	044350
1	LENOVO	CPU	MTM7483WTD	MJXVRL1	044370
1	LENOVO	CPU	MTM7483WTD	MJXVRE4	044352
1	LENOVO	CPU	MTM7483WTD	MJXVRD1	044355
1	LENOVO	CPU	MTM7483WTD	MJXVRD7	044369
1	LENOVO	CPU	MTM7483WTD	MJXVRE5	044361
1	LENOVO	CPU	MTM7483WTD	MJXVRA8	044359
1	LENOVO	MONITOR	4431HE1	V1AXB80	044386
1	LENOVO	MONITOR	4431HE1	V1AWK30	044389
1	LENOVO	MONITOR	4431HE1	V1AWZ72	044392
1	LENOVO	MONITOR	4431HE1	V1AXB37	044394
1	LENOVO	MONITOR	4431HE1	V1AWK46	044372
1	LENOVO	MONITOR	4431HE1	V1AWZ62	044382
1	LENOVO	MONITOR	4431HE1	V1AV202 V1AXB83	044383
1	LENOVO	MONITOR	4431HE1	V1AWK24	044380
1	LENOVO	MONITOR	4431HE1	V1AXB01	044381
1	LENOVO	MONITOR	4431HE1	V1AWK61	044373
1	LENOVO	MONITOR	4431HE1	V1AWK27	044371
1	LENOVO	MONITOR	4431HE1	V1AXC00	044385
1	LENOVO	MONITOR	4431HE1	V1AWK37	044377
1	LENOVO	MONITOR	4431HE1	V1AXB81	044384
1	LENOVO	MONITOR	4431HE1	V1AWK32	044390
1	LENOVO	MONITOR	4431HE1	V1AWK51	044379

# SURPLUS PROPERTY Lot #1 June 2016

QUANTITY	BRAND	DESCRIPTION	MODEL#	SERIAL#	ASSET TAG #	
1	LENOVO	MONITOR	4431HE1	V1AWK452	044375	
1	LENOVO	MONITOR	4431HE1	V1AWK39	044378	
1	LENOVO	MONITOR	4431HE1	V1AWK29	044374	
1	LENOVO	MONITOR	4431HE1	V1AWK55	044391	
1	LENOVO	MONITOR	4431HE1	V1AXB98	044387	
1	LENOVO	MONITOR	4431HE1	V1AXB34	044393	
1	LENOVO	MONITOR	4431HE1	V1AW526	044388	
1	LENOVO	MONITOR	4431HE1	V1AWK49	044376	
1	LENOVO	MONITOR	L1940P	V6C0204	040703	
1	LENOVO	MONITOR	L1940P	V6C4988	040702	
1	LENOVO	MONITOR	4431HE1	V1AXA87	044707	
1	LENOVO	MONITOR	2448HB6	V6D9933	041889	
1	GATEWAY	MONITOR	FPD2185W	MPT5B50N05219	031518	
1	LENOVO	MONITOR	2448HB6	V6E0062	041893	
1	LENOVO	MONITOR	2448HB6	V6D9944	041900	
1	GATEWAY	MONITOR	FPD1975	MP15B50R02177	031531	
1	GATEWAY	MONITOR	FPD1975	MP15B50R01361	031537	
1	FORD	TRUCK	RANGER	1FTYR14D56PA58326	034591	
1	GATEWAY	MONITOR	PROFILE 5.5	0035433810	025433	
1	GATEWAY	MONITOR	PROFILE 5.5	0035433808	025435	
1	HP	SCANNER	FCLSD-0406	CN68CSR1CX	032918	
1	HP	PRINTER	Q7816A	CNJ1T07523	036811	
1	GATEWAY	MONITOR	FPD1730	MUL7007K0017176	024518	
1	GATEWAY	CPU	E6300	0034849058	024521	
1	HP	PRINTER	Q1335A	CNCB211021	023920	
1	CANNON	PRINTER	MP480	JPDC03987	041459	
1	CANNON	PRINTER	MP480	JPDC04000	041458	
1	HP	PRINTER	C7064A	JPGGB88216	020194	
1	HP	SCANNER	FCLSD-0510	SJ8350	044129	
1	CANNON	MICROPRINTER	M32044	32100282	007188	
1	HIJET	CAMPUS VEHCILE	N/A	VEHICLE # 0044	NONE	
1	NISSAN	PICK UP TRUCK	1989	1N6ND11S8KC408650	NONE	
1	CUSHMAN	CAMPUS VEHICLE	N/A	VEHCILE # 6539	NONE	
1	CUSHMAN	CAMPUS VEHICLE	N/A	VEHICLE # 1334	NONE	
1	PITCO	DEEP FRYER	SG14	G15KB075452	NONE	
1	PITCO	DEEP FRYER	SG14	G15KB075452	NONE	
1	PITCO	DEEP FRYER	SG14	G15KB075453	NONE	
1	PITCO	DEEP FRYER	SG14	G15KB075454	NONE	
1	PITCO	DEEP FRYER	SG14	G15KB075455	NONE	
1	PITCO	DEEP FRYER	SG14	G15KB075456	NONE	

# Auction Equipment Lot #2 June 2016

QUANTITY	BRAND	DESCRIPTION	MODEL#	SERIAL #	ASSET TAG #
1	PITCO	DEEP FRYER	SG14	G15KB075452	NONE
1	PITCO	DEEP FRYER	SG14	G15KB075453	NONE
1	PITCO	DEEP FRYER	SG14	G15KB075454	NONE
1	PITCO	DEEP FRYER	SG14	G15KB075455	NONE
1	PITCO	DEEP FRYER	SG14	G15KB075456	NONE



# Agenda Item (VI-B-8-f)

6/21/2016 - Regular Meeting

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

Subject Notices of Completion

College/District District

Funding N/A

Recommended

It is recommended that the Board of Trustees 1) accept the projects listed on the Action

attachments as complete, and 2) approve the execution of the Notices of Completion (under

Civil Code Section 3093 - Public Works).

# Background Narrative:

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

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services

Scott Zwart, Director, Facilities, Maintenance and Operations

Steve Monsanto, Director, Facilities

Majd Askar, Director of Business Services

#### Attachments:

06212016\_Notices of Completion

# **COMPLETED PROJECTS**

June 21, 2016

<u>Project</u> <u>Contractor</u>

Reverse Osmosis System Upgrade at RCC 2016 Spring Asphalt Repair at RCC Roofing Projects – Buildings A & C at NC Inland Mechanical Construction, Inc. Ben's Asphalt, Inc. Best Contracting Services, Inc.

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

Name Aaron S. Brown

**Business and Financial Services** 

Street Address

3801 Market Street

City & State

Riverside, CA 92501

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SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

# **NOTICE OF COMPLETION**

Not	ice is hereby given that:
1.	The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
2.	The full name of the owner is Riverside Community College District
3.	The full address of the owner is 3801 Market Street, Riverside, CA 92501
4.	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 "iossoo")
5.	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 None
6.	A work of improvement on the property hereinafter described was completed on <u>06/21/2016</u> . The work done was: Reverse Osmosis System Upgrade
7.	The name of the contractor, if any, for such work of improvement was Inland Mechanical Construction, Inc.
0	(If no contractor for work of improvement as a whole, insert "none")
8. ^	The property on which said work of improvement was completed is in the city of Riverside ,
COL	unty of <u>Riverside</u> , State of California, and is described as follows: <u>Community College</u>
9.	The street address of said property is _4800 Magnolia Avenue, Riverside, CA_92506
	(If no street address has been officially assigned, insent "none")  Riverside Community College District
Dat	led: 06/21/2016 Riverside Community College District President, Board of Trustees
	Signature of owner of corporate officer of owner named in paragraph 2 or his agent
P-02***	VERIFICATION
l, th	ne undersigned, say: I am the Vice Chancellor, Business & Financial Services, Aaron S. Brown the declarant of the foregoing ("President of," Wanager of," Warrer o
not	ice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.
l de	eclare under penalty of perjury that the foregoing is true and correct.
Exe	ecuted on <u>June 22</u> , 20 <u>16</u> , at <u>Riverside</u> , California.

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

Name Aaron S. Brown

**Business and Financial Services** 

Street Address

3801 Market Street

City & State

Riverside, CA 92501

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SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

## **NOTICE OF COMPLETION**

Not	ice is hereby given that:
1.	The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described
2.	The full name of the owner is Riverside Community College District
3.	The full address of the owner is 3801 Market Street, Riverside, CA 92501
4.	The nature of the interest or estate of the owner is in fee. Fee Simple
-	(If other than fee, strike "in Fee" and insent, for example, "purchaser under contract of purchase," or "lessoo")
5.	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 None
6.	A work of improvement on the property hereinafter described was completed on
7.	The name of the contractor, if any, for such work of improvement was Ben's Asphalt, Inc.
	(if no contractor for work of improvement as a whole, insert 'nona')
8.	The property on which said work of improvement was completed is in the city of Riverside ,
Cou	unly of <u>Riverside</u> , State of California, and is described as follows: <u>Community College</u>
9.	The street address of said property is 4800 Magnolia Avenue, Riverside, CA 92506  (if no street address has been officially essigned, (reset 'none')
	Division of the College Colleg
Dat	ed: <u>06/21/2016</u> Riverside Community College District President, Board of Trustees
	Trooldont, Board or Trastees
	Signature of owner of corporate officer of owner named in paragraph 2 or his agent
ovenu.	VERIFICATION
	te undersigned, say: I am the Vice Chancellor, Business & Financial Services, Aaron S. Brown the declarant of the foregoing  (President of," Manager of," Apartres of," Owner of
noti	ice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.
l de	clare under penalty of perjury that the foregoing is true and correct.
Exe	cuted on <u>June 22</u> , 20 <u>16</u> , at <u>Riverside</u> , California.

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

Name Aaron S. Brown

Business and Financial Services

Street Address

3801 Market Street

City & State

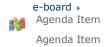
Riverside, CA 92501

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SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

## NOTICE OF COMPLETION

Not	ce is hereby given that:
1.	The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
2.	The full name of the owner is Riverside Community College District
3.	The full address of the owner is 3801 Market Street, Riverside, CA 92501
4.	The nature of the interest or estate of the owner is in fee. Fee Simple
5.	(If other than the, shifte "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
	None
6.	A work of improvement on the property hereinafter described was completed on <u>06/21/2016</u> . The work done was: Roofing Projects - Buildings A & C
7.	The name of the contractor, if any, for such work of improvement was Best Contracting Services, Inc.
	(if no contractor for work of improvement as a whole, insert 'none')
8.	The property on which said work of improvement was completed is in the city of Norco
CUU	nty of Riverside , State of California, and is described as follows: Community College
9.	The street address of said property is 2001 Third Street, Norco, CA 92860
	(If no street address has been officially assigned, insent "none")  Riverside Community College District
Date	ed: 06/21/2016 Riverside Community College District President, Board of Trustees
	r resident, board of trustees
	Signature of owner of corporate officer of owner named in paragraph 2 or his agent
****	VERIFICATION
	e undersigned, say: I am the Vice Chancellor, Business & Financial Services, Aaron S. Brown the declarant of the foregoing  (President of, "Manager of," Manager of, "Owner of," Owner of," Owner, of," Ow
noti	ce of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.
ł de	clare under penalty of perjury that the foregoing is true and correct.
Exe	cuted on June 22 , 20 16 , at Riverside , California.



# Agenda Item (VII-A)

Meeting 6/21/2016 - Regular

Agenda Item Consent Agenda Information (VII-A)

Subject Monthly Financial Report for Month Ending – May 31, 2016

College/District District

Information Only

#### Background Narrative:

See the attached monthly Financial Report for the period July 1, 2015 through May 31, 2016.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services

Bill Bogle, Controller

#### Attachments:

06212016\_Financial Report for July-May 2016

# MONTHLY FINANCIAL REPORT JULY 1, 2015 – MAY 31, 2016

General Funds	<u>Page</u>
Resource 1000 - General Operating	2
Resource 1050 - Parking	3
Resource 1070 - Student Health Services	4
Resource 1080 - Community Education	5
Resource 1090 - Performance Riverside	6
Resource 1110 - Contractor-Operated Bookstore	7
Resource 1120 - Center for Social Justice and Civil Liberties	8
Resource 1170 - Customized Solutions	9
Resource 1180 - Redevelopment Pass-Through	10
Resource 1190 - Grants and Categorical Programs	11
Special Revenue Funds	
Resource 3200 - Food Services	12
Resource 3300 - Child Care	13
Capital Projects Funds	
Resource 4100 - State Construction & Scheduled Maintenance	14
Resource 4130 - La Sierra Capital	15
General Obligation Bond Capital Project Funds	
Resource 4370 - G. O. Bond Series 2010D Capital Appreciation Bonds	16
Resource 4380 - G. O. Bond Series 2010D Build America Bonds	17
Resource 4390 - G. O. Bond Series 2015E Capital Appreciation Bonds	18
Internal Service Funds	
Resource 6100 - Self-Insured PPO Health Plan	19
Resource 6110 - Self-Insured Workers Compensation	20
Resource 6120 - Self-Insured General Liability	21
Resource 6900 – Internal Service Fund – OPEB	22
Expendable Trust and Agency Funds	
Associated Students of RCCD	23
Student Financial Aid	24
RCCD Development Corporation	25

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

	7-1	Prior Year Actuals -14 to 6-30-15		Adopted Budget		Revised Budget	 Year to Date Activity
Revenue	\$	149,281,413	\$	176,965,511	\$	176,965,511	\$ 164,851,486
Inter/Intrafund Transfer from							
Customized Solutions (Resource 1170)		0		56,714		56,714	0
District Bookstore (Resource 1110)		250,000	_	612,035		612,035	 308,281
Total Revenues	\$	149,531,413	\$	177,634,260	\$	177,634,260	\$ 165,159,767
Expenditures							
Academic Salaries	\$	67,800,981	\$	72,997,146	\$	72,480,941	\$ 63,498,072
Classified Salaries		28,182,877		30,970,619		30,293,897	27,211,620
Employee Benefits		30,768,316		36,858,835		36,835,129	29,508,261
Materials & Supplies		1,705,643		2,222,356		2,422,515	1,340,755
Services		14,852,358		35,390,875		35,264,535	12,964,227
Capital Outlay		2,280,304		977,066		2,119,880	409,880
Intrafund Transfers For:							
DSP&S Program (Resource 1190)		326,630		665,157		665,157	498,868
Center for Social Justice and							
Civil Liberties (Resource 1120)		110,900		159,847		159,847	119,885
Federal Work Study (Resource 1190)		304,157		338,342		338,342	258,776
Veteran Services (Resource 1190)		4,842		4,842		4,842	4,842
Interfund Transfer to:							
Resource 4130		1,270,000		1,270,000	1	1,270,000	 952,500
Total Expenditures	\$	147,607,008	\$	181,855,085	\$	181,855,085	\$ 136,767,686
Revenues Over (Under) Expenditures	\$	1,924,405	\$	(4,220,825)	\$	(4,220,825)	\$ 28,392,081
Beginning Fund Balance		12,743,536		14,667,941		14,667,941	 14,667,941
Ending Fund Balance	\$	14,667,941	\$	10,447,116	\$	10,447,116	\$ 43,060,022
Ending Cash Balance							\$ 43,402,339

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 14 to 6-30-15	Adopted Budget	Revised Budget	Y	ear to Date Activity
Revenues	\$ 2,798,691	\$ 2,910,696	\$ 2,910,696	\$	2,372,345
Expenditures					
Classified Salaries	\$ 1,550,221	\$ 1,666,852	\$ 1,663,352	\$	1,507,103
Employee Benefits	592,060	662,232	662,232		543,733
Materials & Supplies	31,461	52,017	49,095		27,077
Services	697,161	717,153	723,225		497,763
Capital Outlay	 127,945	 201,550	 201,900		65,174
Total Expenditures	\$ 2,998,848	\$ 3,299,804	\$ 3,299,804	\$	2,640,850
Revenues Over (Under) Expenditures	\$ (200,157)	\$ (389,108)	\$ (389,108)	\$	(268,505)
Beginning Fund Balance	 163,175	 (36,982)	(36,982)		(36,982)
Ending Fund Balance	\$ (36,982)	\$ (426,090)	\$ (426,090)	\$	(305,487)
Ending Cash Balance				\$	(266,293)

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 14 to 6-30-15	Adopted Budget	Revised Budget	Y	ear to Date Activity
Revenues	\$ 1,461,427	\$ 1,482,293	\$ 1,482,293	\$	1,211,212
Expenditures					
Academic Salaries	\$ 418,712	\$ 442,863	\$ 448,279	\$	406,582
Classified Salaries	410,399	638,821	633,220		460,293
Employee Benefits	187,091	364,050	367,440		221,114
Materials & Supplies	81,492	103,900	105,930		68,797
Services	203,338	301,825	285,144		170,023
Capital Outlay	 19,853	 28,413	 39,859		26,186
Total Expenditures	\$ 1,320,885	\$ 1,879,872	\$ 1,879,872	\$	1,352,995
Revenues Over (Under) Expenditures	\$ 140,542	\$ (397,579)	\$ (397,579)	\$	(141,783)
Beginning Fund Balance	 2,048,836	 2,189,378	 2,189,378		2,189,378
Ending Fund Balance	\$ 2,189,378	\$ 1,791,799	\$ 1,791,799	\$	2,047,595
Ending Cash Balance				\$	1,995,574

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 14 to 6-30-15	Adopted Budget	 Revised Budget	ear to Date Activity
Revenues	\$ 176,659	\$ 177,806	\$ 177,806	\$ 83,922
Expenditures				
Academic Salaries	\$ 4,243	\$ 4,317	\$ 4,317	\$ 2,743
Classified Salaries	88,299	91,752	91,752	79,834
Employee Benefits	24,381	26,021	26,021	21,863
Materials & Supplies	390	550	4,050	729
Services	 63,914	 80,986	 77,486	 25,932
Total Expenditures	\$ 181,227	\$ 203,626	\$ 203,626	\$ 131,101
Revenues Over (Under) Expenditures	\$ (4,568)	\$ (25,820)	\$ (25,820)	\$ (47,179)
Beginning Fund Balance	 (232,374)	(236,942)	(236,942)	(236,942)
Ending Fund Balance	\$ (236,942)	\$ (262,762)	\$ (262,762)	\$ (284,121)
Ending Cash Balance				\$ (283,857)

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

# Fund 11, Resource 1090 - Performance Riverside

	rior Year Actuals 4 to 6-30-15	Adopted Budget	Revised Budget	ear to Date Activity
Revenue	\$ 289,260	\$ 335,721	\$ 335,721	\$ 265,120
Intrafund Transfer from Performance Riverside (Resource 1090)	 275,000	275,000	275,000	206,250
Total Revenues	\$ 564,260	\$ 610,721	\$ 610,721	\$ 471,370
Expenditures Academic Salaries Classified Salaries Employee Benefits Materials & Supplies	\$ 7,008 164,014 72,332 12,738	\$ 8,431 172,016 75,183 11,163	\$ 8,431 172,016 75,183 24,013	\$ 9,072 165,937 65,723 21,880
Services	 204,823	 212,413	 199,563	 178,965
Total Expenditures	\$ 460,915	\$ 479,206	\$ 479,206	\$ 441,577
Revenues Over (Under) Expenditures	\$ 103,345	\$ 131,515	\$ 131,515	\$ 29,793
Beginning Fund Balance	(909,778)	(806,433)	(806,433)	 (806,433)
Ending Fund Balance	\$ (806,433)	\$ (674,918)	\$ (674,918)	\$ (776,640)
Ending Cash Balance				\$ (837,062)

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 14 to 6-30-15	Adopted Budget	Revised Budget	 ar to Date Activity
Revenues	\$ 1,001,228	\$ 1,035,037	\$ 1,035,037	\$ 866,300
Expenditures				
Services	\$ 43,600	\$ 43,600	\$ 43,600	\$ 32,700
Interfund Transfer to				
Food Services (Resource 3200)	256,503	231,503	231,503	137,534
Riverside - Early Childhood				
Services (Resource 3300)	99,903	75,000	75,000	56,250
Intrafund Transfer to				
Performance Riverside (Resource 1090)	275,000	275,000	275,000	206,250
General Operating (Resource 1000)	250,000	 612,035	612,035	 308,281
Total Expenditures	\$ 925,006	\$ 1,237,138	\$ 1,237,138	\$ 741,015
Revenues Over (Under) Expenditures	\$ 76,222	\$ (202,101)	\$ (202,101)	\$ 125,285
Beginning Fund Balance	 132,095	 208,317	208,317	208,317
Ending Fund Balance	\$ 208,317	\$ 6,216	\$ 6,216	\$ 333,602
Ending Cash Balance				\$ 464,854

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

	rior Year Actuals 4 to 6-30-15	Adopted Budget	Revised Budget	Year to Date Activity		
Revenues	\$ 25,056	\$ 25,100	\$ 25,100	\$	25,017	
Intrafund Transfer from General Operating (Resource 1000)	 110,900	 159,847	 159,847		119,885	
Total Revenues	\$ 135,956	\$ 184,947	\$ 184,947	\$	144,902	
Expenditures						
Classified Salaries	\$ 74,429	\$ 81,836	\$ 81,836	\$	58,350	
Employee Benefits	42,367	53,807	53,735		34,456	
Materials & Supplies	1,021	6,100	1,479		875	
Services	34,039	47,672	50,187		43,166	
Capital Outlay	 2,875	 0	 2,178		2,178	
Total Expenditures	\$ 154,731	\$ 189,415	\$ 189,415	\$	139,025	
Revenues Over (Under) Expenditures	\$ (18,775)	\$ (4,468)	\$ (4,468)	\$	5,877	
Beginning Fund Balance	 24,243	5,468	5,468		5,468	
Ending Fund Balance	\$ 5,468	\$ 1,000	\$ 1,000	\$	11,345	
Ending Cash Balance				\$	12,007	

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 14 to 6-30-15	Adopted Budget	Revised Budget	ear to Date Activity
Revenues	\$ 1,308,513	\$ 1,013,791	\$ 1,963,699	\$ 60,278
Expenditures				
Academic Salaries	\$ 24,257	\$ 13,028	\$ 13,028	\$ 18,358
Classified Salaries	142,266	149,809	149,809	137,296
Employee Benefits	67,927	77,645	77,645	67,368
Materials & Supplies	6,170	33,473	35,973	2,960
Services	618,303	905,686	1,853,094	226,575
Capital Outlay	30,980	9,528	9,528	0
Intrafund Transfer For:				
General Fund (Resource 1000)	 0	 56,714	 56,714	 0
Total Expenditures	\$ 889,903	\$ 1,245,883	\$ 2,195,791	\$ 452,557
Revenues Over (Under) Expenditures	\$ 418,610	\$ (232,092)	\$ (232,092)	\$ (392,279)
Beginning Fund Balance	 577	 419,187	419,187	 419,187
Ending Fund Balance	\$ 419,187	\$ 187,095	\$ 187,095	\$ 26,908
Ending Cash Balance				\$ (15,718)

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 14 to 6-30-15		Adopted Budget	Revised Budget	Y	ear to Date Activity
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Revenues	\$	1,782,831	\$	1,700,000	\$ 1,700,000	\$	913,435
Expenditures							
Materials & Supplies	\$	5,218	\$	0	\$ 0	\$	0
Services		236,578		380,028	521,853		289,186
Capital Outlay		414,141	_	6,720,236	7,505,169		4,710,304
Total Expenditures	\$	655,937	\$	7,100,264	\$ 8,027,022	\$	4,999,490
Revenues Over (Under) Expenditures	\$	1,126,894	\$	(5,400,264)	\$ (6,327,022)	\$	(4,086,055)
Beginning Fund Balance		8,352,058		9,478,952	 9,478,952		9,478,952
Ending Fund Balance	\$	9,478,952	\$	4,078,688	\$ 3,151,930	\$	5,392,897
Ending Cash Balance						\$	5,392,897

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 -14 to 6-30-15	Adopted Budget	Revised Budget	Y	ear to Date Activity
Revenue	\$ 29,487,267	\$ 48,281,081	\$ 56,535,786	\$	39,779,305
Intrafund Transfers from					
General Operating (Resource 1000) For DSP&S	326,630	665,157	665 157		100 060
For DSP&S For Federal Work Study	320,030	338,342	665,157 338,342		498,868
For Veteren Services	4,842	338,342 4,842	338,342 4,842		258,776 4,842
Tor Veteren Services	 4,042	 4,042	 4,042		4,042
Total Revenues	\$ 30,122,896	\$ 49,289,422	\$ 57,544,127	\$	40,541,791
Expenditures					
Academic Salaries	\$ 4,227,374	\$ 4,448,279	\$ 6,479,805	\$	4,917,108
Classified Salaries	10,178,948	11,449,237	13,350,155		10,493,691
Employee Benefits	4,003,395	5,604,435	6,494,852		4,440,541
Materials & Supplies	1,683,396	5,979,653	5,040,140		1,211,067
Services	4,691,641	15,909,532	19,053,614		7,257,270
Capital Outlay	4,701,262	4,641,546	5,471,887		1,632,701
Student Grants (Financial,					
Book, Meal, Transportation)	 636,880	 1,256,740	 1,653,674		956,887
Total Expenditures	\$ 30,122,896	\$ 49,289,422	\$ 57,544,127	\$	30,909,265
Revenues Over (Under) Expenditures	\$ 0	\$ 0	\$ 0	\$	9,632,526
Beginning Fund Balance	 0	0	 0		0
Ending Fund Balance	\$ 0	\$ 0	\$ 0	\$	9,632,526
Ending Cash Balance				\$	8,807,126

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 14 to 6-30-15	 Adopted Budget	Revised Budget	Y	ear to Date Activity
Revenue	\$ 2,500,566	\$ 2,554,726	\$ 2,592,726	\$	2,435,833
Interfund Transfers from					
Contractor-Operated					
Bookstore (Resource 1110)	 256,503	231,503	 231,503		137,534
Total Revenues	\$ 2,757,069	\$ 2,786,229	\$ 2,824,229	\$	2,573,367
	 , ,	 , ,	 , - , -		, , ,-
Expenditures					
Classified Salaries	\$ 937,452	\$ 991,338	\$ 984,577	\$	875,218
Employee Benefits	334,057	355,857	353,063		278,303
Materials & Supplies	1,157,914	1,194,823	1,242,880		1,027,049
Services	193,152	223,765	225,764		180,905
Capital Outlay	 41,155	 40,593	 38,092		29,329
Total Expenditures	\$ 2,663,730	\$ 2,806,376	\$ 2,844,376	\$	2,390,804
-					
Revenues Over (Under) Expenditures	\$ 93,339	\$ (20,147)	\$ (20,147)	\$	182,563
Beginning Fund Balance	680,026	 773,365	 773,365		773,365
Ending Fund Balance	\$ 773,365	\$ 753,218	\$ 753,218	\$	955,928
Ending Cash Balance				\$	966,159

Child Care is used to manage the finances of the District's child care centers at Riverside and Moreno Valley Colleges.

#### Fund 33, Resource 3300 - Child Care

	Prior Year Actuals 7-1-14 to 6-30-15		Adopted Budget		Revised Budget		Y	ear to Date Activity
Revenues	\$	1,351,652	\$	1,300,322	\$	1,300,322	\$	1,115,324
Interfund Transfer from								
Contractor-Operated								
Bookstore (Resource 1110)		99,903		75,000		75,000		56,250
Total Revenues	\$	1,451,555	\$	1,375,322	\$	1,375,322	\$	1,171,574
Expenditures								
Academic Salaries	\$	578,809	\$	704,276	\$	704,276	\$	506,785
Classified Salaries		220,488		223,302		219,215		219,912
Employee Benefits		123,290		154,307		154,307		111,375
Materials & Supplies		38,189		52,250		52,250		29,852
Services		71,650		84,050		81,105		40,770
Capital Outlay		9,844		43,000		50,032		13,709
Total Expenditures	\$	1,042,270	\$	1,261,185	\$	1,261,185	\$	922,403
Revenues Over (Under) Expenditures	\$	409,285	\$	114,137	\$	114,137	\$	249,171
Beginning Fund Balance		192,346		601,631		601,631		601,631
Ending Fund Balance	\$	601,631	\$	715,768	\$	715,768	\$	850,802
Ending Cash Balance							\$	869,812

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 7-1-14 to 6-30-15		Adopted Budget		Revised Budget		Year to Date Activity	
Revenues Interfund Transfer from General Obligation	\$	2,000,487	\$	5,796,258	\$	5,796,258	\$	4,619,233
Bond Funded Projects (Resource 4370)		193,605		20,950		20,950		20,950
Total Revenues	\$	2,194,092	\$	5,817,208	\$	5,817,208	\$	4,640,183
Expenditures Classified Salaries	\$	3,118	\$	0	\$	597	\$	597
Employee Benefits Services Capital Outlay		306 42 2,178,204		0 2,600 5,802,608		57 2,611 5,801,943		57 5,782 1,784,026
Total Expenditures	\$	2,181,670	\$	5,805,208	\$	5,805,208	\$	1,790,462
Revenues Over (Under) Expenditures	\$	12,422	\$	12,000	\$	12,000	\$	2,849,721
Beginning Fund Balance		0		12,422		12,422		12,422
Ending Fund Balance	\$	12,422	\$	24,422	\$	24,422	\$	2,862,143
Ending Cash Balance							\$	2,817,339

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 7-1-14 to 6-30-15		Adopted Budget		Revised Budget		Year to Date Activity	
Revenues	\$	36,402	\$	20,000	\$	20,000	\$	14,729
Inter/Intrafund Transfer from General Operating (Resource 1000)		1,270,000		1,270,000		1,270,000		952,500
Total Revenues	\$	1,306,402	\$	1,290,000	\$	1,290,000	\$	967,229
Expenditures								
Services	\$	862	\$	0	\$	0	\$	0
Capital Outlay		0		9,800,141		9,800,141		6,573,859
Total Expenditures	\$	862	\$	9,800,141	\$	9,800,141	\$	6,573,859
Revenues Over (Under) Expenditures	\$	1,305,540	\$	(8,510,141)	\$	(8,510,141)	\$	(5,606,630)
Beginning Fund Balance		7,204,601		8,510,141		8,510,141		8,510,141
Ending Fund Balance	\$	8,510,141	\$	0	\$	0	\$	2,903,511
Ending Cash Balance							\$	2,995,203

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 43, Resource 4370 - General Obligation Bond Series 2010D Capital Appreciation Bonds

	Prior Year Actuals 7-1-14 to 6-30-15		Adopted Budget		Revised Budget		 ear to Date Activity
Revenues	\$	8,634	\$	2,946	\$	2,946	\$ 2,946
Interfund Transfers From:							
General Obligation Bond Series 2010D							
Capital Appreciation Bonds (Resource 4370)		4,741,337		0		0	 0
Total Revenues	\$	4,749,971	\$	2,946	\$	2,946	\$ 2,946
Expenditures							
Classified Salaries	\$	289,648	\$	0	\$	0	\$ 0
Employee Benefits		137,687		0		0	0
Services		195,919		0		0	0
Capital Outlay		2,988,443		926,665		926,665	926,665
Interfund Transfers From:							
General Obligation Bond Series 2010D							
Capital Appreciation Bonds (Resource 4370)		193,605		20,950		20,950	 20,950
Total Expenditures	\$	3,805,302	\$	947,615	\$	947,615	\$ 947,615
Revenues Over (Under) Expenditures	\$	944,669	\$	(944,669)	\$	(944,669)	\$ (944,669)
Beginning Fund Balance		0		944,669		944,669	 944,669
Ending Fund Balance	\$	944,669	\$	0	\$	0	\$ 0
Ending Cash Balance							\$ 0

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 43, Resource 4380 - General Obligation Bond Series 2010D Build America Bonds

		Prior Year Actuals -14 to 6-30-15	Adopted Budget	vised idget	Year to Date Activity	
Revenues Interfund Transfers from:	\$	411,700	\$ 0	\$ 0	\$	0
General Obligation Bond Series 2010D Build America Bonds (Resource 4180)		35,432,351	0	0		0
Total Revenues	\$	35,844,051	\$ 0	\$ 0	\$	0
Expenditures						
Materials & Supplies		123	0	0		0
Services		130,467	0	0		0
Capital Outlay		35,713,461	 0	 0		0
Total Expenditures	\$	35,844,051	\$ 0	\$ 0	\$	0
Revenues Over (Under) Expenditures	\$	0	\$ 0	\$ 0	\$	0
Beginning Fund Balance		0	 0	 0		0
Ending Fund Balance	\$	0	\$ 0	\$ 0	\$	0
Ending Cash Balance					\$	(168,036)

General Obligation Series 2015E Capital Appreciation Bonds were established to account for General Obligation Bond proceeds and financial activities related to Board approved Measure C projects.

Fund 43, Resource 4390 - GO BOND SERIES 2015E CAPITAL APPRECIATION BONDS

	Act	rior Year Actuals Adopted 4 to 6-30-15 Budget		Revised Budget			Year to Date Activity	
Revenues	\$	0	\$	672,218	\$	580,000	\$	87,160
Interfund Transfers from:								
General Obligation Bond Series 2010D								
Build America Bonds (Resource 4180)		0		44,788,378		44,788,378		44,817,527
Total Revenues	\$	0	\$	45,460,596	\$	45,368,378	\$	44,904,687
		_						
Expenditures	Φ.		Φ.	745.050	Φ.	745050	Φ.	251522
Classified Salaries	\$	0	\$	746,860	\$	746,860	\$	354,733
Employee Benefits		0		363,472		363,472		160,154
Materials & Supplies		0		0		0		1,531
Services		0		241,192		241,192		142,664
Capital Outlay		0		55,547,759		56,400,564		31,273,387
Total Expenditures	\$	0	\$	56,899,283	\$	57,752,088	\$	31,932,469
Revenues Over (Under) Expenditures	\$	0	\$	(11,438,687)	\$	(12,383,710)	\$	12,972,218
Beginning Fund Balance		0		0		945,022		945,022
Ending Fund Balance	\$	0	\$	(11,438,687)	\$	(11,438,688)	\$	13,917,240
Ending Cash Balance							\$	14,094,206

Self-Insured PPO Health Plan is used to account for the revenues and expenditures of the District's health self-insurance program.

#### Fund 61, Resource 6100 - Self-Insured PPO Health Plan

	Prior Year Actuals 7-1-14 to 6-30-15		Adopted Budget		Revised Budget		Y	ear to Date Activity
Revenues	\$	4,958,236	\$	7,254,557	\$	7,254,557	\$	7,751,850
Expenditures								
Classified Salaries	\$	70,260	\$	113,040	\$	113,040	\$	72,633
Employee Benefits		33,109		37,109		37,109		29,163
Materials & Supplies		0		4,459		4,459		2,769
Services		6,309,656		5,432,253		5,432,253		5,042,594
Intrafund transfer to								
General Liability (Resource 6120)		124,894		0		0		0
Total Expenditures	\$	6,537,919	\$	5,586,861	\$	5,586,861	\$	5,147,159
Revenues Over (Under) Expenditures	\$	(1,579,683)	\$	1,667,696	\$	1,667,696	\$	2,604,691
Beginning Fund Balance		499,576		(1,080,107)		(1,080,107)		(1,080,107)
Ending Fund Balance	\$	(1,080,107)	\$	587,589	\$	587,589	\$	1,524,584
Ending Cash Balance							\$	2,183,160

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

### Fund 61, Resource 6110 - Self-Insured Workers' Compensation

	Prior Year Actuals 7-1-14 to 6-30-15		Adopted Budget		Revised Budget		Year to Date Activity	
Revenues	\$	2,674,489	\$	1,052,996	\$	1,052,996	\$	1,306,989
Expenditures								
Academic Salaries	\$	750	\$	0	\$	0	\$	0
Classified Salaries		281,856		442,985		442,985		206,722
Employee Benefits		94,771		204,891		204,891		66,299
Materials & Supplies		3,394		17,479		17,479		3,276
Services		2,169,332		1,974,927		1,976,319		1,186,917
Capital Outlay		13,062		259,100		257,708		0
Total Expenditures	\$	2,563,165	\$	2,899,382	\$	2,899,382	\$	1,463,214
Revenues Over (Under) Expenditures	\$	111,324	\$	(1,846,386)	\$	(1,846,386)	\$	(156,225)
Beginning Fund Balance		3,795,961		3,907,285		3,907,285		3,907,285
Ending Fund Balance	\$	3,907,285	\$	2,060,899	\$	2,060,899	\$	3,751,060
Ending Cash Balance							\$	5,755,592

Self-Insured General Liability is used to account for the revenues and expenditures of the District's general liability self-insurance program.

### Fund 61, Resource 6120 - Self-Insured General Liability

	Prior Year Actuals 7-1-14 to 6-30-15		 Adopted Budget		Revised Budget		Year to Date Activity	
Revenues								
Revenues Intrafund transfer to	\$	1,368,704	\$ 1,965,176	\$	1,965,176	\$	1,643,985	
PPO Health Plan (Resource 6100)		124,894	0		0		0	
Total Revenues	\$	1,493,598	\$ 1,965,176	\$	1,965,176	\$	1,643,985	
Expenditures								
Academic Salaries	\$	750	\$ 0	\$	0	\$	0	
Classified Salaries		109,303	187,820		177,820		79,509	
Employee Benefits		36,598	90,915		90,915		25,500	
Materials & Supplies		348	2,500		2,500		746	
Services		1,058,146	1,694,598		1,704,598		860,587	
Capital Outlay		27	 0		0		2,678	
Total Expenditures	\$	1,205,172	\$ 1,975,833	\$	1,975,833	\$	969,020	
Revenues Over (Under) Expenditures	\$	288,426	\$ (10,657)	\$	(10,657)	\$	674,965	
Beginning Fund Balance		0	288,426		288,426		288,426	
Ending Fund Balance	\$	288,426	\$ 277,769	\$	277,769	\$	963,391	
Ending Cash Balance						\$	1,696,904	

Internal Services Fund - OPEB Liability is used to account for the funds accumulated to address future retiree health benefits that are transferred to an irrevocable trust established with CalPERS - California Employees' Retiree Benefit Trust (CERBT).

#### Fund 69, Resource 6900 - Internal Services Fund - OPEB Liability

	Prior Year Actuals 7-1-14 to 6-30-15		Adopted Budget		Revised Budget		Year to Date Activity	
Revenues	\$	0	\$	0	\$	0	\$	284,365
Expenditures Services	\$	0	\$	0	\$	0	\$	0
Total Expenditures	\$	0	\$	0	\$	0	\$	0
Revenues Over (Under) Expenditures	\$	0	\$	0	\$	0	\$	284,365
Beginning Fund Balance		0		0		0		0
Ending Fund Balance	\$	0	\$		\$		\$	284,365
Ending Cash Balance							\$	284,365

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 7-1-14 to 6-30-15		Adopted Budget		Revised Budget		ear to Date Activity
Revenues	\$	1,031,088	\$ 1,043,400	\$	1,043,400	\$	855,543
Expenditures							
Materials & Supplies	\$	718,839	\$ 1,109,971	\$	1,109,971	\$	825,882
Total Expenditures	\$	718,839	\$ 1,109,971	\$	1,109,971	\$	825,882
Revenues Over (Under) Expenditures	\$	312,249	\$ (66,571)	\$	(66,571)	\$	29,661
Beginning Fund Balance		1,003,232	 1,315,481		1,315,481		1,315,481
Ending Fund Balance	\$	1,315,481	\$ 1,248,910	\$	1,248,910	\$	1,345,142
ASRCCD Trust Fund Ending Balance						\$	1,238,999
Ending Cash Balance						\$	2,584,141

<sup>\*\*</sup> Note: Ending Cash Balance includes both ASRCCD Funds and Trust Funds for College and Students Organizations

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.

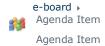
#### **Student Financial Aid**

	Statem 1 mancing 11th											
	Prior Year Actuals 7-1-14 to 6-30-15			Adopted Revised Budget Budget		Y	Year to Date Activity					
Revenues	\$	55,317,739	\$	69,866,605	\$	69,866,605	\$	53,170,413				
Expenditures												
Other												
Scholarships and Grant												
Reimbursements	\$	55,305,786	\$	69,866,605	\$	69,866,605	\$	52,981,963				
Total Expenditures	\$	55,305,786	\$	69,866,605	\$	69,866,605	\$	52,981,963				
Revenues Over (Under) Expenditures	\$	11,953	\$	0	\$	0	\$	188,450				
Beginning Fund Balance		34,652		46,605		46,605		46,605				
Ending Fund Balance	\$	46,605	\$	46,605	\$	46,605	\$	235,055				
Ending Cash Balance							\$	566,502				

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 7-1-14 to 6-30-15		Adopted Budget		Revised Budget		Year to Date Activity	
Revenues	\$	8	\$	8	\$	8	\$	7
Expenditures								
Services	\$	0	\$	0	\$	0	\$	71
Total Expenditures	\$	0	\$	0	\$	0	\$	71
Revenues Over (Under) Expenditures	\$	8	\$	8	\$	8	\$	(64)
Beginning Fund Balance		16,229		16,237		16,237		16,237
Ending Fund Balance	\$	16,237	\$	16,245	\$	16,245	\$	16,173
Ending Cash Balance							\$	16,173



## Agenda Item (VIII-B-1)

Meeting 6/21/2016 - 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 in the schedule of class offerings.

### Background Narrative:

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

Prepared By: Sylvia Thomas, Associate Vice Chancellor Ed Services

#### Attachments:

Proposed Curricular Changes 062116.pdf

Course Title Location

#### 1. New Courses:

The following course will enhance the current honors offerings:

ANT-2H Honors Cultural Anthropology

**MNR** 

The following course will be offered to allow Emergency Medical Technicians to maintain their certification:

EMS-40 Emergency Medical Technician Continuing Education

M

These courses will be part of the Sociology for Transfer degree and will be aligned with the C-ID descriptor SOC-125:

PSY-48 Statistics for Behavioral Sciences SOC-48 Statistics for Behavioral Sciences

MNR

MNR

#### 2. Course Inclusions:

Moreno Valley College would like to expand their current administration of justice offerings for students transferring to universities and to have a greater selection of electives for the associate degree:

ADJ-6 Patrol Procedures
ADJ-21 Control and Supervision in Corrections

M

ADJ-22 Legal Aspects of Corrections

M M

This course is required in the Computer Applications degree/certificate:

CIS-95A Introduction to the Internet

M

The following courses are needed to prepare students for transfer and will be part of a new Music Associate Degree for Transfer:

MUS-6 Music Theory III
MUS-41 Chamber Singers
MUS-79 Applied Music II

N N

N

### 3. Major Course Modifications:

The following courses are being modified to update the student learning outcomes (SLOs), methods of instruction (MOI), sample assignments and course materials:

ACC-61 Cost-Accounting

NR

ACC-66 Non-Profit and Governmental Accounting

NR

The following course is being modified to update the course description, SLOs, course content to be C-ID compliant:

ADJ-12 Introduction to Criminalistics

MR

The following course is being modified to update the course description, SLOs, course content, MOI, methods of evaluation (MOE), sample assignments and course materials:

ADJ-15 Narcotics

MR

The following course is being modified to change from 30 to 27 lecture hours and from 10 to 13 laboratory hours and to update the course description, SLOs, MOI, MOE, sample assignments and course materials:

ADJ-P4A PC 832 Arrest, Search and Seizure

M

Title Course Location The following course is being modified to update the SLOs, course content, MOI, MOE, sample assignments and course materials: GUI-48A College Success Strategies-Study Skills MR The following course is being modified to change from 17 lecture hours to 0 lecture hours and 32 laboratory hours to 54 laboratory hours, to update the course description, SLOs, course content, MOI, MOE, sample assignments and course materials: Class Guitar **MUS-37 MNR** The following courses are being modified to update the course description, SLOs, course content, MOI, MOE, sample assignments and course materials: NRN-6 Nursing Learning Laboratory R R NRN-7 Nursing Learning Laboratory R NRN-8 **Nursing Learning Laboratory** NRN-93 Calculations for Healthcare Providers R NXN-78 Pharmacology In Clinical Nursing Practice R NXN-84 Preparing for Success in Nursing School R The following courses are being modified to update the SLOs, course content and course materials: PSY-2 **Biological Psychology MNR** PSY-35 Abnormal Psychology **MNR** 4. Course Exclusions: The following courses have never been offered at Norco College and there are no plans to offer them in the future: REA-2 N Rapid Reading REA-3 Reading for Academic Success N The following course has never been offered at Norco College and there is presently no lab on campus: **REA-887** Reading Clinic N **5. Course Deletions:** This course is outdated (technology change) and the discipline does not intend to offer it in the future: Basic Computer Aided Collision Diagramming Using AutoSketch ADJ-A43A The Sheriff's Department is no longer using these courses for training and there are no plans to offer it in the future: ADJ-A6A Interview and Interrogation Course M ADJ-A6B Advanced Interview and Interrogation Course M The following course has been replaced with a newer version (FIT-COH1) which meets updated State standards: FIT-C2B Command 2B, Management of Major Hazardous Materials Incidents M 6. Modification to State/Locally Approved Certificate/Degrees:

Theatre for Transfer

Communication Studies for Transfer

R

R

# PROGRAM OUTLINE OF RECORD DEGREE/CERTIFICATE MODIFICATION

#### Associate in Arts in Communication Studies for Transfer Degree

(CSUGE) AA587 (IGETC) AA588

The Associate in Arts in Communication Studies for Transfer degree provides opportunity for students to transfer to a CSU with junior standing. The degree encourages students to examine and evaluate human communication across and within various contexts for the purpose of increasing competence.

#### **Program Learning Outcomes**

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

- Synthesize communication principles and theories to develop communication competence to improve human interaction.
- Apply and analyze rhetorical principles for a variety of purposes adapting to audience and context.
- Understand the theoretical and practical relationships between and among symbols, culture and gender to competently create, interpret and/or evaluate messages.

Required Course	s (18-19 units)	Units
COM-1*/1H*	Public Speaking/Honors	3
COM-9*/9H*	Interpersonal Communication/ Honors	3
Electives from G	•	3
Electives from G	•	6
Electives from G	•	3-4
Electives Group	A (3 units)	
COM-2* Pers	uasion in Rhetorical Perspective	3
	umentation and Debate	3
COM-6* Dyn	amics of Small Group Communication	3
Electives Group	B (6 units)	
Any course not a	applied in group A	
COM-7 *	Oral Interpretation of Literature	3
COM-12*	Intercultural Communication	3
COM-20	Introduction to Communication Theory	3
Electives Group	C (3-4 units)	
Any COM cours	e not applied in group A or B above	
COM-5	Parliamentary Procedure	1
COM-11*	Storytelling	3
COM-13*	Gender and Communication	3
COM-19	Reader's Theater	3
ANT-2*	Cultural Anthropology	3
JOU-7*	Mass Communications	3
PSY-1*/1H*	General Psychology	3
SOC-1*/1H*	Introduction to Sociology/ Honors	3
*Courses may a	lso be used to fulfill general education requirements for the CSUGE or IGETC patte	rn please confer

\*Courses may also be used to fulfill general education requirements for the CSUGE or IGETC pattern, please confer with a counselor.

#### Associate in Arts for Transfer Degree

The Associate in Arts in Communication Studies for Transfer degree awarded upon completion of 60 semester CSU-transferable units; the California State University-General Education-Breadth pattern (CSU GE-Breadth) or the Intersegmental General Education Transfer Curriculum (IGETC) pattern; a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district; obtainment of a minimum grade point average (GPA) of 2.0; earn a grade of C or better in all courses required for the major or area of emphasis. (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)

## PROGRAM OUTLINE OF RECORD DEGREE/CERTIFICATE MODIFICATION

Associate in Arts in Theatre for Transfer Degree

(CSUGE) AA747 (IGETC) AA748

An Associate in Arts in Theatre Arts degree for Transfer degree (AA-T) from Riverside City College represents the attainment of the needed proficiency that prepares students to audition or demonstrate design skills for acceptance into private, state college and university departments for careers in the field of Theater. This major is intended to align student course work with lower-division requirements for Cal State and University of California baccalaureate theater degrees. Such degrees are available at many CSU, UC, and private schools. Students completing this degree typically continue in the fields of Theater performance, design and/or theater education. The implementation of the Theater Studies Transfer Model Curriculum (TMC) will allow students to transfer to CSU with junior standing supporting the college's and district's mission and strategic goals to increase transfer rates.

#### **Program Learning Outcomes**

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

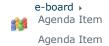
- Perform and/or design material appropriate to their area of emphasis as individuals in productions.
- Demonstrate identify, and work conceptually with all elements and styles of theatre.
- Experience the process of audition, rehearsal, design and performance through various forms of theatrical literature.

Required C	Required Courses (18 units)			
THE-3*	Introduction to the Theatre	3		
THE-32	Theatre Games and Exercises	3		
THE-5	Theatre Practicum	3		
or				
THE-6	Advanced Theatre Practicum	3		
Electives	Select from the list below	9		
Select 9 un	its from the following:			
THE-9	Dramatic Literature-Script Analysis	3		
THE-25	Makeup for the Stage	3		
THE-33	Creating a Role	3		
THE-41	Elementary Stagecraft	3		
THE-44	Theatrical Set Design	3		
THE-46	Theatrical Costume Design	3		
THE-48	Theatrical Lighting Design	3		
*C	1. 1. 1. CGLICE ICETC	. 1		

<sup>\*</sup>Course may also be used to fulfill general education requirements for the CSUGE or IGETC pattern, please confer with a counselor.

#### Associate in Arts for Transfer Degree

The Associate in Arts in Theatre Arts for Transfer degree (AA-T) will be awarded upon completion of 60 semester CSU-transferable units; the California State University-General Education-Breadth pattern (CSU GE-Breadth) or the Intersegmental General Education Transfer Curriculum (IGETC) pattern; a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district; obtainment of a minimum grade point average (GPA) of 2.0; earn a grade of C or better in all courses required for the major or area of emphasis. (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.



## Agenda Item (VIII-C-1)

Meeting 6/21/2016 - Regular

Agenda Item Committee - Planning and Operations (VIII-C-1)

Subject 2018-2022 Five-Year Capital Construction Plan and Initial Project Proposals

College/District District

Funding N/A

Recommended

Action

It is recommended that the Board of Trustees approve: 1) the 2018-2022 Five-Year Capital Construction Plan; 2) the Initial Project Proposals for Natural Science Building (Moreno Valley College), Center for Human Performance (Moreno Valley College), Library/Learning Resource Center (Norco College), Center for Human Performance and Kinesiology (Norco College) and Cosmetology Building (Riverside City College).

### Background Narrative:

The California Community College Chancellor's Office requires each Community College District to submit annually a Five-Year Capital Construction Plan, proposed Initial Project Proposals (IPPs), and Final Project Proposals (FPPs) for state funding.

Previously Approved Final Project Proposals:

- 1. Moreno Valley College Library Learning Center
- 2. Norco College Multimedia and Arts Center
- 3. Riverside City College Life Science/Physical Science Reconstruction

Provided for the Board's review and approval is Riverside Community College District's 2018-2022 Five-Year Capital Construction Plan. The following Initial Project Proposals are:

#### Initial Project Proposals:

- 1. Moreno Valley College Natural Science Building; Center for Human Performance
- 2. Norco College Library/Learning Resource Center; Center for Human Performance and Kinesiology
- 3. Riverside City College Cosmetology Building

The 2018-2022 Five-Year Capital Construction Plan District Project Priority Order list is attached for the Board's review (Exhibit I).

Prepared By: Sandra Mayo, President, Moreno Valley College

Irving Hendrick, Interim President, Norco College

Wolde-Ab Isaac, President, Riverside

Norm Godin, Vice President, Business Services, MVC

Beth Gomez, Vice President, Business Services, Norco College

Jim Buysse, Consultant, RCC

Chris Carlson, Chief of Staff & Facilities Development

Laurens Thurman, District Consultant

#### Attachments:

Calif. Comm. Colleges Five Year Construction Plan 5/6/2016

### **District Projects Priority Order**

Riverside CCD Page 9

				1						
No.	Project	Occupancy	Course	2017/2017	2017/2010		hedule of Fun		2021/2022	2022/2022
	ASF	Total Cost	Source	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
1	WHEELOCK 0	GYMNASIUM, S 2011/2012 \$9,165,000 \$7,450,000	State NonState	Riverside City (	College					
2	NURSING /	SCIENCE BUILD 2011/2012 \$44,895,000 \$11,945,000	State NonState	Riverside City (	College					
3	STUDENT S 15,678	SERVICES/ADMII 2015/2016 \$25,925,000	NISTRATIO NonState	Riverside City (	College					
4	CULINARY 12,476	ARTS ACADEMY 2016/2017 \$33,134,262	& DISTRIC NonState	Riverside City (	College					
5	COIL SCHO 18,902	OOL FOR THE AR 2016/2017 \$43,088,000	TS NonState	Riverside City (	College					
6	STUDENT S -5,176	SERVICES REMO 2018/2019 \$11,000,000		Moreno Valley (P)(W) \$763,000	College (C)(E) \$10,237,000					
7	LIBRARY L 17,049	EARNING CENTI 2021/2022 \$23,877,000	ER (LLC) State	Moreno Valley	College	(P)(W) \$1,703,000	(C)(E) \$22,174,000			
8	MULTIMED 82,776	IA AND ARTS CE 2021/2022 \$61,675,000 \$1,517,000	State NonState	Norco College		(P)(W) \$4,135,000 \$100,000	(C)(E) \$57,540,000 \$1,417,000			
9	MAC SECOI -87	NDARY EFFECTS 2021/2022 \$200,000	NonState	Norco College				(P)(W)	(C)(E) \$200,000	
10	LIFE SCIEN 470	ICE/PHYSICAL SO 2021/2022 \$26,212,000 \$3,060,000	State NonState	Riverside City (	College	(P)(W) \$1,911,000 \$195,000	(C)(E) \$24,301,000 \$2,865,000			
11	BUSINESS -7,176	EDUCATION REF 2022/2023 \$5,294,000	PURPOSE NonState	Riverside City (	College		(P) \$233,000	(W) \$230,000	(C)(E) \$4,831,000	
12	LIBRARY/L 19,272	EARNING RESOL 2022/2023 \$23,092,000	JRCE CENT State	Norco College			(P)(W) \$1,653,000	(C)(E) \$21,439,000		
13	COSMETOL 14,335	OGY BUILDING 2023/2024 \$19,798,000 \$1,592,000	State NonState	Riverside City (	College		(P)(W) \$847,000 \$800,000	(C) \$18,397,000 \$292,000	(E) \$554,000 \$500,000	

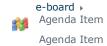
Backup June 21, 2016

Calif. Comm. Colleges Five Year Construction Plan 5/6/2016

## **District Projects Priority Order**

Riverside CCD Page 10

No.	Project	Occupancy				So	hedule of Fund	ds		
	ASF	Total Cost	Source	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023
14	NATURAL S 25,213	SCIENCE BUILDIN 2023/2024 \$32,781,000	NG State	Moreno Valley	College		(P)(W) \$2,338,000	(C)(E) \$30,443,000		-
15	CENTER FO 41,319	OR HUMAN PERFO 2023/2024 \$28,039,000	ORMANCE State	Moreno Valley	College		(P)(W) \$2,305,000	(C)(E) \$25,734,000		
16	CENTER FO 29,847	OR HUMAN PERFO 2023/2024 \$24,138,000	ORMANCE State	Norco College			(P)(W) \$1,936,000	(C)(E) \$22,202,000		
17	STUDENT : 9,558	SERVICES REMOI 2023/2024 \$4,974,000	OEL FOR E State	Norco College				(P)(W) \$491,000	(C)(E) \$4,483,000	
18	CENTER FO 1,600	OR HUMAN PERFO 2023/2024 \$7,646,000	ORMANCE State	Norco College				(P)(W) \$632,000	(C)(E) \$7,014,000	
19	BEN CLARI 11,187	C PUBLIC SAFETY 2022/2023 \$10,999,000	TRAINING NonState	Moreno Valley	College		(P)(W) \$939,000	(C)(E) \$10,060,000		



## Agenda Item (VIII-D-1)

Meeting 6/21/2016 - Regular

Agenda Item Committee - Resources (VIII-D-1)

Subject Budget Augmentation for the Culinary Arts Academy and District Offices Project

College/District District

Funding District and Riverside City College Allocated Measure C Funds

Recommended

Action

It is recommended that the Board of Trustees approve a budget augmentation for the Culinary Arts Academy and District Offices project in the amount of \$185,000 for additional construction services requested by Riverside City College not in the original scope of work of

the project.

#### Background Narrative:

On, June 19, 2012, the Board of Trustees approved the refined project scope and tentative budget in the amount of \$33,350,761 for the Culinary Arts Academy and District Offices (CAA/DO) project. On October 15, 2013, the Board approved adding the revenue and expenditures of \$48,000 to the budget for the Fox Entertainment Plaza Parking Maintenance Agreement and Rent Allocation Agreement for the CAA/DO project. Subsequently, on June 17, 2014, the Board allocated additional funds of \$2.6 million to serve as additional contingency funding for the Centennial Plaza projects, of which \$650,000 went to CAA/DO. Finally, on January 19, 2016, the Board of Trustees approved augmenting the budget for CAA/DO by \$1,853,515 for additional Construction, Group II and Construction Services, bringing the total project cost to date to \$35,902,276.

At this time it is requested that the Board of Trustees approve a budget augmentation in the amount of \$185,000 to fund the additional work/changes not in the original scope and requested by the Riverside City College, for the Culinary Arts Academy and District Offices Project (CAA/DO). The budget augmentation will compensate for the change orders with various contractors for miscellaneous changes to the project.

If approved, the augmented total project budget for the Culinary Arts and District Offices project would be \$36,087,276.

Prepared By: Wolde-Ab Isaac, President, Riverside

Aaron Brown, Vice Chancellor, Business and Financial Services

Chris Carlson, Chief of Staff & Facilities Development

Bart Doering, Facilities Development Director

#### Attachments:

CAADO\_Budget Summary\_r1

# Culinary Arts Academy and District Offices Project Budget Summary

Date/Description	Budget
6/19/12 – Refined Scope/Tentative Budget	\$33,350,761
10/15/13 – Revenue & Expenditures-Fox Parking	\$48,000
6/17/14 – Allocation additional funds to CAA/DO	\$650,000
1-19/16 – Budget Augmentation (Construction,	\$1,853,515
Group II, and Construction Services	
Project Budget Total	\$35,902,276
6/21/16 – Requested Budget Augmentation	185,000
GRAND TOTAL	\$36,087,276



## Agenda Item (VIII-D-2)

Meeting 6/21/2016 - Regular

Agenda Item Committee - Resources (VIII-D-2)

Subject Tentative Budget for FY 2016-2017 and Notice of Public Hearing on the FY 2016-2017 Final

Budget

College/District District

Funding Various Resources

Recommended

Action

It is recommended that the Board of Trustees approve the FY 2016-2017 Tentative Budget, as presented, which consists of the funds and accounts noted therein, and authorize staff to forward a copy to the Riverside County Superintendent of Schools. It is also recommended that the Board of Trustees announce that: 1) the proposed FY 2016-2017 Final Budget will be available for public inspection beginning September 15, 2016, at the Office of the Vice Chancellor, Business and Financial Services; and 2) the public hearing will be held at 6:00 p.m. at a Board meeting on September 20, 2016, to be followed by the adoption of the FY 2016-2017 Final Budget.

#### Background Narrative:

On or before the first day of July, the District is required to develop a Tentative Budget for the ensuing fiscal year and to forward a copy to the Riverside County Superintendent of Schools. The Tentative Budget for FY 2016-2017 is attached for the Board's review and consideration. Changes to this budget will be reflected in the Final Budget which will be submitted in September for Board approval.

The essential purpose of the Tentative Budget is to establish spending authority for the District from July 1st until such time as the Final Budget is adopted by the Board of Trustees in September. This two-part budget process is necessary due to uncertainties associated with: the State's as yet to be adopted budget for the coming fiscal year; the State's unissued "Second Principal Apportionment (P2)" report for the current fiscal year, and; the District's year-end closing process which will be completed in August 2016.

It should be observed that the Riverside Community College District has adopted an approach to the Tentative Budget which yields a modified, continuing resolution budget. Thus, the Tentative Budget for fiscal 2017 reflects a continuation of the adopted FY 2015-2016 Budget, with certain modifications as described in the attachment.

The FY 2016-2017 Tentative Budget takes into consideration the Governor's January budget proposal and the modifications thereto described in the Governor's "May Revise" budget proposal.

Additionally, in accordance with Title 5, Section 58300, the Tentative Budget must indicate the date, time and location at which the Board will hold a public hearing concerning the Final Budget proposal. The staff recommends that the Board set September 20, 2016 as the date for the public hearing. Also, and pursuant to Title 5, Section 58301, the Final Budget proposal must be made available for inspection a minimum of three (3) days prior to the public hearing. We plan to use the Office of the Vice Chancellor, Business and Financial Services, for this purpose. Finally, we will publish this information in The Press Enterprise.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services

Majd Askar, Director of Business Services

#### Attachments:

06212016\_FY 2016-2017 Tentative Base Budget - Resource 1000 06212016\_FY 2016-2017 Tentative Budget

# RIVERSIDE COMMUNITY COLLEGE DISTRICT SIGNIFICANT ASSUMPTIONS FOR FY 2016-2017 TENTATIVE BASE BUDGET RESOURCE 1000

(in millions)

1.	FY 2015-2016 Ending Balance Projection:	
	a. FY 2014-2015 adjustments include:	
	i. No audit adjustments	\$ -
	ii. P1 apportionment recalculation	\$ (1.01)
	b. FY 2015-2016 adjustments include:	
	i. Additional growth funding, base adjustment and other	\$ 2.54
	ii. Projected salary, benefits and operating cost savings	\$ 21.51*
2.	FY 2016-2017 Base Revenue Budget Adjustments Include:	
	a. COLA at 0.00%	\$ -
	b. Student Access FTES at 2.84%; FY 2015-16 and FY 2014-15 Increase (Net)	\$ 7.20
	c. Increased Basic Allocation	\$ 1.80
	d. State Mandate Block Grant (One-time)	\$ 2.59
	e. RDA Revenue Deferral Reversal	\$ 1.13
	f. Other	\$ .38
3.	FY 2016-2017 Base Expenditure Budget Adjustments Include:	
	a. Bargaining Unit Contract Increase	\$ 2.63
	b. Full-time step/column/growth/placement/classification	\$ .99
	c. New Full-Time Faculty Positions (20)	\$ 2.80
	d. Health Benefits	\$ 2.37
	e. CSEA Contract Settlement	\$ .36
	f. Fixed Charges, Exclusive of PERS and STRS	\$ (2.10)
	g. Sabbatical Leave	\$ .21
	h. Enrollment Growth	\$ 1.79
	i. PERS	\$ .39
	j. STRS	\$ 1.28
	k. Increases to Contracts/Agreements	\$ .05
	1. Election Cost	\$ .30
	m. Utilities	\$ .20
	n. Legal	\$ .10
	o. Enrollment Marketing	\$ .27
	p. New Facilities Operating Costs (RCC Kane and CAADO/CSA)	\$ .30
	q. Early Retirement Incentive	\$ 4.50
	r. Classified Positions (5.5)	\$ .47
	s. Hourly CSO Conversion to Permanent	\$ .03
	t. Other	\$ .10
	u. La Sierra Loan Repayment	\$ 1.36
	v. District Administrator Position Elimination (2)	\$ (.38)
	w. Set-aside for Future Cost Increases	\$ 12.88

<sup>\*</sup>Includes \$15 million of one-time State Mandate Block Grant funds set-aside for future cost increases and revenue reductions.

# RIVERSIDE COMMUNITY COLLEGE DISTRICT TENTATIVE BUDGET

**FISCAL YEAR 2016-2017** 

# RIVERSIDE COMMUNITY COLLEGE DISTRICT TENTATIVE BUDGET FUND / ACCOUNT SUMMARY - TOTAL AVAILABLE FUNDS 2016-2017

Fund / Resource	<u>ee</u> <u>Fund Name</u>	Ac	Adopted Budget 2015-2016		•		ntative Budget 2016-2017
	<u>District</u>						
General F	<u>unds</u>						
·	cted - Fund 11						
Resour							
1000	General Operating	\$	191,633,452	\$	208,510,156		
1080	Community Education		(59,136)		(58,608)		
1090	Performance Riverside		(195,712)		(149,723)		
1110	Bookstore (Contract-Operated)		1,243,354		1,392,325		
1170	Customized Solutions		1,432,978		355,738		
	Total Unrestricted General Funds		194,054,936		210,049,888		
Restricte Resour	<u>ed - Fund 12</u> <u>ce</u>						
1050	Parking		2,873,714		2,245,382		
1070	Student Health		3,671,671		3,565,569		
1120	Center for Social Justice and Civil Liberties		190,415		202,581		
1180	Redevelopment Pass-Through		11,178,952		6,405,964		
1190	Grants and Categorical Programs		49,289,422	_	51,302,759		
	Total Restricted General Funds		67,204,174		63,722,255		
	Total General Funds		261,259,110		273,772,143		
<u>Special Re</u> <u>Resour</u>	evenue - Funds 32 & 33 ce						
3200	Food Services		3,559,594		4,020,966		
3300	Child Care		1,976,953		2,096,425		
	Total Special Revenue Funds		5,536,547		6,117,391		

# RIVERSIDE COMMUNITY COLLEGE DISTRICT TENTATIVE BUDGET FUND / ACCOUNT SUMMARY - TOTAL AVAILABLE FUNDS 2016-2017

Fund / Resourc	<u>Fund Name</u>	opted Budget 2015-2016	Te	ntative Budget 2016-2017
Capital Pro	ojects - Fund 41 ce			
4100	State Construction & Scheduled Maintenance	5,829,630		8,379,247
4130	La Sierra Capital	 9,800,141		3,140,491
	Total Capital Projects Funds	 15,629,771		11,519,738
General O Resource	bligation Bond - Fund 43 ce			
4370	2010D Captial Appreciation Bonds	947,615		-
4390	2015E Capital Appreciation Bonds	 45,460,596		9,128,843
	Total General Obligation Bond Funds	 46,408,211		9,128,843
Internal Se Resoure	ervice - Fund 61 ce			
6100	Self-Insured PPO Health Plan	6,174,450		7,368,812
6110	Self-Insured Workers' Compensation	4,960,281		4,440,882
6120	Self-Insured General Liability	 2,253,602		2,764,680
	Total Internal Service Funds	 13,388,333		14,574,374
Other Inte	rnal Services - Fund 69 ce			
6900	Other Internal Services, Retirees' Benefits	-		601,035
	Total Other Internal Services Funds	 <u>-</u>		601,035
	Total District Funds	\$ 342,221,972	\$	306,584,681
	Expendable Trust and Agency			
Student Fi	nancial Aid Accounts			
	Student Federal Grants	\$ 65,530,000	\$	67,775,000
	State of California Student Grants	3,790,000		4,700,000

# RIVERSIDE COMMUNITY COLLEGE DISTRICT TENTATIVE BUDGET FUND / ACCOUNT SUMMARY - TOTAL AVAILABLE FUNDS 2016-2017

Fund / Resource	<u>Fund Name</u>	Ad	dopted Budget 2015-2016	Te	ntative Budget 2016-2017
Loc	al Scholarships Student Grants		546,605		586,605
	Total Student Financial Aid Accounts		69,866,605		73,061,605
Other Account					
Ass	ociated Students of RCCD		2,332,423		2,624,981
	Total Expendable Trust and Agency	\$	72,199,028	\$	75,686,586
	Grand Total	\$	414,421,000	\$	382,271,267

### RIVERSIDE COMMUNITY COLLEGE DISTRICT FUND 11, RESOURCE 1000 - UNRESTRICTED GENERAL FUND - INCOME

# TENTATIVE OPERATING BUDGET 2016-2017

Estimated Beginning Balance, July 1		\$ 33,490,000
Federal Income		
Student Financial Aid Adm. Fees	\$ 188,246	
Total Federal Income		188,246
State General Apportionment		93,872,243
Other State Income		
Apprenticeship Enrollment Fee Waiver Administration Education Protection Account Homeowner's Prop Tax Exemption Lottery Part-Time Faculty Compensation State Mandated Costs	546,000 438,399 23,895,967 444,061 4,100,000 630,940 3,687,413	
Total Other State Income		33,742,780
RDA Asset Liquidation Property Taxes Food Sales / Commissions Stale Dated Checks (Resource 0800) Interest Enrollment Fees Nonresident Student Fees Transcript / Late Application Fees Other Student Fees Cosmetology / Dental Hygiene / Other Sales Leases and Rental Income Donations Miscellaneous Local Income Total Local Income	68,377 33,726,207 67,000 60,000 100,000 8,833,849 2,827,375 103,000 223,942 60,100 651,065 7,461 119,481	46,847,857
Other/Incoming Transfers		
Sales - Obsolete Equipment Indirect Costs Recovery	11,700 357,330	360,030
Total Other/Incoming Transfers		369,030
Total Income		\$ 175,020,156
Total Available Funds		\$ 208,510,156

### RIVERSIDE COMMUNITY COLLEGE DISTRICT FUND 11, RESOURCE 1000 - UNRESTRICTED GENERAL FUND - EXPENDITURES

# TENTATIVE OPERATING BUDGET 2016-2017

Object Code					
1100 1200 1300 1400	Regular Full-Time Teaching Regular Full-Time Non-Teaching Part-Time Hourly Teaching and Overload Part-Time Hourly Non-Teaching	\$	32,936,239 14,518,175 29,115,879 1,694,187		
	Total Academic Salaries			\$	78,264,480
2100 2200 2300 2400	Regular Full-Time and Part-Time Classified Regular Full-Time Instructional aides Student Help Non-Instructional and Classified Overtime Student Help Instructional Aides		28,481,139 2,445,920 1,267,961 395,671		
	Total Classified Salaries				32,590,691
3000	Employee Benefits				45,718,977
4000	Books and Supplies				2,217,189
5000	Services and Operating Expenditures				34,153,882
6000	Capital Outlay				1,016,291
7300	Interfund Transfers To Resource 4130 Total Interfund Transfers		2,630,000		2,630,000
8999	Intrafund Transfers Bookstore (Resource 1110) Center for Social Justice (Resource 1120) College Work Study (Resource 1190) DSP&S (Resource 1190) Veterans Education (Resource 1190) Total Intrafund Transfers		(712,709) 149,847 338,342 665,157 4,842		445,479
	Total Resource 1000 Expenditures Excluding Contingen	су		\$	197,036,989
7900	Contingency / Reserve				11,473,167
Total Resource 1000 Expenditures Including Contingency / Reserves					

### RIVERSIDE COMMUNITY COLLEGE DISTRICT FUND 12, RESOURCE 1050 - PARKING

# TENTATIVE OPERATING BUDGET 2016-2017

### **INCOME**

Estimated Beginning Balance, July 1		\$ (475,238)
Local Income Interest Rents and Leases Parking Permits/Fines	\$ 411 2,464 2,717,745	
Total Local Income		 2,720,620
Total Available Funds (TAF)		\$ 2,245,382

### **EXPENDITURES**

### Object Code

2000	Classified Salaries	\$	1,836,096
3000	Employee Benefits		746,128
4000	Book and Supplies		51,146
5000	Services and Operating Expenditures		693,783
6000	Capital Outlay		204,057
	Total Expenditures		3,531,210
7900	Contingency/Reserve/(Deficit)		(1,285,828)
Total Res	source 1050 Expenditures Including Contingency/Reserves	<u>\$</u>	2,245,382

# RIVERSIDE COMMUNITY COLLEGE DISTRICT FUND 12, RESOURCE 1070 - STUDENT HEALTH

# TENTATIVE OPERATING BUDGET 2016-2017

#### **INCOME**

Estimated Beginning Balance, July 1	\$ 2,139,982
Local Income Health Fees Interest Other	\$ 1,341,701 7,786 <u>76,100</u>
Total Local Income	1,425,587
Total Available Funds (TAF)	<u>\$ 3,565,569</u>

### **EXPENDITURES**

Object Code	<u>9</u>		
1000	Academic Salaries	\$	483,014
2000	Classified Salaries		529,026
3000	Employee Benefits		286,362
4000	Book and Supplies		105,530
5000	Services and Operating Expenditures		307,829
6000	Capital Outlay	_	53,266
	Total Expenditures		1,765,027
7900	* Contingency/Reserves	_	1,800,542
Total Res	source 1070 Expenditures Including Contingency/Reserves	<u>\$</u>	3,565,569

<sup>\* 5%</sup> Contingency reserve calculated from TAF equals \$178,278

(58,608)

# RIVERSIDE COMMUNITY COLLEGE DISTRICT FUND 11, RESOURCE 1080 - COMMUNITY EDUCATION

# TENTATIVE OPERATING BUDGET 2016-2017

### **INCOME**

Estimate	d Beginning Balance, July 1	\$ (236,414)
Local Inc	rome	 177,806
Total Ava	ailable Funds (TAF)	\$ (58,608)
	<u>EXPENDITURES</u>	
Object Cod	<u>e</u>	
2000	Classified Salaries	\$ 91,752
3000	Employee Benefits	24,663
4000	Book and Supplies	4,050
5000	Services and Operating Expenditures	 77,404
	Total Expenditures	197,869
7900	Contingency/Reserves/(Deficit)	 (256,477)

Total Resource 1080 Expenditures Including Contingency/Reserves

\$ (149,723)

### RIVERSIDE COMMUNITY COLLEGE DISTRICT FUND 11, RESOURCE 1090 - PERFORMANCE RIVERSIDE

# TENTATIVE OPERATING BUDGET 2016-2017

### **INCOME**

Estimate	d Beginning Balance, July 1		\$ (736,466)
Local Inc	Ome Donations Box Office Receipts Interest Income Other Local Income Intrafund Transfers from Resource 1110  Total Income	\$ 40,000 231,733 10 40,000 275,000	586,743
Total Ava	ilable Funds (TAF)		\$ (149,723)
Object Code	<u>EXPENDITURES</u>		
1000	Academic Salaries		\$ 8,431
2000	Classified Salaries		172,197
3000	Employee Benefits		75,222
4000	Book and Supplies		24,013
5000	Services and Operating Expenditures		 199,563
	Total Expenditures		479,426
7900	Contingency/Reserves/(Deficit)		 (629,149)

Total Resource 1090 Expenditures Including Contingency/Reserves

### RIVERSIDE COMMUNITY COLLEGE DISTRICT FUND 11, RESOURCE 1110 - BOOKSTORE (CONTRACTOR-OPERATED)

# TENTATIVE OPERATING BUDGET 2016-2017

### **INCOME**

Estimated	d Beginning Balance, July 1		\$	357,218
Local Inc	ome Commissions Interest	\$ 1,034,740 <u>367</u>		
	Total Local Income			1,035,107
Total Ava	ilable Funds (TAF)		<u>\$</u>	1,392,325
	<u>EXPENDITURES</u>			
Object Code	<u>9</u>			
5000	Services and Operating Expenditures		\$	43,600
7390	Interfund Transfer to Resource 3200			256,503
8999	Intrafund Transfer to Resource 1000			712,709
8999	Intrafund Transfer to Resource 1090			275,000
	Total Expenditures			1,287,812
7900	* Contingency/Reserves			104,513
Total Res	ource 1110 Expenditures Including Contingency/Reserves		\$	1,392,325

\* 5% Contingency reserve calculated from TAF equals \$69,616

### RIVERSIDE COMMUNITY COLLEGE DISTRICT FUND 12, RESOURCE 1120 - CENTER FOR SOCIAL JUSTICE AND CIVIL LIBERTIES

# TENTATIVE OPERATING BUDGET 2016-2017

### **INCOME**

Estimate	d Beginning Balance, July 1		\$ 27,634
Local Inc	ome Interest Other Local Income	\$ 100 25,000	
	Total Local Income		25,100
Intrafund	Transfer From Resource 1000 - General Fund		 149,847
	Total Income		 174,947
Total Ava	nilable Funds (TAF)		\$ 202,581
	<u>EXPENDITURES</u>		
Object Code	<u>9</u>		
2000	Classified Salaries		\$ 79,840
3000	Employee Benefits		53,392
4000	Book and Supplies		3,922
5000	Services and Operating Expenditures		 63,473
	Total Expenditures		200,627
7900	* Contingency/Reserves		 1,954
Total Res	source 1120 Expenditures Including Contingency/Reserves		\$ 202,581

### RIVERSIDE COMMUNITY COLLEGE DISTRICT FUND 11, RESOURCE 1170 - CUSTOMIZED SOLUTIONS

# TENTATIVE OPERATING BUDGET 2016-2017

### **INCOME**

Estimate	d Beginning Balance, July 1		\$ 95,747
Local Inc	ome Interest Contract Revenue	\$ 300 259,691	
	Total Local Income		 259,991
Total Ava	ilable Funds (TAF)		\$ 355,738
	EXPENDITURES		
Object Code	<u>e</u>		
2000	Classified Salaries		\$ 149,738
3000	Employee Benefits		75,879
4000	Book and Supplies		28,950
5000	Services and Operating Expenditures		295,583
6000	Capital Outlay		 3,500
	Total Expenditures		553,650
7900	Contingency/Reserves/(Deficit)		 (197,912)
Total Resource 1170 Expenditures Including Contingency/Reserves		\$ 355,738	

# RIVERSIDE COMMUNITY COLLEGE DISTRICT FUND 12, RESOURCE 1180 - REDEVELOPMENT PASS-THROUGH

# TENTATIVE OPERATING BUDGET 2016-2017

### **INCOME**

Estimated Beginning Balance, July 1	\$ 4,723,964
Local Income Interest \$ 30,3 Redevelopment Agency Agreements	
Total Local Income	1,682,000
Total Available Funds (TAF)	\$ 6,405,964

### **EXPENDITURES**

### Object Code

5000	Services and Operating Expenditures	\$ 338,448
6000	Capital Outlay	 1,238,520
	Total Expenditures	1,576,968
7900	* Contingency/Reserves	 4,828,996
Total Res	ource 1180 Expenditures Including Contingency/Reserves	\$ 6,405,964

<sup>\* 5%</sup> Contingency reserve calculated from TAF equals \$320,298

### RIVERSIDE COMMUNITY COLLEGE DISTRICT FUND 12, RESOURCE 1190 - GRANTS AND CATEGORICAL - INCOME

### TENTATIVE OPERATING BUDGET 2016-2017

# RIVERSIDE COMMUNITY COLLEGE DISTRICT FUND 12, RESOURCE 1190 - GRANTS AND CATEGORICAL - INCOME (continued)

# TENTATIVE OPERATING BUDGET 2016-2017

#### State Income

AB 86 Adult Education Block Grant Basic Skills	1,061,325 930,150
Basic Skills and Student Outcomes Transformation	1,321,638
California Career Pathways Trust	8,031,052
CalWorks	815,287
CalWorks Set-Aside	73,160
CTE Enhancement Fund	107,398
Deputy Sector Navigator	216,455
DSP&S Allocation	2,113,495
Enrollment Growth for ADN-RN 15/16	382,000
EOPS - CARE	222,149
EOPS Allocation	1,877,072
EOPS Special Project Set-Aside	25,038
Faculty and Staff Diversity	13,526
Foster & Kinship Care Education	68,813
Foster Paren Pre-Training	130,735
Full Time Student Success	859,140
Instructional Equipment	1,561,489
Lottery	1,555,247
Middle College High School	133,126
Puente Project	1,500
Sector Navigator	372,500
SFAA - Base	422,928
SFAA - Capacity	881,745
SFAA - Implementation	26,388
Song Brown Health Care Workforce Training	200,000
Song Brown RN 15/17	108,000
Song Brown RN Special Programs 15/17	125,000
Song Brown RN Special Programs 17/18	125,000
Staff Development	2,788
Student Equity	4,948,957
Student Financial Assistance Program - Fiscal Coord	437,000
Student Success & Support Program	5,182,269
Student Success & Support Program Set-Aside	800,000

Total State Income 35,132,370

### Local Income

4Faculty Web Services	8,437
CACT Seminars	21,084
Career Ladders Program	933
College Connection II	9,000
Completion Counts: CLIP	8,845

### RIVERSIDE COMMUNITY COLLEGE DISTRICT FUND 12, RESOURCE 1190 - GRANTS AND CATEGORICAL - INCOME (continued)

### TENTATIVE OPERATING BUDGET 2016-2017

Created Equal: America's Civil Right	ts Struggle 1,200	
Foster Youth Advocacy Program	3,622	
Foster Youth Support Services	64,389	
Gateway to College	250,000	
Intn'l Student Capital Outlay Surcha	rge 704,649	
Leadership Academy	4,250	
Middle College High School - Val Ve	erde 58,024	
Middle College High School - Moren	o Valley 76,683	
Nuview USD Early College High Sch	nool 267,642	
Procurement Assistance Center Inco	ome 4,000	
Riverside County Board of Supervise	ors 5,507	
Sector Navigator Income	31,700	
Seeking Safety Program	74,627	
Tri-Tech SBCD Cash Match	267,252	
Tri-Tech SBCD Seminars	20,366	
United Way - STEM "U" Late Your N	Mind 20,301	
Upward Bound Math & Science MVI	JSD <u>30,000</u>	
Total Local Income		1,932,511
Interfund and Intrafund Transfers		
DSP&S Match/Over (from Resource	1000) 665,157	
Federal Work Study (from Resource	1000) 338,342	
Veterans Education	4,842	
Total Interfund and Intrafund Transfe	ers	1,008,341
Total Income		51,302,759
Total Available Funds		\$ 51,302,759

#### RIVERSIDE COMMUNITY COLLEGE DISTRICT FUND 12, RESOURCE 1190 - GRANTS AND CATEGORICAL - EXPENDITURES

# TENTATIVE OPERATING BUDGET 2016-2017

#### Expenditures

Object Coc	<u>Experialitares</u>	
1000	Academic Salaries	\$ 4,895,316
2000	Classified Salaries	12,835,598
3000	Employee Benefits	6,262,794
4000	Book and Supplies	5,864,248
5000	Services and Operating Expenditures	15,850,668
6000	Capital Outlay	4,173,616
7600	Book Grants / Bus Passes	1,420,519
7900	Contingency / Reserves	<u>-</u>
Total Da	course 4400 Europaditures Including Contingency / December	\$ 51,302,759
i otai Re	source 1190 Expenditures Including Contingency / Reserves	φ 51,302,739

# RIVERSIDE COMMUNITY COLLEGE DISTRICT FUND 32, RESOURCE 3200 - FOOD SERVICES

# TENTATIVE OPERATING BUDGET 2016-2017

#### **INCOME**

Estimated	d Beginning Balance, July 1		\$ 922,457
Local Inc	ome Food Sales/Commissions Pepsi Sponsorship Interest	\$ 2,812,451 181,503 2,825	
	Total Local Income		2,996,779
Interfund	Transfer From Resource 1110 - Bookstore Fund		 101,730
	Total Income		 3,098,509
Total Ava	ilable Funds (TAF)		\$ 4,020,966
	<u>EXPENDITURES</u>		
Object Code	<u> </u>		
2000	Classified Salaries		\$ 1,066,464
3000	Employee Benefits		335,071
4000	Books and Supplies		1,224,958
5000	Services and Operating Expenditures		229,104
6000	Capital Outlay		 36,809
	Total Expenditures		2,892,406
7900	* Contingency/Reserves		 1,128,560
Total Res	source 3200 Expenditures Including Contingency/Reserves		\$ 4,020,966

\* 5% Contingency reserve calculated from TAF equals \$201,048

# RIVERSIDE COMMUNITY COLLEGE DISTRICT FUND 33, RESOURCE 3300 - CHILD CARE

# TENTATIVE OPERATING BUDGET 2016-2017

#### **INCOME**

Estimated	d Beginning Balance, July 1			\$	751,702
Federal I	ncome Lunch Program				71,509
State Inco	ome Tax Bailout Funds				36,500
Local Inc	ome Parent Fees Interest Income Other Local Revenue	\$	1,160,000 1,650 64		
	Total Local Income				1,161,714
Interfund	Transfer From Resource 1110 - Bookstore Fund				75,000
	Total Income				1,344,723
Total Ava	ilable Funds (TAF)			\$	2,096,425
	<u>EXPENDITURES</u>				
Object Code					
1000	Academic Salaries			\$	628,797
2000	Classified Salaries				377,045
3000	Employee Benefits				190,470
4000	Books and Supplies				52,250
5000	Services and Operating Expenditures				82,935
6000	Capital Outlay			_	37,087
	Total Expenditures				1,368,584
7900	* Contingency/Reserves				727,841
Total Res	source 3300 Expenditures Including Contingency/Reserves			\$	2,096,425

\* 5% Contingency reserve calculated from TAF equals \$104,821

#### RIVERSIDE COMMUNITY COLLEGE DISTRICT FUND 41, RESOURCE 4100 - STATE CONSTRUCTION/SCHEDULED MAINTENANCE

# TENTATIVE OPERATING BUDGET 2016-2017

Estimated	d Beginning Balance, July 1			\$	-	
State Inco	ome	\$	8,269,069			
Local Inc	ome		110,178			
	Total Income			_	8,379,247	
Total Ava	ailable Funds (TAF)			\$	8,379,247	
<u>EXPENDITURES</u>						
Object Code	<u>e</u>					
6000	Capital Outlay			\$	8,379,247	
	Total Expenditures				8,379,247	
7900	Contingency/Reserves				<u>-</u>	
Total Res	Total Resource 4100 Expenditures Including Contingency/Reserves					

#### RIVERSIDE COMMUNITY COLLEGE DISTRICT FUND 41, RESOURCE 4130 - LA SIERRA CAPITAL

# TENTATIVE OPERATING BUDGET 2016-2017

Estimated	d Beginning Balance, July 1		\$	490,491
Local Inc	ome	\$ 20,000		
Interfund	Transfer From Resource 1000 - General Fund	 2,630,000		
	Total Income		_	2,650,000
Total Ava	nilable Funds (TAF)		\$	3,140,491
	<u>EXPENDITURES</u>			
Object Code	<u>ə</u>			
6000	Capital Outlay		\$	2,934,574
	Total Expenditures			2,934,574
7900	Contingency/Reserves			205,917
Total Res	source 4130 Expenditures Including Contingency/Reserves		\$	3,140,491

#### RIVERSIDE COMMUNITY COLLEGE DISTRICT FUND 43, RESOURCE 4390 - 2015E CAPITAL APPRECIATION BONDS

# TENTATIVE OPERATING BUDGET 2016-2017

Estimate	ed Beginning Balance, July 1	\$ 8,906,625
Local Inc	come	222,218
Total Ava	ailable Funds (TAF)	\$ 9,128,843
	EXPENDITURES	
Object Cod	<u>le</u>	
2000	Classified Salaries	\$ 762,785
3000	Employee Benefits	368,017
5000	Services and Operating Expenditures	237,434
6000	Capital Outlay	22,050,595
	Total Expenditures	23,418,831
7900	Contingency/Reserves	(14,289,988)
Total Re	source 4390 Expenditures Including Contingency/Reserves	<u>\$ 9,128,843</u>

# RIVERSIDE COMMUNITY COLLEGE DISTRICT FUND 61, RESOURCE 6100 - SELF-INSURED PPO HEALTH PLAN

# TENTATIVE OPERATING BUDGET 2016-2017

Estimated	d Beginning Balance, July 1	;	\$	(379,208)
Local Inc	Interest \$	1,600 16,420		
	Total Local Income	-	7	7,748,020
Total Ava	nilable Funds (TAF)	<u> </u>	\$ 7	7,368,812
	<u>EXPENDITURES</u>			
Object Code	<u>e</u>			
2000	Classified Salaries		\$	106,645
3000	Employee Benefits			37,258
4000	Books and Supplies			4,459
5000	Services and Operating Expenditures	-	(	6,433,410
	Total Expenditures		6	6,581,772
7900	Contingency/Reserves	-		787,040
Total Res	source 6100 Expenditures Including Contingency/Reserves	( )	\$ 7	7,368,812

#### RIVERSIDE COMMUNITY COLLEGE DISTRICT FUND 61, RESOURCE 6110 - SELF-INSURED WORKERS' COMPENSATION

# TENTATIVE OPERATING BUDGET 2016-2017

Estimated	Beginning Balance, July 1		\$ 3,747,429
Local Inco	Interest Insurance Workers Compensation Premium Assessments from other Funds Total Local Income	\$ 20,000 17,828 655,625	693,453
Total Ava	ilable Funds (TAF)		\$ 4,440,882
	<u>EXPENDITURES</u>		
Object Code	<u>3</u>		
2000	Classified Salaries		\$ 422,233
3000	Employee Benefits		210,933
4000	Books and Supplies		14,328
5000	Services and Operating Expenditures		1,673,281
6000	Capital Outlay		 6,500
	Total Expenditures		2,327,275
7900	Contingency/Reserves		 2,113,607
Total Res	ource 6110 Expenditures Including Contingency/Reserves		\$ 4,440,882

#### RIVERSIDE COMMUNITY COLLEGE DISTRICT FUND 61, RESOURCE 6120 - SELF-INSURED GENERAL LIABILITY

# TENTATIVE OPERATING BUDGET 2016-2017

Estimated	Beginning Balance, July 1		\$ 1,401,100
Local Inco	ome Interest General Liability Premium Assessments from other Funds	5 2,800 1,360,780	
	Total Local Income		 1,363,580
Total Ava	ilable Funds (TAF)		\$ 2,764,680
	<u>EXPENDITURES</u>		
Object Code	2		
1000	Academic Salaries		\$ 877
2000	Classified Salaries		178,367
3000	Employee Benefits		93,055
4000	Books and Supplies		1,800
5000	Services and Operating Expenditures		1,545,685
6000	Capital Outlay		 6,500
	Total Expenditures		1,826,284
7900	Contingency/Reserves		 938,396
Total Res	ource 6120 Expenditures Including Contingency/Reserves		\$ 2,764,680

#### RIVERSIDE COMMUNITY COLLEGE DISTRICT FUND 69, RESOURCE 6900 - OTHER INTERNAL SERVICES, RETIREES' BENEFITS

# TENTATIVE OPERATING BUDGET 2016-2017

Estimated	d Beginning Balance, July 1		\$ 328,965
Contract	Services - OPEB	\$ 266,370	
Interest		 5,700	
	Total Income		 272,070
Total Ava	ilable Funds (TAF)		\$ 601,035
	EXPENDITURES		
Object Code	<u>9</u>		
			\$ <u>-</u>
	Total Expenditures		-
7900	Contingency/Reserves		 601,035
Total Res	source 6900 Expenditures Including Contingency/Reserves		\$ 601,035

# RIVERSIDE COMMUNITY COLLEGE DISTRICT STUDENT FEDERAL GRANTS

# TENTATIVE OPERATING BUDGET 2016-2017

#### **INCOME**

Unaudited Beginning Balance, July 1		\$ -	
Federal Income			
Riverside City College PELL Student Grants & Book Waivers	\$ 35,000,000		
Norco College PELL Student Grants & Book Waivers	11,000,000		
Moreno Valley College PELL Student Grants & Book Waivers	14,000,000		
Riverside City College FSEOG Student Grants & Book Waivers	510,000		
Norco College FSEOG Student Grants & Book Waivers	325,000		
Moreno Valley College FSEOG Student Grants & Book Waivers	380,000		
Riversdie City College Federal Work Study	475,000		
Norco College Federal Work Study	325,000		
Moreno Valley College Federal Work Study	360,000		
Riverside City College Subsidized Loan	1,500,000		
Norco College Subsidized Loan	800,000		

Total Federal Income 67,775,000

1,100,000

900,000

500,000

600,000

Total Available Funds (TAF) \$67,775,000

Moreno Valley College Subsidized Loan

Norco College Un-Subsidized Loan

Riverside City College Un-Subsidized Loan

Moreno Valley College Un-Subsidized Loan

#### **EXPENDITURES**

#### Object Code

7520	Riverside City College PELL Student Grants & Book Waivers	\$ 35,000,000
	Norco College PELL Student Grants & Book Waivers	11,000,000
	Moreno Valley College PELL Student Grants & Book Waivers	14,000,000
	Riverside City College FSEOG Student Grants & Book Waivers	510,000
	Norco College FSEOG Student Grants & Book Waivers	325,000
	Moreno Valley College FSEOG Student Grants & Book Waivers	380,000
	Riversdie City College Federal Work Study	475,000
	Norco College Federal Work Study	325,000
	Moreno Valley College Federal Work Study	360,000
	Riverside City College Subsidized Loan	1,500,000
	Norco College Subsidized Loan	800,000
	Moreno Valley College Subsidized Loan	1,100,000
	Riverside City College Un-Subsidized Loan	900,000
	Norco College Un-Subsidized Loan	500,000
	Moreno Valley College Un-Subsidized Loan	600,000

Total Student Federal Grants, Direct Loans, Work Study, and Book Waivers \$67,775,000

Total Student Federal Grants \$67,775,000

# RIVERSIDE COMMUNITY COLLEGE DISTRICT STATE OF CALIFORNIA STUDENT GRANTS

# TENTATIVE OPERATING BUDGET 2016-2017

#### **INCOME**

Unaudited Beginning Balance, July 1	\$ -
State Income	
Riverside City College Cal Grants	\$ 2,100,000
Riverside City College FTSS Grant	510,000
Norco College Cal Grants	1,000,000
Norco College FTSS Grant	200,000
Moreno Valley College Cal Grants	690,000
Moreno Valley College FTSS Grant	200,000
Total State Income	4,700,000
Total Available Funds (TAF)	\$ 4,700,000

#### **EXPENDITURES**

#### Object Code

7520	Riverside City College Cal Grants	\$ 2,100,000	
	Riverside City College FTSS Grant	510,000	
	Norco College Cal Grants	1,000,000	
	Norco College FTSS Grant	200,000	
	Moreno Valley College Cal Grants	690,000	
	Moreno Valley College FTSS Grant	200,000	
	Total State - Cal Grants and FTSS Grants		\$ 4,700,000
	Total State of California Student Grants		¢ 4700.000
	Total State of California Student Grants		\$ 4,700,000

# RIVERSIDE COMMUNITY COLLEGE DISTRICT LOCAL SCHOLARSHIPS STUDENT GRANTS

# TENTATIVE OPERATING BUDGET 2016-2017

#### **INCOME**

Unaudited Beginning Balance, July 1		\$ 46,605
Local Scholarships		
Riverside City College Local Scholarships Norco College Local Scholarships Moreno Valley College Local Scholarships	\$ 250,000 150,000 140,000	
Total Local Income		 540,000
Total Available Funds (TAF)		\$ 586,605

#### **EXPENDITURES**

#### Object Code

7510	Riverside City College Local Scholarships	\$	271,573	
	Norco College Local Scholarships	·	162,947	
	Moreno Valley College Local Scholarships		152,085	
	Total Local Scholarships			\$ 586,605
	Total Local Scholarships Student Grants			\$ 586,605

# RIVERSIDE COMMUNITY COLLEGE DISTRICT ASSOCIATED STUDENTS OF RCCD

# TENATIVE BUDGET 2016-2017

Unaudited E	Beginning Balance, July 1			\$	1,580,628
Local Incom	e				
ASRCC	Student Fees Interest Athletic Events Commissions Total ASRCC Local Income	_	\$ 578,182 404 20,000 5,000		603,586
ASNC	Student Fees Interest Total ASNC Local Income	_	249,861 173	-	250,034
ASMVC	Student Fees Interest Total ASMVC Local Income	_	190,560 173	-	190,733
Total Loc	cal Income ASRCCD			\$	1,044,353
Total Availa	ble Funds (TAF)			\$	2,624,981
Account Code	EXPENDITURES				
905 906 910 921 924 930	Organizations Funding Athletics Riverside ASB Norco ASB Norco - Organizations Funding Moreno Valley ASB	13.61% 19.87% 18.18% 18.99% 13.67% 15.68%	\$ 156,300 228,200 208,765 218,000 157,000 180,000		
Total Exp	penditures	100.00%		\$	1,148,265
Total ASRC	CD Ending Fund Balance				1,476,716
Total ASRC	CD Expenditures plus Ending Bala	ances		\$	2,624,981



## Agenda Item (VIII-D-3)

6/21/2016 - Regular Meeting

Agenda Item Committee - Resources (VIII-D-3)

Subject FY 2016-2017 Institutional Effectiveness Goals for Fiscal Viability and Programmatic

Compliance with State and Federal Guidelines

District College/District

**Funding** Various Resources

Recommended It is recommended that the Board of Trustees approve the Goals for Fiscal Viability and Action

Programmatic Compliance for FY 2016-2017.

#### Background Narrative:

As a condition of receipt of Student Success and Support Program funds, each district must develop, adopt and post a goals framework that addresses fiscal viability and programmatic compliance with state and federal quidelines. Presented for the Board of Trustees review and approval are the short-term (1-year) and long-term (6-year)goals. These goals conform to the Framework of Indicators, pursuant to the Education Code section 84754.6 and adopted by the Board of Governors.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services

#### Attachments:

06212016\_Presentation for FY 2016-2017 Goals for Fiscal Viability and Programmatic Compliance

# FY 2016-2017 Institutional Effectiveness Goals for Fiscal Viability and Programmatic Compliance with State and Federal Guidelines

# **2016-2017 Institutional Effectiveness Goals Fiscal Viability - Fund Balance**

- State Chancellor's Office Definition
  - Ending unrestricted general fund balance as a percentage of total expenditures. This indicator demonstrates the district's ability to maintain solvency and adjust to unforeseen circumstances.



# **2016-2017 Institutional Effectiveness Goals Fiscal Viability - Fund Balance (Continued)**

# <u>District Board Policy 6200 - Budget Preparation</u>

— "The District shall employ the concept of a fund balance target in the annual budget development process. The fund balance target concept shall apply to the Unrestricted General Fund budget and shall be equal to a minimum of 5.0 percent of the sum of the projected beginning fund balance for a particular fiscal year and the estimated revenues for that year. The fund balance target amount shall be the first item funded in the budget for any fiscal year . . . ."

# **2016-2017 Institutional Effectiveness Goals Fiscal Viability - Fund Balance (Continued)**

# **Recommendation**

— It is recommended that the Board of Trustees approve adoption of the minimum 5.0 percent unrestricted general fund balance target as described in Board Policy 6200 as the fiscal viability goal for FY 2016-2017 and the subsequent six years under the Institutional Effectiveness Initiative.

# **2016-2017 Institutional Effectiveness Goals Fiscal Viability - Fund Balance (Continued)**

\* It should be noted that the District Budget Advisory Council (DBAC), a sub-committee of the District Strategic Planning Council (DSPC), is currently working on a Budget Stability Plan, the goal of which is to align the ongoing revenue budget with the ongoing expenditure budget. Integral to the Budget Stability Plan is the fund balance target calculation. Once the work of DBAC is complete and DSPC has approved the Budget Stability Plan, it will be brought to the Board of Trustees for consideration and approval. Any changes adopted by the Board of Trustees may necessitate revision to the adopted Fiscal Viability Goals under IEPI.

# **2016-2017 Institutional Effectiveness Goals**

Programmatic Compliance with State and Federal Guidelines – Financial Statements/State and Federal Compliance

State Chancellor's Office Definition

# Audit Opinions

- Independent audit opinions relating to financial statements, state award compliance, and federal award compliance.
- Internal controls over financial reporting, state programs, and federal programs. Achieving "Unmodified" or "Unqualified" opinions with no or minimal material weaknesses or significant deficiencies.

# **2016-2017** Institutional Effectiveness Goals Programmatic Compliance with State and Federal Guidelines – Financial Statements/State and Federal Compliance (Continued)

# **District Audited Financial Statements**

Historically the District has instituted strong internal control procedures to: safeguard public funds; provide fiscal accountability; ensure fiscal viability for the institution; and to minimize or prevent material weaknesses or significant deficiencies. Adherence to these ethos and practices have been demonstrated over time by the issuance of unmodified or "clean" opinions and the lack of audit findings relating to the District's financial statements and state and federal award programs in the District's annual independent audit reports.

# 2016-2017 Institutional Effectiveness Goals Programmatic Compliance with State and Federal Guidelines – Financial Statements/State and Federal Compliance (Continued)

# Recommendation

— It is recommended that the Board of Trustees approve adoption of "unmodified" or "unqualified" opinions with no material weaknesses or significant deficiencies as the goals for financial reporting and compliance with state/federal program guidelines for FY 2016-2017 and the subsequent six years under the Institutional Effectiveness Initiative.



## Agenda Item (VIII-E-1)

Meeting 6/21/2016 - Regular

Agenda Item Committee - Facilities (VIII-E-1)

Subject Agreement Amendment No. 2 for the Dr. Charles A. Kane Student Services and

Administration Building with the Vinewood Company, LLC

College/District Riverside

Funding College Allocated Measure C Funds

Recommended

Action

It is recommended that the Board of Trustees approve Agreement Amendment No. 2 for the Dr. Charles A Kane Student Services and Administration Building project at Riverside City

College for additional inspection services with The Vinewood Company, LLC in the amount not

to exceed \$11,374.

#### Background Narrative:

On November 18, 2014 the District entered into an agreement with The Vinewood Company, LLC in the amount of \$193,352 for the Dr. Charles A. Kane Student Services and Administration Building at Riverside City College. On March 15, 2016 the Board of Trustees approved Agreement Amendment 1 in the amount of \$11,268 for extended and overtime services that were required.

Now it is requested that the Board of Trustees approve Agreement Amendment No. 2 with The Vinewood Company, LLC in the amount not to exceed \$11,374 for the Dr. Charles A. Kane Student Services and Administration Building. This amendment is for the added hours due to the delay in the installation and passing of inspection of the elevator and also the completion of the interior lobby work. Detailed explanation are in Exhibit I of the attached amendment. Amendment No. 2 would bring the total cost of inspection services rendered by The Vinewood Company, LLC to \$215,994. No change in the term of the agreement is requested.

Cost for the requested amendment is within the project budget approved by the Board of Trustees and no augmentation of the project budget is required.

Prepared By: Wolde-Ab Isaac, President, Riverside

Jim Buysse, Consultant, RCC

Chris Carlson, Chief of Staff & Facilities Development

Laurens Thurman, District Consultant

#### Attachments:

Amendment 2\_The Vinewood Company LLC

# SECOND (2) AMENDMENT TO AGREEMENT BETWEEN RIVERSIDE COMMUNITY COLLEGE DISTRICT AND THE VINEWOOD COMPANY LLC

(Riverside City College Student Services Building – DSA IOR Services)

This document amends the original agreement between the Riverside Community College District and The Vinewood Company LLC, which was originally approved by the Board of Trustees on November 18, 2014.

The agreement is hereby amended as follows:

Additional compensation of this amended agreement shall not exceed \$11,374, including reimbursable expenses, totaling agreement to \$215,994. The term of this agreement shall remain the same.

Payments and final payment shall coincide with original agreement.

Additional scope of work shall be provided in Exhibit I, attached.

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.

THE	VINEWOOD COMPANY, LLC	RIVE DISTI	RSIDE COMMUNITY COLLEGE RICT
Ву:	Howard E. Mason Jr. Managing Member/Principal in Charge 1854 Vinewood Street, Suite 180 La Verne, CA 91750	Ву: _	Aaron S. Brown Vice Chancellor Business and Financial Services
Date:		Date:	

#### Exhibit I



May 12, 2016

Laurens Thurman Riverside City College 4800 Magnolla Ave Riverside, California 92506

Subject: Contract # C-0004827, DSA Inspection Services for the Riverside City College, Student Services & Administration Building Project Additional Service Request #2. This Additional Service Request is due to the delay in the installation and passing of inspection by the State Elevator Inspector and completion of the interior lobby work.

Provide all reports required by the Division of the State Architect. All reports will be copied to Riverside City College, their Architect in responsible charge and their Construction Management team.

We respectfully request \$11,374.00 be added to the contract to cover these additional costs. This represents approximately 145.82 additional hours of Inspection Services.

Respectfully Submitted,

John Beckton Approved By

The Vinewood Company LLC Riverside City College PM



## Agenda Item (VIII-E-2)

6/21/2016 - Regular Meeting

Committee - Facilities (VIII-E-2) Agenda Item

Subject Agreement Amendment No. 2 for the Culinary Arts Academy/District Office Building and

Agreement Amendment No. 2 for the Henry W. Coil, Sr. and Alice Edna Coil School for the

Arts Building Projects with Tilden-Coil Constructors, Inc.

District College/District

District Centrally Controlled Measure C and Redevelopment Pass-Through Funds Funding

Recommended

It is recommended that the Board of Trustees approve: 1) Agreement Amendment No. 2 with Action

Tilden-Coil Constructors, Inc., in the amount of \$41,500 for the Culinary Arts

Academy/District Office Building project; and 2) Agreement Amendment No. 2 with Tilden-Coil Constructors, Inc., in the amount of \$41,500 for the Coil School for the Arts project.

#### Background Narrative:

On September 21, 2010 the Board of Trustees approved an agreement with Tilden-Coil Constructors, Inc. (TCC) for Construction Management Services for the Culinary Arts Academy/District Office Building (CAA/DO) project in the amount of \$2,489,924. In addition, on June 19, 2012, the Board of Trustees approved an agreement with Tilden-Coil Constructors, Inc. for Construction Management Services for the Henry W. Coil, Sr. and Alice Edna Coil School for the Arts (CSA) project in the amount of \$4,216,062. Both projects generated one previous amendment to the General Conditions without additional budget costs.

At this time, it is requested that the Board of Trustees approve Agreement Amendment No. 2 with Tilden-Coil Constructors, Inc. increasing the General Conditions in the amount of \$41,500 for the CAA/DO, and removing the reference to the General Conditions allowance, as TCC has used the remaining allowance due to extension of construction project time. This amendment will bring their total agreement for CAA/DO to \$2,531,424. It is also requested that the Board of Trustees approve Agreement Amendment No. 2 with TCC increasing the General Conditions in the amount of \$41,500 for the CSA project, due to extension of construction project time. This amendment will bring their total agreement for CSA to \$4,257,562. Detailed revisions to the General Conditions are outlined in Exhibit I on both of the attached amendments for CAA/DO and CSA.

Cost for the requested amendments are within the projects budgets approved by the Board of Trustees and no augmentation of the budgets are required.

Prepared By: Wolde-Ab Isaac, President, Riverside

Chris Carlson, Chief of Staff & Facilities Development

Bart Doering, Facilities Development Director

#### Attachments:

Amendment No 2 CAADO TCC Amendment No 2 CSA TCC

#### SECOND (2) AMENDMENT TO AGREEMENT BETWEEN RIVERSIDE COMMUNITY COLLEGE DISTRICT AND

#### TILDEN-COIL CONSTRUCTORS, INC.

(Culinary Arts Academy and District Office Building Project)

This document amends the original agreement between the Riverside Community College District and Tilden-Coil Constructors, Inc., which was originally approved by the Board of Trustees on September 21, 2010.

The agreement is hereby amended as follows:

Additional compensation of this amended agreement shall not exceed \$41,500, including reimbursable expenses, totaling agreement to \$2,531,424. The term of this agreement shall be from the original agreement date of September 22, 2010, to the completion of the project. Payments and final payment shall coincide with original agreement.

Additional revisions to the General Conditions of the original agreement shall be provided in Exhibit I, attached.

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.

TILDEN-COIL CONSTRUCTORS, INC.	RIVERSIDE COMMUNITY COLLEGE DISTRICT
By:  Brian Jaramillo  President  3612 Mission Inn Avenue  Riverside, CA 92501	Aaron S. Brown Vice Chancellor Business and Financial Services
Date:	Date:

#### Exhibit I

#### AMENDMENT NO. 2

#### TO CONSTRUCTION MANAGEMENT SERVICES AGREEMENT FOR THE CULINARY ARTS ACADEMY AND DISTRICT OFFICE PROJECT

This Amendment No.2 is dated June 22, 2016 and is between Riverside Community College District ("District") and Tilden-Coil Constructors, Inc. ("Construction Manager") (collectively "Parties").

#### RECITALS

Pursuant to that certain Construction Management Services Agreement for the Culinary Arts Academy and District Office Project dated September 22, 2010 (the "Agreement");

The District and Construction Manager desire to enter into this Amendment to increase the General Conditions and to remove reference to the General Conditions allowance;

The Parties hereby agree to amend the said Agreement in accordance with the terms and conditions contained in this Amendment:

The Parties therefore agree as follows:

#### AGREEMENT

- Defined Terms. Defined terms used but not defined in this Amendment are as defined in the Agreement.
- Paragraph 4.1.2. Paragraph 4.1.2 of the Agreement is hereby deleted in its entirety and replaced with the new paragraph 4.1.2 below:
  - "General Conditions as described in Article 5 shall be reimbursed at cost in accordance with Article 4 with the total not to exceed \$1,401,682."
- Article 5. Article 5 of the Agreement is hereby amended by deleting the second paragraph in its entirety and replacing with the new paragraph below:
  - "In no event shall the General Conditions costs exceed \$1,401,682, unless the completion date of the project is exceeded by no negligence caused by the Construction Manager."
- Exhibit B. Exhibit "B" of the Agreement is hereby amended by;
  - a. replacing "\$227,053" under District Directed Reimbursable Allowance with "\$0";
  - replacing "\$1,360,182 under Total General Condition Estimate with "\$1.401.682".

- Terms and Conditions. The parties agree that all of the terms and conditions of the Agreement, not amended by this Amendment, shall remain in full force and effect.
- 6. Entire Agreement. The Agreement, as amended by this Amendment, contains the entire agreement of the parties hereto with respect to the subject matter hereof. This Amendment may not be modified, changed or terminated, in whole or in part, in any manner other than by an agreement in writing signed by duly authorized representatives of the Parties.

The parties are signing this agreement on the date stated in the introductory clause.

#### SECOND (2) AMENDMENT TO AGREEMENT BETWEEN RIVERSIDE COMMUNITY COLLEGE DISTRICT AND

#### TILDEN-COIL CONSTRUCTORS, INC.

(Henry W. Coil, Sr. and Alice Edna Coil School for the Arts Project)

This document amends the original agreement between the Riverside Community College District and Tilden-Coil Constructors, Inc., which was originally approved by the Board of Trustees on June 19, 2012.

The agreement is hereby amended as follows:

Additional compensation of this amended agreement shall not exceed \$41,500, including reimbursable expenses, totaling agreement to \$4,257,562. The term of this agreement shall be from the original agreement date of June 20, 2016, to the completion of the project. Payments and final payment shall coincide with original agreement.

Additional revisions to the General Conditions of the original agreement shall be provided in Exhibit I, attached.

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.

TILDEN-COIL CONSTRUCTORS, INC.	RIVERSIDE COMMUNITY COLLEGE DISTRICT
By:  Brian Jaramillo  President  3612 Mission Inn Avenue  Riverside, CA 92501	By: Aaron S. Brown Vice Chancellor Business and Financial Services
Date:	Date:

#### Exhibit I

#### AMENDMENT NO. 2

#### TO CONSTRUCTION MANAGEMENT SERVICES AGREEMENT FOR THE HENRY W. COIL, SR. AND ALICE EDNA COIL SCHOOL FOR THE ARTS PROJECT

This Amendment No.2 is dated June 22, 2016 and is between Riverside Community College District ("District") and Tilden-Coil Constructors, Inc. ("Construction Manager") (collectively "Parties").

#### RECITALS

Pursuant to that certain Construction Management Services Agreement for the Henry W. Coil, Sr. and Alice Edna Coil School for the Arts Project dated June 20, 2012 (the "Agreement");

The District and Construction Manager desire to enter into this Amendment to increase the General Conditions and to remove reference to the General Conditions allowance:

The Parties hereby agree to amend the said Agreement in accordance with the terms and conditions contained in this Amendment;

The Parties therefore agree as follows:

#### AGREEMENT

- Defined Terms. Defined terms used but not defined in this Amendment are as defined in the Agreement.
- Article 5. Article 5 of the Agreement is hereby amended by deleting the second paragraph in its entirety and replacing with the new paragraph below:
  - "In no event shall the General Conditions costs exceed 2,630,887, unless the completion date of the project is exceeded by no negligence caused by the Construction Manager."
- Exhibit B. Exhibit "B" of the Agreement is hereby amended by deleting it in its entirety and replacing with the new Exhibit "B" attached to this Amendment.
- Terms and Conditions. The parties agree that all of the terms and conditions of the Agreement, not amended by this Amendment, shall remain in full force and effect.
- 5. Entire Agreement, The Agreement, as amended by this Amendment, contains the entire agreement of the parties hereto with respect to the subject matter hereof. This Amendment may not be modified, changed or terminated, in whole or in part, in any manner other than by an agreement in writing signed by duly authorized representatives of the Parties.

The parties are signing this agreement on the date stated in the introductory clause.

# EXHIBIT "B" REIMBURSABLE EXPENSES AND GENERAL CONDITIONS ESTIMATE

The following items identified as Reimbursable Expenses shall be provided under the Construction Manager's direction and shall be reimbursable items under this Agreement. These items and services shall be billed at their actual cost, and the Construction Manager shall take all reasonable steps necessary to obtain the most competitive prices available for these items. The cost for any additional items shall not be reimbursable unless advance written authorization is provided by the Owner to the Construction Manager to obtain the item. Reimbursable expenses to be submitted at time of project estimate.

1/2



 Original:
 09/08/11

 Update:
 04/24/12

 Preconstruction Duration:
 17.00
 Months

 Project Duration:
 22.00
 Months

#### RIVERSIDE SCHOOL FOR THE ARTS General Conditions Estimate

Description	Qty	Unit	Unit Cost	Total	General Conditions	Owner Expense	By Others
Project Executive	-	1112471959	HSTRUCTION.		X		
Preconstruction Manager	_				- X		1
Senior Estimator					X		1
BIM Manager					X		
Project Manager	_				- 33		1
Project Engineer	-				X		
Preconstruction Coordinator					X		
Materials/Blueprints/Plans					X		
egal Advertising	21/3				X		
Laring and the same				o desi			
PRECONSTRUCTION SUB-TOTAL		CONSTR	UCTION LABOR	\$ 167,32	26		
roject Executive	_	CONSTR	OCTION EXBOR		X		
BIM Manager	=						
	=				2/		
Supervision #1	_				X	12	
Supervision #2 (Garage) Project Manager	_				X		
Project Engineer	-30				X		-
Project Engineer	_				X		
Project Administrative Assistant	_				X		
General Labor	_				- 23		X
	CONSTRU	ICTION MA	TERIAL / REIME	URSABLES			
CONSTRUCTION SUB-TOTAL	CONSTRU	ICTION MA	TERIAL / REIMB	URSABLES			
CONSTRUCTION SUB-TOTAL General Clean Up (labor & bins)	CONSTRU	JETION MA	TERIAL / REIMB	URSABLES	×		X
CONSTRUCTION SUB-TOTAL  General Clean Up (labor & bins)  Final Clean Up	CONSTRU	iction ma	TERIAL / REIME	URSABLES	X		X
CONSTRUCTION SUB-TOTAL  General Clean Up (labor & bins)  Final Clean Up  Punch List	CONSTRU	iction ma	TERIAL / REIME	URSABLES	X		X
General Clean Up (labor & bins) Sinal Clean Up Vanch List Safety Measures	CONSTRU	IGTION MA	TERIAL / REIMB	URSABLES			
General Clean Up (labor & bins) Final Clean Up Dennch List Safety Measures Fraffic Control / Signage	CONSTRU	UCTION MA	TERIAL/REIMD	URSABLES	X X		X
General Clean Up (labor & bins) Final Clean Up Punch List Safety Measures Fraffic Control / Signage	CONSTRU	UCTION MA	TERIAL / REIMB	URSABLES	X X		
General Clean Up (labor & bins) Final Clean Up Final Control Final Clean Up Final	CONSTRU	UCTION MA	TERIAL / REIMB	URSABLES	X X X X		
construction sub-total  General Clean Up (labor & bins)  General Control / Signage  Dewatering/Brosion Control  Veather Protection	CONSTRU	ICTION MA	TERIAL / REIMB	URSABLES	X X		
General Clean Up (labor & bins)  Sinal Clean Up (labor & bins)  Sinal Clean Up  Junch List  Safety Measures  Traffic Control / Signage  Dust Control  Dewatering/Erosion Control  Weather Protection  Temporary Heating  Trailer Rental & Expenses	CONSTRU	JCTION MA	TERIAL / REIMB	URSABLES	X X X X		
General Clean Up (labor & bins)  Final Clean Up (labor & bins)  Final Clean Up  Final Clean Up	CONSTRU	uction ma	TERIAL/REIMB	URSABLES	X X X X X		
General Clean Up (labor & bins)  Final Clean Up (labor & bins)  Final Clean Up  Final Clean Up	CONSTRU	iction ma	TERIAL/REIMB	URSABLES	X X X X		
General Clean Up (labor & bins)  Final Clean Up (labor & bins)  Final Clean Up (labor & bins)  Final Clean Up	CONSTRU	JETION MA	TERIAL/REIMB	URSABLES	X X X X X	X	
General Clean Up (labor & bins)  Final Clean Up (labor & bins)	CONSTRU	JCTION MA	TERIAL / REIMB	URSABLES	X X X X X X	XXX	
General Clean Up (labor & bins) Final Clean Up (labor & bins) Final Clean Up (labor & bins) Final Clean Up Funch List Safety Measures Fraffic Control / Signage Dust Control Dewatering/Erosion Control Veather Protection Function	CONSTRU	JCTION MA	TERIAL / REIMB	URSABLES	X X X X X X		
General Clean Up (labor & bins)  General Clean Up (labor & bins)  Ginal Clean Up  Amob List  Gafety Measures  Fraffic Control / Signage  Oust Control  Dewatering/Frosion Control  Weather Protection  Temporary Heating  Frailer Rental & Expenses  Frailer Mobilization & Set up & tear down  Frailer Alarm (includes commissioning)  Caretaker/Security  Warehouse  Signs & Bulletin Boards  Lemp Power Poles & Connection	CONSTRU	JETION MA	TERIAL/REIMB	URSABLES	X X X X X X X		
General Clean Up (labor & bins)  Final Clean Up  Funch List  Falter Measures  Frailfic Control / Signage  Funct Control  Dewatering/Bresion Control  Weather Protection  Temporary Heating  Frailer Rental & Expenses  Frailer Mobilization & Set up & tear down  Frailer Alarm (includes commissioning)  Falter Alarm (includes commissioning)  Frailer Alarm (includes Commissioning)	CONSTRU	iction ma	TERIAL/REIMB	URSABLES	X X X X X X X X		
General Clean Up (labor & bins) Final Clean Up (labor & bins) Final Clean Up Punch List Safety Measures Fraffic Control / Signage Dust Control Dewatering/Erosion Control Weather Protection Temporary Heating Frailer Rental & Expenses Frailer Mobilization & Set up & tear down Frailer Alarm (includes commissioning) Caretaker/Security Warchouse Signs & Bulletin Beards Lemp Power Poles & Connection Cidlets / Hand Wash Frash Bins	CONSTRU	ICTION MA	TERIAL/REIMB	URSABLES	X X X X X X X X X		
General Clean Up (labor & bins)  General Clean Up (labor & bins)  Ginal Clean Up  Aunch List  Gafety Measures  Fraffic Control / Signage  Dust Control  Dewatering Erosion Control  Weather Protection  Temporary Heating  Frailer Rental & Expenses  Frailer Mobilization & Set up & tear down  Frailer Alarm (includes commissioning)  Zaretaker/Security  Warehouse  Signs & Bulletin Boards  Femp Power Poles & Connection  Collets / Hand Wash  Trailer Mans  Storage Bins	CONSTRU	JETION MA	TERSAL/REIMB	URSABLES	X X X X X X X X X X		
General Clean Up (labor & bins)  General Clean Up (labor & bins)  Ginal Clean Up  Danch List  Gafety Measures  Fraffic Control / Signage  Dust Control  Dewatering/Frosion Control  Veather Protection  Temporary Heating  Frailer Rental & Expenses  Frailer Mobilization & Set up & tear down  Frailer Alarm (includes commissioning)  Caretaker/Security  Varehouse  Gigns & Bulletin Boards  Femp Power Poles & Connection  Gulets / Hand Wash  Frash Bins  Biorage Bins  Fencing	CONSTRU	ICTION MA	TERIAL/REIMB	URSABLES	X X X X X X X X X		X
General Clean Up (labor & bins)  Final Clean Up  Punch List  Safety Measures  Frailfic Control / Signage  Pust Control  Dewatering/Bresion Control  Weather Protection  Temporary Heating  Frailer Rental & Expenses  Trailer Mobilization & Set up & tear down  Frailer Alarm (includes commissioning)  Laretaker/Security  Varehouse  Signa & Bulletin Boards  Temp Power Poles & Connection  Toilets / Hand Wash  Trash Bins  Storage Bins  Temping Inspiring  Temp Lighting	CONSTRU	iction ma	TERIAL/REIMB	URSABLES	X X X X X X X X X X		
Seneral Clean Up (labor & bins)  Sinal Clean Up (labor & bins)	CONSTRU	JETION MA	TERIAL/REIMB	URSABLES	X X X X X X X X X X		X
General Clean Up (labor & bins)  inal Clean Up  punch List  aftery Measures  raffic Control / Signage  Just Control  Dewatering/Erosion Control  Weather Protection  Temporary Heating  Trailer Rental & Expenses  Trailer Mobilization & Set up & tear down  Trailer Alarm (includes commissioning)  Jaretaker/Security  Varehouse  Jaretaker/Security  Varehouse  Jaretaker/Security  Jaretaker/	CONSTRU	JETION MA	TERIAL/REIMB	URSABLES	X X X X X X X X X X		X

2/2



# RIVERSIDE SCHOOL FOR THE ARTS General Conditions Estimate

Squipment Fuel		X
Small Tools/Equipment Repair		X.
Squipment Rental		X
Radios		X
Management Vehicle	X	
Supervision Vehicle	7.	
Document Archive / Storage	X	
Blueprints/Plans (does not include bid printing)	X.	
Photos/Film/Video	X	
Surveying	X	
E.P.M. Schedule	X	
Material Testing	. X.	
Special Inspections	X	
Soils Testing	X	
Daily Work Transcriptions	X	
Internet Services	X	
l'elephones	X	
Pay Phones	X	
Cellular Phones	X	
Vater	X.	
Hydrant Meters	X	
Power	N N	
Office Equipment	X	
Office Supplies	X	
Office Cleaning	X	
Drinking Water	X	
Postage/Shipping	X	
Permits/Fees/Licenses	X	
Course of Construction Insurance	X	
Professional Errors & Omission Insurance	X	
District Directed Reimbursable Allowance	X	

Total General Conditions Estimate: \$2,630,887



## Agenda Item (VIII-E-3)

Meeting 6/21/2016 - Regular

Agenda Item Committee - Facilities (VIII-E-3)

Subject Change Order No. 3 for Culinary Arts Academy and District Offices Project with Pro-Craft

Construction, Inc.

College/District District

Funding District and Riverside City College Allocated Measure C Funds

Recommended

Action

It is recommended that the Board of Trustees approve: 1) project Change Order No. 3 with Pro-Craft Construction, Inc. in the amount of \$3,199.87; and 2) the change order in excess

of ten percent by a total of \$1,628.40.

#### Background Narrative:

On April 15, 2014, the Board of Trustees approved award of bids for the Culinary Arts Academy & District Offices (CAA/DO), Coil School for the Arts (CSA) and Parking Structure Phase 1 Ground Work, including Bid Category 03-Site Utilities awarded to Pro-Craft Construction, Inc.

At this time it is requested the Board of Trustees approve Change Order No. 3 with Pro-Craft Construction, Inc. in the amount of \$3,199.87 amending their contract to \$58,920.80 CAA/DO, exceeding the allowable change order contingency by a total amount of \$1,628.40. The added costs are for locating, repairing and raising site plumbing cleanouts, a few of which were damaged and/or buried during the site effort to "dry-in" the paved area between CAA/DO and CSA. Detailed costs are listed on the attached Change Order Summary.

Cost for the requested change order is within the project budget approved by the Board of Trustees and will be paid from project contingency funds.

Prepared By: Wolde-Ab Isaac, President, Riverside

Chris Carlson, Chief of Staff & Facilities Development

Bart Doering, Facilities Development Director

#### Attachments:

Change Order Summary - Pro-Craft Construction No 3

Riverside Community College District Facilities Planning & Development Culinary Arts Academy and District Office Building

#### **CHANGE ORDER SUMMARY**

Change Order No. 3

Contractor: Pro-Craft Construction, Inc.

Approved Contract Amount:	\$	52,084.00
Change Order No.1 Amount:	\$	329.93
Change Order No.2 Amount:	\$	3,307.00
Change Order No.3 Amount: :	<u>\$</u>	3,199.87
Revised Contract Sum:	\$	58,920.80
Original Contract Contingency:	\$	5,208.40
Remaining Project Contingency:	\$ -	1,628.40

Change Order Description:

#### Item No. 1

Cost Proposal #280: T&M work completed by Procraft Plumbing for locating, repairing and raising site plumbing cleanouts. A few of the site cleanouts were damaged and or buried during the site effort to "dry-in" the paved area between CAADO and CSA. Although care was taken in the site "dry-in" effort some incidental damage to installed material was encountered.

This Change Order will be resolved thru the formal change process and require formal Board Approval.

\$3,199.87

<u>Requested by:</u> Owner/Riverside Community College District <u>Accountability:</u> Owner/ Riverside Community College District

**TOTAL ADD/CREDIT:** 

\$3,199.87



# Agenda Item (VIII-E-4)

Meeting 6/21/2016 - Regular

Agenda Item Committee - Facilities (VIII-E-4)

Subject Change Order No. 3 and No. 4 for Culinary Arts Academy and District Offices Project with

Kamran and Co., Inc.

College/District District

Funding District and Riverside City College Allocated Measure C Funds

Recommended

Action

It is recommended that the Board of Trustees approve: 1) project Change Order No. 3 with Kamran and Co., Inc. in the amount of \$151,863.92; 2) project Change Order No. 4 with

Kamran and Co., Inc. in the amount of \$17,244.90 and 3) the change orders in excess of ten

percent by a total of \$226,649.20.

#### Background Narrative:

On January 19, 2016, the Board of Trustees approved Change Order No. 2 with Kamran and Co., Inc. in the amount of \$42,297.20 for kitchen equipment upgrades and additional equipment for the Culinary Arts Academy and District Office Building (CAA/DO), which was in excess of ten percent of the original contract contingency by a total \$57,540.38.

At this time it is requested the Board of Trustees approve Change Order No. 3 with Karman and Co., Inc. in the amount of \$151,863.92 and Change Order No. 4 in the amount of \$17,244.90, amending their contract to \$1,227,649.20, now exceeding the allowable change order contingency by a total amount of \$226,649.20. These added costs are due to the contractor having to remove previously installed kitchen equipment so Fiber Reinforced Plastic (FRP) could be installed per Health Department requirements, thus requiring the kitchen equipment to be reinstalled. Also, additional costs were for installation of kitchen shelving and equipment per updated drawings; changing 4 burners to 6 burners; and the request for pot filler fixture to be installed per college request. Detailed costs are listed on the attached Change Order Summary for No. 3 and No. 4.

Prepared By: Wolde-Ab Isaac, President, Riverside

Chris Carlson, Chief of Staff & Facilities Development

Bart Doering, Facilities Development Director

#### Attachments:

Change Order Summary\_Kamran No 3 and No 4

Riverside Community College District Facilities Planning & Development Culinary Arts Academy and District Office Building

#### **CHANGE ORDER SUMMARY**

Change Order No. 3

Contractor: Kamran & Co., Inc.

Approved Contract Amount: \$ 910,000.00

*Change Order No. 1 Amount:* \$ 106,243.18

Change Order No. 2 Amount: \$ 42,297.20

Change Order No. 3 Amount: <u>\$ 151,863.92</u>

Revised Contract Sum: \$1,210,404.30

Original Contract Contingency \$ 91,000.00

Remaining Project Contingency: \$ - 209,404.30

Change Order Descriptions:

#### Item No. 1

Cost Proposal 337: Pursuant to release of CCD#210, contractor has been requested to remove previously installed kitchen equipment so FRP can be installed per Health Department requirements. Upon completion of the FRP install, kitchen equipment is to be reinstalled.

\$22,504.16

<u>Requested by:</u> Owner/Riverside Community College District <u>Accountability</u>: Owner/Riverside Community College District

#### Item No. 2

Cost Proposal 302 – Pursuant to release of CCD#211, Contractor has been requested to provide and install equipment and shelving per updated drawings. Additional costs associated with this CCD not specifically noted in the Kamran proposal are included but can/will be submitted under separate request.

\$129,359.76

<u>Requested by:</u> Owner/Riverside Community College District <u>Accountability:</u> Owner/Riverside Community College District

TOTAL/ADD/CREDIT:

\$151.863.92

Riverside Community College District Facilities Planning & Development Culinary Arts Academy and District Office Building

#### **CHANGE ORDER SUMMARY**

Change Order No. 4

Contractor: Kamran & Co., Inc.

Approved Contract Amount: \$ 910,000.00

Change Order No. 1 Amount: \$ 106,243.18

Change Order No. 2 Amount: \$42,297.20

*Change Order No. 3 Amount:* \$ 151,863.92

Change Order No. 4 Amount: <u>\$ 17,244.90</u>

Revised Contract Sum: \$1,227,649.20

Original Contract Contingency \$ 91,000.00

Remaining Project Contingency: \$ - 226,649.20

Change Order Descriptions:

Item No. 1

Cost Proposal 307: Health Department fees will be paid by Kamran at the time of inspection...Additional costs associated with this CCD not specifically noted in the Kamran proposal are not included but can/will be submitted under separate request.

\$ 1,668.00

<u>Requested by:</u> Owner/Riverside Community College District <u>Accountability:</u> Owner/Riverside Community College District

Item No. 2

Cost Proposal 339 – Owner requested change to go from 4 burners to 6 burner range top. Kamran will provide materials only for installation by other.

\$15,089.90

<u>Requested by:</u> Owner/Riverside Community College District <u>Accountability:</u> Owner/Riverside Community College District

Item No. 3

Cost Proposal 342 – Owner requested pot filler fixture. Kamran will provide materials only for installation by other.

\$ 487.00

<u>Requested by:</u> Owner/Riverside Community College District <u>Accountability:</u> Owner/Riverside Community College District

TOTAL/ADD/CREDIT:

\$17,244.90



## Agenda Item (VIII-E-5)

Meeting 6/21/2016 - Regular

Agenda Item Committee - Facilities (VIII-E-5)

Subject Change Orders No. 6 and No. 7 for Culinary Arts Academy and District Offices Project with

Neal Electric

College/District District

Funding District and Riverside City College Allocated Measure C Funds

Recommended

Action

It is recommended that the Board of Trustees approve: 1) project Deductive Change Order No. 6 with Neal Electric in the amount of -\$11,151.50; 2) project Change Order No. 7 with

Neal Electric in the amount of \$5,107.20 and 3) the change orders currently in excess of ten

percent by a total of \$127,561.14.

#### Background Narrative:

On June 17, 2014, the Board of Trustees approved award of bids for Twenty-two (22) scopes of work in the amount of \$50,266,678 for the Culinary Arts Academy & District Offices (CAA/DO), Coil School for the Arts (CSA) and Parking Structure (Phase 2 Construction Bid Categories 04 through 23 & 25).

At this time it is requested that the Board of Trustees approve Deductive Change Order No. 6 with Neal Electric in the amount of -\$11,151.50 and Change Order No. 7 in the amount of \$5,107.20 amending their contract to \$3,905,246.04, exceeding the allowable change order contingency by a total amount of \$127,561.14 to date. The Deductive Change Order amount stems from roofing contractor's back charge to Neal Electric for removal and replacement of soffit ceiling panels in order to complete installation of lighting fixtures. Also, Neal Electric was back charged for the damaged ceiling tiles that needed to be replaced. The added costs conveyed in Change Order No. 7 are for the addition of wireless microphone antennas at the kitchens. Detailed costs are listed on the attached Change Order Summary.

Cost for the requested change orders are within the project budget approved by the Board of Trustees and will be paid from project contingency funds.

Prepared By: Wolde-Ab Isaac, President, Riverside

Chris Carlson, Chief of Staff & Facilities Development

Aaron Brown, Vice Chancellor, Business and Financial Services

Bart Doering, Facilities Development Director

#### Attachments:

Change Order Summary-Neal Electric No 6 and 7

Riverside Community College District Facilities Planning & Development Culinary Arts Academy and District Office Building

Approved Contract Amount:

#### **CHANGE ORDER SUMMARY**

\$3,434,259.00

Change Order **No. 6**Contractor: **Neal Electric** 

 Change Order No.1 Amount:
 \$ 56,613.32

 Change Order No.2 Amount:
 \$ 59,152.73

 Change Order No.3 Amount:
 \$ 40,342.42

 Change Order No.4 Amount:
 \$ 259,859.66

 Change Order No. 5 Amount:
 \$ 61,063.21

 Change Order No. 6 Amount:
 \$ -11,151.50

 Revised Contract Sum:
 \$ 3,900,138.84

Original Contract Contingency: \$ 343.425.90

Remaining Project Contingency: \$ -122,453.94

Change Order Description:

#### Item No. 1

Letner Roofing (back charge to Neal Electric) – Change Request submitted by Letner Roofing for R & R of soffit panels caused by the delayed installation of LS1-2 Type 5 lighting fixtures.

\$ -1,598.00

Requested by: Construction Manager / Tilden-Coil Constructors, Inc.

Accountability: Prime Trade Contractor / Neal Electric

#### Item No. 2

Preferred Ceilings (back charge to Neal Electric) – Change Request submitted by Preferred Ceilings resulting from Neal Electric delayed completion of contract work. Neal had been notified on several occasions of the potential and impending costs so this should not be a surprise. Deductive change will be initiated to Neal contract, consistent with the attached requests, in order to fund the Preferred Ceiling changes.

\$ -9,553.50

Requested by: Construction Manager / Tilden-Coil Constructors, Inc.

Accountability: Prime Trade Contractor / Neal Electric

#### **TOTAL ADD/CREDIT:**

**\$-11.151.50** 

Riverside Community College District Facilities Planning & Development Culinary Arts Academy and District Office Building

## **CHANGE ORDER SUMMARY**

Change Order **No. 7**Contractor: **Neal Electric** 

Approved Contract Amount:	\$3,434,259.00
Change Order No.1 Amount:	\$ 56,613.32
Change Order No.2 Amount:	\$ 59,152.73
Change Order No.3 Amount:	\$ 40,342.42
Change Order No.4 Amount:	\$ 259,859.66
Change Order No. 5 Amount:	\$ 61,063.21
Change Order No. 6 Amount	\$ -11,151.50
Change Order No. 7 Amount:	\$ 5,107.20
Revised Contract Sum:	\$3,905,246.04
Original Contract Contingency:	\$ 343.425.90
Remaining Project Contingency:	\$ -127,561.14

Change Order Description:

#### Item No. 1

Cost Proposal 260 (Neal CO #CCN67) – Pursuant to direction received in CCD#177, wireless microphone antennas are to be added at the kitchens. \$5,107.20

<u>Requested by:</u> Owner / Riverside Community College District <u>Accountability:</u> Owner / Riverside Community College District

#### **TOTAL ADD/CREDIT:**

**\$ 5,107.20** 



## Agenda Item (IX-A-1)

Meeting 6/21/2016 - Regular

Agenda Item Administrative Reports (IX-A-1)

Subject Amendment to Agreement for Employee Benefits Consulting Services with Keenan and

Associates

College/District District

Funding Unrestricted General Fund and Self Insurance Fund

Recommended

Action

It is recommended that the Board of Trustees approve the Employee Benefit Consulting Services Agreement Amendment with Keenan and Associates to extend the agreement from

May 1, 2016 through April 30, 2017 in the amount of \$111,373.92.

#### Background Narrative:

The extended Employee Benefits Consulting Services Agreement between the Riverside Community College District and Keenan and Associates, which was approved by the Board of Trustees on March 17, 2015, for a fourteen (14) month period, ended on April 30, 2016.

The attached amendment will extend the contract for twelve (12) months. The monthly fee for the Renewal Term beginning May 1, 2016 and ending on April 30, 2017 shall be \$9,281.16, which represents a 3% increase. All other terms and conditions of the original agreement shall remain unchanged in full force and effect.

After consultation with the RCCD Faculty Association and California School Employees Association Chapter #535 the District has agreed to amend the term of the agreement as noted above.

Prepared By: Terri Hampton, Vice Chancellor, HR and Employee Relations

#### Attachments:

20160621\_Emp Ben Consulting Serv Agrmnt wKeenan and Assoc

#### RENEWAL AMENDMENT No. 5

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 (hereinafter referred to collectively as the "Parties") as follows:

WHEREAS, the current term of the Agreement shall expire on April 30, 2016; 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 1 year term beginning on **May 1, 2016** and ending on **April 30, 2017** ("Renewal Term").
- 2. Exhibit C Paragraph A is hereby deleted and replaced with the following:
  - A. (1) The monthly fee for the Renewal Term beginning May 1, 2016 through April 30, 2017 shall be payable in twelve (12) equal monthly installments of \$9,281.16 commencing on May 1, 2016.
- 3. All the remaining terms and conditions of the Agreement shall remain unchanged and in full force and effect, and shall govern the conduct of the Parties during the Renewal Term.
- 4. The effective date of this amendment is **May 1, 2016**.
- 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:			Signature:	
By:	Aaron S. Brown, CPA		By:	John Scatterday
Title:	Vice Chancellor, Business and Financial Services		Title:	Senior Vice President
Address:	3801 Market Street		Address:	1111 Boardway, Suite 2000
	Riverside, CA 92501			Oakland, CA 90647
Attention:	Terri L. Hampton		Attention:	Debra Yorba





## Agenda Item (IX-A-2)

Meeting 6/21/2016 - Regular

Agenda Item Administrative Reports (IX-A-2)

Subject Campus Clarity Site License Membership Student/Staff/Faculty Training

College/District District

Funding General Fund

Recommended

Action

It is recommended that the Board of Trustees approve the Campus Clarity Site License Membership agreement with LawRoom from July 1, 2016 through June 30, 2019 in the

amount of \$90,000.00.

#### Background Narrative:

The 2013 re-authorization of the Violence Against Women Act (VAWA) included important implications for colleges and universities known as the Campus Sexual Violence Elimination (SaVe) Act. New requirements cover prevention education and training for all newly hired staff, faculty, managers, incoming students, and continuing students. These programs are required to be offered and updated annually. Implementing this comprehensive training program ensures the District's compliance with federal and state mandates. The training program also assists District to increase training and resources for managers and staff to assist in early identification and resolution of conflicts and disputes including Equal Employment Opportunity-related matters. Additionally, the College will have access to an extensive library of additional training topics at no additional cost. Examples include: mandatory Child Abuse Neglect Reporting Act (CANRA) training, AB 1825 Anti-Harassment Training, Bullying in the Workplace, Bloodborne Pathogens, and sanction courses for student conduct violations.

This automated training and education program and its associated learning management system will provide the District with the ability to provide mandatory training and track individual completion. Human Resources and Employee Relations identified CampusClarity, a service of LawRoom, as a company that provides training and education programs for students, faculty, and staff as required under Title IX, Campus SaVe Act, SB 967, Child Abuse Neglect Reporting Act (CANRA) and AB 1825. The Campus Clarity Site License is for a period of three (3) years for a total cost of \$90,000.00.

Prepared By: Terri Hampton, Vice Chancellor, HR and Employee Relations

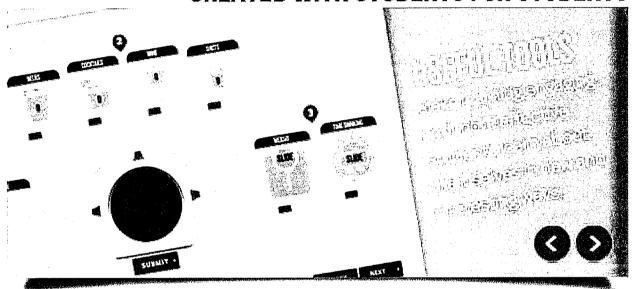
#### Attachments:

20160621\_Campus Clarity Site License Membership Proposal and Agrmnt\_Backup



LawRoom<sup>®</sup>
Inspired Employer Solutions

# **CREATED WITH STUDENTS FOR STUDENTS**



SITE LICENSE MEMBERSHIP
STUDENT/STAFF/FACULTY TRAINING
CONFIDENTIAL PROPOSAL

Created: April 21, 2016

Expires: Apr 30, 2016



## **Training Advantages**

CampusClarity, a service of LawRoom, is a one-stop solution to train students, staff, and faculty. Since 1994, LawRoom has helped 80,000 employers comply with the law and trained 4,500 companies, colleges, and universities, ranging in size from 15 to 100,000 trainees. We introduced CampusClarity in 2013, and are helping 500 schools comply with the SaVE Act and Title IX through interactive, engaging online training.

Online Training Program	Campus Clarity	Vendor 2	Vendor 3
One-stop solution: Student/Staff/Faculty training: SaVE Act, Title IX, FERPA, Harassment, Ethics, Clery Act, Mandated Reporter, and other EDU courses	<b>*</b>		
Think About It — award-winning course on Drugs, Alcohol, & Sex Assault	✓		
Research-based: developed with students, faculty, & staff – 18 mths, 40 focus groups	<b>✓</b>		
Harm-reduction " <u>on-going</u> " Program (SaVE Act required) - not just one course: - 2 follow-up Courses over 6-7 months - 3 sanction courses (Alcohol, Drugs, & Sexual Assault) - Annual On-going Training on sex assault prevention	*		
State law integration (SaVE Act required) - not just a link to state law	<b>*</b>		
Campus specific resource integration (SaVE Act required- student & staff separate)	✓		
Undergraduate SaVE Act sexual assault course + 1 follow-up, 3 sanction, & Booster	<b>✓</b>		
Graduate SaVE Act sexual assault course + 1 follow-up, 3 sanction, & Booster	<b>✓</b>		
Accessibility based on new WCAG 2.0 Level AA specifications	<b>✓</b>		
Basic Customization: Policy/brand integration, introduction letter, & campus images	<b>✓</b>		
Administrative Real-time, On-demand 24/7 Reports via robust LMS	✓		
Supplemental Program: additional, free admin resources (posters & workshops)	<b>✓</b>		
Monthly EDU Compliance Newsletter	✓		
Achievements: points, badges & performance metrics	<b>*</b>		
Compliance researched and developed by in-house lawyers	<b>*</b>		
Always Current/Compliant: material law changes updated by in-house lawyers	<b>✓</b>		
SaVE Act Statement of Compliance	<b>✓</b>		
Optional Customization available	<b>✓</b>		
Optional Campus Climate Survey Tool (Jan 2016)	✓		



## LawRoom

## **Training Libraries**

CampusClarity, a service of LawRoom, provides online training for students, staff and faculty. Since 2004, LawRoom has trained 4,500 companies, colleges, and universities on compliance related topics. Based on the proposal (next page) you're entitled to access <u>both libraries</u>:

#### STAFF/FACULTY TRAINING LIBRARY (via LawRoom)

**EDU: Bridges: Building a Supportive Community**Sexual assault, Title IX and Campus SaVE Act.

**EDU: Intersections** 

Sexual harassment, discrimination, retaliation, abusive conduct, Title IX, and Campus SaVE Act.

EDU: Protect Children (mandated reporter)
Recognize and report child abuse.

EDU: Injury & Illness Prevention Workplace health and safety.

EDU: Ethics

Ethical values in an academic environment.

**EDU: Clery Act Basics** 

Overview of the reporting requirements.

EDU: FERPA

Family Educational Rights and Privacy Act.

Accommodating Workers with Disabilities (Mgr.)

Overview of workers with disability laws.

**Bloodborne Pathogens** 

Blood and other potentially infectious material

Bullying in the Workplace

Recognize and prevent workplace bullying.

Data Security & Privacy

Safeguard private, confidential information.

Diversity: Skills for Collaboration

Collaboration in a diverse workforce.

**Drugs & Alcohol at Work** 

Dangers of drugs and alcohol in the workplace.

**Hazard Communication** 

Essentials of federal HazCom standards.

**HIPAA Basics** 

HIPAA definitions, rules, and requirement.

Social Media & Your Job

Social media inside/outside the workplace.

Social Media for Managers

Minimize the legal risks posed by social media.

#### STUDENT TRAINING LIBRARY (via CampusClarity)

Main Courses -----

Think About It

Alcohol, Drugs, Sexual Assault harm-reduction Training – Title IX and Campus SaVE Act.

Think About It: Campus SaVE Act

Title IX and Campus SaVE Act training.

Think About It: Graduate

Title IX and Campus SaVE Act training for graduate students.

Think About It: Community College

Title IX and Campus SaVE Act training for community college students.

Think About It: Adult Learner

Title IX and Campus SaVE Act training for adult learners students

Follow-up Courses -----

**Good Friends** 

Safe and positive bystander intervention strategies on and off campus.

The Way Forward

Prevent stalking and relationship violence, and support survivors of sexual assault.

Sanction Courses -----

Alcohol

Drink safely and responsibly.

Rape Myths and Realities

Dispel common rape myths and reinforce positive attitudes and behaviors.

Drugs

Reflect on drug use and consider positive alternatives.



## CAMPUSCLARITY | Training LawRoom\\Training

Site-License Proposal

Date: April 21, 2016

School: Riverside Community College District

\$30,000

Contact: Georgina Villsenor

Title: Diversity & Human Resources Analyst

Sale Type: New

Proposal Expires: Apr 30, 2016 States: 1 Campuses: 3

COMMUNITY COLLEGE ONLINE TRAINING STUDENTS/STAFF/FACULTY	3yrs SITE LICENSE
Student/Staff/Faculty training licenses:	Unlimited
Annual on-going sexual assault re-training:	Included
Learning Management System (LMS)	Included
Standard setup/customization:*	Included
Annual Student/Staff/Faculty membership:	\$36,900
Annual add'l charge – 2 campus resources (waived):	\$0
Annual community college/bundled discount:	-\$6,900
Yr1 payment:	\$30,000
Yr2 payment:	\$30,000

This is an enterprise site license. During your membership, you can train (via our LMS) all students any number of times on any course in the Student Library and all staff/faculty any number of times on any course in the Staff/Faculty Library. All access to training and reports expire when the membership ends.

Yr3 payment: \* Policy/Brand Integration 1 State law & Campus Resource Intro letter & 3 campus images

Add'l Customization (\$250/hr/\$1500 min)

On behalf of the Riverside Community College District, I accept this proposal and the Terms of its license. See CS-SE Lic 530

rencellor, Human Resources & Employee Relations

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• Licensee has a duty to maintain the privacy of user records and has outsourced certain institutional services or functions to Licensor and Licensor will perform these services and functions for which Licensee would otherwise use its employees;

#### SITE LICENSE

## **LawRoom\\**Training

- Licensor is under the direct control of Licensee with respect to the use and maintenance of education records as defined by FERPA and is subject to all FERPA requirements governing the use, privacy, and re-disclosure of Personal Data from education records; and
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All communication with Licensor's servers are encrypted with a Secure-Sockets-Layer (SSL) certificate. Licensor's servers feature industry standard redundant data storage and power supplies, Licensor's site requires all users and administrators to securely authenticate their identity to access the site. Sensitive data are transmitted between client and server machines, using up to 256-bit SSL encryption (based on user's browser). Site activity is logged. Attendees and Administrator sessions will timeout after defined periods of inactivity.

Database server activity is backed up that allows for recovery to the exact point in time when the failure occurred. Backups are executed every 30 minutes and are stored both on and off site. All production servers are backed up regularly; full backups are performed nightly and Incremental backups are performed hourly.

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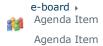
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# Agenda Item (IX-B-1)

Meeting 6/21/2016 - Regular

Agenda Item Administrative Reports (IX-B-1)

Subject Moreno Valley College Catalog 2016-2017

College/District Moreno Valley

Funding N/A

Recommended It is recommended that the Board of Trustees approve the Moreno Valley College Catalog

Action 2016-2017.

#### Background Narrative:

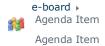
The catalog has been revised and updated to incorporate changes in curriculum, as well as adoptions, deletions and revisions to courses and programs that reflect Board actions in the 2015-2016 academic year.

Prepared By: Sandra Mayo, President, Moreno Valley College

Sylvia Thomas, Associate Vice Chancellor Ed Services

Sylvia Thomas, Associate Vice Chancellor, Educational Services

#### Attachments:



## Agenda Item (IX-B-2)

Meeting 6/21/2016 - Regular

Agenda Item Administrative Reports (IX-B-2)

Subject Norco College Catalog 2016-2017

College/District Norco

Funding N/A

Recommended

Action

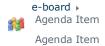
It is recommended that the Board of Trustees approve the Norco Catalog 2016-2017.

#### Background Narrative:

The catalog has been revised and updated to incorporate changes in curriculum, as well as adoptions, deletions and revisions to courses and programs that reflect Board actions in the 2015-2016 academic year.

Prepared By: Irving Hendrick, Interim President, Norco College Sylvia Thomas, Associate Vice Chancellor, Educational Services

#### Attachments:



# Agenda Item (IX-B-3)

Meeting 6/21/2016 - Regular

Agenda Item Administrative Reports (IX-B-3)

Subject Riverside City College Catalog 2016-2017

College/District District

Funding N/A

Recommended It is recommended that the Board of Trustees approve the Riverside City College Catalog

Action 2016-2017.

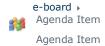
#### Background Narrative:

The catalog has been revised and updated to incorporate changes in curriculum, as well as adoptions, deletions and revisions to courses and programs that reflect Board actions in the 2015-2016 academic year.

Prepared By: Wolde-Ab Isaac, President, Riverside

Sylvia Thomas, Associate Vice Chancellor, Educational Services

#### Attachments:



# Agenda Item (XII-A)

Meeting 6/21/2016 - Regular

Agenda Item Business From Board Members (XII-A)

Subject Reporting Out of Board of Trustees Annual Self-Evaulation for 2016

College/District District

Funding n/a

Recommended

Action

It is recommended that the Board of Trustees delay reporting out results of self-evaluation

until August 2016, so a board retreat can be held.

#### Background Narrative:

Each spring, pursuant to BP 2745 Board Self-Evaulation, the Board conducts their annual self-evaluation. It begins with each trustee completing an evaulution tool and presentation of the results in May 2016.

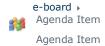
BP 2745 states that "the Board will conduct a self-evaluation annually to occur prior to the end of June of each year. The process is intended to assist the Board in the assessment of its performance as a whole body. It is not intended to evaluate or assess the performance of individual Board members. Initially, the Board will review and discuss its record of performance periodically in open session. Staff will inventory and assist the Board in the preparation of its record. Dialogue will be structured around the following seven dimensions of Board Effectiveness. It is anticipated that the Board will calendar discussions regarding a specific set of the dimensions each year. More formal measurement tools may be incorporated into the process over time."

This year, the Board requested to hold a retreat to advance further conversation and discussion, relative to the assessment results, goals and obejctives of this past year and setting of goals for this upcoming year. As such the results for reporting out will be provided once the retreat is conducted.

Prepared By: Michael Burke, Ph.D., Chancellor

Chris Carlson, Chief of Staff & Facilities Development

#### Attachments:



## Agenda Item (XII-B)

Meeting 6/21/2016 - Regular

Agenda Item Business From Board Members (XII-B)

Subject Appointment of Individuals to the Measure C Citizens' Bond

College/District District

Funding N/A

Recommended

Action

It is recommended that the Board of Trustees consider the applications submitted by individuals interested in serving on the Measure C Citizens' Bond Oversight Committee and select two individuals to serve in the open categories--Community-at-large, Member of

College Support Organization--for initial two-year terms.

#### Background Narrative:

When vacancies occur on the RCCD Measure C Citizens' Bond Oversight Committee (CBOC)—either through resignation or the completion of a member's term—it is the responsibility of the Board of Trustees to select and appoint individuals to fill those vacancies. CBOC currently has openings in two categories: Community-at-large, Member of a College Support Organization. Notices advertising the vacancies were placed on the District website and affiliated social media sites, in local print media, and through direct contact with current and former CBOC members, and local community and business sources. A CBOC applicant matrix and applications are submitted to the Board of Trustees for consideration.

Prepared By: Michael Burke, Ph.D., Chancellor

Peggy Cartwright, AVC, Strategic Communications and Institutional Advancement

#### Attachments:

CBOC Application Matrix CBOC Applications

Applicant	Community- at-large	Member of a College Support Organization	City of Residence	Business Organization	Retiree Citizen	Student Organization	Taxpayer Organization
Clark Dupont	X		Riverside				
Raymond Hicks		X	Riverside				

## **CURRENT MEMBERS**

Name	Category	Residence
Morrie Barembaum	At -Large Representative	Corona
Susan Cash	Senior Citizen Representative	Riverside
James Cuevas	Business Representative	Riverside
Jeff Kraus	Taxpayer Organization	Riverside
Tyrone A. Macedon, Sr.	Student Representative	Moreno Valley

<sup>\*</sup> Business Organization, Retiree Citizen Representative, Student Representative and Taxpayer Organization positions not open until 2017

## Application for Appointment Citizens' Bond Oversight Committee Riverside Community College District

California law requires certain persons to be represented on the Citizens' Bond Oversight Committee (Committee). Please indicate all Committee designations for which you are qualified:

Member of a College Support Organization (vacant)
Org. Name: A CUMNI ASSOCIATION  At-Large Community Member (vacant)
Business Representative = Company Name:   Self Employed Engineer (Retired)
If possible, please provide a contact person and phone number for the organization in which you are active. The College District may contact these organizations to verify your participation. Attach extra sheets, if necessary, to complete this application.
General Information: Name: Clark Dupont
Home Address:
Home Telephone: E-mail: Luclarkdu@gmail.Com
Employer Information: Name of Employer: Self Employed (Retired)
Work Address:
Work Telephone: E-mail: LUCIACKOU @ GHAIL. COY
Educational Background (optional; you may attach a resume or additional pages, if needed):
College and/or University: UNIVERSITY OF WISCONSIN (MADISON)
Degree/Major: BSCE
Vocational and/or Other Institution:
Certificate/Technical Training: CALIFORNIA PROF. ENGR RCE 17770
Additional Information:  1. Have you been a member of any College District committee?YesNo If yes, if what capacity?  2. Are you or have you or anyone in your immediate family ever been employed by the District? YesNo If yes, please explain:
3. List present or past membership in any community service (e.g., volunteer, civic or youth)
organizations:
4. List participation in professional seminars, workshops or organizations:
- ASCE HEMBER PRIOR to RETIREHENT
- Hany seminars relating to Construction, Construction
management, Scheduling and administration

Describe your training and experience in finance, facilities, and/or construction. (Attach a resume or additional pages, if needed.)  See A Hached Resume
Please answer the following questious:
5. How long have you been a resident within the College District? <u>30</u> YearsMonths
6. Do you have any family members who now attend (or have attended) one of the RCCD campuses or
educational centers?Yes VNo If yes, which campus or center:
7. Do you know of any reason, such as a potential conflict of interest, which would adversely affect your ability to serve on the Citizens' Bond Oversight Committee?YesNo If yes, please explain:
8. Why you would like to be appointed to this Committee? (Attach additional pages, if needed.)  1) I believe I am qualified and being returned have the time available that is a 2) I have been involved with bond financed Construction Projects.  3) Would like to be more involved with a good local college.  Are you a vendor, contractor or consultant of the College District? Yes No If yes, please explain:
9. Are you available to attend Committee meetings on weeknights? VesNo If no, please explain.
Certificate of Applicant:  All answers and statements in this document are true and complete to the best of my knowledge and belief.  Signature: Date: 5/2/16
Signature: Date: 5/2/16  Completed signed applications should be returned the RCCD Office of Strategic Communications

Qualifications:

Completed signed applications should be returned the RCCD Office of Strategic Communications, 3801 Market Ave., Riverside, CA 92501 or email <a href="mailto:Bianca.Vidales@RCCD.edu">Bianca.Vidales@RCCD.edu</a>.

Please be aware that completed applications are public records available for public review. If you have any questions, please call 951-222-8857.

## **CLARK DUPONT**

Riverside, CA 92506

EDUCATION: University of Wisconsin, Madison BSCE, 1964

#### WORK EXPERIENCE

#### 1997-Present Self Employed

Construction Manager for Butier Engineering Inc. on water and sewer projects in Yucaipa and for Cities of Chino Hills, San Juan Capistrano, San Diego and Orange County Sanitation District.

Consultant for CH2M Hill on Rocky Flats Nuclear Cleanup Project in

Denver.

Consultant to ASCC on Naval Shipyard Contract in Philadelphia.

#### 1994-1997 Dillingham Construction Company of North America

Manage contract changes on a \$170 million sewer improvement project at the Hyperion Sewage Treatment Plant for the City of Los Angeles.

#### 1993-1994 MLT Construction, Riverside, CA

**Construction Management and Claims Consulting** 

Construction consulting services for minority contractor.

## 1984 - 1993 K.E.C. Company, Corona, CA

Vice President of Engineering

Contracts Manager and Professional Engineer for \$40 million a year construction company doing concrete construction and specializing in flood control boxes and channels.

# 1979 - 1984 Washington Public Power Supply System, Richland, WA Senior Contract Administrator

Administer large Class I and II contracts for \$5 billion nuclear power plant construction.

# 1964 - 1979 Los Angeles County Flood Control District, Los Angeles, CA Head, Contract Construction

Managed and supervised a \$100 million a year Construction Division office doing flood control underground concrete and pump station construction.

#### **PROFESSIONAL**

Registered Civil Engineer, California - RCE 17770

## Application for Appointment Citizens' Bond Oversight Committee Riverside Community College District

California law requires certain persons to be represented on the Citizens' Bond Oversight Committee (Committee). Please indicate all Committee designations for which you are qualified:

<b>Member of a College Support Organization</b> (vacant)
Org. Name: Recd Foundation
At-Large Community Member (vacant)
Business Representative - Company Name:
Active Member of a Senior Citizen Group - Group Name:  Member of a Taxpayer Organization - Organization Name:
Member of a Taxpayer Organization - Organization Name:
RCCD Student Organization/Student Club - Org. Name:
If possible, please provide a contact person and phone number for the organization in which you are active. The College District may contact these organizations to verify your participation. Attach extra sheets, if necessary, to complete this application.
General Information: Name: Ranmand Hicks
Name: Raymand Hicks Home Address:
Home Telephone: Cell: E-mail: Hicksrfe yakon.com
Employer Information: Name of Employer: Retired
Work Address:
Work Telephone: E-mail:
Educational Background (optional; you may attach a resume or additional pages, if needed):
College and/or University: University of La Verne
College and/or University: University of La Verne  Degree/Major: MBA Concentrations in Management & Leadership; Marketing
Vocational and/or Other Institution:
Certificate/Technical Training:
Additional Information:  1. Have you been a member of any College District committee?Yes ∠ No If yes, if what capacity?  2. Are you or have you or anyone in your immediate family ever been employed by the District?  Yes ∠ No If yes, please explain:
3. List present or past membership in any community service (e.g., volunteer, civic or youth)
organizations:
See attachments
The state of the s
4. List participation in professional seminars, workshops or organizations: See attachment

Qualifications:
Describe your training and experience in finance, facilities, and/or construction. (Attach a resume or additional pages, if needed.) As Public Affairs Mar w/ Edison, I led project teams to
get SCE projects permitted by local + state agencies.
Please answer the following questions:
5. How long have you been a resident within the College District?YearsMonths
6. Do you have any family members who now attend (or have attended) one of the RCCD campuses or educational centers? *\(\frac{\frac{1}{2}}{2}\) Yes _No If yes, which campus or center: \(\frac{1}{2}\) C. \(\frac{1}{2}\)
7. Do you know of any reason, such as a potential conflict of interest, which would adversely affect your ability to serve on the Citizens' Bond Oversight Committee?Yes XNo If yes, please explain:
8. Why you would like to be appointed to this Committee? (Attach additional pages, if needed.) To Serve the community tragion
Are you a vendor, contractor or consultant of the College District? _Yes X No If yes, please explain:
9.Are you available to attend Committee meetings on weeknights? XYesNo If no, please explain.
Certificate of Applicant:
All answers and statements in this document are true and complete to the best of my knowledge and belief
Signature: Rayon 1 3. d/isks Date: 4/25/16
Completed signed applications should be returned the RCCD Office of Strategic Communications, 3801 Market Ave., Riverside, CA 92501 or email <u>Bianca.Vidales@RCCD.edu</u> .

Please be aware that completed applications are public records available for public review. If you have any questions, please call 951-222-8857.

#### RAYMOND F. HICKS

E-mail: <u>Hicksrf@yahoo.com</u>

#### SUMMARY OF SKILLS

Leadership skills have been exercised while servicing as Chairman of the following organizations: the Menifee Chamber of Commerce, the Central County United Way, the Perris Community Partnership, the United Communities Network, and the American Red Cross. An example with the Menifee Chamber was to unite a divided board and gain the respect of the Menifee City Council. This required motivating community and elected leaders to work as a team to complete projects and events while having other priorities (work and family) wanting their time and efforts.

Over the years I have mentored five new Local Public Affairs (LPA) Region Managers who have been promoted and are now at the Senior Public Affairs Manager level. I have been recognized for my skills in this area by LPA management.

My involvement with several transmission and substation projects and their Environmental Impact Reports (EIRs) have required me to be actively involved in adhering to guidelines and direction from the CPUC and FERC. I have represented SCE at City hearings and Public Open Houses to ensure these guidelines are followed by SCE personnel.

Leading these programs and participating on the transmission and substation teams, I have exercised leadership skills, and created the environment for working together as a team with departmental peers and on cross functional teams.

#### WORK EXPERIENCE

#### Southern California Edison

1/2/03 to 12/1/2015

Region Manager

- As the Local Public Affairs Region Manager (LPA RM) in the Inland Empire Region, I am responsible for all aspects of the relationship between SCE and the cities of March Joint Powers Authority, Moreno Valley, Perris, Riverside, Menifee, Grand Terrace, Hemet, and San Jacinto.
- Develop positive working relationships with the mayors, city council, and senior staff for each of these cities, as well as county and state elected officials and their staff to resolve problems with projects and developers interacting with SCE.
- Identify SCE departments such as Street Lighting, Service Planning, Customer Service Business Unit, Corporate Real Estate, and Transmission & Distribution departments to resolve sensitive issues with cities and water agencies.
- LPA RM for Alberhill, Valley Ivy Glen, Valley South Sub transmission Project,
   Devers Colorado River Two, and the Riverside Transmission Reliability Project

(RTRP). My role is to maintain a positive relationship with the cities in sometimes contentious and stressful situations. The RTRP for example, the city of Jurupa Valley has had two lawsuits appealed to the State Supreme court, one appeal to the CPUC and another lawsuit that is currently in litigation.

• Utilized FEMA ICS training for various emergencies such as PIO for Super Storm Sandy contact, fatalities in the workforce, and local outages. Assisted in the development of emergency procedure for communications with media and internal SCE departments. Perform annual assessments of all disaster equipment and supplies. I implemented a system to maintain inventory of our equipment and supplies. Developed and conducted disaster, emergency preparedness and response training and workshops/seminars for city elected officials and city staff.

#### Major Accounts Executive

11/96 to 1/2/03

- I developed political relationships and community networking as an Account Executive and Water Association Director with:
  - Water Agencies Management and Directors in Riverside and San Bernardino Counties
  - Water Associations in Riverside and San Bernardino Counties memberships include Political, Engineering, City Agencies, Water Agencies, and Vendors
- Each year I exceeded departmental goals for energy savings and operational
  efficiencies for customers assigned to me. This required me to understand customer
  systems, identify SCE programs that would benefit the customer operational and
  maintenance programs, and then develop a presentation including a return on
  investment for the customer incorporating the rebate and reduction in operational
  costs.

## Cambridge College

1/5/09 to 12/30/10

Adjunct Senior Faculty

• Taught weekend business courses such as Business Statistics, Business Ethics, Finance, and Economics for Managers.

## **General Pump Company**

2/96-11/96

Sales Manager

- Managed the design, engineering, and sales of pump equipment and repair services
- Sales of \$1.2 million dollars of the \$6 million dollar sales for the company
- Utilizing resources and project planning, I implemented strategy for company expansion into the Inland Empire area.
- Supervised, motivated, and trained Sales Engineers to meet company goals for safety, customer service and sales goals.

#### Southern California Edison

12/80-2/96

Hydraulic Test Specialist (1/91-3/96)

- Product Development for Hydraulic Services
  - Created, developed and tested products that became the products and services currently offered by the Hydraulic Test department
  - O Test, analyze and interpret data to determine operational efficiencies

Meter Testman (12/80 to 1/91) Apprentice and Journeyman level. I served as a Union Steward from 1982 to 1990.

At the Valley Alarm Company from 7/78 - 11/80 as a supervising foreman responsible for installation and repair of commercial and residential alarm systems.

#### **United States Navy**

6/74 to 4/78

Served on two navy destroyers as an Interior Communications Electrician. Responsible for communications circuits, navigational equipment, and alarm equipment. Honorable Discharge as a Petty Officer Second Class (E-5).

#### EDUCATION & PROFESSIONAL DEVELOPMENT

- Masters of Business Administration; University of La Verne 2005
  - Concentration in Management and Leadership
  - Concentration in Marketing
- B.A. Business Administration; University of La Verne 2000
- A.S. Business Administration; Riverside Community College 1991
- Certified as a Level 2 Account Executive
- Service Planning Correspondence Course
- Consultative Sales Training
- Basics of Finance and Accounting for Public Affairs

#### **EMERGENCY OPERATIONS & TRAINING**

- FEMA Training ICS 100, 200, 203, 300, 700, 701
- Member Riverside CERT Team
- Group Crisis Intervention
- Individual Crisis Intervention and Peer Support

#### ORGANIZATIONS AND ACTIVITIES

#### **Current Board of Directors**

- Mt. San Jacinto College District Foundation Director
- Riverside Community College District Foundation Vice President

#### **Prior Organizations**

- Moreno Valley Chamber of Commerce •
- Central County United Way Past Chairman
- United Communities Network Past Chairman
- Science, Technology, and Education Partnership Director
- Inland Counties Water Association
  - Vice President (1997-2002)
- Association of California Water Agencies

- o Energy and Legislative Committee Member (1997-2002)
- Perris Community Partnership Past Chairman
- American Red Cross Inland Valley Chapter Past Chairman
- Menifee Valley Chamber of Commerce Chairman
- Menifee Valley Rotary Club Director
- Norco Economic Advisory Council

#### References

- Vincent Haydel ; vincent.haydel@yahoo.com
- Steve Glynn steve.glynn34@gmail.com

# University of La Verne

The Board of Trustees upon vecommendation of its Faculty confer upon

Raymond Franklin Hicks

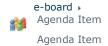
the Degree of Master of Business Administration Concentration in Management and Leadership Concentration in Marketing

with all the Rights. Privileges and Honors thereto pertaining Given at La Venne, California, this Thirty-first day of May, Two Thousand and Five

Bargaria & Armenia Bargaria C. Harris Charanan Barad of Torretors



Stephen & Morgan V Prophen & Morgan V President of the University



# Agenda Item (XII-C)

Meeting 6/21/2016 - Regular

Agenda Item Business From Board Members (XII-C)

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, Norco and Riverside
- Riverside County School Boards Association
- Riverside County Committee on School District Organization
- Alvord Unified School District Ad-Hoc Committee

Prepared By: Chris Carlson, Chief of Staff & Facilities Development Heidi Gonsier, Executive Administrative Assistant

#### Attachments:



# Agenda Item (XIII-A)

Meeting 6/21/2016 - Regular

Agenda Item Closed Session (XIII-A)

Subject Pursuant to Government Code Section 54957, Public Employee Discipline/Dismissal/Release

College/District District

Funding n/a

Recommended

Action

To be Determined

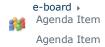
#### Background Narrative:

None.

Prepared By: Michael Burke, Ph.D., Chancellor

Heidi Gonsier, Executive Administrative Assistant

Attachments:



# Agenda Item (XIII-B)

Meeting 6/21/2016 - Regular

Agenda Item Closed Session (XIII-B)

Subject Conference with Legal Counsel - Existing Litigation [Paragraph (1) of Subdivision (D) of

Government Code Section 54956.9]

College/District District

Funding n/a

Recommended

Action

To be Determined

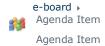
Background Narrative:

None.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services

Rachelle Arispe, Facilities & Planning Specialist/Support Services

Attachments:



# Agenda Item (XIII-C)

Meeting 6/21/2016 - Regular

Agenda Item Closed Session (XIII-C)

Subject Pursuant to Government Code Section 54957, Public Employee Performance Evaluation Title:

Chancellor

College/District District

Funding n/a

Recommended

Action

To be Determined

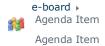
#### Background Narrative:

None.

Prepared By: Terri Hampton, Vice Chancellor, HR and Employee Relations

Heidi Gonsier, Executive Administrative Assistant

#### Attachments:



# Agenda Item (XIII-D)

Meeting 6/21/2016 - Regular

Agenda Item Closed Session (XIII-D)

Subject Pursuant to Government Code Section 54957.6 Conference with Labor Negotiator District

Designated Representative: Brad Neufeld of Gresham Savage unrepresented Employee:

Chancellor

College/District District

Funding n/a

Recommended

To be Determined

Action

## Background Narrative:

None.

Prepared By: Terri Hampton, Vice Chancellor, HR and Employee Relations

Heidi Gonsier, Executive Administrative Assistant

#### Attachments: