

**Board of Trustees Regular Meeting
Tuesday, April 16, 2019 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. (This time limit will be doubled for members of the public utilizing a translator to ensure the non-English speaker receives the same opportunity to directly address the Board, unless simultaneous translation equipment is used.)

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 and speak to an Executive Administrative Assistant 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.

I. 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

**II.A. [Minutes of the Board of Trustees Regular/Committee Meeting of March 5, 2019](#)
*Recommend approving the March 5, 2019 Board of Trustees Regular/Committee meeting minutes as prepared.***

[03052019 Regular/Committee Minutes](#)

**II.B. [Minutes of the Board of Trustees Special Meeting of March 9, 2019](#)
*Recommend approving the March 9, 2019 Board of Trustees Special meeting minutes as prepared.***

[03092019 Special Meeting Minutes](#)

II.C. [Minutes of the Board of Trustees Special Meeting of March 18, 2019](#)
Recommend approving the March 18, 2019 Board of Trustees Special meeting minutes as prepared.
[03182019 Special Meeting Minutes](#)

II.D. [Minutes of the Board of Trustees Regular Meeting of March 19, 2019](#)
Recommend approving the March 19, 2019 Board of Trustees Regular meeting minutes as prepared.
[03192019 Regular Meeting Minutes](#)

III. PUBLIC HEARING

IV. CHANCELLOR'S REPORTS

IV.A. [Chancellor's Communication](#)
Information Only

IV.B. [Presentation of Rank of Professor for 2019-2020](#)
Information Only
[Presentation of Rank of Professor](#)

IV.C. [Five-to-Thrive Presentation: ASL Interpreter Education Program at Riverside City College](#)
Information Only

IV.D. [Healthcare Update](#)
Information Only

IV.E. [Future Monthly Committee Agenda Planner and Annual Master Planning Calendar](#)
Information Only
[04162019 Planning Calendar](#)

V. STUDENT REPORT

V.A. [Student Report](#)
Information Only
[Moreno Valley College Report](#)
[Riverside City College Report](#)

VI. CONSENT AGENDA ACTION

- VI.A. [Academic Personnel](#)
Recommend approving/ratifying the academic personnel actions.
[20190416 Academic Personnel](#)
[20190416 Academic Personnel - Backup](#)

- VI.B. [Classified Personnel](#)
Recommend approving/ratifying the classified personnel actions.
[04162019 Classified Personnel](#)

- VI.C. [Other Personnel](#)
Recommend approving/ratifying the other personnel actions.
[20190416 Other Personnel](#)
[20190416 Other Personnel - Backup](#)

- VI.D. [Purchase Order and Warrant Report – All District Resources](#)
Recommend approving/ratifying the Purchase Orders and Purchase Order Additions totaling \$2,592,866, and District Warrant Claims totaling \$8,119,644.
[04162019 Purchase Order and Warrant Report - March](#)

- VI.E. [Budget Adjustments](#)
Recommended approving the budget transfers as presented.
[04162019 Budget Adjustments](#)

- VI.F. [Resolution\(s\) to Amend Budget](#)
[Resolution No. 52-18/19 - 2018-19 Basic Skills Program](#)
Recommend adding the expenditures of \$52,210 to the budget.
[04162019 Resolution No 52-18/19 Basic Skills Program](#)
[04162019 Resolution No 52-18/19 Basic Skills Program - Detail](#)

- VI.G. [Resolution\(s\) to Amend Budget](#)
[Resolution No. 53-18/19 - 2018-2019 State Homeland Security Program Grant](#)
Recommend adding the revenue and expenditures of \$154,885 to the budget.
[04162019 Resolution No. 53-18/19](#)
[04162019 Resolution No. 53-18/19 Detail](#)

- VI.H. Resolution(s) to Amend Budget
Resolution No. 54-18/19 - 2018-2019 State of California Employment Training Panel - #19-0401
Recommend adding the revenue and expenditures of \$470,005 to the budget.
04162019 Resolution No. 54-18/19
04162019 Resolution No. 54-18/19 Detail
- VI.I. Resolution(s) to Amend Budget
Resolution No. 55-18/19 - 2018-2019 Umoja Community Education Foundation Grant
Recommend adding the revenue and expenditures of \$16,000 to the budget.
04162019 Resolution No. 55-18/19
04162019 Resolution No. 55-18/19 Detail
- VI.J. Resolution(s) to Amend Budget
Resolution No. 56-18/19 - 2018-2019 Professional Development for Classified Staff
Recommend adding the revenue and expenditures of \$119,725 to the budget.
04162019 Resolution No. 56-18/19
04162019 Resolution No. 56-18/19 Detail
- VI.K. Resolution(s) to Amend Budget
Resolution No. 58-18/19 – FY 2017-18 Additional Apportionment
Recommend adding the revenue and expenditures of \$4,269,218 to the budget.
04162019 Resolution No. 58-18/19 - Additional Apportionment
04162019 Resolution No. 58-18/19 - Additional Apportionment - Detail
- VI.L. Bid Award
Resolution No. 57-18/19 To Approve Sole Source Procurement of Student Psychological Counseling Services and for Award of Service Agreement to Loma Linda University
Recommend adopting Resolution No. 57-18/19 to approve sole source procurement of student psychological counseling services and for award of the service agreement to Loma Linda University.
04162019 - Resolution No. 57-18/19 To Approve Sole Source Procurement of Student Psychological Counseling Services and for Award of Service Agreement to Loma Linda University
- VI.M. Bid Award
Purchase of Office and Classroom Supplies from Spicers Paper, Inc. Utilizing the Corona–Norco Unified School District Bid No. 2018/19-023
Recommend approving the purchase of office and classroom supplies from Spicers Paper, Inc., utilizing the Corona–Norco Unified School District Bid No. 2018/19-023 through January 22, 2022.

- VI.N. [Bid Award](#)
[Science & Technology Building Makerspace Remodel Project](#)
Recommend awarding Bid No. 2018/19-17, Science & Technology Building Makerspace Remodel Project, in the total amount of \$687,500 to Torga Electrical.
[04162019 Bidders Summary - Science & Technology Building Makerspace Remodel Project](#)
- VI.O. [Grants, Contracts and Agreements](#)
[Contracts and Agreements Report Less than \\$92,600 - All District Resources](#)
Recommend ratifying contracts totaling \$216,721 for the period of March 1, 2019 through March 31, 2019.
[04162019 Contract and Agreements Report Less Than \\$92,600](#)
- VI.P. [Grants, Contracts and Agreements](#)
[Agreement for Construction Management Services for the Welcome Center and Ben Clark Correction Training Platform Projects](#)
Recommend approving the selection of Tilden Coil to provide construction management services for the Welcome Center and Ben Clark Correction Training Platform projects at Moreno Valley College; and the Agreement with Tilden Coil in the total amount of \$1,850,040 - \$1,384,240 for the Welcome Center Project and \$465,800 for the BCTC Correctional Platform Project.
[04162019 Tilden Coil Construction Management Agreement](#)
- VI.Q. [Out-of-State Travel](#)
Recommend approving out-of-state travel.
[04162019 Out-of-State Travel](#)
- VI.R. [Other Items](#)
[Resolution No. 50-18/19 Authorizing Public Sale of Property](#)
Recommend authorizing the Chancellor or designee to establish a minimum selling price; and conduct a public bid.
[04162019 Resolution No. 50-18/19 Authorizing Public Sale of Property](#)
- VI.S. [Other Items](#)
[Resolution No. 51-18/19- Authorization to Encumber Funds](#)
Recommend approving Resolution No. 51-18/19 - Authorization to Encumber Funds.
[04162019 Resolution No. 51-18/19 - Authorization to Encumber Funds](#)

VI.T. [Other Items](#)
[Agreement with Riverside County Superintendent of Schools for Information Technology Support Services Related to the Galaxy System](#)
Recommend approving the agreement between Riverside Community College District and the Riverside County Superintendent of Schools in the amount of \$177,000.
[04162019 RCOE Information System Support Services Agreement](#)

VI.U. [Other Items](#)
[Surplus Property](#)
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 authorize the property to be consigned to The Liquidation Company to be sold on behalf of the District.
[04162019 Surplus Property List](#)

VI.V. [Other Items](#)
[Surplus Property - Donation](#)
Recommend by unanimous vote declaring the property on the attached list to be surplus; and authorize the property to be donated to the Victor Valley Community College District.
[04162019 Surplus Property List - Donation](#)

VII. CONSENT AGENDA INFORMATION

VII.A. [Capital Program Executive Summary Report - March 31, 2019](#)
Information Only
[04162019 CPES Report](#)

VII.B. [Monthly Financial Report for the Month Ending March 31, 2019](#)
Information Only
[04162019 Monthly Financial Report](#)

VIII. BOARD COMMITTEE REPORTS

VIII.A. [Teaching and Learning](#)
[Proposed Curricular Changes](#)
Recommend approving the proposed curricular changes for inclusion in the college catalogs and in the schedule of class offerings.
[030519 Proposed Curricular Changes](#)
[031919 Proposed Curricular Changes](#)

VIII.B. [Planning and Operations](#)
[Proposed Child Care Fee Increase and Revised Early Childhood Education Salary Schedule](#)

for FY 2019-2020

Recommend approving the Riverside City College Child Care Center fee increase and the revised Early Childhood Education Center salary schedule for FY 2019-2020.

Child Care Fee Increase

04162019 ECE Proposal 2019

VIII.C. [Planning and Operations](#)

[RCCD Foundation Strategic Plan](#)

Recommend approving the RCCD Foundation Strategic Plan.

[Foundation Strategic Plan](#)

IX. ADMINISTRATIVE REPORTS

IX.A. [Vice Chancellors](#)

[Resolution No. 48-18/19 Authorizing the Chancellor, or Designee, of the District to Layoff and/or Reduce Hours of the Classified Service](#)

Recommend adopting Resolution No. 48-18/19, authorizing the Chancellor, or Designee, of the District to layoff and/or reduce the hours of the classified service and send appropriate notification to the impacted employee.

[04162019 Resolution No 48-18/19 District Layoff-Backup](#)

IX.B. [Presidents](#)

X. ACADEMIC SENATE REPORTS

X.A. [Moreno Valley College](#)

X.B. [Norco College/Riverside Community College District](#)

X.C. [Riverside City College](#)

XI. BARGAINING UNIT REPORTS

XI.A. [CTA - California Teachers Association](#)

XI.B. [CSEA - California School Employees Association](#)

XII. BUSINESS FROM BOARD MEMBERS

XII.A. [Amend Board of Trustees 2019 Meeting Dates](#)
Recommend approving the Board of Trustee 2019 meeting dates to June 4 and June 11.
[2019 Meeting Schedule - REVISED 04162019](#)

XII.B. [Update from Members of the Board of Trustees on Business of the Board](#)
Information Only

XIII. CLOSED SESSION

XIII.A. [Conference with Legal Counsel – Existing Litigation \[Paragraph \(1\) of Subdivision \(D\) of Government Code Section 54956.9\]](#)
Recommended Action to be Determined

XIII.B. [Pursuant to Government Code Section 54957 - Public Employee Discipline/Suspension/Release](#)
Recommended Action to be Determined

XIV. ADJOURNMENT

Board of Trustees Regular Meeting (II.A)

Meeting	April 16, 2019
Agenda Item	Minutes (II.A)
Subject	Minutes of the Board of Trustees Regular/Committee Meeting of March 5, 2019
College/District	District
Funding	N/A
Recommended Action	Recommend approving the March 5, 2019 Board of Trustees Regular/Committee meeting minutes as prepared.

Background Narrative:

Recommend approving the March 5, 2019 Board of Trustees Regular/Committee meeting minutes as prepared.

Prepared By: Wolde-Ab Isaac, Chancellor

MINUTES OF THE BOARD OF TRUSTEES REGULAR
AND COMMITTEE MEETINGS OF THE GOVERNANCE,
TEACHING AND LEARNING, PLANNING AND OPERATIONS,
RESOURCES AND FACILITIES COMMITTEES
OF MARCH 5, 2019

President Vackar called the Board of Trustees meeting to order at 6:01 p.m. in the District Office, Board Room, 3801 Market Street, Riverside, California CALL TO ORDER

Trustees Present

Tracey Vackar, President
Mary Figueroa, Vice President
Bill Hedrick, Secretary
Virginia Blumenthal, Member
Jose Alcala, Member
Jacob Alexander Velasquez, Student Trustee

Trustee Absent

Staff Present

Dr. Wolde-Ab Isaac, Chancellor
Mr. Aaron Brown, Vice Chancellor, Business and Financial Services
Dr. Terri Hampton, Vice Chancellor, Human Resources and Employee Relations
Dr. Susan Mills, Vice Chancellor, Educational Services and Strategic Planning
Dr. Robin Steinback, President, Moreno Valley College
Dr. Bryan Reece, President, Norco College
Dr. Gregory Anderson, President, Riverside City College

Guests Present

Mr. David Torres, Dean, Institutional Research & Strategic Planning
Mr. Michael Simmons, Director, Risk Management, Safety & Police
Ms. Colleen Walker, Chief, Riverside Community College District
Mr. Larry Gonzalez, Deputy Chief, Riverside Police Department

Student Trustee Velasquez led the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

Geby Rawung, Student Senate for California Community Colleges, shared updates from Region 9, including several proposed assembly and senate bills.

COMMENTS FROM THE PUBLIC

CHANCELLOR'S REPORT

It was announced the Board of Trustee will hold a Board Retreat on Saturday, March 9, 2019, from 9:00 am to 3:00 pm, to be held at the District Office.

Special Board Meeting and
Board of Trustees Retreat

The Committee Chair Tracey Vackar convened the meeting at 6:12 p.m. Committee members in attendance: Academic Senate Representatives: Ms. Jennifer Floerke, Moreno Valley College, Dr. Peggy Campo, Norco College/RCCD, Dr. Mark Sellick, Riverside City College; ASRCCD Representative: Mr. Arnold Sanchez; CTA Representatives: Dr. Rhonda Taube, Mr.

TEACHING AND LEARNING
COMMITTEE

Peter Boelman; and Management Association Representative:
Mr. Gregory Ferrer.

Mr. Torres presented the findings of the 2018 Student Success Scorecard. Discussion followed.

2018 Student Success Scorecard

The committee adjourned the meeting at 6:46 p.m.

Adjourned

The Committee Chair Jose Alcala convened the meeting at 6:46 p.m. Committee members in attendance: Academic Senate Representatives: Ms. Jennifer Floerke, Moreno Valley College, Dr. Peggy Campo, Norco College/RCCD, Dr. Mark Sellick, Riverside City College; ASRCCD Representative: Mr. Arnold Sanchez; CTA Representatives: Dr. Rhonda Taube, Dr. Monica Gutierrez; and Management Association Representative: Mr. Gregory Ferrer.

RECOURCES COMMITTEE

Mr. Simmons, Chief Walker and Deputy Chief Gonzalez presented the committee the agreement between Riverside Community College District and the City of Riverside for dispatch services through the Riverside Police Department for the term July 1, 2019 through June 30, 2022. The agreement will be presented to the Board for approval at the March 19 regular meeting. Discussion followed.

Agreement with the City of Riverside for Dispatch Services through the Riverside Police Department

The committee adjourned the meeting at 7:01 p.m.

Adjourned

The Board adjourned to closed session at 7:03 p.m. and reconvened at 8:02 p.m. after considering the following closed session item:

CLOSED SESSION

The Board announced no action was taken.

Conference with Legal Counsel – Anticipated Litigation
Initiation of Litigation Pursuant to Paragraph (4) of Subdivision (d) of Government Code Section 54956.0 – One Potential Case

The Board adjourned the meeting at 8:06 p.m.

ADJOURNMENT

Official Minutes
Approved on 4/16/19

Certified By: _____

Board of Trustees Regular Meeting (II.B)

Meeting	April 16, 2019
Agenda Item	Minutes (II.B)
Subject	Minutes of the Board of Trustees Special Meeting of March 9, 2019
College/District	District
Funding	N/A
Recommended Action	Recommend approving the March 9, 2019 Board of Trustees Special meeting minutes as prepared.

Background Narrative:

Recommend approving the March 9, 2019 Board of Trustees Special meeting minutes as prepared.

Prepared By: Wolde-Ab Isaac, Chancellor

MINUTES OF THE SPECIAL BOARD OF TRUSTEES MEETING
OF MARCH 9, 2019

President Vackar called the Special Meeting of the Board of Trustees to order at 9:14 a.m. at the District Office, Conference Room 309, 3801 Market Street, Riverside, California CALL TO ORDER

Trustees Present

Tracey Vackar, President
Mary Figueroa, Vice President
Bill Hedrick, Secretary
Jose Alcala, Member
Virginia Blumenthal, Member

Staff Present

Dr. Wolde-Ab Isaac, Chancellor

Guest Present

Dr. Jose Leyba, ACCT Facilitator

President Vackar, Dr. Isaac, and Dr. Leyba shared the purpose of the Board Retreat and the expected outcomes.

WELCOME & INTRODUCTIONS

Dr. Leyba discussed the following topics with the Board and Dr. Isaac:

ROLES AND RESPONSIBILITIES

- The Board of Trustees Policy Making Role
- The Chancellor's Administrative Role
- Successful Communication Protocols
- Review the Self-Assessment Instrument & Process/Accreditation

Dr. Isaac presented a report to the Board on:

CHANCELLOR'S REPORT

- RCCD Strategic Plan
- Alignment to Board Priorities & Goals
- New Initiatives: State Chancellor's Office
- Funding Formula
- Shared Governance
- Guided Pathways
- Community College Promise
- Equity, Bias Training

Dr. Leyba discussed the following topics with the Board and Dr. Isaac:

BOARD OF TRUSTEES PRIORITIES & GOALS

- Where Have We Been? Previous Goals & Profile Focus Group Challenges and Opportunities, Trustee Survey Data
- Where Are We? Student Success Data, Progress Matrix, Strategic Planning/Trustee Goals

- Where Do We Want to Go?
 - Review and Update Priorities
 - Goals and Alignment to RCCD Strategic Plan
- Chancellor Evaluation Process
 - ACCT Handout: Overview of Chancellor & Board Evaluation
 - Overview of Chancellor Evaluation Instrument
 - Chancellor's Self-Evaluation Report and Goals Update

Item was tabled for later discussion.

SUCCESSION PLANNING

CLOSED SESSION

The Board adjourned to closed session at 1:36 p.m. and reconvened at 2:50 p.m. after considering the following closed session item.

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

The Board announced no action was taken.

The Board adjourned the meeting at 2:50 p.m.

ADJOURNMENT

Official Minutes
Approved on 04/16/2019

Certified By: _____

Board of Trustees Regular Meeting (II.C)

Meeting	April 16, 2019
Agenda Item	Minutes (II.C)
Subject	Minutes of the Board of Trustees Special Meeting of March 18, 2019
College/District	District
Funding	N/A
Recommended Action	Recommend approving the March 18, 2019 Board of Trustees Special meeting minutes as prepared.

Background Narrative:

Recommend approving the March 18, 2019 Board of Trustees Special meeting minutes as prepared.

Prepared By: Wolde-Ab Isaac, Chancellor

MINUTES OF THE SPECIAL BOARD OF TRUSTEES MEETING
OF MARCH 18, 2019

JUSD Board President Garcia called the Board of Trustees Special Joint meeting with Jurupa Unified School District to order at 6:03 p.m., Jurupa Unified School District, Board Room, 4850 Pedley Road, Riverside, CA 92509

CALL TO ORDER

Trustees Present

Mary Figueroa, Vice President
Bill Hedrick, Secretary
Virginia Blumenthal, Board Member
Jose Alcala, Board Member

Absent

Tracey Vackar, President

Staff Present

Dr. Wolde-Ab Isaac, Chancellor
Dr. Susan Mills, Vice Chancellor, Educational Services
Mr. Aaron Brown, Vice Chancellor, Business and Financial Services
Dr. Gregory Anderson, President, Riverside City College
Dr. Bryan Reece, President, Norco College
Dr. Carol Farrar, Vice President, Academic Affairs, Riverside City College
Dr.. Maureen Sinclair, Director, CTE Projects, Norco College

Jurupa Unified School District Board of Education Present

Robert Garcia, Board President
Silva Ortega, Board Clerk
Linda Chard, Board Member
Melissa Ragole, Board Member
Karen Bradford, Board Member

Jurupa Unified School District Executive Cabinet Present

Mr. Elliott Duchon, District Superintendent
Mr. Dave Doubravsky, Assistant Superintendent, Education Services
Ms. Roberta Pace, Director, College and Career Readiness

RCCD Board Secretary Bill Hedrick led the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

JUSD Board President Garcia provided the introductions of RCCD Board of Trustees and JUSD Board of Education.

INTRODUCTION – RCCD BOARD OF TRUSTEES AND JUSD BOARD OF EDUCATION

Dr. Farrar, Dr. Sinclair and Ms. Pace presented on Dual Enrollment, Concurrent Enrollment, Articulation Agreements, Early College High School, College & Career Assess Pathways (CCAP) and K-12 Strong Workforce. Discussion followed.

PRESENTATION BY JURUPA UNIFIED SCHOOL DISTRICT EDUCATION SERVICES STAFF AND RIVERSIDE CITY COLLEGE ACADEMIC AFFAIRS STAFF ON DUAL ENROLLMENT

The Boards adjourned the meeting at 8:25 p.m.

ADJOURNMENT

Official Minutes
Approved on 04/16/2019

Certified By: _____

Board of Trustees Regular Meeting (II.D)

Meeting	April 16, 2019
Agenda Item	Minutes (II.D)
Subject	Minutes of the Board of Trustees Regular Meeting of March 19, 2019
College/District	District
Funding	N/A
Recommended Action	Recommend approving the March 19, 2019 Board of Trustees Regular meeting minutes as prepared.

Background Narrative:

Recommend approving the March 19, 2019 Board of Trustees Regular meeting minutes as prepared.

Prepared By: Wolde-Ab Isaac, Chancellor

MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING
OF MARCH 19, 2019

Vice President Figueroa called the Board of Trustees meeting to order at 6:01 p.m. in the District Office, Board Room, 3801 Market Street, Riverside, California.

CALL TO ORDER

Trustees Present

Mary Figueroa, Vice President
Bill Hedrick, Secretary
Jose Alcala, Board Member
Jacob Alexander Velasquez, Student Trustee

Trustees Absent

Tracey Vackar, President
Virginia Blumenthal, Board Member

Staff Present

Dr. Wolde-Ab Isaac, Chancellor
Mr. Aaron Brown, Vice Chancellor, Business and Financial Services
Dr. Terri Hampton, Vice Chancellor, Human Resources and Employee Relations
Dr. Susan Mills, Vice Chancellor, Educational Services and Strategic Planning
Dr. Robin Steinback, President, Moreno Valley College
Dr. Bryan Reece, President, Norco College
Dr. Gregory Anderson, President, Riverside City College
Ms. Jennifer Floerke, Academic Senate Representative, Moreno Valley College
Dr. Peggy Campo, Academic Senate Representative, Norco College/RCCD
Dr. Mark Sellick, Academic Senate Representative, Riverside City College

Guests Present

Dr. Maureen Sinclair, Director, CTE Projects, Norco College
Ms. Melissa Bader, Associate Professor, English, Norco College
Mr. John Moore, Associate Professor, Counseling, Norco College
Ms. Jorine Campbell, Account Manager, Keenan and Associates

Student Trustee Velasquez led the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

Hedrick/Alcala moved that the Board of Trustees approve the minutes of the Board of Trustees Regular/Committee Meeting of February 5, 2019. Motion carried. (3 ayes; 2 absent [Blumenthal, Vackar])

MINUTES OF THE BOARD OF TRUSTEES REGULAR/COMMITTEE MEETING OF FEBRUARY 5, 2019

Alcala/Hedrick moved that the Board of Trustees approve the minutes of the Board of Trustees Regular Meeting of February 19, 2019. Motion carried. (3 ayes, 2 absent [Blumenthal, Vackar])

MINUTES OF THE BOARD OF TRUSTEES REGULAR MEETING OF FEBRUARY 19, 2019

Hedrick/Alcala moved that the Board of Trustees approve Trustee Blumenthal's and Trustee Vackar's absence as excused. Motion carried. (3 ayes, 2 absent [Blumenthal, Vackar])

MOTION TO EXCUSE ABSENCE

CHANCELLOR’S REPORTS

Dr. Sinclair presented a report on Dual Enrollment at Norco College

Presentation on Dual Enrollment at Norco College

Ms. Bader and Mr. Moore delivered a presentation on the Norco College’s Academic Pathways Trailheads

Five to Thrive Presentation: Norco College’s Academic Pathways Trailheads

Ms. Campbell provided the healthcare update and reported there are currently no 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 Velasquez presented the report about recent and future student activities at Moreno Valley, Norco, and Riverside City colleges and Riverside Community College District.

STUDENT REPORT

CONSENT ITEMS

Action

Hedrick/Alcala moved that the Board of Trustees:

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

Academic Personnel

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

Classified Personnel

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

Other Personnel

Approve/ratify the Purchase Orders and Purchase Order Additions totaling \$2,709,242 and District Warrant Claims totaling \$5,830,983;

Purchase Order and Warrant Report – All District Resources

Approve the budget transfers as presented;

Budget Adjustments

Approve adding the revenue and expenditures of \$15,000 to the budget;

Resolution No. 42-18/19 – 2018-2019 Gig Economy Project Grant

Approve adding the revenue and expenditures of \$1,146 to the budget;

Resolution No. 43-18/19 – 2018 – 2019 Hunger Free Campus Support Allocation

Approve adding the revenue and expenditures of \$47,500 to the budget;

Resolution No. 44-18/19 – 2018 – 2019 Foster Youth Support Services Program

Approve adding the revenue and expenditures of \$112,500 to the budget;

Resolution No. 45-18/19 – 2018 – 2019 Certified Nursing Assistant Expansion Grant

Approve adding the revenue and expenditures of \$189,614 to the budget;

Resolution No. 46-18/19 – 2018 – 2019 K-12 Strong Workforce Program

Approve adding the revenue and expenditures of \$499,593 to the budget;

Resolution No. 47-18/19 – 2018 – 2019 California Apprenticeship Initiative – Rural Program

Approve the pre-qualified list of three (3) interpreting firms to provide interpreting services on an as needed basis;

Pre-Qualified List of Interpreting Firms

Approve the pre-qualified list of three (3) captioning firms to provide real time captioning services on an as needed basis;

Pre-Qualified List of Real Time Captioning Firms

Approve the purchase of CNC Milling Machines and Solutions from Haas Factory Outlet and The Paton Group utilizing the Corona-Norco Unified School District Bid No. 16/17-006 through January 17, 2020;

Purchase of CNC Milling Machines and Solutions from Haas Factory Outlet and The Paton Group Utilizing the Corona-Norco Unified School District Bid No. 16/17-006

Approve the purchase of technology solutions from Troxell Communications, Inc. utilizing the National Cooperative Purchasing Alliance (NCPA) Contract No. 01-48 through October 31, 2021 with option to renew for two (2) additional one (1) year periods;

Purchase of Technology Solutions from Troxell Communications, Inc. Utilizing the National Cooperative Purchasing Alliance (NCPA) Contract No. 01-48

Ratify contracts totaling \$374,022 for the period of February 1, 2019 through February 28, 2019;

Contracts and Agreements Report Less than \$92,600 – All District Resources

Approve the agreement with the State of California Employment Training Panel (ETP), Award 19-0401, in the amount of \$470,005, for program operational expenses;

Agreement – State of California Employment Training Panel (ETP) Award 19-0401

Approve Out-of-State-Travel;

Out-of-State-Travel

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

Surplus Property

Motion carried. (3 ayes, 2 absent [Blumenthal, Vackar])

Information

The Board received the Capital Program Executive Summary Report for February 2019.

Capital Program Executive Summary Report – February 2019

The Board received the Monthly Financial Report for Month Ending – February 28, 2019.

Monthly Financial Report for Month Ending – February 28, 2019

BOARD COMMITTEE REPORTS

Resources

Alcala/Hedrick moved that the Board of Trustees approve the agreement between Riverside Community College District and the City of Riverside for dispatch services through the Riverside Police Department for the term July 1, 2019 through June 30, 2022. Motion carried. (3 ayes, 2 absent [Blumenthal, Vackar])

Agreement with the City of Riverside for Dispatch Services through the Riverside Police Department

ADMINISTRATIVE REPORTS

Presidents

Dr. Steinback, President, Moreno Valley College, Dr. Reece, President, Norco College and Dr. Anderson, President, Riverside City College updated the Board on the upcoming events and activities occurring at their colleges.

ACADEMIC SENATE REPORTS

Ms. Floerke presented the report on behalf of Moreno Valley College.

Moreno Valley College

Dr. Peggy Campo presented the report on behalf of Norco College and Riverside Community College District.

Norco College

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

Riverside City College

BARGAINING UNIT REPORTS

Dr. Taube presented the report on behalf of the CTA.

CTA – California Teachers Association

BUSINESS FROM BOARD MEMBERS

Hedrick/Alcala moved that the Board of Trustees vote for Tracey Vackar, RCCD, for the CCCT Board. Motion carried (3 ayes, 2 absent [Blumenthal, Vackar]).

California Community College Trustees (CCCT) Board of Directors Election - 2019

Trustee Hedrick commented on the recent events he attended over the last month; latest Board Retreat was successful; the Joint Board meeting with Jurupa Unified School District strengthened their partnership; he and Trustee Blumenthal attended a meeting with the City of Norco concerning veterans housing; commented on safe school initiatives; commented on the Communities of Practice Program; requested race and class be involved in the next diversity study; the development of AB302, homeless students camping on District property.

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

Trustee Figueroa agreed with Trustee Hedrick’s comments; stated she was honored to be receiving the Legacy Award at the upcoming Cesar Chavez Breakfast at Moreno Valley College; asked for a moment of silence for the victims of the recent attack in New Zealand.

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

ADJOURNMENT

Official Minutes Approved on 4/16/19
Certified By: _____

Board of Trustees Regular Meeting (IV.A)

Meeting	April 16, 2019
Agenda Item	Other Items (IV.A)
Subject	Chancellor's Communication
College/District	District
Funding	N/A
Recommended Action	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: Wolde-Ab Isaac, Chancellor

Board of Trustees Regular Meeting (IV.B)

Meeting	April 16, 2019
Agenda Item	Other Items (IV.B)
Subject	Presentation of Rank of Professor for 2019-2020
College/District	District
Funding	N/A
Recommended Action	Information Only

Background Narrative:

AP 4000 provides for the granting of Rank of Professor and Distinguished Professor to Riverside Community College District's faculty. Each year, faculty may submit an application for Rank of Professor or Distinguished Professor to the District's Professional Growth & Sabbatical Leave Committee. The Professor applications which meet the minimum qualifications are forwarded to the appropriate college president for review. The Presidents' recommendations are forwarded to the Chancellor and his recommendations are forwarded to the Board of Trustees for affirmation. Faculty have been recommended for the Rank of Professor for 2019-2020.

Prepared By: Wolde-Ab Isaac, Chancellor
Susan Mills, Vice Chancellor Educational Services and Strategic Planning

CHANGE IN ACADEMIC RANK
NEW PROFESSORS ACADEMIC YEAR 2019-2020

MORENO VALLEY COLLEGE

<u>Name</u>	<u>Discipline</u>
Briggs, Cordell	English
Fontaine, Robert	Emergency Medical Services
Parker, LaTonya	Counseling
Yao, Chui Zhi	Mathematics

NORCO COLLEGE

<u>Name</u>	<u>Discipline</u>
Campo, Peggy	Anatomy and Physiology
Friedrich Finnern, Teresa	Biology
Gutierrez, Monica	Biology
Nelson, Lisa	English

RIVERSIDE CITY COLLEGE

<u>Name</u>	<u>Discipline</u>
Elton, William James	Kinesiology
Hall, Deborah	Coordinator Student Activities
Romero, Clarence	Psychology
Sigloch, Steven	Kinesiology

Board of Trustees Regular Meeting (IV.C)

Meeting	April 16, 2019
Agenda Item	Other Items (IV.C)
Subject	Five-to-Thrive Presentation: ASL Interpreter Education Program at Riverside City College
College/District	Riverside City College
Funding	N/A
Recommended Action	Information Only

Background Narrative:

Each month, a faculty member is invited through the Academic Senate to present on teaching and programs from the classroom that distinguish RCCD and its faculty and colleges. Professor MacDougall will be providing a presentation on the ASL Interpreter Education Program at Riverside City College.

Prepared By: Dr. Gregory Anderson, President, Riverside City College

Ms. Diana MacDougall, Professor, ASL/Interpreter Education Program Coordinator, Riverside City College

Board of Trustees Regular Meeting (IV.D)

Meeting	April 16, 2019
Agenda Item	Human Resources & Employee Relations (IV.D)
Subject	Healthcare Update
College/District	District
Funding	N/A
Recommended Action	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 L. Hampton, Vice Chancellor, Human Resources & Employee Relations

Board of Trustees Regular Meeting (IV.E)

Meeting	April 16, 2019
Agenda Item	Other Items (IV.E)
Subject	Future Monthly Committee Agenda Planner and Annual Master Planning Calendar
College/District	District
Funding	N/A
Recommended Action	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 is provided for the Board's information.

Prepared By: Wolde-Ab Isaac, Chancellor

RECOMMENDED 2018-19 GOVERNING BOARD AGENDA MASTER PLANNING CALENDAR

Month	Planned Agenda Item *(Consent Item)
August	<ul style="list-style-type: none"> Resolution Regarding Appropriations Subject to Proposition 4 – Gann Limitation*
September	<ul style="list-style-type: none"> CCFS-311Q-Quarterly Financial Status Report (4th Quarter) * Public Hearing and Budget Adoption for the Fiscal Year RCCD Budget Annual Adoption of Education Protection Account Funding and Expenditures*
October	<ul style="list-style-type: none"> Emeritus Awards, Faculty Presentation of Annual Report by Measure C Citizens’ Bond Oversight Committee CCFS 311 Annual Financial and Budget Report* Clery Act Report
November	<ul style="list-style-type: none"> CCFS-311Q Financial and Budget Report (1st Quarter)* Annual Master Grant Submission Schedule
December	<ul style="list-style-type: none"> Organizational Meeting: Elect the President, Vice President and Secretary of the Board of Trustees; Board association and committee appointments. Annual Board of Trustees Meeting Calendar for January-December Annual District Academic Calendar Annual Independent Audit Report for RCCD Annual Independent Audit Report for RCCD Foundation Fall Scholarship Award to Student Trustee Signature Authorization* Annual Proposition 39 Financial and Performance Audits
January	<ul style="list-style-type: none"> Grants Office Annual Winter Report Federal Legislative Update Annual Nonresident Tuition and Capital Outlay Surcharge Fees* Proposed Curricular Changes
February	<ul style="list-style-type: none"> CCFS-311Q-Quarterly Financial Status Report (2nd Quarter)* Presentation of Governor’s Budget Proposal Recommendation Not to Employ (March 15th Letters)
March	<ul style="list-style-type: none"> Agreement for Information Technology Support Services to the Galaxy System with Riverside County Superintendent of Schools*
April	<ul style="list-style-type: none"> Academic Rank – Full Professors Annual Authorization to Encumber Funds (Resolution for RCOE) BAM Revision Project Update Proposed Curricular Changes Future Bond Measure Survey Update Economic Impact Study Presentation for FY 2019-20 RCCD Budget Planning
May	<ul style="list-style-type: none"> CCFS-311Q-Quarterly Financial Status Report (3rd Quarter) Spring Scholarship Award to Student Trustee Summer Workweek College Closure – Holiday Schedule Resolution to Recognize Classified School Employee Week Board of Trustees Annual Self-Evaluation Chancellor’s Evaluation Resolution Authorizing the Issuance of GO Bonds, Series 2015E & Actions Related There To (tentative) Annual Institutional Effectiveness Goals for Fiscal Viability and Programmatic Compliance with State and Federal Guidelines
June	<ul style="list-style-type: none"> Administration of Oath of Office to Student Trustee Department Chairs and Stipends, Academic Year Coordinator Assignments Extra-Curricular Assignments 2021-2025 Five-Year Capital Construction Plan, Initial Project Proposals and Final Project Proposals Tentative Budget for FY 2019-20 and Notice of Public Hearing on the FY 2019-20 Final Budget Notices of Employment–Tenured Faculty; Contract Faculty; and Categorically Funded Academic Administrator Employment Contracts Moreno Valley College Catalog Norco College Catalog Riverside City College Catalog Board Self Evaluation – Reporting Out

COMMITTEES OF THE BOARD OF TRUSTEES - PLANNING WORKSHEET

A. Governance	B. Teaching and Learning	C. Planning and Operations	D. Resources	E. Facilities
Chancellor	Vice Chancellor, Academic Affairs	Chief of Staff and Facilities Development	Vice Chancellor, Business & Financial Services; Vice Chancellor, Diversity and Human Resources	Chief of Staff and Facilities Development
	<div style="border: 1px solid black; padding: 5px;"> <ul style="list-style-type: none"> ■ Board report and/or backup not yet complete – review pending. ✓ Board report & backup materials attached for review by the Cabinet. ★ Approved by the Cabinet for placement on the Board agenda. <p style="text-align: center; color: red; font-weight: bold; margin-top: 10px;">ALL FINAL REPORTS DUE TO THE CHANCELLOR'S OFFICE BY 03/26/2019 & 04/09/2019.</p> </div>	<ul style="list-style-type: none"> ✓ Economic Impact Study (Brown) ✓ Future GO Bond Planning Update (Brown) ✓ Proposed Child Care Center Fee Increase (Farrar) ✓ RCCD Foundation Strategic Plan (Wilson) 		

Updated 03/26/19

COMMITTEES OF THE BOARD OF TRUSTEES - PLANNING WORKSHEET

A. Governance	B. Teaching and Learning	C. Planning and Operations	D. Resources	E. Facilities
Chancellor	Vice Chancellor, Academic Affairs	Chief of Staff and Facilities Development	Vice Chancellor, Business & Financial Services; Vice Chancellor, Diversity and Human Resources	Chief of Staff and Facilities Development
	<div data-bbox="499 732 846 1122" style="border: 1px solid black; padding: 5px;"> <ul style="list-style-type: none"> ■ Board report and/or backup not yet complete – review pending. ✓ Board report & backup materials attached for review by the Cabinet. ★ Approved by the Cabinet for placement on the Board agenda. <p style="text-align: center; color: red; font-weight: bold; margin-top: 5px;">ALL FINAL REPORTS DUE TO THE CHANCELLOR'S OFFICE BY 04/30/2019 & 05/14/2019.</p> </div>		<ul style="list-style-type: none"> ■ Budget Allocation Model Revision Project Update (Brown/Askar) 	

Updated 01/09/19

Board of Trustees Regular Meeting (V.A)

Meeting	April 16, 2019
Agenda Item	Other Items (V.A)
Subject	Student Report
College/District	District
Funding	N/A
Recommended Action	Information Only

Background Narrative:

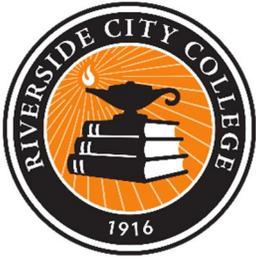
Student Trustee will be presenting the report about the recent and future student activities at Moreno Valley College, Norco College, Riverside City College, and Riverside Community College District.

Prepared By: Wolde-Ab Isaac, Chancellor

**MORENO VALLEY COLLEGE
ASSOCIATED STUDENTS
BOARD REPORT
April 2019**



- Approximately 15 students and several Faculty & Administrators from Moreno Valley College attended the Annual “African American Male Education Network and Development Conference”, “A2MEND”, in Los Angeles, CA, March 6th-7th. Umoja Program participants and members from the Associated Students of Moreno Valley College, “ASMVC” were excited to attend and enjoyed the workshops. Administrators shared their stories of utilizing their scholarly and professional expertise to foster institutional change within the Community College system and to create a professional environment for students.
- On Thursday, March 14, Moreno Valley College celebrated its 28th birthday that occurred on Wednesday, March 13. ASMVC provided students with celebratory games, cake, ice cream, and “academic goody bags”. Fun was had by all.
- ASMVC celebrated Women’s HERstory event on Tuesday, March 19 during the college hour, 12:50 – 1:50 pm. Female MVC College Professors were invited to share their personal and/or professional experiences based on the National Women History Month Theme, “Women in Non-Violence and Peaceful Protests. 3-Professors presented on a panel for this event.
- Moreno Valley College hosted the Blood Drive and Health Fair on Tuesday, March 26. Moreno Valley College Students donated blood and were also able to participate in the Health Fair, where different programs and community organizations engaged with students in providing health screenings, inspiring students with healthier lifestyle changes, and provided students with health information.
- ASMVC hosted the Cesar Chavez Celebration on Thursday, March 28. Students were invited to create their own posters and/or signs and reenact the “1966 United Farmers Union March” on Campus.
- On Friday, March 29, several student leaders attended the Cesar Chavez Scholarship Breakfast on campus where local area high school students from the 2-school districts along with MVC Students were given a scholarship for their work in the area of “The Arts”. Trustee Mary Figueroa was given the “Legacy Award” for her countless hours of commitment to the community, RCCD Students, and to the RCCD Board of Trustees.
- ASMVC has been active in establishing a strategy for promoting the proposed student services fee increase. Student leaders will be promoting this on-campus via word of mouth, engaging with students in classrooms, on social media sites, and in areas where students hang-out.



Associated Students of Riverside City College Board Report April 2019

- **ASRCC March Activities**

- ASRCC will postpone changes to the Resource Center and Food Pantry until the end of this cabinet's term. ASRCC will discuss the best potential changes to the programs during the remainder of the term.
- Cosmetology Event (3/12/19)
 - Hunger Grant event for Cosmetology students.
- Intramural Sports Day (3/22/19)
 - Successful event with over 60 participants
 - Bonding opportunity for students, allowing the potential for students to gain additional motivation to not drop out of classes.
 - Catered by Jimmy Johns
- Wonder Women of RCC (3/28/19)
 - Event held to highlight the contributions of women throughout U.S. history
- Hunger Grant Event (3/28/19)
 - Over 500 students served
 - 4Tinos catered.

- **ASRCC April Activities**

- Hunger Grant Event (4/3/19)
 - Hamburgers and other items will be given out to students
 - Other available resources will be showcased
- National Student Leadership Diversity Conference (4/4/19 - 4/7/19)
 - To provide additional leadership skills to student leaders
 - Provide insight into how other schools and regions are improving diversity
- Bunny Hop (4/19/19)
 - Community event to provide Easter festivities to students.
 - With the intent to increase student pride in their school.
 - With the intent to increase awareness of RCC amongst the region.

Board of Trustees Regular Meeting (VI.A)

Meeting	April 16, 2019
Agenda Item	Human Resources & Employee Relations (VI.A)
Subject	Academic Personnel
College/District	District
Funding	N/A
Recommended Action	Recommend approving/ratifying the academic personnel actions.

Background Narrative:

Riverside Community College District, pursuant to the 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 L. Hampton, Vice Chancellor, Human Resources & Employee Relations

RIVERSIDE COMMUNITY COLLEGE DISTRICT
HUMAN RESOURCES AND EMPLOYEE RELATIONS

Subject: Academic Personnel

Date: April 16, 2019

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>	<u>Term of Employment</u>	<u>Salary Placement</u>
MORENO VALLEY COLLEGE Sosa, Giovanni	Dean, Institutional Effectiveness	*03/25/19-06/30/20	W-2

b. Contract Faculty
(None)

c. Long-Term, Temporary Faculty
(None)

2. Salary Reclassification

Board Policy 7160 establishes the procedures for professional growth and salary reclassification.

It is recommended the Board of Trustees grant a salary reclassification to the following faculty member(s).

<u>Name</u>	<u>From Column</u>	<u>To Column</u>	<u>Effective Date</u>
Kramer, Amy	D	E	05/01/19

3. Request for Tenure

The Agreement between Riverside Community College District and the Riverside Community College Chapter CCA/CTA/NEA provides for tenure by the fall semester of the fourth year.

It is recommended the Board of Trustees grant tenure to the faculty as specified on the attached list.

4. Academic Rank

Board Policy 4000 establishes guidelines for academic rank; and the Professional Growth and Sabbatical Leave Committee reviewed the attached listing of academic rank changes for the 2019-2020 academic year.

It is recommended the Board of Trustees approve the 2019-2020 academic rank changes as specified on the attached list.

5. Salary Placement Correction

At their meeting of August 16, 2016, the Board of Trustees approved the appointment(s) of the following faculty member(s). The employee(s) have provided appropriate verification of experience and/or coursework completed that will affect their salary placement.

It is recommended the Board of Trustees approve the correction of salary placement for the faculty member(s) listed below:

<u>Name</u>	<u>Discipline</u>	<u>Placement</u>	<u>Effective Date</u>
Gavrilov, Ginka	Mathematics	G-6	2016-17 Academic Year
		G-7	2017-18 Academic Year
		G-8	2018-19 Academic Year

6. Separation(s) – Resignation(s) and 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 the resignation of the individual(s) listed below:

<u>Name</u>	<u>Position Title</u>	<u>Last Day of Employment</u>
Spurbeck, Erin	Visiting Assistant Professor, Counseling	06/30/19

REQUEST FOR TENURE

MORENO VALLEY COLLEGE

Name

Cueto, Rosalia
Escobar, Jennifer
Lopez, Gertrude
Paine, Kristy
Perches, Carmen
Stevenson, Kathryn

Discipline

Mathematics
English
Counseling/Umoja
Administration of Justice
Counseling/Career & Transfer Center
English

NORCO COLLEGE

Name

Covarrubias, Araceli
Midgett, Jethro
Popiden, Sandra
Russell, Timothy

Discipline

Spanish
Counseling
Political Science
History

RIVERSIDE CITY COLLEGE

Name

Bettencourt Villalobos, Madeline
Conrad, Paul

Ducat, James
Flores, Jennifer
Fontaine, Kristin
Greene, Monique
Mutuszak, Melissa
Pearson, Frank
Perez, Eduardo
Shipway, Stacy
Siu, Kwokwai
Taylor, Star
Vas, Renee

Discipline

Cosmetology
Computer Science/Computer Information
Systems
English
Counselor/EOPS
Nursing
Counseling
Administration of Justice
Air Conditioning
Sociology
Nursing
Applied Digital Media
English
Reading

CHANGE IN ACADEMIC RANK
ACADEMIC YEAR 2019-2020

RANK CHANGE TO ASSISTANT PROFESSOR

NORCO COLLEGE

<u>Name</u>	<u>Discipline</u>
Graham, Glen	Electronics/Electrician
Johnson, Ashlee	Engineering

RIVERSIDE CITY COLLEGE

<u>Name</u>	<u>Discipline</u>
Pearson, Frank	Career & Technical Education

RANK CHANGE TO ASSOCIATE PROFESSOR

MORENO VALLEY COLLEGE

<u>Name</u>	<u>Discipline</u>
Cueto, Rosalia	Mathematics
Escobar, Jennifer	English
Lopez, Gertrude	Counselor/Coordinator (Umoja)
Paine, Kristy	Administration of Justice
Perches, Carmen	Counselor/Coordinator (Career & Transfer Center)
Stevenson, Kathryn	English

NORCO COLLEGE

<u>Name</u>	<u>Discipline</u>
Covarrubias, Araceli	Spanish
Midgett, Jethro	Counseling
Popiden, Sandra	Political Science
Russell, Timothy	History

RIVERSIDE CITY COLLEGE

<u>Name</u>	<u>Discipline</u>
Bettencourt Villalobos, Madeline	Cosmetology
Conrad, Paul	Computer Science/CIS
Ducat, James	English
Flores Jennifer	Counselor/Coordinator (EOPS)
Fontaine, Kristin	Nursing
Greene, Monique	Counseling
Matuszak, Melissa	Administration of Justice
Perez, Eduardo	Sociology
Shipway, Stacy	Nursing
Siu, Kwokwai	Applied Digital Media
Taylor, Star	English
Vas, Renee	Reading

CHANGE IN ACADEMIC RANK
ACADEMIC YEAR 2019-2020

RANK CHANGE TO PROFESSOR

MORENO VALLEY COLLEGE

Name

Briggs, Cordell

Fontaine, Robert

Parker, LaTonya

Yao, Chui Zhi

Discipline

English

Emergency Medical Services

Counseling

Mathematics

NORCO COLLEGE

Name

Campo, Peggy

Friedrich Finnern, Teresa

Gutierrez, Monica

Nelson, Lisa

Discipline

Anatomy and Physiology

Biology

Biology

English

RIVERSIDE CITY COLLEGE

Name

Elton, William James

Hall, Deborah

Romero, Clarence

Sigloch, Steven

Discipline

Kinesiology

Coordinator Student Activities

Psychology

Kinesiology

Board of Trustees Regular Meeting (VI.B)

Meeting	April 16, 2019
Agenda Item	Human Resources & Employee Relations (VI.B)
Subject	Classified Personnel
College/District	District
Funding	N/A
Recommended Action	Recommend approving/ratifying the classified personnel actions.

Background Narrative:

Riverside Community College District, pursuant to the 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 L. Hampton, Vice Chancellor, Human Resources & Employee Relations

RIVERSIDE COMMUNITY COLLEGE DISTRICT
HUMAN RESOURCES AND EMPLOYEE RELATIONS

Subject: Classified Personnel

Date: April 16, 2019

1. Appointments

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

The Chancellor recommends the Board of Trustees approve/ratify the following appointments:

<u>Name</u>	<u>Position</u>	<u>Effective Date (On/After)</u>	<u>Contract/ Salary</u>	<u>Action</u>
a. Management/Supervisory				
DISTRICT				
Goldware, Rebecca	Vice Chancellor, Institutional Advancement and Economic Development	05/06/19-06/30/20	Contract (\$200,000/year)	Appointment
Shipp, Daniel	Parking Services Supervisor	04/17/19	M-1	Promotion
Valentines, Sylvia	Safety and Police Administrative Supervisor	04/17/19	M-2	Promotion
RIVERSIDE CITY COLLEGE				
Hill, Daniel	Dance Accompanist (Part-Time 47.5%, 10-Month)	04/17/19	M-1	Appointment
Miller, Regina	Assistant Director, Admissions and Records	04/17/19	O-1	Promotion
Tatum, Elizabeth	Director, College Business Services	04/22/19	U-2	Appointment
b. Management/Supervisory – Categorically Funded (None)				
c. Classified/Confidential				
NORCO COLLEGE				
Romero, Jazmin	Tutorial Services Clerk (Part-Time 47.5%)	04/17/19	I-1	Appointment
Vera, Victor	Food Service III (Part-Time 47.5%)	04/17/19	F-1	Appointment

1. Appointments (Cont'd)

<u>Name</u>	<u>Position</u>	<u>Effective Date (On/After)</u>	<u>Contract/ Salary</u>	<u>Action</u>
d. Classified/Confidential - Categorically Funded RIVERSIDE CITY COLLEGE				
Greene, Casandra	Instructional Program Support Coordinator	04/22/19	M-LS-2	Promotion
Hoopai, Kanani	Grants Administrative Specialist	04/17/19	I-3	Appointment
Li, Annie	Senior Financial Aid Advisor	04/22/19	J-1	Appointment
Williams, Fantaya	Financial Aid Advisor	04/22/19	H-1	Appointment

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

It is recommended the Board of Trustees approve the permanent increase/decrease in workload for the following individual(s). The request(s) have the approval of the College President(s).

<u>Name</u>	<u>Title</u>	<u>From/To Workload</u>	<u>Effective Date(s)</u>
Hansen, Noelle	Web Applications Technician	42.5% to 100%	01/02/19

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

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

<u>Name</u>	<u>Title</u>	<u>From/To Workload</u>	<u>Effective Date(s)</u>
Franco, Lorena	Outreach Specialist	47.5% to 80%	02/15/19-06/30/19

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>	<u>Last Date of Employment</u>
RESIGNATION(S)		
George, Michael	Senior Custodian	04/05/19
Ramirez, Andrew	Community Service Aide I	03/27/19
Stowers, Deon	Custodian	04/05/19
Watkins, Maurice	Custodian	04/05/19
RETIREMENT(S)		
Ramirez, Gregory	Administrative Assistant I	05/31/19

Board of Trustees Regular Meeting (VI.C)

Meeting	April 16, 2019
Agenda Item	Human Resources & Employee Relations (VI.C)
Subject	Other Personnel
College/District	District
Funding	N/A
Recommended Action	Recommend approving/ratifying the other personnel actions.

Background Narrative:

Riverside Community College District, pursuant to the 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 L. Hampton, Vice Chancellor, Human Resources & Employee Relations

RIVERSIDE COMMUNITY COLLEGE DISTRICT
HUMAN RESOURCES AND EMPLOYEE RELATIONS

Subject: Other Personnel

Date: April 16, 2019

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 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 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 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>	<u>Location</u>	<u>Term</u>	<u>Amount</u>
Casella, Dan	Licensed Marriage and Specialist	Health Services	MVC	04/15/19- 06/30/20	\$42.00/hr
Giacona, Judith	College Health Specialist	Health Services	MVC	07/01/19- 06/30/20	\$40.00/hr

SUBSTITUTE ASSIGNMENTS

Backup Other Personnel
April 16, 2019
Page 1 of 1

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
NORCO				
Gutierrez, Nicholaus	College Receptionist	Enrollment Services	03/03/19-03/19/19	\$18.22
Karrer, Debra	Instructional Department Specialist	Dean of Instruction	03/14/19-04/27/19	\$26.29
MORENO VALLEY				
Currie, Theresa	Instructional Department Specialist	Office of Instruction	03/20/19-06/30/19	\$26.29
RIVERSIDE				
Dik, Darian	Laboratory Tech II	Life Science	04/09/19-06/14/19	\$31.54

SHORT TERM ASSIGNMENTS

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
MORENO VALLEY				
Arthur, Andrea	Nurse Practitioner	Health Services	07/01/19-06/30/20	\$60.00
Booth, Marsha	Registered Nurse II	Health Services	07/01/19-06/30/20	\$37.00
		Student Health and Psychological Services		
Leon, Desiree	Office Assistant III	Services	08/01/18-06/30/19	\$12.50
NORCO				
Abdulhadi, Noha	Study Group Leader	Tutorial Services	07/01/19-06/30/20	\$12.00
Al-Karam, Ali	Study Group Leader	Tutorial Services	07/01/19-06/30/20	\$12.00
Bakeer, Mohammend	Study Group Leader	Tutorial Services	07/01/19-06/30/20	\$12.00
Bredehoft, Brandalyn	Study Group Leader	Tutorial Services	07/01/19-06/30/20	\$12.00
James, Marcia	Registered Nurse II	Health Services	07/01/19-06/30/20	\$37.00
Majzoub, Nader	Study Group Leader	Tutorial Services	07/01/19-06/30/20	\$12.00
Pedretti, Taylor	Study Group Leader	Tutorial Services	07/01/19-06/30/20	\$12.00
Pourmehdi, Shermin	Study Group Leader	Tutorial Services	07/01/19-06/30/20	\$12.00
Reyes, Rachelle	Study Group Leader	Tutorial Services	07/01/19-06/30/20	\$12.00
Soto, Jake	Study Group Leader	Tutorial Services	07/01/19-06/30/20	\$12.00
Talwar, Preety	Study Group Leader	Tutorial Services	07/01/19-06/30/20	\$12.00
Vandenberg, Christopher	Study Group Leader	Tutorial Services	07/01/19-06/30/20	\$12.00
Yurkins, Victoria	Office Assistant IV	Student Services	04/17/19-06/30/19	\$14.00
RIVERSIDE				
		Student Health and Psychological Services		
Pulu, Leslie	Clerk Trainee	Services	07/01/19-06/30/20	\$12.00

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

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
<u>DISTRICT FUNDS</u>				
MORENO VALLEY COLLEGE				
Bobbitt, Angel	Student Aide I	Food Services	04/02/19	\$ 12.00
March, Bryon	Student Aide II	Academic Support	03/14/19	\$ 12.00
Taing, Malinnet	Student Aide III	Supplemental Instruction	03/14/19	\$ 13.00
NORCO COLLEGE				
Ali, Safa	Student Aide III	Tutorial Services	02/20/19	\$ 13.00
Bishop, Angela	Student Aide III	Tutorial Services	02/21/19	\$ 13.00
Dussault, Alexander	Student Aide III	Tutorial Services	03/05/19	\$ 13.00
Espinoza, Peter	Student Aide III	Tutorial Services	03/05/19	\$ 13.00
Faisel, Firas	Student Aide III	Tutorial Services	02/21/19	\$ 13.00
Garabito Ruiz, Luis	Student Aide III	Tutorial Services	03/05/19	\$ 13.00
Hughes, Shelly	Student Aide III	Tutorial Services	02/20/19	\$ 13.00
Johnson, Amy	Student Aide III	Tutorial Services	03/05/19	\$ 13.00
Manzanares, Kelly	Student Aide III	Tutorial Services	02/21/19	\$ 13.00
Nance, Torah	Student Aide III	Tutorial Services	03/05/19	\$ 13.00
Osanyinpeju, Victoria	Student Aide III	Tutorial Services	03/05/19	\$ 13.00
Palacios, Ryan	Student Aide III	Tutorial Services	03/05/19	\$ 13.00
Perez, Gabriela	Student Aide I	Transfer Center	03/05/19	\$ 12.00
Reyes, Angel	Student Aide III	Tutorial Services	02/21/19	\$ 13.00
Richard, Christopher	Student Aide III	Tutorial Services	03/05/19	\$ 13.00
Romero Jara, Christian	Student Aide III	Tutorial Services	02/20/19	\$ 13.00
RIVERSIDE CITY COLLEGE				
Abbas, Abdulhakim	Student Aide I	Tutorial Services Disability Resource Center/	03/22/19	\$ 12.00
Castaneda, Magali	Student Aide II	TRIO	03/15/19	\$ 12.00
Cole, Sarah	Student Aide II	Ujima	04/05/19	\$ 12.00
Gilbert, Skylar	Student Aide III	Student Support/TRIO	03/12/19	\$ 13.00
Gonzalez, Jacqueline	Student Aide I	Tutorial Services Business Admin/Info Systems and Technology	03/27/19	\$ 12.00
Harrison, Saem	Student Aide III		03/22/19	\$ 13.75
Heppenstall, Katherine	Student Aide I	Performing Arts/Music	*09/15/18	\$ 11.00
Hernandez Perez, Nancy	Student Aide I	Tutorial Services	03/19/19	\$ 12.00
Knudson, Kevin	Student Aide I	Tutorial Services	04/05/19	\$ 12.00

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

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
RIVERSIDE CITY COLLEGE (Cont'd)				
Mai, Kobe	Student Aide III	Business Admin/ Info Systems and Technology	03/22/19	\$ 13.75
Munguia, Joshuah	Student Aide II	Upward Bound	04/03/19	\$ 12.00
Neary, Rae'Bel	Student Aide I	Tutorial Services	03/18/19	\$ 12.00
Palmer, Emillie	Student Aide II	Academic Support	03/12/19	\$ 12.00
Pedrozo, Christian	Student Aide III	Business Admin/Info Systems and Technology	03/22/19	\$ 13.50
Rede, Imari	Student Aide II	Disability Resource Center/ TRIO	03/26/19	\$ 12.00
Richard, Adam	Student Aide I	Tutorial Services	04/05/19	\$ 12.00
Sanchez, Noah	Student Aide I	Performing Arts/Music	03/12/19	\$ 12.00
Wallace, Jasmine	Student Aide II	Career and Technical Education	03/12/19	\$ 12.75
Watson, Kathleen	Student Aide II	Academic Support		

CATEGORICAL FUNDS

CALWORKS WORK STUDY

Angulo, Marisol	Student Aide I	Workforce Preparation MVC	03/26/19	\$ 12.00
Irvin, Essence	Student Aide II	Workforce Preparation MVC	03/15/19	\$ 12.25
Thomas, Ashley	Student Aide II	Workforce Preparation MVC	03/15/19	\$ 12.25
Zamora Gonzalez, Sandra	Student Aide II	Veterans Resource Center RCC	03/11/19	\$ 12.75

COMMUNITY SERVICE PROGRAM

Gonzales, Amber	Student Aide II	Life Sciences/ Community Garden - RCC	04/02/19	\$ 12.75
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MORENO VALLEY COLLEGE

Awwad, Andaleeb	Student Aide I	Counseling	03/15/19	\$ 12.00
Bullard, Tiana	Student Aide II	Guardian Scholars	03/20/19	\$ 12.75
Leonard, Kiana	Student Aide I	Counseling	03/15/19	\$ 12.00
Patino, Alysia B	Student Aide I	Outreach	03/15/19	\$ 12.00
Quintero, Miguel Angel	Student Aide I	Outreach	03/15/19	\$ 12.00

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

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
NORCO COLLEGE				
Hernandez, Ana	Student Aide I	Library	02/21/19	\$ 12.00
Medina-Covarrubias, Karen	Student Aide I	Library	02/28/19	\$ 12.00
Navarro, Nestor	Student Aide I	Library	03/01/19	\$ 12.00
Orozco, Cynthia	Student Aide I	Library	03/01/19	\$ 12.00
Pacanins, Michael	Student Aide I	Library	03/01/19	\$ 12.00
RIVERSIDE CITY COLLEGE				
Barrientos, Sandra	Student Aide I	Study Abroad	03/18/19	\$ 12.00

*Revised

Board of Trustees Regular Meeting (VI.D)

Meeting	April 16, 2019
Agenda Item	Purchase Order and Warrant Report - All District Resources (VI.D)
Subject	Purchase Order and Warrant Report – All District Resources
College/District	District
Funding	Various Resources
Recommended Action	Recommend approving/ratifying the Purchase Orders and Purchase Order Additions totaling \$2,592,866, and District Warrant Claims totaling \$8,119,644.

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 \$2,592,866 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 299251 - 300705) totaling \$8,119,644, 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 S. Brown, Vice Chancellor, Business and Financial Services
Majd S. Askar, Director, Business Services

Report of Purchases-All District Resources
Purchases Over \$92,600
3/01/2019 thru 3/31/2019

PO #	Department	Vendor	Description	Amount
P0072217	Dean Student Success and Support	Follett Higher Education Group, Inc.	Book Store Services RFP	\$ 275,000
P0071776	Admissions & Records - Moreno Valley	Aljam Promotions	Commencement Services RFP	97,121
<u>Approved/Ratify Purchase Orders of \$92,600 and Over</u>				
None				
			Total	<u>\$ 372,121</u>
<u>All Purchase Orders, Contracts, and Additions for the Period of 3/01/19 - 3/31/19</u>				
			Contracts C6348 - C6361	216,721
			Contract Additions C5411 - C6319	
			Purchase Orders P71672 - P72379	1,675,511
			Purchase Order Additions P67151 - P71621	
			Blanket Purchase Orders B17826 - B17859	328,513
			Blanket Purchase Order Additions B16944 - B17819	
			Total	<u>\$ 2,220,745</u>
			Grand Total	<u><u>\$ 2,592,866</u></u>

Board of Trustees Regular Meeting (VI.E)

Meeting	April 16, 2019
Agenda Item	Budget Adjustments (VI.E)
Subject	Budget Adjustments
College/District	District
Funding	Various Resources
Recommended Action	Recommended approving the budget transfers as presented.

Background Narrative:

The 2018-19 adopted budget represents our best estimates of both income and expenditures. As the year progresses, however, some accounts have surplus funds while others are under budgeted. As provided in Title 5, Section 58307, the Board of Trustees may approve budget transfers between major object code expenditure classifications within the approved budget to allow for needed purchases of supplies, services, equipment and hiring of personnel. Unless otherwise noted, the transfers are within the unrestricted General Fund (Fund 11, Resource 1000).

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

Budget Adjustments April 16, 2019

<u>Program</u>	<u>Account</u>	<u>Amount</u>
<u>Riverside</u>		
R1. Transfer to provide for part-time faculty serving on the Faculty Senate.		
From: VC, Business & Financial Services	Holding Account	\$ 5,090
To: Faculty Senate	Academic Extra Duty	\$ 5,010
	General Liability & Property	80
R2. Transfer to provide for an academic special project, instructional supplies, and travel. (Fund 12, Resource 1190)		
From: Strong Workforce Regional	Equipment	\$ 27,206
To: Strong Workforce Regional	Academic Special Project	\$ 8,020
	Employee Benefits	1,713
	Instructional Supplies	17,259
	Conferences	214
R3. Transfer to provide for fuel.		
From: Safety & Police	Classified Overtime	\$ 5,425
To: Safety & Police	Other Transport Supplies	\$ 5,425
R4. Transfer to provide for fuel. (Fund 12, Resource 1050)		
From: Safety & Police	Classified Substitutes	\$ 5,425
To: Safety & Police	Other Transport Supplies	\$ 5,425

	<u>Program</u>	<u>Account</u>	<u>Amount</u>
R5.	Transfer to provide for salaries, supplies, and food. (Fund 12, Resource 1190)		
	From: Strong Workforce Regional 18/19	Other Services	\$ 41,657
	To: Strong Workforce Regional 18/19	Short-Term Temporary	\$ 1,650
		Student Help Non-Instr.	1,007
		Employee Benefits	4,000
		Food	35,000
R6.	Transfer to provide for instructional supplies, salaries benefits, and conferences. (Fund 12, Resource 1190)		
	From: Strong Workforce Regional 17/18	Other Services	\$ 102,350
		Academic FT Non-Instru	26,726
		Equipment	10,195
	To: Strong Workforce Regional 17/18	Instr. Salaries, Reg FT	\$ 44,456
		Employee Benefits	25,988
		Academic PT Non-Instr.	58,632
		Instructional Supplies	10,195
R7.	Transfer to provide for computer software and conferences. (Fund 12, Resource 1190)		
	From: Strong Workforce Regional 17/18	Equipment	\$ 7,944
	To: Strong Workforce Regional 17/18	Conferences	\$ 3,195
		Comp Software Maint/Lic	4,749
R8.	Transfer to purchase a copier. (Fund 12, Resource 1190)		
	From: Strong Workforce Regional 17/18	Conferences	\$ 1,322
	To: Strong Workforce Regional 17/18	Equipment	\$ 1,322

<u>Program</u>	<u>Account</u>	<u>Amount</u>
R9. Transfer to provide for consultants, repairs, remodel work, and office furniture.		
From: VP Business Services	Classified FT Administrator	\$ 18,428
	Classified FT	20,281
	Classified PT Instructional	1,595
To: Facilities	Repairs	\$ 6,528
	Consultants	181
	Architect's Fees	20,100
	Equipment	13,495
R10. Transfer to provide for post season student travel, transportation and entry fees.		
From: VP Business Services	Academic FT Administrator	\$ 76,000
To: Athletics	Entry Fees	\$ 6,000
	Student Travel	5,000
	Transportation	65,000
R11. Transfer to provide for supplies in the Art Gallery.		
From: Fine and Performing Arts	Advertising	\$ 2,627
To: Fine and Performing Arts	Supplies	\$ 2,627
R12. Transfer to provide for royalty agreements.		
From: Fine and Performing Arts	Theater Supplies	\$ 9,500
	Professional Services	1,968
To: Fine and Performing Arts	Rents and Leases	\$ 11,468

<u>Program</u>	<u>Account</u>	<u>Amount</u>
R13. Transfer to purchase supplies.		
From: Technology Support Services - IMC	Repairs	\$ 750
To: Technology Support Services - IMC	Supplies	\$ 750
R14. Transfer to provide for cellular phone service.		
From: Technology Support Services - IT	Supplies	\$ 400
To: Technology Support Services - IT	Cellular Telephone Service	\$ 400
R15. Transfer to provide for printing.		
From: Languages, Humanities and Social Sciences (LHSS)	Administrative Contingency	\$ 905
To: Languages, Humanities and Social Sciences (LHSS)	Printing	\$ 905
R16. Transfer to provide for part-time academic non-instructional work. (Fund 12, Resource 1120)		
From: Center for Social Justice	Classified FT Administrator	\$ 10,000
To: Center for Social Justice	Academic PT Non-Instr.	\$ 10,000
R17. Transfer to purchase lab chairs.		
From: World Languages	Comp Software Maint/Lic	\$ 100
To: World Languages	Equipment	\$ 100

<u>Program</u>	<u>Account</u>	<u>Amount</u>
R18. Transfer to purchase lab equipment.		
From: Business & Information Technology	Other Services	\$ 1,102
To: Business & Information Technology	Equipment	\$ 1,102
R19. Transfer to provide to provide for an instructor, conferences and rent. (Fund 12, Resource 1190)		
From: Academic Affairs	Copying and Printing	\$ 2,026
To: Registered Nursing	Instr Salaries, Reg FT	\$ 1,255
	Employee Benefits	374
	Conferences	311
Academic Affairs	Rents and Leases	86
R20. Transfer to provide to provide for an instructor. (Fund 12, Resource 1190)		
From: Registered Nursing	Employee Benefits	\$ 10,773
To: Academic Affairs	Instr Salaries, Reg FT	\$ 8,932
	Instr Salaries, Overload	1,841
R21. Transfer to realign Enrollment Growth grant budget and to purchase simulation manikins. (Fund 12, Resource 1190)		
From: Academic Affairs	Classified FT	\$ 13,441
	Classified Perm PT	55,017
	Employee Benefits	12,140
To: Registered Nursing	Academic FT Non-Instr	\$ 22,275
	Instructional Supplies	5,000
	Periodicals/ Magazines	375
	Conferences	2,686
	Equipment	50,262

<u>Program</u>	<u>Account</u>	<u>Amount</u>
<u>Norco</u>		
N1. Transfer to provide for part-time faculty serving on the Faculty Senate.		
From: VC, Business & Financial Services	Holding Account	\$ 5,090
To: Faculty Senate	Academic Extra Duty	\$ 5,010
	General Liability & Property	80
N2. Transfer to provide for fuel.		
From: Safety & Police	Classified Overtime	\$ 2,205
To: Safety & Police	Other Transport Supplies	\$ 2,205
N3. Transfer to provide for fuel. (Fund 12, Resource 1050)		
From: Safety & Police	Student Help – Non-Instr	\$ 2,305
To: Safety & Police	Other Transport Supplies	\$ 2,305
N4. Transfer to purchase a laptop and supplies.		
From: Strategic Development	Advertising	\$ 2,388
	Academic FT Administrator	2,153
To: Strategic Development	Equipment	\$ 3,041
	Supplies	1,500
N5. Transfer to provide for installation of fire sprinklers and to purchase supplies.		
From: Business Operations	Administrative Contingency	\$ 7,806
To: Disabled Student Services	Fixtures & Fixed Equip	\$ 4,730
Learning Resource Center	Supplies	2,165
Business Operations	Supplies	911

<u>Program</u>	<u>Account</u>	<u>Amount</u>
N6. Transfer to purchase a computer.		
From: President	Administrative Contingency	\$ 1,700
To: President	Equipment	\$ 1,700
N7. Transfer to provide for relocating a fire alarm device, mileage, and to purchase a computer and computer software maintenance license.		
From: Dean of Instruction	Academic Special Project	\$ 1,180
	Academic Extra Duty	880
To: Dean of Instruction	Other Services	\$ 880
	Equipment	698
	Mileage	400
	Comp Software Maint/Lic	82
N8. Transfer to purchase supplies.		
From: Arts, Hum. & Social/Behav. Sciences	Conferences	\$ 2,500
To: Arts, Hum. & Social/Behav. Sciences	Supplies	\$ 2,500
N9. Transfer to provide for the lease of identification card printer.		
From: Admissions & Records	Repairs	\$ 1,296
	Supplies	293
To: Admissions & Records	Rents and Leases	\$ 1,589
N10. Transfer to provide for memberships.		
From: Counseling	Tests	\$ 300
To: Counseling	Memberships	\$ 300

<u>Program</u>	<u>Account</u>	<u>Amount</u>
N11. Transfer to purchase supplies.		
From: Community Outreach	Student Help – Non-Instr	\$ 3,500
	Administrative Contingency	254
	Mileage	200
To: Community Outreach	Supplies	\$ 3,954
N12. Transfer to provide for conferences.		
From: Student Activities - Intramurals	Supplies	\$ 1,759
To: Student Activities - Intramurals	Conferences	\$ 1,759
N13. Transfer to provide for conferences. (Fund 12, Resource 1190)		
From: Strategic Development	Supplies	\$ 2,647
To: Strategic Development	Conferences	\$ 2,647
N14. Transfer to provide for academic special projects, student financial grants, book grants, meal vouchers and transportation/bus passes. (Fund 12, Resource 1190)		
From: Institutional Support	Reference Books	\$ 12,000
	Supplies	8,000
To: Institutional Support	Academic Special Project	\$ 12,000
	Student Financial Grants	5,965
	Meal Vouchers	1,308
	Transportation /Bus Passes	727

<u>Program</u>	<u>Account</u>	<u>Amount</u>
N15. Transfer to realign the Strong Workforce program regional grant budget. (Fund 12, Resource 1190)		
From: Business, Engineering & Info. System	Classified FT	\$ 27,371
CTE, Projects	Employee Benefits	17,124
To: Business, Engineering & Info. System	Academic FT Administrator	\$ 14,454
	Academic FT Non-Intr.	12,917
CTE, Projects	Copying and Printing	11,810
	Advertising	5,314
N16. Transfer to remodel the library study area and to purchase interactive boards. (Fund 12, Resource 1190)		
From: Dean of Instruction	Supplies	\$ 112,380
To: Dean of Instruction	Remodel Project	\$ 71,690
	Equipment	40,690
N17. Transfer to provide for smoke detectors, fire sprinklers and to purchase an interactive e-poster. (Fund 12, Resource 1190)		
From: Admissions & Records	Conferences	\$ 9,386
	Supplies	7,990
To: Admissions & Records	Equipment	\$ 9,386
	Fixtures & Fixed Equip	7,990
N18. Transfer to provide for advertising. (Fund 12, Resource 1190)		
From: Campus Student Services	Supplies	\$ 1,698
To: Campus Student Services	Advertising	\$ 1,698

<u>Program</u>	<u>Account</u>	<u>Amount</u>
N19. Transfer to realign the Student Support Service program grant. (Fund 12, Resource 1190)		
From: Campus Student Services	Equipment	\$ 24,414
	Transportation	8,758
	Travel Expenses	4,862
	Supplies	5,645
	Conferences	3,266
	Rents and Leases	1,075
	Copying and Printing	995
	Instructional Supplies	385
To: Campus Student Services	Academic PT Non-Instr	\$ 15,795
	Employee Benefits	13,475
	Classified FT Administrators	\$ 9,665
	Classified FT	5,378
	Classified Perm PT	2,955
	Student Help – Non-Instr	2,132
N20. Transfer to provide for classified full-time salaries, employee benefits, and to purchase a computer. (Fund 12, Resource 1190)		
From: Campus Student Services	Conferences	\$ 5,075
	Supplies	2,660
	Academic PT Non-Instr	2,004
	Copying and Printing	997
	Instructional Supplies	560
	Food	65
To: Campus Student Services	Classified FT	\$ 5,206
	Employee Benefits	5,187
	Equipment	968
N21. Transfer to provide for copying and printing and to purchase supplies. (Fund 12, Resource 1190)		
From: Disabled Student Services	Other Services	\$ 2,300
To: Disabled Student Services	Copying and Printing	\$ 1,250
	Supplies	1,050

<u>Program</u>	<u>Account</u>	<u>Amount</u>
N22. Transfer to realign the Student Support Services grant budget. (Fund 12, Resource 1190)		
From: Matriculation	Supplies	\$ 7,309
To: Matriculation	Classified Substitutes	\$ 3,119
	Academic Special Project	2,227
	Equipment	1,534
	Repairs	328
	Classified Overtime	101

Moreno Valley

M1. Transfer to provide for part-time faculty serving on the Faculty Senate.

From: VC, Business & Financial Services	Holding Account	\$ 5,090
To: Faculty Senate	Academic Extra Duty	\$ 5,010
	General Liability & Property	80

M2. Transfer to purchase a computer.

From: Institutional Effectiveness	Professional Services	\$ 1,404
To: Institutional Effectiveness	Equipment	\$ 1,404

M3. Transfer to provide for conferences. (Fund 12, Resource 1190)

From: CalWORKs	Academic PT Non-Instru	\$ 1,697
	Supplies	150
To: CalWORKs	Conferences	\$ 1,847

M4. Transfer to purchase supplies and to provide for cable TV services.

From: College Safety	License Fees	\$ 1,400
To: College Safety	Supplies	\$ 700
	Other Services	700

<u>Program</u>	<u>Account</u>	<u>Amount</u>
M5. Transfer to provide for two workstations.		
From: VP, Business Services	Consultants	\$ 4,875
To: VP, Business Services	Equipment	\$ 4,875
M6. Transfer to provide for two office remodels and portable stages.		
From: VP, Business Services	Administrative Contingency	\$ 58,380
To: VP, Business Services	Remodel Project	\$ 23,800
	Architect's Fees	14,800
	Equipment	19,780
M7. Transfer to purchase instructional supplies.		
From: Dental Assisting	Waste Disposal	\$ 768
	Repairs	940
To: Dental Assisting	Instructional Supplies	\$ 1,708
M8. Transfer to provide for accreditation fees.		
From: Dental Hygiene	Instructional Supplies	\$ 2,711
To: Dental Hygiene	License Fees	\$ 2,711
M9. Transfer to purchase supplies.		
From: Academic Affairs	Administrative Contingency	\$ 600
To: Academic Affairs	Supplies	\$ 600
M10. Transfer to provide for copying and printing. (Fund 12, Resource 1190)		
From: Strong Workforce Local	Advertising	\$ 5,000
To: Strong Workforce Local	Copying and Printing	\$ 5,000

<u>Program</u>	<u>Account</u>	<u>Amount</u>
M11. Transfer to provide for a Makerspace classroom. (Fund 12, Resource 1190)		
From: STEM Project	Administrative Contingency	\$ 52,500
To: STEM Project	Advertising	\$ 2,500
	Equipment	50,000
M12. Transfer to provide for a classified substitution and supplies.		
From: VP, Business Services	Consultants	\$ 15,861
To: President	Classified Substitutes	\$ 6,361
	Supplies	9,500
M13. Transfer to provide for repairs and to purchase computers.		
From: Technology Support Services	Student Help – Non-Instr	\$ 2,150
Police Academy	Instructional Aides, Hourly	2,000
Dean of Instruction	Administrative Contingency	1,746
To: Technology Support Services	Repairs	\$ 2,000
	Equipment	150
Dean of Instruction	Equipment	3,746
M14. Transfer to provide for fuel, copying and printing, and rent.		
From: Police Academy	Instructional Aides, Hourly	\$ 3,624
To: Fire Academy	Other Transport Supplies	\$ 93
Emergency Medical Services	Copying and Printing	158
Police Academy	Copying and Printing	201
Administration of Justice	Copying and Printing	435
Fire Technology	Copying and Printing	77
Physical Education	Copying and Printing	36
Fire Technology	Rents and Leases	2,624

<u>Program</u>	<u>Account</u>	<u>Amount</u>
M15. Transfer to purchase iPads. (Fund 12, Resource 1190)		
From: CCAMPIS	Instructional Supplies	\$ 549
To: CCAMPIS	Equipment	\$ 549
M16. Transfer to provide for student employment, copying and printing, supplies, and food.		
From: VP, Student Services	Other Services	\$ 18,800
Dean of Instruction, CTE	Other Services	1,308
To: VP, Student Services	Copying and Printing	\$ 6,000
Student Equity Program	Supplies	1,308
	Student Help – Non-Instr	7,000
	Copying and Printing	400
	Supplies	2,400
	Food	3,000
M17. Transfer to purchase a copier. (Fund 12, Resource 1190)		
From: Middle College High School	Supplies	\$ 7,000
To: Middle College High School	Equipment	\$ 7,000
M18. Transfer to provide for a presenter and travel. (Fund 12, Resource 1190)		
From: Talent Search	Supplies	\$ 24,000
To: Talent Search	Professional Services	\$ 4,000
	Travel Expenses	20,000
M19. Transfer to purchase computers.		
From: VP, Business Services	Administrative Contingency	\$ 25,000
To: VP, Student Services	Equipment	\$ 25,000

<u>Program</u>	<u>Account</u>	<u>Amount</u>
M20. Transfer to provide for hourly counselors and short-term temporary help. (Fund 12, Resource 1190)		
From: Veteran Resource Center – Ongoing	Supplies	\$ 10,200
To: Veteran Resource Center – Ongoing	Academic PT Non-Instru Short-Term Temporary	\$ 3,700 6,500
M21. Transfer to provide for rent.		
From: Commencement	Supplies	\$ 322
To: Commencement	Rents and Leases	\$ 322
M22. Transfer to provide for classified substitutes.		
From: VP, Business Services	Administrative Contingency	\$ 6,322
To: Student Financial Services	Classified Substitutes	\$ 6,322
M23. Transfer to provide for classified salaries and for speaker fees. (Fund 12, Resource 1190)		
From: NextUp	Supplies	\$ 130,000
To: NextUp	Classified FT Professional Services	\$ 120,000 10,000
M24. Transfer to realign the Disabled Students Programs and Services grant budget and to purchase computers, iPads, and sound digi-wave systems. (Fund 12, Resource 1190)		
From: DSPS	Academic FT Administrator Academic PT Non-Instru Professional Services	\$ 1,870 51,549 7,792
To: DSPS	Classified Instru PT Student Help – Non-Instru Employee Benefits Supplies Equipment	\$ 19,208 2,000 3 20,000 20,000

<u>Program</u>	<u>Account</u>	<u>Amount</u>
M25. Transfer to purchase office furniture.		
From: VP, Business Services	Administrative Contingency	\$ 39,439
To: Dean, Grant & Student Equity	Equipment	\$ 39,439
M26. Transfer to provide for fuel and to purchase a ballistic vest.		
From: Safety & Police	Short-Term Temporary	\$ 1,250
	Comp Software Maint/Lic	354
To: Safety & Police	Other Transport Supplies	\$ 1,250
	Equipment	354
M27. Transfer to provide for fuel. (Fund 12, Resource 1050)		
From: Safety & Police	Classified Substitutes	\$ 1,250
To: Safety & Police	Other Transport Supplies	\$ 1,250
M28. Transfer into administrative contingency.		
From: Institutional Effectiveness	Academic FT Administrator	\$ 37,839
	Employee Benefits	13,549
Admissions and Records	Classified Perm PT	3,556
	Employee Benefits	1,814
Building Maintenance	Classified FT	3,698
	Employee Benefits	4,262
Custodial Services	Classified FT	10,365
	Employee Benefits	13,108
Grounds Maintenance	Classified FT	10,365
	Employee Benefits	13,448
To: VP, Business Services	Administrative Contingency	\$ 112,004

<u>Program</u>	<u>Account</u>	<u>Amount</u>
M29. Transfer to provide for repair costs.		
From: Moreno Valley, Food Services	Equipment	\$ 4,500
To: Moreno Valley, Food Services	Repairs	\$ 4,500

District Office and District Support Services

D1. Transfer to provide for training on new equipment and software.

From: Production Printing	Equipment	\$ 2,000
To: Production Printing	Other Services	\$ 2,000

D2. Transfer to provide for conferences and cellular telephone. (Fund 12, Resource 1190)

From: Innovation in Higher Education	Supplies	\$ 6,000
To: Innovation in Higher Education	Conferences	\$ 4,000
	Cellular Telephone	2,000

D3. Transfer to provide for supplies and computers. (Fund 12, Resource 1190)

From: Adult Ed Data Grant	Professional Services	\$ 5,125
	Conferences	3,463
	Comp Software Maint/Lic	6,415
To: Adult Ed Data Grant	Supplies	\$ 472
	Equipment	14,531

<u>Program</u>	<u>Account</u>	<u>Amount</u>
D4. Transfer to reallocate the Perkins Title I-C grant budget. (Fund 12, Resource 1190)		
From: Perkins Title I-C	Academic Special Project	\$ 6,000
	Classified FT	184
	Student Help – Non-Instr	13,827
	Employee Benefits	2,249
	Professional Services	1,194
	Other Services	47,873
To: Perkins Title I-C	Reference Books	\$ 49,700
	Instructional Supplies	16,699
	Supplies	4,928
D5. Transfer to provide for conferences and a cellular telephone. (Fund 12, Resource 1190)		
From: Regional Consortia Desert	Academic Special Project	\$ 1,096
	Classified FT	442
	Employee Benefits	467
To: Regional Consortia Desert	Conferences	\$ 1,605
	Cellular Telephone	400
D6. Transfer to provide for air condition ducting in the Network Operations Center on the Riverside City College campus.		
From: VC, Business & Financial Services	Academic FT Administrator	\$ 30,220
To: Information Services	Fixtures & Fixed Equipment	\$ 30,220
D7. Transfer to purchase a computer. (Fund 12, Resource 1190)		
From: Procurement Assistance Center	Administrative Contingency	\$ 1,450
To: Procurement Assistance Center	Equipment	\$ 1,450

<u>Program</u>	<u>Account</u>	<u>Amount</u>
D8. Transfer to realign the Employment Training Panel contract budget. (Fund 11, Resource 1170)		
From: ETP Agreement 17-0428	Equipment	\$ 3,800
To: ETP Agreement 17-0428	Short-Term Temporary	\$ 1,806
	Employee Benefits	61
	Copying and Printing	14
	Supplies	943
	Mileage	900
	Meeting Expenses	26
	General Liability & Property	50
D9. Transfer to purchase supplies and a computer.		
From: Safety & Police	Short-Term Temporary	\$ 146
	Comp Software Maint/Lic	159
To: Safety & Police	Supplies	\$ 159
	Equipment	146
D10. Transfer to purchase office furniture and supplies. (Fund 12, Resource 1180)		
From: Community & Economic Devel.	Other Services	\$ 3,000
To: Community & Economic Devel.	Equipment	\$ 2,880
	Supplies	120
D11. Transfer to provide for advertising. (Fund 12, Resource 1180)		
From: Information Services	Equipment	\$ 1,887
To: Information Services	Advertising	\$ 1,887

<u>Program</u>	<u>Account</u>	<u>Amount</u>
D12. Transfer to rent an event venue for ERP vendor evaluations and to purchase computer software maintenance license. (Fund 12, Resource 1180)		
From: Administration & Finance	Equipment	\$ 48,273
To: Information Services	Rents and Leases	\$ 26,310
	Comp Software Maint/Lic	21,963

Board of Trustees Regular Meeting (VI.F)

Meeting	April 16, 2019
Agenda Item	Resolution(s) to Amend Budget (VI.F)
Subject	Resolution(s) to Amend Budget Resolution No. 52-18/19 - 2018-19 Basic Skills Program
College/District	District
Funding	Grants and Categorical Programs
Recommended Action	Recommend adding the expenditures of \$52,210 to the budget.

Background Narrative:

The Riverside Community College District's colleges have received additional funding for the 2018-2019 Basic Skills Program in the amount of \$52,210 from the California Community Colleges Chancellor's Office. The additional funding by college follows: Riverside City College - \$22,386, Norco College - \$11,589, and Moreno Valley College - \$18,235. The funds will be used for other operational expenses of the program.

Prepared By: Gregory Anderson, President, Riverside City College
Bryan Reece, President, Norco College
Robin Steinback, President, Moreno Valley College
FeRita Carter, Vice President, Student Services (RCC)
Kaneesha Tarrant, Interim Vice President Student Services (NC)
Carlos Lopez, Vice President, Educational Services (MVC)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 52-18/19

2018-2019 Basic Skills Program

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$52,210 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 April 16, 2019.

Clerk or Authorized Agent

RIVERSIDE COMMUNITY COLLEGE DISTRICT
 INCOME & EXPENDITURES - BUDGET AMENDMENT
 Resolution No. 52-18/19
 2018-2019 Basic Skills Program

Year	County	District	Date	Fund
19	33	07	4/16/2019	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	D00	1190	0	0000	0023	8659	22,386 00	REVENUE
12	E00	1190	0	0000	0023	8659	11,589 00	↓
12	F00	1190	0	0000	0023	8659	18,235 00	↓
								EXPENDITURES
12	DJA	1190	0	6010	2023	5899	22,386 00	Administrative Contingency
12	EJA	1190	0	6010	2023	5899	11,589 00	Administrative Contingency
12	FMB	1190	0	6017	8023	5899	18,235 00	Administrative Contingency
							52,210 00	TOTAL REVENUE
							52,210 00	TOTAL EXPENDITURES

Board of Trustees Regular Meeting (VI.G)

Meeting	April 16, 2019
Agenda Item	Resolution(s) to Amend Budget (VI.G)
Subject	Resolution(s) to Amend Budget Resolution No. 53-18/19 - 2018-2019 State Homeland Security Program Grant
College/District	District
Funding	Grants and Categorical Programs
Recommended Action	Recommend adding the revenue and expenditures of \$154,885 to the budget.

Background Narrative:

The Riverside Community College District has received funding for the 2018-2019 State Homeland Security Program Grant in the amount of \$154,885 from the County of Riverside Emergency Management Department. The funds will be used for new radio equipment, training and support of the new equipment.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services
Michael W. Simmons, Director, Risk Management, Safety & Police Services
Colleen Walker, Interim Chief of Police

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 53-18/19

2018-2019 State Homeland Security Program Grant

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$154,885 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 April 16, 2019.

Clerk or Authorized Agent

RIVERSIDE COMMUNITY COLLEGE DISTRICT
 INCOME & EXPENDITURES - BUDGET AMENDMENT
 Resolution No. 53-18/19
 2018-2019 State Homeland Security Program Grant

Year	County	District	Date	Fund
19	33	07	4/16/2019	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	A00	1190	0	0000	0274	8190	154,885 00	REVENUE
								EXPENDITURES
12	AZR	1190	0	6774	0274	2369	9,681 00	Classified Substitutes
12	AZR	1190	0	6774	0274	3325	140 00	Employee Benefits
12	AZR	1190	0	6774	0274	3460	19 00	
12	AZR	1190	0	6774	0274	3520	5 00	
12	AZR	1190	0	6774	0274	3620	155 00	↓
12	AZR	1190	0	6774	0274	5220	3,750 00	Conferences
12	AZR	1190	0	6774	0274	6481	141,135 00	Equip Additional \$200-\$4999
							154,885 00	TOTAL REVENUE
							154,885 00	TOTAL EXPENDITURES

Board of Trustees Regular Meeting (VI.H)

Meeting	April 16, 2019
Agenda Item	Resolution(s) to Amend Budget (VI.H)
Subject	Resolution(s) to Amend Budget Resolution No. 54-18/19 - 2018-2019 State of California Employment Training Panel - #19-0401
College/District	District
Funding	General Fund
Recommended Action	Recommend adding the revenue and expenditures of \$470,005 to the budget.

Background Narrative:

The Riverside Community College District has received funding for the 2018-2019 State of California Employment Training Panel - #19-0401 in the amount of \$470,005 from the State of California. The funds will be used for salaries, benefits, and other operational expenses of the program.

Prepared By: Susan Mills, Vice Chancellor, Educational Services & Strategic Planning
Jeannie Kim-Han, Associate Vice Chancellor, Grants & Economic Development
Mark Mitchell, Executive Director, Corporate & Business Innovation

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 54-18/19

2018-2019 State of California Employment Training Panel – #19-0401

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$470,005 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 April 16, 2019.

Clerk or Authorized Agent

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

Resolution No. 54-18/19

2018-2019 State of California Employment Training Panel - #19-0401

Year	County	District	Date	Fund
19	33	07	4/16/2019	11

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
11	A00	1170	0	0000	0401	8831	470,005 00	REVENUE
								EXPENDITURES
11	AXB	1170	0	7010	0401	2339	10,000 00	Classified PT Hrly As Needed
11	AXB	1170	0	7010	0401	3325	145 00	Employee Benefits
11	AXB	1170	0	7010	0401	3460	20 00	↓
11	AXB	1170	0	7010	0401	3520	5 00	
11	AXB	1170	0	7010	0401	3620	160 00	
11	AXB	1170	0	7010	0401	4555	750 00	
11	AXB	1170	0	7010	0401	4590	1,000 00	Office and Other Supplies
11	AXB	1170	0	7010	0401	4599	2,000 00	Contract Ed Instr Supplies
11	AXB	1170	0	7010	0401	5045	100 00	Postage
11	AXB	1170	0	7010	0401	5197	150,000 00	Grant/Contract Sub-Agreemt
11	AXB	1170	0	7010	0401	5210	750 00	Mileage
11	AXB	1170	0	7010	0401	5211	200 00	Meeting Expenses
11	AXB	1170	0	7010	0401	5220	1,500 00	Conferences
11	AXB	1170	0	7010	0401	5310	1,000 00	Membership/Dues
11	AXB	1170	0	7010	0401	5421	160 00	General Liability & Property
11	AXB	1170	0	7010	0401	5740	1,200 00	Advertising
11	AXB	1170	0	7010	0401	5890	301,015 00	Trainers
							470,005 00	TOTAL REVENUE
							470,005 00	TOTAL EXPENDITURES

Board of Trustees Regular Meeting (VI.I)

Meeting	April 16, 2019
Agenda Item	Resolution(s) to Amend Budget (VI.I)
Subject	Resolution(s) to Amend Budget Resolution No. 55-18/19 - 2018-2019 Umoja Community Education Foundation Grant
College/District	Moreno Valley College
Funding	Grants and Categorical Programs
Recommended Action	Recommend adding the revenue and expenditures of \$16,000 to the budget.

Background Narrative:

The Riverside Community College District's Moreno Valley College has received funding for the 2018-2019 Umoja Community Education Foundation Grant in the amount of \$16,000 from the Umoja Community Education Foundation, passed through from the State of California. The funds will be used for salaries, benefits, and other operational expenses of the program.

Prepared By: Robin Steinback, President, Moreno Valley College
Dyrell Foster, Vice President, Student Services, Moreno Valley College

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 55-18/19

2018-2019 Umoja Community Education Foundation Grant

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$16,000 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 April 16, 2019.

Clerk or Authorized Agent

RIVERSIDE COMMUNITY COLLEGE DISTRICT
 INCOME & EXPENDITURES - BUDGET AMENDMENT
 Resolution No. 55-18/19
 2018-2019 Umoja Community Education Foundation Grant

Year	County	District	Date	Fund
19	33	07	4/16/2019	12

Fund	School	Resource	PY	Goal	Func	Object	Amount		Object Code Description
12	F00	1190	0	0000	0249	8627	16,000	00	REVENUE
									EXPENDITURES
12	FZG	1190	0	6452	0249	2331	1,965	00	Student Help Non-Instruct
12	FZG	1190	0	6452	0249	3460	4	00	Employee Benefits
12	FZG	1190	0	6452	0249	3620	31	00	↓
12	FZG	1190	0	6452	0249	4590	10,000	00	Office and Other Supplies
12	FZG	1190	0	6452	0249	4710	2,000	00	Food
12	FZA	1190	0	7321	0249	7620	666	00	Student Financial Grants
12	FZA	1190	0	7321	0249	7650	667	00	Meal Grants
12	FZA	1190	0	7321	0249	7660	667	00	Transportation
							16,000	00	TOTAL REVENUE
							16,000	00	TOTAL EXPENDITURES

Board of Trustees Regular Meeting (VI.J)

Meeting	April 16, 2019
Agenda Item	Resolution(s) to Amend Budget (VI.J)
Subject	Resolution(s) to Amend Budget Resolution No. 56-18/19 - 2018-2019 Professional Development for Classified Staff
College/District	District
Funding	Grants and Categorical Programs
Recommended Action	Recommend adding the revenue and expenditures of \$119,725 to the budget.

Background Narrative:

The Riverside Community College District has received funding for the 2018-2019 Professional Development for Classified Staff program in the amount of \$119,725 from the California Community Colleges Chancellor's Office. The funds will be used for conferences.

Prepared By: Terri Hampton, Vice Chancellor, Human Resources & Employee Relations
Diana Torres, Director, Human Resources & Employee Relations

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 56-18/19

2018-2019 Professional Development for Classified Staff

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$119,725 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 April 16, 2019.

Clerk or Authorized Agent

RIVERSIDE COMMUNITY COLLEGE DISTRICT
 INCOME & EXPENDITURES - BUDGET AMENDMENT
 Resolution No. 56-18/19
 2018-2019 Professional Development for Classified Staff

Year	County	District	Date	Fund
19	33	07	4/16/2019	12

Fund	School	Resource	PY	Goal	Func	Object	Amount		Object Code Description
12	A00	1190	0	0000	0085	8629	119,725	00	REVENUE
									EXPENDITURES
12	ABJ	1190	0	6750	0085	5220	119,725	00	Conferences
							119,725	00	TOTAL REVENUE
							119,725	00	TOTAL EXPENDITURES

Board of Trustees Regular Meeting (VI.K)

Meeting	April 16, 2019
Agenda Item	Resolution(s) to Amend Budget (VI.K)
Subject	Resolution(s) to Amend Budget Resolution No. 58-18/19 – FY 2017-18 Additional Apportionment
College/District	District
Funding	N/A
Recommended Action	Recommend adding the revenue and expenditures of \$4,269,218 to the budget.

Background Narrative:

The Riverside Community College District's colleges have received funding for additional FY 2017-18 apportionment in the amount of \$4,269,218 from the California Community Colleges Chancellor's Office. The additional funding is allocated based on the FTES shifted from Summer 2018 to FY 2017-18, multiplied by the 2018-19 credit FTES funding rate per college calculated in the FY 2018-19 adopted budget allocation model, as follows: Riverside City College - \$1,409,277, Norco College - \$696,824, and Moreno Valley College - \$277,231. The funds will be set-aside in college accounts to use on strategic priorities. The remaining \$1,885,886 will be set-aside for the benefit of the colleges to be used mainly for scaling of the Guided Pathways initiative, for components such as professional development, Center(s) for Teaching Excellence, and other initiatives, pending further planning development.

Prepared By: Aaron S. Brown, Vice Chancellor, Business & Financial Services

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 58-18/19

FY 2017-18 Additional Apportionment

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$4,269,218 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 April 16, 2019.

Clerk or Authorized Agent

RIVERSIDE COMMUNITY COLLEGE DISTRICT
 INCOME & EXPENDITURES - BUDGET AMENDMENT
 Resolution No. 58-18/19
 2018-2019 FTES

Year	County	District	Date	Fund
19	33	07	4/16/2019	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
11	D00	1000	0	0000	0716	8619	1,409,277 00	REVENUE
11	E00	1000	0	0000	0716	8619	696,824 00	
11	F00	1000	0	0000	0716	8619	277,231 00	
11	A00	1000	0	0000	0716	8619	1,885,886 00	↓
								EXPENDITURES
11	DDB	1000	0	6729	0716	5899	1,409,277 00	Administrative Contingency
11	EDB	1000	0	6729	0716	5899	696,824 00	Administrative Contingency
11	FDB	1000	0	6729	0716	5899	277,231 00	Administrative Contingency
11	AAS	1000	0	6680	0716	5899	1,885,886 00	Administrative Contingency
							4,269,218 00	TOTAL REVENUE
							4,269,218 00	TOTAL EXPENDITURES

Board of Trustees Regular Meeting (VI.L)

Meeting	April 16, 2019
Agenda Item	Bid Awards (VI.L)
Subject	Bid Award Resolution No. 57-18/19 To Approve Sole Source Procurement of Student Psychological Counseling Services and for Award of Service Agreement to Loma Linda University
College/District	District
Funding	Mental Health Support Allocations and Student Health Funds
Recommended Action	Recommend adopting Resolution No. 57-18/19 to approve sole source procurement of student psychological counseling services and for award of the service agreement to Loma Linda University.

Background Narrative:

Riverside Community College District's (RCCD) Student Health and Psychological Services (SHPS) assists students in seeking counseling and mental health services to help in achieving success in the college setting. SHPS provides services to students through self-referral, referral by academic counseling or instructional faculty or staff, or through contracted psychological counselors. Psychological counselors may provide students with individual and group counseling in mental health promotion and illness prevention. Counseling services within the SHPS office are targeted to help students cope with stressors that are affecting their academic, career, or personal goals. Psychological Counselor assist in furthering the educational growth of students and support advancement of the vision, mission, and values of the community college district.

The District advertised and issued a Request for Proposal (RFP) for professional services to provide student psychological counseling services. No responses to the RFP were received by the deadline of March 27, 2019.

California Public Contract Code Section 20651 requires RCCD to advertise publicly for bids for the purchase of goods or services involving an expenditure that exceeds the state-mandated bid limit. However, if sufficient evidence is provided to support a finding by the Board of Trustees that a competitive bidding process is not feasible or practical, and that sole source procurement is in the best interest of the District, then an exception may be allowed under these circumstances.

Based on the above factors, further competitive bidding would not produce any advantage to the District. As a result, it is recommended that the Board of Trustees find that it is in the District's best interest to authorize the letting of a sole source purchase order contract to Loma Linda University.

Prepared By: Robin Steinback, President, Moreno Valley College
Bryan Reece, President, Norco College
Gregory Anderson, President, Riverside City College
Dyrell Foster, Vice President, Student Services, Moreno Valley College
Kaneesha Tarrant, Interim Vice President, Student Services Norco College
FeRita Carter, Vice President, Student Services, Riverside City College
Aaron S. Brown, Vice Chancellor, Business and Financial Services
Majd Askar, Director, Business & Financial Services

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION NO. 57-18/19

**RESOLUTION TO AWARD SERVICE AGREEMENT TO LOMA LINDA UNIVERSITY
BASED UPON THE FINDING THAT COMPETITIVE BIDDING WOULD NOT PRODUCE
ANY ADVANTAGE**

WHEREAS, the California State Legislature approved \$10 million of one-time funding in the 2018-19 State Budget for California Community Colleges to support mental health services and training; and

WHEREAS, Colleges may use these funds to support activities including, but not limited to, expanding mental health services, providing training, and developing stronger relationships with the county behavioral health department and community-based mental health services for which reimbursement is available through the students' health coverage; and

WHEREAS, Loma Linda University Department of Psychology provides Riverside Community College District (RCCD) students with psychological counseling services by doctoral interns and by licensed mental health professional intern supervisors; and

WHEREAS, the additional funding from the California Chancellor's Office will allow for added psychological counseling hours for the RCCD students; and

WHEREAS, California Public Contract Code Section 20651 requires the District to advertise publicly for bids for the purchase of goods or services involving an expenditure which exceeds the state-mandated bid limit; and

WHEREAS, the District advertised and issued a Request for Proposal (RFP) for professional services to provide psychological counseling services to RCCD students; and

WHEREAS, on March 27, 2019 no responses to the RFP were received; and

WHEREAS, sufficient evidence exists for the Board of Trustees to support a finding that further bidding is not feasible or practical, and that a sole source procurement is in the best interest of the District, permitting an exception to be allowed under these circumstances; and

WHEREAS, it is in the best interest of the District to negotiate a contract consistent with the project budget without further bidding.

WHEREAS, Meakin v. Steveland (1977) 68 Cal.App.3d 490 and Los Angeles Dredging v. Long Beach (1930) 210 Cal. 348 hold that statutes requiring competitive bidding do not apply when competitive bidding would work an incongruity and not produce any advantage; and

NOW, THEREFORE, IT IS RESOLVED THAT, the District requests to enter into a Service Agreement between Riverside Community College District and Loma Linda University.

IT IS FURTHER RESOLVED THAT, the foregoing reasons are sufficient to support a finding by the Board of Trustees that it is in the District's best interest to authorize the letting of sole source contracts, as needed, to Loma Linda University.

ADOPTED this 16th day of April 2019.

Tracey Vackar
President of the Board of Trustees
Riverside Community College District

Board of Trustees Regular Meeting (VI.M)

Meeting	April 16, 2019
Agenda Item	Bid Awards (VI.M)
Subject	Bid Award Purchase of Office and Classroom Supplies from Spicers Paper, Inc. Utilizing the Corona–Norco Unified School District Bid No. 2018/19-023
College/District	District
Funding	Various Resources
Recommended Action	Recommend approving the purchase of office and classroom supplies from Spicers Paper, Inc., utilizing the Corona–Norco Unified School District Bid No. 2018/19-023 through January 22, 2022.

Background Narrative:

Corona–Norco Unified School District (CNUSD) has awarded a competitively bid contract to Spicers Papers, Inc. for the purchase of office and classroom supplies. Public Contract Code Section 20652 authorizes the governing board of any community college district, without advertising for bids, the authority to piggyback on existing bids properly advertised and awarded by other public entities.

Staff recommends use of the Corona–Norco Unified School District awarded contract, as needed throughout the District, with Spicers Paper, Inc. The contract term is from January 23, 2019 through January 22, 2022. District staff has reviewed available cooperative purchasing agreements and other formal purchasing options and found that this contract best meets the needs of the District.

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

Board of Trustees Regular Meeting (VI.N)

Meeting	April 16, 2019
Agenda Item	Bid Awards (VI.N)
Subject	Bid Award Science & Technology Building Makerspace Remodel Project
College/District	District
Funding	Hispanic Serving Institution (HSI) Title III STEM Grant
Recommended Action	Recommend awarding Bid No. 2018/19-17, Science & Technology Building Makerspace Remodel Project, in the total amount of \$687,500 to Torga Electrical.

Background Narrative:

On March 14, 2019, the District received bids in response to an Invitation for Bid solicitation for the Science & Technology Building Makerspace Remodel project at Moreno Valley College. The project consists of interior improvements to room 151 in the Science & Technology Building, by converting the room from an approximately 3,000 square ft. computer lab to a makerspace room for the use of new technology equipment.

See the attached Lowest Responsive and Responsible Bidders summary for the Science & Technology Building Makerspace Remodel project.

References for Torga Electrical were checked by District staff and found to be satisfactory.

Prepared By: Robin Steinback, President, Moreno Valley College
Aaron S. Brown, Vice Chancellor, Business and Financial Services
Melody Graveen, Dean of Instruction, Career & Technical Education
Bart Doering, Facilities Development Director
Majd Askar, Director, Business Services

Lowest Responsive and Responsible Bidders
Science & Technology Building Makerspace Remodel at MVC

<u>Contractor</u>	<u>Location</u>	<u>Total Bid</u>
Torga Electrical	San Bernardino, CA	\$687,500
Marjani Builders, Inc.	Mission Viejo, CA	\$949,000
Hinkley and Associates, Inc.	Highland, CA	\$1,101,000
CDG Builders, Inc.	Irvine, CA	\$1,150,000
CalTec Corp.	Westminster, CA	\$1,178,000
Snyder & Snyder Construction, Inc.	Alta Loma, CA	WITHDREW

Board of Trustees Regular Meeting (VI.O)

Meeting	April 16, 2019
Agenda Item	Grants, Contracts and Agreements (VI.O)
Subject	Grants, Contracts and Agreements Contracts and Agreements Report Less than \$92,600 - All District Resources
College/District	District
Funding	Various Resources
Recommended Action	Recommend ratifying contracts totaling \$216,721 for the period of March 1, 2019 through March 31, 2019.

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 \$92,600. The attached listing of contracts and agreements under \$92,600 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 S. Brown, Vice Chancellor, Business and Financial Services
Majd S. Askar, Director, Business Services

Contracts and Agreements Report-All District Resources
 \$92,600 and Under
 3/01/2019 thru 3/31/19

PO #	Department	Vendor	Business Location	Description	Amount
C0006348	Allied Health - Riverside	HealthImpact	Oakland	State Assessment Review, SSIH Standard GAP Analysis	\$ 5,814
C0006349	Counseling - Moreno Valley	Holiday Inn	Berkeley	Other Travel Expenses	3,373
C0006350	Campus Student Services - Norco	Holiday Inn	Berkeley	Other Travel Expenses	13,101
C0006351	Admissions & Records - Norco	Substance Media, Inc.	Covina	Map Animation	21,400
C0006352	Counseling - Moreno Valley	Quality Inn	Los Angeles	Other Travel Expenses	2,870
C0006353	Campus Student Services - Norco	Certified Transportation Services, Inc.	Santa Ana	Transportation Contracts	6,457
C0006355	Allied Health - Riverside	Harland Technology Services	Omaha, NE	Repairs - Service	867
C0006357	Disabled Student Services - Moreno Valley	Dainty Dames Events, LLC	Encino	Lecturers	1,416
C0006358	Student Services - Moreno Valley	Holiday Inn	Morgan Hill	Other Travel Expenses	13,160
C0006359	Academic Affairs - Riverside	The College Agency, LLC	Savage, MN	Lecturers	2,742
C0006360	Business Operations - Riverside	Bandy, Julie Lanthier	Vista	Website Content Strategy & Design Services	90,200
C0006361	Student Activities	The College Agency, LLC	Savage, MN	Lecturers	4,032
N/A	CTE Projects	Colton-Redlands-Yucaipa ROP	Redlands	Articulation Agreement CIS-35	No Cost
N/A	RCCD Foundation	For Purpose Law Group	San Diego	Legal Counsel	No Cost
N/A	Department of Instruction	Jurupa Unified School District	Jurupa Valley	Welding Concurrent Enrollment Classes	No Cost
N/A	School of Nursing	Department of State Hospitals Patton	Patton	Student Clinical for Psych Health	No Cost
N/A	Strategic Communications	STA Airlines	Tempe, AZ	Travel Flight Arrangements	No Cost
N/A	Strategic Communications	Interact Communications	La Crosse, WI	Rebranding & Marketing Campaign	No Cost
N/A	Fine & Performing Arts	Actors Equity Association (Daniel Schultz)	North Hollywood	Sister Act Production State Manager	No Cost
N/A	Strategic Communications	Meltwater New US, Inc.	San Francisco	Online News & Social Media Sources	No Cost
Additions to Approved/Ratify Contracts of \$92,600 and Under					
C0005411	Academic Affairs - Riverside	Rise Interpreting, Inc.	Riverside	Interpreting Services	\$ 5,000
C0005504	Strategic Development	Sinclair Community College	Dayton, OH	Qualified Supply Chain Technicians	3,789
C0006140	Strategic Development	Rexco Norco, LLC	Orange	Rents and Leases	369
C0006225	Disabled Student Services - Moreno Valley	Rapid Caption, LLC	Mentone	Captioning Services	3,645
C0006233	Athletics - Riverside	Adecco USA, Inc.	Riverside	Transportation Contracts	7,509
C0006251	Disabled Student Services - Moreno Valley	Purple Communications Inc.	Rocklin	Interpreting Services	30,800
C0006319	Institutional Support, Instruction & Curriculum	Regents of the University of California	Lake Arrowhead	Conferences	177
N/A	Human Resources & Employee Relations	Keenan & Associates	Torrance	Amend. #1/Adds Pharmacy Benefit	No Cost
N/A	Department of Instruction	University Enterprises Corp. at CSUSB	San Bernardino	Amend. #3/Extends Date	No Cost
N/A	Foster Youth	Riverside County Office of Education	Riverside	Amend. #1/College Connection	No Cost
N/A	RCC Bookstore	Follett Corporation	Westchester	Amend. #1/Adds Web-based inventory	No Cost
Total					\$ 216,721

Board of Trustees Regular Meeting (VI.P)

Meeting	April 16, 2019
Agenda Item	Grants, Contracts and Agreements (VI.P)
Subject	Grants, Contracts and Agreements Agreement for Construction Management Services for the Welcome Center and Ben Clark Correction Training Platform Projects
College/District	Moreno Valley College
Funding	Title V Grant and Measure C
Recommended Action	Recommend approving the selection of Tilden Coil to provide construction management services for the Welcome Center and Ben Clark Correction Training Platform projects at Moreno Valley College; and the Agreement with Tilden Coil in the total amount of \$1,850,040 - \$1,384,240 for the Welcome Center Project and \$465,800 for the BCTC Correctional Platform Project.

Background Narrative:

In November, 2018, the Board of Trustees approved a Pre-Qualified list of (12) construction management (CM) firms to be eligible to provide construction management services on a project specific basis. On February 7, 2019, the District issued a Request for Proposal (RFP) solicitation to its Pre-Qualified CM firms for the Moreno Valley College's Welcome Center and Ben Clark Correction Training Platform projects. The RFP requested written qualifications, including in-depth supporting material, to identify construction management firms to provide CM services and a proposed fee proposal.

The District received ten (10) submittals in response to the District's RFP. All submittals were reviewed and screened by a committee, consisting of the college Vice President of Business Services, Director of Facilities, Dean of Instruction for Public Safety Training, and the District office Facilities Development Director. Proposals were evaluated based on criteria consisting of: experience of the firm; understanding of the District's educational goals, objectives and management methods; capacity and capability of firm; experience working with state agencies on state-funded and locally funded projects; various project delivery methods; project approach and controls; references; overall quality of the proposal; and fee.

The committee recommends the selection of Tilden Coil for construction management services for Moreno Valley College's Welcome Center and Ben Clark Correction Training Platform projects.

Prepared By: Robin Steinback, President, President, Moreno Valley College
Aaron S. Brown, Vice Chancellor, Business and Financial Services
Nathaniel Jones, Vice President, Business Services, Moreno Valley College
Bart Doering, Facilities Development Director
Majd S. Askar, Director, Business Services

CONSTRUCTION MANAGEMENT SERVICES
Welcome Center and Ben Clark Training Platform

This Construction Management Services Agreement (“Agreement”) is made and entered into this 22 day of April, 2019 by and between Riverside Community College District (hereinafter “District”) and Tilden Coil Constructors (hereinafter referred to as “Construction Manager”) for construction management services relating to a multi-prime construction contract for construction of the Welcome Center located at Moreno Valley College, Moreno Valley, California and Ben Clark Training Platform located at Ben Clark Training Center, Riverside, California

ARTICLE I
CONSTRUCTION MANAGER’S SERVICES AND RESPONSIBILITIES

Construction Manager represents to District that it has the necessary license for a Construction Manager as provided for in Government Code Section 4525, et. Seq. that it has expertise and experience in construction supervision; bid evaluation; project scheduling; cost benefit analysis; claims review and negotiation; and general management and administration of construction projects. Construction Manager covenants to provide its best skill and judgment in furthering the interests of District in the management of the construction of the Project. Construction Manager agrees to furnish efficient business administration and management services and to perform in an expeditious and economical manner consistent with the interests of District. The Construction Manager hereby designates the following individuals:

[Provide a listing of the name(s) and title(s) of all individuals who will be CM’s representatives on the Project]

The designee’s are Construction Manager’s representatives to the Owner. Any substitution of the Construction Manager’s representatives shall be approved in writing by the Owner. Construction Manager shall provide the following services with respect to the Project.

1.1 DESIGN PHASE.

The services to be provided during the Design Phase for the Project include, but are not limited to, providing responsible reporting, documentation, recommendations and supervision of the following services: pre-construction scheduling, review and recommendations during the design development stages from the schematic phase to the completion of working drawings, preparation of conceptual and periodic estimates, budget assessment and cost containment advice, value engineering studies and recommendations, and Construction Manager reviews.

1.1.1 Construction Management Plan. In consultation with the District’s architect (“Architect”), the Construction Manager shall prepare a Construction Management Plan for the Project which shall establish the scope for the Project and the general basis for the sequence of contracting for construction of the Project. In preparation for this Construction Management plan, the Construction Manager shall evaluate the local construction market, the District’s schedule and budget goals for the Project, develop various alternative approaches, and

make recommendations to the District. Upon approval by the District of the Construction Management Plan for the Project, the Construction Manager shall prepare the Construction Management Plan in final form. This document shall indicate the Project's rationale and recommend the strategy for purchasing, construction, the various bid packages for Project, and a Master Project Schedule.

1.1.2 Master Project Schedule. The Construction Manager shall develop a Master Project Schedule for the Project, subject to approval by District, which shall contain key milestones to be accomplished by the participants, including milestone completion dates for the Architect's and any consultant's design activities. The Master Project Schedule shall be consistent with the schedule attached hereto as Exhibit "A" and incorporated herein. The Master Project Schedule shall contain a critical path Master Construction Schedule for the Project and shall provide all major elements. The Master Project Schedule shall utilize the completion date of Ben Clark Training Platform May, 2020; Welcome Center June, 2020.

If necessary, the Construction Manager shall periodically update the Master Project Schedule for the Project and submit each update to the District for the District's approval.

1.1.3 Project Budget. The Construction Manager shall provide a budget based upon the amounts provided by the District pursuant to Paragraph 2.2 ("Project Budget"). This budget shall include: the anticipated total of all of the separate contracts for the Project pursuant to Section 1.1.10 ("Construction Cost"); Construction Manager's compensation; and the General Conditions costs as provided in this Agreement. The Construction Manager shall review any Project requirements of District, the District's schedule goals, and existing budget data.

The Construction Manager shall make a report of the Project Budget to the District indicating: (1) shortfalls or surpluses in the budget, and (2) recommendations for cost reductions, value engineering, or revisions to the District's Project requirements. The Construction Manager shall consult with the Architect and the District to suggest reasonable adjustments in the scope of the Projects, if any, and to suggest alternate bids in construction documents to adjust the construction costs to conform to the Project Budget.

1.1.4 Cost Management Procedures. The Construction Manager shall implement and maintain cost management procedures throughout the Design Phase for the Project. When design or programmatic changes are made and approved by the District, these changes shall be recorded and the cost effect shall be documented.

1.1.5 Construction Management Coordination and Value Engineering Review. The Construction Manager shall perform constructability reviews, utilizing a checklist type method such as Redicheck or some other form acceptable to District, and shall provide input to the District relative to means and methods of construction, duration of construction, and constructability. This checklist shall be made available to the District upon request.

1.1.6 Coordination/Value Engineering Review. With respect to the Project, the Construction Manager shall review the Architect's 50% and 90% contract document

submissions and provide written comments on the coordination of the various disciplines, including civil, structural, architectural, mechanical, electrical, HVAC, plumbing, and landscape.

1.1.7 Design Review and Comments. The Construction Manager shall provide coordination between the Architect and the District on the proper flow of information for the Project. The Construction Manager shall develop written procedures for orderly communication to all Project consultants. Construction Manager shall advise on-site use and improvements.

1.1.8 Cost Adjustment Sessions. The Construction Manager shall prepare for the District's approval a more detailed estimate of Construction Cost, as defined in Article 3, developed by using estimating techniques which anticipate the various elements of the Project. The Construction Manager shall update and refine this estimate at 50% and 90% completion of the Construction Documents. The Construction Manager shall advise the District and the Architect if it appears that the Construction Cost may exceed the budgeted amount for Construction Cost as set forth in the Project Budget. The Construction Manager shall make recommendations for corrective action to bring the Construction Costs within the District Budget.

A fixed limit has been established under Paragraph 2.2, the Construction Manager shall consult with the Architect and the District to suggest reasonable adjustments in the scope of the Project, and to suggest alternate bids in the Construction Documents to adjust the Construction Cost to the budgeted amount for Construction Cost as set forth in the Project Budget, if necessary.

1.1.9 Assignment of Responsibility. The Construction Manager shall provide recommendations and information to the District regarding the assignment of responsibilities for safety precautions and programs; temporary Project facilities; and equipment, materials and services for common use of contractors. The Construction Manager shall verify that the requirements and assignment of responsibilities are included in the proposed contract documents.

1.1.10 Separate Contracts (Multi-Prime Contracting). The Construction Manager shall advise on the separation of the Project into separate contracts for various categories of work ("Contracts"). The Construction Manager shall advise on the method to be used for selecting contractors and awarding individual bids. The Construction Manager shall prepare and revise contractor pre-qualification documents and identify potential contractors for District approval. The Construction Manager shall inspect, review, revise and assure proper delivery, assembly of the Project manuals and specifications and shall manage and coordinate the development of construction documents with the Architect. The Construction Manager shall review drawings and specifications for the Contracts to provide that (1) the work of the separate contractors is coordinated, (2) all requirements for the Project have been assigned to the appropriate separate Contract, (3) the likelihood of jurisdictional disputes has been minimized, and (4) proper coordination has been provided for phased construction.

1.1.11 Monthly Reports. With the District's assistance, Construction Manager shall provide a detailed cash flow tracking system for the Project. The system must be approved and accepted by the District. The Construction Manager shall update the cash flow spreadsheet monthly or as required by the District.

1.1.12 Coordination of Relocation of District Property. If applicable, Construction Manager shall coordinate the moving, relocation, temporary housing and storing of District's property prior to the construction phase for the Project.

1.1.13 Office of Public School Construction and Other Public Agencies. The Construction Manager, in cooperation with the District and Architect, shall assist with the coordination and processing of all necessary paperwork and close-out documents with the Office of Public School Construction ("OPSC"), Division of the State Architect and any other applicable public agencies.

1.1.14 Professional Consultants. The Construction Manager shall assist the District, if required, in selecting and retaining the professional services of surveyors, special consultants and testing laboratories, and coordinate their services.

1.2 PLAN CHECK AND BIDDING PHASE.

1.2.1 Bidding Procedures. The Construction Manager shall develop and expedite bidding procedures for bid document issuance, bid tracking and receipt of proposals with regard to each of the Contracts. The Construction Manager shall also take the necessary procedures to administer any prequalification of potential contractors as directed by the District and ensure that all Contracts are competitively bid when required by law.

1.2.2 Public Relations Activities. The Construction Manager shall assist the District in all public relations including, but not limited to, preparation of Project information and attending internal and public meetings as required, including site meetings.

The Construction Manager shall be the point of contact for the entire community during all phases of construction in regards to any complaints, questions, safety issues, noise problems, dust problems, etc.

1.2.3 Generate Bidder Interest. The Construction Manager shall develop bidder's interest in the Project and shall maintain contact with potential bidders for the Contracts on a regular basis throughout the bid period. A telephone campaign shall be conducted by Construction Manager to stimulate and maintain interest in bidding on the Project.

1.2.4 Bid Advertisements. The Construction Manager shall coordinate the preparation and placement of the notices and advertisements to solicit bids for each of the Contracts as required by law in cooperation with the District.

1.2.5 Prepare and Expedite Bid Documents Delivery. The Construction Manager shall coordinate and expedite the preparation, assembly and delivery of bid documents and any addenda for each of the Contracts to the bidders including the following, as applicable:

- (a) Establish bid schedule by trade;
- (b) Prepare summaries of work bid packages;
- (c) Arranging for printing, binding and wrapping;
- (d) Arranging for delivery; and
- (e) follow-up calls to the bidders.

The Construction Manager shall include the following requirements in all proposed Contract Documents:

- (a) The following bonding requirements:
 - (i) Performance bond at 100% of the contract amount.
 - (ii) Labor and material bond at 100% of the contract amount.
- (b) Insurance in amounts and coverage as directed by the District prior to bid.
- (c) All bonds must be provided by a California admitted surety.

1.2.6 Pre-Bid Conference(s). In conjunction with the Architect and District, the Construction Manager shall conduct the pre-bid conference(s). These conferences shall be a forum for the District, the Construction Manager, and Architect to present the District's Project requirements to the bidders, including prequalification requirements, as appropriate, and shall familiarize bidders with the particular Project, bid documents, management techniques and with any special systems, materials or methods.

1.2.7 Coordination and Inquiries. The Construction Manager shall coordinate communications related to bidder inquiries and seek resolution for the appropriate party and provide timely forwarding of such information to the bidders and District.

1.2.8 Addenda Review. The Construction Manager shall administer the addenda process and shall provide a review of each addendum during the bid phase for time, cost, or constructability impact, and make appropriate comments or recommendations.

1.2.9 Bidding of Work. All construction work for the Project shall be competitively bid when required by law and awarded in no more than two bid phases in accordance with normal requirements for general contractors. If the Project is funded with any State funds, Construction Manager shall comply with all applicable SAB requirements. A bid phase summary shall be submitted with each bid phase package listing only the low bidders, their contract amounts, the Construction Manager's fee and General Conditions costs assigned to each bid phase, summed as a total committed cost.

1.2.10 Bid Evaluation. The Construction Manager in cooperation with Architect shall assist the District in pre-qualification, the bid opening, evaluation of the bids for completeness, full responsiveness and price, including alternate prices and unit prices (if

applicable), shall make a formal report to the District with regard to the potential award of a Contract, shall receive bids, prepare bids. The Construction Manager shall include a copy of the proposed Contract for each bidder recommended by the Construction Manager.

If applicable, the summary of bids shall classify all bids according to SAB cost allowance categories. When a bid includes work in more than one cost category, the summary shall assign an appropriate amount to each.

Construction Manager shall certify in writing that the Contracts contained in the submittal for the District represents all the contracts required to perform the work in the plans and specifications for the Project, and that no additional contracts are foreseen to complete the necessary work for such Project. In the event the contracts and the work deferred for the future does not represent 100% of the work and/or exceeds the SAB's standards (if applicable), the additional necessary work shall be offset by a reduction in the Construction Manager's fees.

1.2.11 Rebidding. If any portion of the Project is anticipated to be State funded, Construction Manager shall only allow individual bid package category rebids as authorized by SAB policy.

In the event the bids exceed the Project Budget and the District authorizes rebidding of all or portions of the Project, the Construction Manager shall cooperate in revising the scope and the quality of work as required to reduce the construction costs for the Project. The Construction Manager, without additional compensation, shall cooperate with the District and Architect as necessary to bring construction costs within the Project Budget.

1.2.12 Non-interest in Project. The Construction Manager shall not be a bidder, or perform work for any bidder on any individual Contract.

1.2.13 Purchase, delivery and Storage of Materials and Equipment. If applicable, the Construction Manager shall investigate and recommend a schedule for the District's purchase of materials and equipment which are a part of the Project and require long lead time procurement, and coordinate the schedule with the early preparation of portions of the contract documents. The Construction Manager shall expedite and coordinate delivery of all purchases.

If applicable, the Construction Manager shall arrange for delivery and storage, protection and security for District-purchased materials, systems and equipment which are a part of the Project, until such items are incorporated into the Project. The Construction Manager shall coordinate with or assign these activities to the appropriate contractor who is responsible for the installation of such materials, systems, and equipment.

1.2.14 Analysis of Labor. The Construction Manager shall provide an analysis of the types and quantities of labor required for the Project and review the availability of appropriate categories of labor required for critical phases. The Construction Manager shall make recommendations to minimize adverse effects of labor shortages.

1.3 CONSTRUCTION PHASE.

The Construction Phase for the Project shall commence with the award of the initial Contract and shall continue until sixty-five (65) days after recording a Notice of Completion for the Project or sixty-five (65) days after completion of the Project as defined in Public Contract Code Section 7107 whichever is earlier.

The Construction Phase consists of the coordination of all activities that are included in the construction of a particular Project. The Construction Manager shall be responsible for coordinating the work for the Project pursuant to the Master Project Schedule. The Construction Manager shall maintain communication with the District throughout the Construction Phase and shall provide responsible reporting and documentation prior to the contractors' pre-construction conference and shall be responsible for coordinating the site construction services provisions (general conditions items) including supervision and administration of the Project, conducting construction progress meetings, providing progress reports, processing contractors requests for information (RFI's), reviewing and recommending with the Architect the approval or disapproval of change orders and payments to the contractors, and maintaining record keeping to assist the District in negotiations, mediation or arbitration of claims or disputes.

1.3.1 Pre-Construction Conference(s). The Construction Manager shall conduct, in conjunction with the District and the Architect, pre-construction orientation conference(s) for the benefit of the successful contractors and shall serve to orient the contractors to the various reporting procedures and site rules prior to the commencement of actual construction. The Construction Manager shall obtain the Certificates of Insurance and bonds from the contractors and forward such documents after approval by the Construction Manager to the District.

1.3.2 Contract Administration. The Construction Manager, in cooperation with the Architect, shall administer the construction Contracts as set forth herein and as provided in the General Conditions of the Contracts for construction. The Construction Manager shall coordinate the preparation of construction staging areas on-site for the Project and shall coordinate the preparation of the site for construction, including, but not limited to, coordinating fencing, barricades or other items reasonably necessary for efficient construction. The Construction Manager shall also coordinate the mobilization of all contractors and shall coordinate construction sequencing.

In addition, the Construction Manager shall provide management and related services as required to coordinate work of the contractors with each other and the activities and responsibilities of the Architect and District in order to complete the Project in accordance with the Contract documents and this Agreement and within the Project Budget. The Construction Manager shall provide sufficient organization, qualified and experienced personnel and management to carry out the requirements of this Agreement.

The Construction Manager shall maintain a competent full-time staff at the Project site for the purpose of coordinating and providing general direction for the work and progress of the contractors.

1.3.3 Submittal Procedures. The Construction Manager shall establish and implement procedures with the Architect and coordinate and review shop drawing submittals, requests for information, samples, product data, change orders, payment requests, material delivery dates and other procedures; and maintain logs, files and other necessary documentation. Construction Manager shall assist the Architect and the District's inspector with monitoring the certified payroll for the Project. The Construction Manager shall coordinate the dissemination of any information regarding submittals and consult with the Architect and the District if any Contractor requests interpretations of the meaning and intent of the Contract Documents, and assist in the resolution of questions which may arise.

1.3.4 Meetings. The Construction Manager shall coordinate and conduct preconstruction, construction and weekly job-site progress meetings with the Contractors and shall work with the Architect to ensure that the Architect records, transcribes and distributes minutes to all attendees, the District, and all other appropriate parties. The Construction Manager shall assist in the resolution of any technical construction issues.

1.3.5 Coordination of Technical Inspection and Testing. The Construction Manager shall coordinate with the District's certified inspector all testing required by the Architect or other third parties. If requested, the Construction Manager shall assist the District in selecting any special consultants or testing laboratories. All inspection reports shall be provided to the Construction Manager on a regular basis.

1.3.6 Construction Observation. The Construction Manager shall assist the District's inspector in observing that the materials and equipment being incorporated into the work are handled, stored and installed properly and adequately and are in compliance with the contract documents for the Project. The Construction Manager shall report to the District regarding status of such activity. The Construction Manager shall endeavor to guard against defects and deficiencies and shall advise the District of any deviations, defects or deficiencies the Construction Manager observes in the work. The Construction Manager's observation duties shall include reasonable diligence to discover work that is not in compliance with the contract documents. These observations shall not, however, cause the Construction Manager to be responsible for those duties and responsibilities which belong to the District's inspector.

1.3.7 Non-Conforming Work. The Construction Manager shall, in conjunction with the District's inspector, review contractor's recommendations for corrective action on observed non-conforming work. The Construction Manager shall make recommendations to the District, the Architect and District's inspector in instances where the Construction Manager observes work that, in its opinion, is defective or not in conformance with the contract documents. The Construction Manager shall assist the District's inspector in observing the Contractor's work to verify that all authorized changes are properly incorporated in the Project. The Construction Manager shall report to the District regarding the status of such activity and provide a written record of the same.

1.3.8 Exercise of Contract Prerogatives. The Construction Manager shall advise the District and make recommendations to the District for exercising the District's

Contract prerogatives, such as giving the Contractor notice to accelerate the progress when the schedule goals are in jeopardy due to Contractor failings, withholding payment for cause and other prerogatives when required in an effort to achieve Contract compliance.

1.3.9 Implementation of Master Project Schedule. The Construction Manager shall implement the Master Project Schedule and shall regularly update and maintain the Master Project Schedule incorporating the activities of Contractors on the Project, including activity sequences and durations, allocation of labor and materials, processing of shop drawings, product data and samples, and delivery of products requiring long lead time procurement. The Master Project Schedule shall include the District's occupancy requirements showing portions of the Project having occupancy priority. The Construction Manager shall update, reissue and distribute the Master Project Schedule as required to show current conditions and revisions required by the actual experience.

1.3.10. Safety Programs. To the extent required by OSHA or any other public agency, Construction Manager shall obtain each Contractor's safety programs and monitor their implementation along with any necessary safety meetings. Construction Manager shall ensure that such safety programs are submitted to the District.

1.3.11 Endorsements of Insurance, Performance/Payment Bonds. The Construction Manager shall receive and review Endorsements of Insurance, Performance/Payment Bonds from the Contractors and forward them to the District with a copy to the Architect prior to commencement of any work by such contractors. Construction Manager shall inform the District of any noted deficiencies in insurance, or books submitted.

1.3.12 Changes in Construction Cost. The Construction Manager shall revise and refine the approved estimate of Construction Cost, incorporate approved changes as they occur, and develop cash flow reports and forecasts as needed.

The Construction Manager shall provide regular monitoring of the approved estimate of Construction Cost, showing actual costs for activities in progress and estimates for uncompleted tasks. The Construction Manager shall identify variances between actual and budgeted or estimated costs and advise the District and the Architect whenever the Project's costs appear to be exceeding budgets or estimates.

1.3.13 Construction Progress Review. The Construction Manager shall keep a daily log containing a record of weather, the Contractors working on the site, number of workers, work accomplished, problems encountered, and other relevant data or such additional data as the District may require. The Construction Manager shall make the log available to the District upon request. The Construction Manager shall prepare and distribute the construction schedule updates to the Master Project Schedule on a monthly basis to maintain the Master Project Schedule. After an evaluation of the actual progress as observed by the Construction Manager, scheduled activities shall be assigned percentage-complete values. The report shall reflect actual progress as compared to scheduled progress and note any variances. The Construction Manager shall identify problems encountered in accomplishing the work and recommend appropriate action to the District to resolve these problems with a minimum effect on the timely completion

of the Project. If requested by the District, the Construction Manager shall assist the Contractor(s) in preparing a recovery schedule. The recovery schedule shall reflect the corrective action costs (if any) and efforts to be undertaken by the contractor(s) to recapture lost time. This recovery schedule shall be distributed to the Contractor(s), the District, Architect and other appropriate parties.

1.3.14 Maintain On-Site Records. The Construction Manager shall develop and implement a comprehensive document management program. The Construction Manager shall maintain at the Project site, on a current basis: a record copy of all Contracts, drawings, specifications, addenda, change orders and other modifications, in good order and marked to record all changes made during construction; shop drawings; product data; samples; submittals; purchases; materials; equipment; applicable handbooks; Titles 21 and 24 of the California Code of Regulations; the California Uniform Building Code; maintenance and operating manuals and instructions; other related documents and revisions which arise out of the Contracts. The Construction Manager shall maintain records in duplicate, of principal building layout lines, elevations for the bottom of footings, floor levels and key site elevations certified by a qualified surveyor or professional engineer, if necessary. The Construction Manager shall make all records available to the District. At the completion of the Project, the Construction Manager shall deliver all such records to the Architect, so the Architect may complete the record as-built drawings.

1.3.15 Schedule of Values and Processing of Payments. The Construction Manager shall review and approve each Contractor's schedule of values for each of the activities included in that Contractor's schedule of events. The Construction Manager shall develop and maintain a master schedule of values. The Construction Manager shall develop and implement procedures for the review and processing of applications by Contractors for progress and final payments. As part of the evaluation of progress payments, the Construction Manager shall review all "as-built" documents and ensure that the Contractor's "as-built" documents are updated and current. The Construction Manager shall review with the Architect and make recommendations to the District pertaining to payments to the Contractors.

1.3.16 Evaluate Proposal Costs. The Construction Manager shall evaluate Contractors' proposal costs and make a formal recommendation to the District regarding the acceptance of any proposals for a change order.

1.3.17 Negotiations of Change Order Costs and Time Extensions. The Construction Manager shall assist the District and the Architect representative in negotiating any change order costs and time extensions.

1.3.18 Change Order Reports. The Construction Manager shall not issue instructions contrary to the contract between District and a Contractor, or between the District and Architect. The Construction Manager shall ensure that all changes to the Contract between the District and a Contractor shall be by change order executed by the District. Any communication between the Construction Manager and the Contractors shall not in any way be construed as binding on the District, or releasing the Contractor from fulfillment of any of the terms of the Contract. For the Project, the Construction Manager shall prepare and distribute

change order reports on a monthly basis throughout the Construction Phase. This report shall provide information pertaining to proposed and executed change orders and their effect on the Contract price and Master Project Schedule as of the date of the report.

1.3.19 Contractor Claims. The Construction Manager shall be given copies of all notices of claims by Contractors against the District for any alleged cause. The Construction Manager, jointly with Architect, shall perform evaluation of the contents of the claim within twenty-five (25) days, and make recommendations to the District. If requested by the District, the Construction Manager shall prepare estimates based on any alleged cause of claims submitted by the Contractor(s) and shall prepare alternate estimates based on varying scenarios of the claim cause. These estimates shall be transferred to the District and shall be used in claim rulings and negotiations. If requested by the District, the Construction Manager shall analyze the claims for extension of time and prepare an impact evaluation report which reflects the actual impact to the Master Construction Schedule. The report shall also provide a narrative including a recommendation for action to the District. If requested by the District, the Construction Manager shall negotiate claims with the Contractor(s) on behalf of the District. The Construction Manager shall make a written recommendation to the District concerning settlement or other appropriate action. Excepting those claims of which the Construction Manager is responsible, Construction Manager's obligations pursuant to this Paragraph shall cease upon completion of the Project as defined in Paragraph 1.3 of this Agreement.

1.3.20 Project Status Reports. The Construction Manager shall prepare and distribute monthly a Project Status Report. The Construction Manager shall ensure that the Verified Reports required by Title 24 of the California Code of Regulations be completed quarterly by the contractors for the Project.

1.3.21 Equipment Instruction Manuals, Warranties and Releases. The Construction Manager shall obtain all written material such as operations and maintenance manuals, warranties, affidavits, releases, bonds, waivers and guarantees for all equipment installed in the Project. All such materials, including equipment instruction material, keys and documents shall be reviewed and delivered to appropriate District personnel.

1.3.22 Completion of Contracts and Project. When the Construction Manager considers a Contractor's work or a designated portion thereof complete, the Construction Manager shall prepare for the Architect a list of incomplete or unsatisfactory items ("Punch-list") and a schedule for their completion. The Construction Manager shall assist the Architect in conducting inspections.

The Construction Manager shall coordinate the correction and completion of the work. The Construction Manager shall assist the Architect in determining when the Project or a designated portion thereof is complete. The Construction Manager shall prepare a summary of the status of the work of each contractor, listing changes in the previously issued Punch-list and recommending the times within which contractors shall complete the uncompleted items on the Punch-list.

1.3.23 As-Built Documents. The Construction Manager shall perform coordination, supervisory and expediting functions in connection with the contractor's obligation to provide "as-built" documents and make recommendations for adequate withholding of retention in the event that a contractor fails to provide acceptable "as-built" documents.

1.3.24 Training Sessions. The Construction Manager shall coordinate and schedule training sessions, if necessary, for the District's personnel and shall require that the Contractor's obligation in providing this training is fulfilled.

1.3.25 Recommendations to District. The Construction Manager shall endeavor to achieve satisfactory performance from each Contractor. The Construction Manager shall recommend courses of action to the District when requirements of a Contract are not being fulfilled, and the nonperforming party shall not take satisfactory corrective action.

1.3.26 Accounting Records. The Construction Manager shall establish and administer an appropriate Project accounting system in conjunction with the District and shall maintain cost accounting records on authorized work performed under unit costs, additional work performed on the basis of actual costs of labor and materials, or other work requiring accounting records.

1.3.27 Permits. The Construction Manager shall assist the District in obtaining all necessary permits for the Project, including without limitation, building, grading, and occupancy permits. This task may encompass accompanying governmental officials (Fire Marshal, DSA, Health Department, etc.) during inspections, assisting in preparing and submitting proper documentation to the appropriate approving agencies, assisting in final testing and other necessary and reasonable activities.

1.3.28 Initial Start-up and Testing. With the Architect and the District's maintenance personnel, the Construction Manager shall observe the Contractors' proper installation of utilities, operational systems and equipment for readiness and assist in their initial start-up and testing for the Project. The Construction Manager shall coordinate and assist District in the move-in for the Project.

1.3.29 Final Completion and Project Report. The Construction Manager, in conjunction with the Architect and the District's inspector, shall at the conclusion of all corrective action of Punch-list items, make a final comprehensive review of the Project, make a report to the District which indicates whether the Construction Manager and the Architect find the work performed acceptable under the Contract Documents and the relevant Project data, and make recommendations as to final payment and the Notice of Completion to the Contractor(s) for the Project. At the conclusion the Project, the Construction Manager shall prepare final accounting and close-out reports of all above indicated report systems. These reports shall summarize, for historical purposes, any items which are not self-explanatory.

1.3.30 Warranty. The Construction Manager, shall assist the owner by coordinating and scheduling all warranty work as pertains to Section 1.3.21 (above), throughout the 1 year construction warranty period.

1.4 TIME.

1.4.1 The Construction Manager shall perform the services set forth in this Agreement as expeditiously as is consistent with reasonable skill and care and the orderly progress of the Projects.

1.4.2 In the event of termination due to a breach of this Agreement by Construction Manager, the compensation due Construction Manager upon termination shall be reduced by the amount of damages and liquidated damages sustained by District due to such breach.

1.4.3 Construction Manager shall be entitled to an extension of time for the time of completion and shall not be subject to a claim for liquidated damages for delays which may arise due to an Act of God as defined in Public Contract Code Section 7105 if the act of God affects the governmental agency from which approvals are necessary for completion of the Project, but Construction Manager shall have no claim for any other compensation for such delay. Should the schedule for the Project be extended due to an act of God as discussed above, the Construction Manager's performance contract shall be extended and the Construction Manager shall be compensated for this extension under the provisions of Section 4.4 of this Agreement.

ARTICLE 2 THE DISTRICT'S RESPONSIBILITIES

2.1 The District shall provide full information regarding the requirements of the Project including the District's objectives, constraints and criteria.

2.2 Prior to the commencement of the Design Phase for the Project, the District shall provide a financial plan and budget to be utilized by Construction Manager as set forth in Section 1.1.3 of this Agreement.

2.3 The District shall designate a representative ("District Representative") to act on the District's behalf with respect to each Project. The District, or the District Representative, if authorized, shall render decisions promptly to avoid unreasonable delay in the progress of the Construction Manager's services.

2.4 The District shall furnish tests, inspections and reports as required by law or the contract documents.

2.5 The services, information and reports required by Paragraphs 2.1 through 2.4, inclusive, shall be furnished at District's expense.

2.6 If the District observes or otherwise becomes aware of any fault or defect in the Project, or nonconformance with the contract documents, prompt notice thereof shall be given by the District to the Construction Manager.

2.7 The District reserves the right to perform work related to the Project with the District's own forces and/or to award contracts in connection with the Project. The Construction Manager shall notify the District within ten (10) days of actual knowledge of the District's intent to perform work related to the Project with the District's own forces and/or to award contracts in connection with the Project, if any such independent action shall in any way compromise the Construction Manager's ability to meet the Construction Manager's responsibilities under this Agreement.

2.8 The District shall retain an Architect whose services, duties and responsibilities are described in the Agreement between the District and the Architect. The terms and conditions of the District-Architect agreement shall be furnished to the Construction Manager.

ARTICLE 3

CONSTRUCTION COST AND PROJECT BUDGET

3.1 The Construction Cost of the Project shall be the total of the final contract sums of all of separate contracts of contractors for the Project, and shall not exceed the budgeted amount for the Construction Cost as set forth in the Project Budget.

3.2 Construction Cost shall not include the compensation of Construction Manager, the Architect and other consultants, general conditions, the cost of land, rights-of-way and other costs which are the responsibility of District as provided in Article 2 hereof, inclusive.

3.3 The Project Budget has been established under paragraph 2.2 hereof by the allowance for construction. Construction Manager shall consult with the Architect and District to suggest reasonable adjustments in the scope of the Project, and to suggest alternate bids in the construction documents to adjust the construction Project costs so that it does not exceed the Project Budget.

3.4 If the fixed limit of Construction Cost as set forth in the Project Budget is exceeded by the sum of the lowest figures from bona fide bids, District shall (1) give written approval of an increase in such fixed limit, (2) authorize rebidding of the Project or portions of the Project within a reasonable time, (3) cooperate in revising the scope and the quality of the work as required to reduce the Construction Cost or (4) reject all bids and abandon the Project. In the case of items (2) and (3), Construction Manager, without additional compensation, shall cooperate with District and Architect as necessary, including providing services as set forth in Article I, to bring the Construction Cost within the fixed limit of the Project Budget.

3.5 With the District's assistance, Construction Manager shall provide, on a monthly basis, a detailed cash flow tracking system for the Project. The system must be

approved and accepted by the District. The Construction Manager shall update the cash flow spread sheet monthly or as required by the District.

Construction Manager shall provide for the District's review and acceptance, a monthly report for the Project. This report shall show the status for the Project that is under construction pertaining to this contract. With the District's assistance, the Construction Manager shall provide all construction related agenda items. Examples: change orders, notices to proceed, Notice of Completion, authorization to bid, award of contracts, etc.

3.6 Audit. Construction Manager shall maintain auditable books, records, documents, and other evidence pertaining to costs and expenses in this Agreement. These records shall be maintained for a period of at least three (3) years after final payment has been made, subject to any applicable rules, regulations or statutes.

District's authorized representative(s) shall have access, with reasonable notice, to any books, documents, papers, electronic data, and other records which they determine to be pertinent to this Agreement for performing an audit, evaluation, inspection, review, assessment, or examination. These representative(s) are authorized to obtain excerpts, transcripts, and copies, as they deem necessary.

Should Construction Manager disagree with any audit conducted by District, Construction Manager shall have the right to employ a licensed, Certified Public Accountant (CPA) to prepare and file with District a certified financial and compliance audit that is in compliance with generally-accepted government accounting standards of related services provided during the term of this Agreement. Construction Manager shall not be reimbursed by District for such an audit.

In the event Construction Manager does not make available its books and financial records at the location where they are normally maintained, Construction manager agrees to pay all necessary and reasonable expenses, including legal fees, incurred by District in conducting any audit.

ARTICLE 4

BASIS OF COMPENSATION AND PAYMENT

District shall compensate Construction Manager for the services required hereunder, as follows:

4.1 BASIC COMPENSATION FEE.

4.1.1 Construction Manager's Services, as described in Article 1.1 for Ben Clark Training Platform shall be in the amount of \$24,800.00 (Twenty Four Thousand Eight Hundred Dollars). For Welcome Center shall be in the amount of \$54,040.00 (Fifty Four Thousand Forty Dollars).

4.1.2 Construction Manager's Services, as described in Article 1.2 shall be in the amount of: N/A.

4.1.3 Construction Manager's Services, as described in Article 1.3 for Ben Clark Training Platform shall be in the amount of: \$405,600.00 (Four Hundred Five Thousand Six Hundred Dollars). For Welcome Center shall be in the amount of \$1,276,300.00 (One Million Two Hundred Seventy Six Thousand Three Hundred Dollars).

4.1.2 GENERAL CONDITIONS COSTS.

General Conditions as described in Article 5 shall be reimbursed at cost in accordance with Article 5 for Ben Clark Training Platform with the total not to exceed \$35,400.00 (Thirty Five Thousand Four Hundred Dollars). For Welcome Center shall be in the amount of \$53,900.00 (Fifty Three Thousand Nine Hundred Dollars).

4.2 PAYMENT

4.2.1 BASIC COMPENSATION PAYMENT:

4.2.1.1-Construction Manager shall invoice 90% of the Construction Phase Fee (amount set forth in 4.1.3) in monthly increments during the Construction Phase.

4.2.1.2 Project Retention. Construction Manager shall invoice 10% of the Basic Services Fee 35 days after the District files the last Notice of Completion for the Project.

4.2.2 GENERAL CONDITIONS PAYMENT.

Construction Manager shall invoice General Conditions costs monthly during the duration of the construction work. All General Condition costs must be supported by an invoice, receipt, an employee time sheet, or other acceptable documentation.

4.3.2 PAYMENT OF INVOICES.

District shall make payments to Construction Manager within thirty (30) days of receipt of the appropriate and approved invoice from Construction Manager.

4.4 ADDITIONAL COMPENSATION.

Construction Manager shall not be entitled to additional compensation unless there are unusual and unanticipated circumstances and only when approved in writing by District, in advance of such services being provided. If the Construction Manager shall claim compensation for any damage sustained by reason of the acts of the District or its agents, Construction Manager shall, within ten (10) days after sustaining of such damage, make to the District a

written statement of the damage sustained. On or before the 15th day of the month succeeding that in which such damage shall have been sustained, the Construction Manager shall file with the District an itemized statement of the details and amount of such damage in accordance with this Article, and unless such statement is submitted, any claims by Construction Manager shall be forfeited and invalidated and Construction Manager shall not be entitled to consideration for payment on account of any such damage. In the event extra compensation is approved, extra compensation shall be computed at cost plus ten percent (10%) of billings to Construction Manager by Construction Manager’s consultants and for other costs incurred by the Construction Manager and at the following hourly rates for Construction Manager’s employees:

	BCTC	Welcome Ctr
Project Executive	\$160	\$160
Project Manager	\$120	\$120
Project Superintendent	\$120	\$120
Project Engineer	\$95	\$95
Project Admin Assistant	\$65	\$65

ARTICLE 5
GENERAL CONDITIONS

Construction Manager shall provide the General Conditions for the Project. General Conditions of the Project are defined as those generic support activities which must be in place to support all construction aspects of the Project. These support activities are set forth in the Reimbursable Expenses and General Conditions Estimate attached hereto as Exhibit “B”.

In no event shall the General Condition costs exceed (Reimbursable expenses) the fixed fee of for Ben Clark Training Platform with the total not to exceed \$35,400.00 (Thirty Five Thousand Four Hundred Dollars). For Welcome Center shall be in the amount of \$53,900.00 (Fifty Three Thousand Nine Hundred Dollars).

All General Condition 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. If Construction Manager desires to be reimbursed for any other General Conditions costs not specifically set forth in this Article, prior to the commencement of the Construction Phase, Construction Manager shall submit a list of these General Condition items to District for District’s approval. The cost of any additional items shall not be reimbursable unless advance written authorization is provided by the District to Construction Manager to obtain the item.

ARTICLE 6
TERMINATION, ABANDONMENT OR SUSPENSION OF WORK

6.1 TERMINATION OF CONSTRUCTION MANAGER SERVICES.

The District may give seven (7) days written notice to Construction Manager of District's intent to suspend or terminate the Construction Manager's services under this Agreement for failure to satisfactorily perform or provide prompt, efficient or thorough service or Construction Manager's failure to complete its services or otherwise comply with the terms of this Agreement. If after the expiration of such seven (7) days, Construction Manager fails to cure the performance as set forth in the District's notice of intent to suspend or terminate the Construction Manager's services, District may issue a notice of termination or suspension. At that time, Construction Manager's services shall be suspended or terminated as set forth in District's notice.

District shall also have the right in its absolute discretion to terminate this Agreement in the event the District is not satisfied with the working relationship with Construction Manager and without cause following twenty-one (21) days prior written notice from District to Construction Manager.

6.2 CONTINUANCE OF WORK.

In the event of a dispute between the parties as to performance of the work or the interpretation of this Agreement, or payment or nonpayment for work performed or not performed, the parties shall attempt to resolve the dispute. Pending resolution of this dispute, Construction Manager agrees to continue the work diligently to completion. If the dispute is not resolved, Construction Manager agrees it shall neither rescind the Agreement nor stop the progress of the work, but Construction Manager's sole remedy shall be to submit such controversy to determination by a court having competent jurisdiction of the dispute, after the Project has been completed, and not before.

6.3 ABANDONMENT OF A PROJECT.

The District has the absolute discretion to suspend or abandon all or any portion of the work on the Project and may do so upon fourteen (14) day written notice to the Construction Manager. Upon notice of suspension or abandonment, Construction Manager shall immediately discontinue any further action on the Project. If the entire work to be performed on the Project is abandoned, the parties shall each be relieved of the remaining executory obligations of the Agreement, as it relates to the Project, but shall not be relieved of any obligations arising prior to said abandonment.

6.4 COMPENSATION IN THE EVENT OF TERMINATION, ABANDONMENT OR SUSPENSION.

In the event the District terminates, abandons or suspends the work on the Project, there shall be due and payable within thirty (30) days following such termination, abandonment or suspension a sum of money sufficient to increase the total amount paid to Construction Manager

to an amount which bears the same proportion to the total fee as the amount of services performed or provided by Construction Manager prior to the time of such termination, suspension or abandonment of this Agreement bears to the entire services Construction Manager is required to perform or provide for the Project.

In the event of termination due to a breach of this Agreement by Construction Manager, the compensation due Construction Manager upon termination shall be reduced by the amount of damages and liquidated damages sustained by District due to such breach.

In the event that District chooses to abandon the Project or terminate the Agreement without cause, Construction Manager shall, in addition to the compensation described above, also be reimbursed for reasonable termination costs through the payment of (1) 3% of the Construction Management Fees incurred to date if less than 50% of the Construction Management Fees have been paid; or (2) 3% of the remaining Construction Management Fees if more than 50% of the Construction Management Fees have been paid. This payment is agreed to compensate Construction Manager for any damages resulting from early termination and is consideration for entry into this termination for convenience clause.

6.5 DELIVERY OF DOCUMENTS.

Upon termination, abandonment or suspension, Construction Manager shall deliver to District all documents and matters related to the Project.

ARTICLE 7 INDEMNIFICATION

7.1 To the fullest extent permitted by law, and subject to the limitations of Civil Code §2782, Construction Manager agrees to indemnify, defend and hold Owner, its board members, employees, and officers harmless from all liability arising out of:

(a) Workers' Compensation and Employers Liability. Any and all claims under workers' compensation acts and other employee benefit acts with respect to Construction Manager's employees or Construction Manager's subcontractors' employees arising out of Construction Manager's work under this Agreement; and

(b) General Liability. Liability for damages for (1) death or bodily injury to person; (2) injury to, loss or theft of property; (3) any failure or alleged failure to comply with any provision of law or (4) any other loss, damage or expense arising under either (1), (2), or (3) above, sustained by the Construction Manager or the District, or any person, firm or corporation employed by the Construction Manager or the District upon or in connection with the Project, except for liability resulting from the sole or active negligence, or willful misconduct of the District, its officers, employees, agents or independent contractor's who are directly employed by the District;

(c) Professional Liability. Any loss, injury to or death of persons or damage to property caused by any act, neglect, default or omission of the Construction Manager, or any

person, firm or corporation employed by the Construction Manager, either directly or by independent contract, including all damages due to loss or theft, sustained by any person, firm or corporation including the District, arising out of, or in any way connected with the Project, including injury or damage either on or off District property, but not for any loss, injury, death or damages caused by sole or active negligence, or willful misconduct of the District.

7.2 Duty to Defend.

7.2.1 The Construction Manager, at Construction Manager's own expense, cost and risk, shall defend any and all claims, actions, suits, or other proceedings that may be brought or instituted against the Owner, its board members, officers, or employees, on account of or founded upon any of the causes, damages or injuries identified in Article 7, Section 7.1 above and shall pay or satisfy any judgment that may be rendered against the District, its officers or employees in any actions, suit or other proceedings as a result thereof.

7.3 Duration of the Indemnity Contract. The indemnify contract described in Article 7 is intended to apply during the period of Construction Manager's performance under this Agreement and shall survive the expiration or termination of this Agreement.

ARTICLE 8
SUCCESSORS AND ASSIGNS OR CONFLICT OF INTEREST

8.1 Successors and Assigns. This Agreement is binding upon and inures to the benefit of the successors, executors, administrators, and assigns of each party to this Agreement, provided, however, that the Construction Manager shall not assign or transfer by operation of law or otherwise any or all rights, burdens, duties, or obligations without prior written consent of the District. Any attempted assignment without such consent shall be invalid.

8.2 Corporate Status. In the event of a change in the corporate status of the Construction Manager, the Owner shall have the right to review the conditions of said change, and if warranted, exercise Section 6.1 Termination of Construction Manager Services.

8.3 Conflict of Interest. For the term of this Agreement, no member, officer or employee of the Owner, during the term of his or her service with the Owner, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising there from.

8.4 Conflict of Employment. Employment by the Construction Manager of personnel on the payroll of Owner shall not be permitted in the performance of the Services, even though such employment may occur outside of the employee's regular working hours or on weekends, holidays or vacation time. Further, the employment by the Construction Manager of personnel who have been on the Owner's payroll within one year prior to the date of execution of this Agreement, where this employment is caused by and or dependent upon the Construction Manager securing this or related Agreements with the Owner, is prohibited.

8.5 Fiduciary Responsibilities. The Construction Manager accepts the relationship of trust and confidence established with the Owner by this Agreement. The Construction Manager covenants with the Owner to furnish his best skill and judgment and to cooperate with the Owner's Design Professional in furthering the interests of the Owner. The Construction Manager agrees to furnish efficient business administration and superintendence and to use the Construction Manager's best efforts at all times in the most expeditious and economical manner consistent with the interest of the Owner.

ARTICLE 9
APPLICABLE LAW

This Agreement shall be governed by the laws of the State of California, however, in the event that the District receives any State funding for the Project, this Agreement shall also be governed by any applicable laws and/or regulations relating to such State funding ("Applicable Law"). To the extent that there is any inconsistency between this Agreement and the Applicable Law, or this Agreement omits any requirement of the Applicable Law, the language of the Applicable Law, in effect on the date of the execution of this Agreement, shall prevail.

ARTICLE 10
CONSTRUCTION MANAGER NOT AN OFFICER
OR EMPLOYEE OF DISTRICT

While engaged in carrying out and complying with the terms and conditions of this Agreement, the Construction Manager is an independent contractor and not an officer or employee of the District.

ARTICLE 11
INSURANCE

11.1 The Construction Manager shall purchase and maintain policies of insurance with an insurer or insurers, qualified to do business in the State of California and acceptable to District which will protect Construction Manager and District from claims which may arise out of or result from Construction Manager's actions or inactions relating to the Agreement, whether such actions or inactions be by themselves or by a subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable. The aforementioned insurance shall include coverage for:

(a) The Construction Manager shall carry Workers' Compensation and Employers Liability Insurance in accordance with the laws of the State of California in an amount not less than One Million Dollars (\$1,000,000).

(b) Comprehensive general and auto liability insurance with limits of not less than ONE MILLION DOLLARS (\$1,000,000) combined single limit, bodily injury and property damage liability per occurrence, including:

1. Owned, non-owned and hired vehicles;
2. Blanket contractual;
3. Broad form property damage
4. Products/completed operations; and
5. Personal injury.

(c) Professional liability insurance, including contractual liability, with limits of \$1,000,000, per occurrence. Such insurance shall be maintained during the term of this AGREEMENT and renewed for a period of at least three (3) years thereafter and/or at rates consistent with the time of execution of this Agreement adjusted for inflation.

11.2 Each policy of insurance required in (b) above shall name District and its officers, agents and employees as additional Insureds; shall state that, with respect to the operations of Construction Manager hereunder, such policy is primary and any insurance carried by District is excess and non-contributory with such primary insurance; shall state that no less than thirty (30) days' written notice shall be given to District prior to cancellation; and, shall waive all rights of subrogation. Construction Manager shall notify District in the event of material change in, or failure to renew, each policy. Prior to commencing work, Construction Manager shall deliver to District Certificates of Insurance as evidence of compliance with the requirements herein. In the event Construction Manager fails to secure or maintain any policy of insurance required hereby, District may, at its sole discretion, secure such policy of insurance in the name of an for the account of Construction Manager, and in such event Construction Manager shall reimburse District upon demand for the costs thereof.

ARTICLE 12

NON-DISCRIMINATION

12.1 Construction Manager shall not discriminate against any person in the provision of services, or employment of persons on the basis of ethnic group identification, national origin, religion, age, gender, gender identity, gender expression, race or ethnicity, color, ancestry, genetic information, sexual orientation, physical or mental disability, pregnancy, or any characteristic listed or defined in Section 11135 of the Government Code or any characteristic that is contained in the prohibition of hate crimes set forth in subdivision (1) of Section 422.6 of the California Penal Code, or any other status protected by law. Construction Manager, its employees and agents, understands that harassment of any student or employee of Riverside Community College District with regard to ethnic group identification, national origin, religion, age, gender, gender identity, gender expression, race or ethnicity, color, ancestry, genetic information, sexual orientation, physical or mental disability, pregnancy, or any characteristic listed or defined in Section 11135 of the Government Code or any characteristic that is contained in the prohibition of hate crimes set forth in subdivision (1) of Section 422.6 of the California Penal Code, or any other status protected by law is strictly prohibited.

ARTICLE 13
EXTENT OF AGREEMENT

13.1 This Agreement represents the entire and integrated agreement between the District and the Construction Manager for this Project and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the District and the Construction Manager.

The parties, through their authorized representatives, have executed this Agreement as of the day and year first written above.

CONSTRUCTION MANAGER:

By: _____

(Name/Title)

(Address)

DISTRICT:

Riverside Community College District

By: _____

Aaron S. Brown,

Vice Chancellor

Business and Financial Services

EXHIBIT “A”

PROPOSED PROJECT SCHEDULE

(Provided by CM)

EXHIBIT “B”

REIMBURSABLE EXPENSES

The following 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.

General Conditions (GC) Estimate

To be submitted for District approval after execution of Agreement.

Board of Trustees Regular Meeting (VI.Q)

Meeting	April 16, 2019
Agenda Item	Out-of-State Travel (VI.Q)
Subject	Out-of-State Travel
College/District	District
Funding	N/A
Recommended Action	Recommend approving out-of-state travel.

Background Narrative:

Board Policy 6900 establishes procedures for reimbursement for out-of-state travel expenses; and the Board of Trustees must formally approve out-of-state travel beyond 500 miles.

Prepared By: Wolde-Ab Isaac, Chancellor

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Subject: Out-of-State Travel

Date: April 16, 2019

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

Retroactive:

- 1) Ms. Kim Anderson, Associate Professor, Nursing, Riverside City College, to travel to Salt Lake City, Utah, April 3 through 6, 2019, to accompany fifteen (15) students to the 67th Annual National Student Nurses' Association (NSNA) Convention and Nursing Student Leadership Conference. Estimated cost: \$15,489.57. Funding source: \$674.57 will be paid with General funds; \$315.00 will be paid with Student Nurse Organization funds; and student travelers will pay \$14,500. (Personal hardships among several departments results in delayed processing of paperwork.)
- 2) Ms. Gina Harold, Associate Professor, Nursing, Riverside City College, to travel to Salt Lake City, Utah, April 3 through 6, 2019, to attend the 67th Annual National Students Nurses' Association (NSNA) Convention and Nursing Students Leadership Conference. Estimated cost: \$989.57. Funding source: \$674.57 will be paid with General funds and \$315.00 will be paid with Student Nurse Organization funds. (Personal hardships among several departments results in delayed processing of paperwork.)
- 3) Mr. Charles Henkels, Apprenticeship Director, Apprenticeship, Norco College, to travel to North Charleston, South Carolina, March 11 through 12, 2019, to attend the Partnership to Advance Youth Apprenticeship National Meeting. Estimated cost: \$519.76. Funding source: All expenses covered by Related and Supplemental Instruction (RSI); no cost to the District. (There was a delay receiving meeting information from the organizer preventing the placement on the March Board report.)
- 4) Dr. Sigrid Williams, Assistant Professor, Administration of Justice, Norco College, to travel to Honolulu, Hawaii, February 7 through 9, 2019, to attend the Western Society of Criminology Conference. Estimated cost: \$2,709.15. Funding source: Local Strong Workforce funds. (Clerical error and oversight in submitting to the Chancellor's Office.)

Current:

Moreno Valley College

- 1) Mr. Carlos Carrio, Student Health Specialist, Students Health and Psychological Services, to travel to Denver, Colorado, May 27 through June 1, 2019, to attend the 2019 Annual Meeting of the American College Health Association. Estimated cost: \$3,075.23. Funding source: Mental Health Promotion State Apportionment funds.
- 2) Mr. Jaime Rodriguez, Institutional Research Specialist, Institutional Effectiveness, to travel to Denver, Colorado, May 26 through June 1, 2019, to attend the Association of Institutional Research Forum. Estimated cost: \$1,886.81. Funding source: General funds.
- 3) Dr. Joanna Werner-Fraczek, Associate Professor, Natural Sciences & Kinesiology, to travel to Washington, D.C., May 1 through 4, 2019, to accompany two (2) students to the Community College Undergraduate Research Initiative National Poster Session. Estimated cost: \$4,097.36. Funding source: National Science Foundation Grant funds.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Subject: Out-of-State Travel

Date: April 16, 2019

Norco College

- 1) Dr. Greg Aycock, Dean, Institutional Effectiveness, to travel to Denver, Colorado, May 28 through 31, 2019, to attend the 2019 Association for Institutional Research (AIR) Forum. Estimated cost: \$2,418.25. Funding source: Basic Skills funds.
- 2) Dr. Tenisha James, Dean, Student Services, to travel to Portland, Oregon, May 27 through June 1, 2019, to attend the 32nd Annual National Conference on Race and Ethnicity in American Higher Education (NCORE). Estimated cost: \$2,565.76. Funding source: General funds.
- 3) Ms. Victoria Orozco, Administrative Assistant, Upward Bound, to travel to Atlanta, Georgia, May 29 through June 1, 2019, to attend the TRiO Training Program Priority Two Conference. Estimated cost: \$1,285.06. Funding source: \$514.02 paid with Upward Bound Grant-Centennial funds; \$385.52 paid with Upward Bound Grant-Corona funds and \$385.52 paid with Upward Bound Grant-Norte Vista funds.

Riverside City College

- 1) Dr. Eyad Alfattal, Director, Center for International Students and Programs, to travel to Washington, DC, May 26 through 31, 2019, to attend the National Association of Foreign Student Advisers (NAFSA) Regional Conference. Estimated cost: \$3,659.32. Funding source: General funds.
- 2) Dr. Amber Casolari, Professor, Economics, Geography and Political Science, to travel to St. Louis, Missouri, May 28 through 31, 2019, to attend the Teaching and Research in Economics Education Conference. Estimated cost: \$1,097.24. Funding source: \$950.00 will be paid with Faculty Development funds and \$147.24 will be paid by the traveler.

Riverside Community College District

- 1) Mrs. Sheryl Plumley, Assistant Director, Career Technical Education Projects, Rubidoux Annex, to travel to Kansas City, Missouri, May 12 through 16, 2019, to attend the National Association for Career and Technical Education Information (NACTEI) 39th Annual National Perkins Leadership Conference. Estimated cost: \$2,735.55. Funding source: Perkins Title I-C funds.

Board of Trustees Regular Meeting (VI.R)

Meeting	April 16, 2019
Agenda Item	Other Items (VI.R)
Subject	Other Items Resolution No. 50-18/19 Authorizing Public Sale of Property
College/District	District
Funding	N/A
Recommended Action	Recommend authorizing the Chancellor or designee to establish a minimum selling price; and conduct a public bid.

Background Narrative:

Attached for the Board's review and consideration is Resolution No. 50-18/19 declaring its intent to sell the Spruce Street Property and conduct the public bid, establish minimum selling price, and to open bids at 3:00 p.m. on May 13, 2019 at 3801 Market Street, Riverside, CA 92501.

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

RIVERSIDE COMMUNITY COLLEGE DISTRICT

**RESOLUTION OF THE BOARD OF TRUSTEES
OF THE RIVERSIDE COMMUNITY COLLEGE DISTRICT
AUTHORIZING PUBLIC SALE OF PROPERTY**

(1533 Spruce Street Property in Riverside, California,
Riverside County Assessor's Parcel Number 249-120-018)

RESOLUTION NO. 50-18/19

WHEREAS, the Riverside Community College District (District) is the owner of approximately 1.18 acres of real property located within the District more particularly described as 1533 Spruce Street, Riverside CA 92507 (Spruce Street Property) for use as the District Offices and identified as Riverside County Assessor's Parcel Number 249-120-018); and

WHEREAS, since the purchase of the Spruce Street Property, District office operations have changed whereby the operations at Spruce Street have been consolidated with three other locations at the Culinary Arts Academy and District Office located at 3801 Market Street, Riverside; and

WHEREAS, the Spruce Street Property is not and will not be needed by the District for classroom or other operations; and

WHEREAS, the District desires to sell its interest in the Spruce Street Property; and

WHEREAS, the District previously adopted and approved Amended Resolution No. 02-17/18 on October 16, 2018, declaring the Property surplus and authorizing the offer of the Property for sale pursuant to the competitive bidding procedures set for in the Education Code; and

WHEREAS, the Board of trustees at its February 5, 2019 meeting in closed session, gave direction to the Chancellor and designee concerning the minimum sales price and terms of sale; and following:

NOW THEREFORE, BE IT RESOLVED, that we, the Riverside Community College District Board of Trustees, hereby find, determine, declare and resolve as follows:

1. That all the recitals above are true and correct;
2. That the Board hereby declares its intention to sell the Spruce Street

- Property “as is” at the minimum bid price of \$2.5 million based on its fair market value for cash with no financing terms or contingencies;
3. That the Chancellor, or designee, is hereby authorized and directed to conduct the public bid and to open bids at 3:00 p.m. on May 13, 2019 at 3801 Market Street, Riverside, CA 92501, send written offers to sell the Spruce Street Property, and to post and publish public offers as required by Education Code, section 81363.5 and Government Code, section 54222;

PASSED AND ADOPTED this 16th of April 2019, at the regular meeting of the Riverside Community College District Board of Trustees.

President, Board of Trustee
Riverside Community College District

Board of Trustees Regular Meeting (VI.S)

Meeting	April 16, 2019
Agenda Item	Other Items (VI.S)
Subject	Other Items Resolution No. 51-18/19- Authorization to Encumber Funds
College/District	District
Funding	Various Resources
Recommended Action	Recommend approving Resolution No. 51-18/19 - Authorization to Encumber Funds.

Background Narrative:

In order to issue purchases orders and encumber funds prior to July 1, for fiscal year 2019-2020, the Riverside County Office of Education annually requests that a resolution be adopted by the Board of Trustees. This resolution will allow: 1) departments to submit FY 2019-2020 purchase requisitions now; 2) FY 2019-2020 purchase orders to be issued in mid-June; and 3) departments to receive goods and services as early as July 1, 2019.

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

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION NO. No. 51-18/19

Authorization to Encumber Funds

WHEREAS the Riverside Community College District has determined that it has a need to issue purchase orders for the following fiscal year, prior to July 1, in certain unique circumstances where there are requirements for items or services immediately after the beginning of the new fiscal year;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Riverside Community College District authorizes the following positions to sign and approve requests for purchase orders:

Wolde-Ab Isaac, Chancellor
Aaron S. Brown, Vice Chancellor, Business and Financial Services
Susan Mills, Vice Chancellor Educational Services and Strategic Planning
Terri L. Hampton Vice Chancellor, Human Resources and Employee Relations
Melissa Elwood, Controller
Michael W. Simmons Director, Risk Management, Safety, and Police Services
Majd S. Askar, Director, Business Services

BE IT FUTHER RESOLVED that the positions listed above will be responsible to ensure that funds will be budgeted in the following fiscal year for the items or services ordered in advance of the beginning of the following fiscal year.

PASSED AND ADOPTED this 16th day of April 2019.

Bill Hedrick
Secretary, Board of Trustees

Board of Trustees Regular Meeting (VI.T)

Meeting	April 16, 2019
Agenda Item	Other Items (VI.T)
Subject	Other Items Agreement with Riverside County Superintendent of Schools for Information Technology Support Services Related to the Galaxy System
College/District	District
Funding	General Fund
Recommended Action	Recommend approving the agreement between Riverside Community College District and the Riverside County Superintendent of Schools in the amount of \$177,000.

Background Narrative:

Attached for the Board of Trustees review and consideration is a continuing agreement between Riverside Community College District and the Riverside County Superintendent of Schools (RCSS) to provide the District with information technology support services related to RCSS's Galaxy System. The District uses the Galaxy System to process purchase orders, payroll, accounts payable, accounts receivable, and risk management transactions. In addition, the Galaxy System is used for position control; to prepare and monitor the District's budget; and for fiscal reporting. The term of the agreement is from July 1, 2018 through June 30, 2019. The fee for this service is based on the District's Full-Time Equivalent Student (FTES) count measured at the first principal apportionment date.

The total estimated cost for this contract for FY 2018-2019, is estimated to be approximately \$177,000.

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

RIVERSIDE COUNTY OFFICE OF EDUCATION

3939 Thirteenth Street
Riverside, California 92501

**AGREEMENT FOR
SYSTEMS SUPPORT SERVICES**

This Agreement is entered into by and between the **Riverside County Superintendent of Schools**, hereinafter referred to as "SUPERINTENDENT," and the **Riverside Community College**, hereinafter referred to as "DISTRICT", each being a "Party" and collectively the "Parties".

AGREEMENTS

1. **TERM:** The term of this Agreement shall be from **July 1, 2018 through June 30, 2019**.
2. SUPERINTENDENT shall provide the following services:

INFORMATION SYSTEM SUPPORT**A. Standard Galaxy Support:****1. Service Desk Support:**

- a. Process Galaxy Access Form, to add, change and delete screens and users:
 1. Certification of special process to authorize board approved users the approval for Claims Payment and Approve Final Payroll screens.
- b. Software installation support
- c. Incident and Request for Change processing:
 1. Mass updates requests
 2. Special DB query requests
 3. Special request reports

2. Ongoing production reports support:

- a. Notification of new reports and changes/enhancements to existing reports
- b. Responsible for the distribution of DISTRICT'S
 1. Daily and weekly payroll.
 2. Monthly, quarterly, yearly and year end reports based on established schedules.
- c. Create and distribute PDF and/or Excel report files for any requested financial reports and the scheduled monthly ledgers and electronic versions of payroll reports.
- d. Scheduling of Actuate reports and district report requests.
- e. Requests for new report development.
- f. Deployment of new reports.
- g. Requests for replacement W2, pay stub and direct deposits.
- h. Request for the Retro Pay Calculation Reports and coordinate with the MicroStrategy reports developer.
- i. Request for the Pay Frequency/Mismatch Payroll Periods query, coordinate with the Development Staff.
- j. Request for the Accrual Reconciliation & Accrual Exception Reports and coordinate with the MicroStrategy reports developer.
- k. Request for the Classified Service Seniority list.

3. Special File Transfer Processing:

- a. Process batch claim files
- b. Payroll direct deposit file processing
- c. Credit Union file transfer processing

4. **Galaxy maintenance, standard bug fixes, and minor enhancements**
Unless explicitly stated the Galaxy maintenance window is Sunday, 12 noon to 10 p.m. Service may be interrupted during those hours. Advance notice of downtime is given wherever possible.

5. **Galaxy support website and user group meetings**

B. Report Processing and Distribution

1. Maintenance of Actuate & MicroStrategy reports (including converted Crystal reports)
2. Development of new countywide MicroStrategy reports
3. Maintenance of servers, software and licensing as related to reports
4. Printing and distribution of reports, via electronic mode (pdf, excel, etc.) or paper
5. Processing and printing of payroll and commercial warrants, direct deposit stubs, W-2, 1099 processing and warrant registers

C. Standard RCOE Training Support

1. Galaxy, OneSource, MicroStrategy and Student Information System training
2. Specialized training upon request
 - a. Executive style
 - b. One-on-one end user training
3. Provide end user documentation for Galaxy, OneSource, MicroStrategy and Student Information System
 - a. System manuals
 - b. System enhancement training documents
4. Deployment of new system modules for all supported applications
5. Office automation training

D. Standard Retirement Reporting and Support

1. STRS monthly
2. PERS monthly

E. Optional Services

Optional/Additional services and/or products may be purchased at the discretion of DISTRICT on a time and material basis according to this chart to be invoiced separately:

Custom/Advanced Reports Development	\$90.00/hour
Custom/Advanced Data Extracts (time duration more than one hour)	\$90.00/hour
Custom Advanced Mass Data Updates (time duration more than one hour)	\$90.00/hour
Direct Deposit	\$.04/transaction
Report Card processing	\$0.17/form
Postage (Performed as a service at the USPS rate as of mailing + Handling)	\$0.49/piece
Training only (Galaxy, Purchasing, Student Information System)	included
Office automation training with certification (one (1) to nine (9) participants)	\$100.00/participant
Office Automation Training without certification (1 to 9 participants)	\$65.00/participant
Group (ten (10) or more participants) office automation training with certification	\$90.00/participant
Group (10 or more participants) office automation training without certification	\$55.00/participant

OneSource additional power user license support	\$432.82/license
OneSource liaison user license support	\$284.82/license
OneSource web user requisitioner license support	\$65.16/named user
VPN Access (per user account/per year)*	\$25.00/per user

F. Galaxy Development

Change/Enhancement Request(s) should be submitted to the Service Desk. The Prioritization Committee is to review all project requests and will place in work order for the Development Team. A project request is defined as 2 or more months of staff time. Galaxy modifications and enhancements cost estimates and release schedules will be presented annually by March 31st to the Galaxy Development Council. The budget and the assessment for each release shall be voted upon by the membership. By majority rule the members shall be bound by the outcome of the vote.

3. **PAYMENT:** The Parties anticipate that there will be monetary obligation on the part of DISTRICT. These are for the following components:

A. DISTRICT agrees to pay SUPERINTENDENT the amount of **\$4.00** multiplied by DISTRICT’S 2018-19 apportionment attendance report for Galaxy System Support.

B. DISTRICT agrees to pay SUPERINTENDENT the amount of **\$.40** multiplied by DISTRICT’S 2018-19 apportionment attendance report for Report Processing and Distribution.

C. DISTRICT agrees to pay SUPERINTENDENT the amount of **\$480.00** for Standard Retirement Reporting and Support.

D. Galaxy Development Council Approved Documents: The DISTRICT has chosen not to participate in the Electronic Time and Attendance Project.

E. DISTRICT agrees to pay SUPERINTENDENT the amount of **\$1.25** multiplied by DISTRICT’S 2018-19 apportionment attendance report for the End User Reporting Project.

4. **TERMINATION:**

SYSTEM SUPPORT SERVICES:

A. Either party may terminate this Agreement, in whole or in part, and without need for cause, by giving 30 day written notice stating the extent and effective date of termination.

B. Upon any termination pursuant to this Paragraph taking effect, SUPERINTENDENT shall cease all work and services to the extent specified in the termination notice, and DISTRICT shall pay SUPERINTENDENT, in accordance with this Agreement, for all work and services performed prior to termination.

5. **MUTUAL INDEMNIFICATION:** *The parties hereto, and each of them, do hereby mutually agree to indemnify, defend, save and hold harmless each other, and their respective officers, agents, servants and employees, of and from any and all liability, claims demands, debts, suits, actions and causes of action, including wrongful death and reasonable attorneys fees for the defense thereof, arising out of or in any manner connected with the performance of any act or deed under or pursuant to the terms and provisions of this Agreement by such indemnifying party, or its officers, agents, servants and employees.*

6. **DATA SECURITY BREACH REPORTING:** California Civil Code 1798.82(a) requires a business, such as a third party provider, or California Civil Code 1798.29(a), requires a state agency, such as SUPERINTENDENT, to notify any California resident whose unencrypted personal information, as defined, was acquired, or reasonably believed to have been acquired, by an unauthorized person. Any state agency, in accordance with California Civil Code 1798.29(e), or business, in accordance with California Civil Code 1798.82(f), when any single breach occurs that effects 500 or more California residents, is required to electronically submit a sample copy of the security breach notification, excluding any personally identifiable information, to the Attorney General.

7. **PROTECTION OF PUPIL DATA:** California local educational agencies, such as SUPERINTENDENT, and third party providers, are required by federal and state laws to protect certain pupil data, including but not limited to; financial, health, and educational records. SUPERINTENDENT must implement procedures and protective measures to ensure compliance with current federal and state privacy requirements, including but not limited to; California Education Code 49073.1, the Student Online Personal Information Protection Act (SOPIPA), the federal Family Educational Rights and Privacy Act (FERPA), the federal Children’s Online Privacy Protection Act (COPPA), and the Children’s Internet Protection Act (CIPA).

8. **PRIVACY OF PUPIL RECORDS:** DISTRICT is a local education agency and SUPERINTENDENT is a third party provider subject to all state and federal laws governing education, including but not limited to the California Education Code 49073.1, and the federal Family Educational Rights and Privacy Act (FERPA). The California Education Code 49073.1 states that any technology services agreements entered into, renewed, or amended after January 1, 2015, between a local education agency and a third party provider must include certain terms. These requirements apply to agreements for services that utilize electronic technology, including cloud-based services, for the digital storage, management and retrieval of pupil records, as well as, digital software that authorizes a third party provider of educational software to access, store and use pupil records.

In addition to other penalties, an agreement that fails to comply with the requirements of this section shall be rendered void if, upon notice and a reasonable opportunity to cure, the noncompliant party fails to come into compliance and cure any defect. Written notice of noncompliance may be provided by any Party to this Agreement. All Parties subject to this Agreement, voided under this section, shall return all pupil records in their possession to SUPERINTENDENT.

A. Definitions:

Local Education Agency	Includes school districts, county offices of education, and charter schools.
Third Party	A provider of digital educational software or services, including cloud-based services, for the digital storage, management, and retrieval of pupil records.
Pupil Records	<ol style="list-style-type: none"> i. Any information directly related to a pupil that is maintained by the local educational agency. ii. Any information acquired directly from the pupil through the use of instructional software or applications assigned to the pupil by a teacher or other local educational agency employee.
Pupil-Generated Content	Materials created by a pupil, including, but not limited to, essays, research reports, portfolios, creative writing, music or other audio files, photographs, and account information that enables ongoing ownership of pupil content.

Personally Identifiable Information	Shall include, but are not limited to, student data, metadata, and user or pupil-generated content obtained by reason of the use of third party provider’s software, website, service, or app, including mobile apps, whether gathered by third party provider or provided by local education agency or its users, students, or students’ parents/guardians.
Eligible Pupil	A pupil who has reached 18 years of age.

- B. In compliance with applicable federal and state laws, **Appendix A, RCOE Data Security Practices and Procedures** describes how SUPERINTENDENT ensures the security and confidentiality of sensitive information and confidential records.
9. **DISPUTES:** Except as otherwise provided in this Agreement, any dispute concerning a question of fact arising under this Agreement, which is not disposed by Agreement, shall be disposed by SUPERINTENDENT which shall furnish the decision in writing. The decision of SUPERINTENDENT shall be final and conclusive until determined by a court of competent jurisdiction to have been fraudulent or capricious, arbitrary, or so grossly erroneous as necessarily to imply bad faith. DISTRICT shall proceed diligently with the performance of the Agreement pending SUPERINTENDENT’S decision.
 10. **GOVERNING LAW, JURISDICTION, VENUE, AND SEVERABILITY:** This Agreement shall be governed by the laws of the State of California. Any legal action related to the performance or interpretation of this Agreement shall be filed only in the Superior Court of the State of California located in Riverside, California, and the Parties waive any provision of law providing for a change of venue to another location. Prior to the filing of any legal action, the Parties shall be obligated to attend a mediation session with a third party mediator in an attempt to resolve the dispute. In the event any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way. Should action be brought to enforce or interpret the provisions of the Agreement, the prevailing Party shall be entitled to attorney’s fees in addition to whatever other relief are granted.
 11. **MODIFICATIONS:** This Agreement may only be modified in writing by the mutual consent of the Parties hereto.
 12. **INTERPRETATION:** This Agreement shall be interpreted to give effect to its fair meaning and shall be construed as though both Parties prepared it.
 13. **ASSIGNMENT:** Unless authorized in writing by both Parties, neither Party shall assign or transfer any rights or obligations covered by this Agreement. Any unauthorized assignment or transfer shall constitute grounds for termination by the other Party.
 14. **NO WAIVER OF DEFAULT:** No delay or failure to require performance of any provision of this Agreement shall constitute a waiver of that provision as to that instance or any other instance. Any waiver must be in writing and shall only apply to that instance.
 15. **EXECUTION OF COUNTERPARTS:** If this Agreement is executed in counterparts, each counterpart shall be deemed an original and all such counterparts or as many of them as the Parties preserve undestroyed shall together constitute one and the same Agreement.
 16. **AUTHORITY.** The Parties warrant and represent that they have the authority to enter into this Agreement in the names, titles, capacities stated herein and on behalf of the entities, persons, or

firms named herein and that all legal requirements to enter into this Agreement have been fulfilled.

- 17. **ENTIRE AGREEMENT:** This Agreement, including any attachments, exhibits or documents incorporated herein, constitutes the entire Agreement between the Parties hereto with respect to the subject matter hereof and no prior or contemporaneous agreements of any kind or nature relating to the same shall be deemed to be merged herein.

IN WITNESS WHEREOF, the Parties have executed this Agreement and shall become effective upon the date it is signed by the last Party to this Agreement.

Riverside County Superintendent of Schools
3939 Thirteenth Street
Riverside, CA 92501

Riverside Community College
3801 Market Street
Riverside, CA 92501

Signed _____
Authorized Signature

Signed _____
Authorized Signature

Eric Calderon, Chief Technology Officer
Division of Information Technology Services
Printed Name and Title

Printed Name and Title

Date _____

Date _____

APPENDIX A

RCOE Data Security Practices and Procedures

Introduction: RCOE has established an Information Security (InfoSec) Program based on industry best practices and the needs of California K12 systems. The InfoSec program involves several departments, including Operational Support Services, Personnel Services, and Information Technology Services. The departments are primary functional units that will engage with legal counsel and security service/solution providers to develop and execute improvement plans. This plan may be periodically updated to take into account improving practices and technologies and to respond to a changing threat environment. LEA's will be provided with annual updates where there have been material modifications to the practices and procedures stated below.

As of July 20, 2018, the Program has identified the following areas to be part of the continual improvement of the RCOE InfoSec practices.

1. Anti-Virus/Malware Administration and Configuration
 - a. Regularly review and examine the policies and procedures related to Anti-virus/Malware controls and the configuration of Anti-virus/Malware software and appliances
 - b. Continual improvement of Anti-virus/Malware software configuration, operation and security
 - c. Provide Anti-virus/Malware training and awareness
 - d. Practice in depth Anti-virus/Malware defense for server and end user computers

2. Continuity of Operations Plan (COOP) and Disaster Recovery Plan (DRP)

COOP is the collection of sets of processes and procedures carried out by an organization to ensure that essential business functions continue to operate during and after a disaster. As part of the COOP there is a **DRP**. These are the technical plans developed for specific groups within an organization to allow them to recover a particular business application. RCOE addresses these plans by:

 - a. Performing annual Business Impact Analysis with various departments to identify mission critical processes and/or departments and prioritize the recovery processes and/or departments in accordance with their level of criticality.
 - b. Secure Executive Oversight and Support for the COOP
 - c. Continual updates of documentation, content, sufficiency, testing and documentation of test results of the plans.

3. Firewall Administration and Configuration
 - a. Examine and document the policies and procedures related to the administration of the organizations firewall(s)
 - b. Examine and document configuration files and access control lists for the devices and/or applications and operating systems
 - c. Implement least privilege access
 - d. Documentation, content and sufficiency of firewall policies and procedures
 - e. Logical placement of firewalls
 - f. Restricted access to management interfaces
 - g. Continual evaluation of applied rule sets
 - h. Backup, recovery, and storage of configuration files
 - i. Firewall event log review and sufficient storage for retention policy

4. Network Systems and Database Vulnerability Scanning
Perform scheduled simulations of attacks on the network and database systems by utilizing industry best of breed tools, which identify the vulnerabilities in the systems and provide recommendations for remediation.
5. Network Monitoring & Intrusion Detection
 - a. Regularly review the event logs to identify and correlate unauthorized, unusual, and sensitive access activity, such as:
 1. Attempted unauthorized logical and physical access;
 2. Access trends and deviations from those trends;
 3. Access to sensitive data and resources;
 4. Highly-sensitive privileged access, such as the ability to override security controls;
 5. Access modifications made by security personnel; and
 6. Unsuccessful attempts to logon to a system.
 - b. Improve documentation, content and sufficiency of network monitoring and intrusion detection policies and procedures
6. Patch Management
 - a. Regularly review and update systems, configuration, and applications for required systems
 - b. Sufficient testing of systems before and after patching
 - c. Maintain documentation of patch history of required systems
7. Physical Security
To prevent unauthorized personnel from gaining direct access to RCOE facilities that house sensitive information, the following areas are under regular review and improvement process:
 - a. Documentation, content and sufficiency of physical security policies and procedures
 - b. External: facility perimeter, perimeter lighting, parking areas, parking area lighting, landscaping, exterior building lighting, exterior doors and locks and other entry points
 - c. Internal: doors, windows, ceilings, raised floors, wiring and utility closets, ceilings, attics, basements, crawlspaces, public areas
 - d. Lock and Key control
 - e. Access control including identification systems in use and access points
 - f. Intrusion alarms
 - g. Fire detection, suppression and prevention
 - h. CCTV/digital imaging technologies
 - i. Power system and utility control points
 - j. Documentation, retired network storage, and refuse disposal
 - k. Mail Handling
 - l. Hard copy record storage
 - m. Network Operations Center
8. Server (Data Center Systems) Administration and Configuration
Continual improvement of the following areas:
 - a. Documentation of server implementations, policies, and procedures
 - b. Hardware, operating system, and application security
 - c. User account policy and rights assignments
 - d. Auditing policies, system changes, user rights, and access to sensitive data
 - e. Event and security log retention and regular review
 - f. Critical file and folder permissions
 - g. Remote access and security

9. Network Switch and Router Administration and Configuration
Continual improvement of the following areas:
 - a. Develop clear documentation, content and sufficiency of policies and procedures
 - b. Streamline installation, operation and security
 - c. Regular review of configuration

10. Workstation Administration and Configuration
Continual improvement of the following:
 - a. Documentation of workstation policies and procedures
 - b. Hardware security
 - c. Operating System installation, configuration and maintenance (patching)
 - d. User account policies and rights assignments
 - e. Event and security log settings and retention
 - f. Critical file and folder permissions
 - g. Remote access and security

11. Mobile Devices
Regularly examine RCOE's policies and procedures related to administration of the mobile devices assigned to staff and students. The mobile devices include laptops, tablets and smartphones for both RCOE owned devices and personal devices brought onto RCOE's network.

12. Application Security Assessment and Mitigation
The primary objective is to assess how effectively and efficiently RCOE ensures that no single trusted IT system user, administrator, or vendor is able to exploit vulnerabilities in RCOE's IT systems to accomplish and/or conceal an unauthorized diversion of RCOE's assets. Identify where the risk exists and evaluate the controls designed to mitigate this risk. Regularly review, evaluate, and update, if necessary, of the following IT controls:
 - a. Database administration practices.
 - b. Production control practices.

13. Users Awareness Training
Develop and update timely and relevant training material to raise the level of cybersecurity awareness of users throughout the organization.

Board of Trustees Regular Meeting (VI.U)

Meeting	April 16, 2019
Agenda Item	Other Items (VI.U)
Subject	Other Items Surplus Property
College/District	District
Funding	N/A
Recommended Action	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 authorize the property to be consigned to The Liquidation Company to be sold on behalf of the District.

Background Narrative:

Education Code Section 81450 permits the Board of Trustees to declare District property as surplus if the property is not required for school purposes; is deemed to be unsatisfactory or not suitable for school use; or if it is being disposed of for the purposes of replacement.

Education Code section 81452 permits surplus property to be sold at private sale, without advertising, if the total value of the property does not exceed \$5,000. The District has determined that the property on the attached list does not exceed the total value of \$5,000. To help defray disposal costs and to generate a nominal amount of revenue, the staff proposes that we consign the surplus property identified in the attachment to The Liquidation Company for disposal.

Prepared By: Aaron S. Brown, Vice Chancellor, Business & Financial Services
Melissa Elwood, Controller

SURPLUS EQUIPMENT
April 16, 2019

QTY.	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	HP	PRINTER, LASER, MONO	C4253A	USQB043849	010981
1	HP	PRINTER, LASER, MONO	C3980A	USDH054151	013020
1	GATEWAY	COMPUTER, LAPTOP	SOLO 9550	0026713589	018773
1	GATEWAY	COMPUTER, LAPTOP	SOLO 9550	0026713590	018774
1	HP	PRINTER, INKJET	DESKJET 6122	MY28R1C18V	020131
1	SAMSUNG	MONITOR, LCD	SYNCMAS- 1935S	GY19H9NX333659W	023483
1	APPLE, INC	COMPUTER, LAPTOP, MACBOOK	A1106	W8512198SQ7	025256
1	GATEWAY	COMPUTER, LAPTOP	M460	0035043217	025448
1	GATEWAY	MONITOR, LCD	FPD1730	MUL7007K0018882	025711
1	GATEWAY	COMPUTER, DESKTOP	E4300	0034941785	025873
1	GATEWAY	MONITOR, LCD	FPD1530	QS5342900935	026283
1	GATEWAY	COMPUTER, LAPTOP	M465E	0035437216	026963
1	STOREAGE LSI	STOREAGE DUAL SVM APPLIANCE	SVM CONTROLLER	XX001328	030998
1	HARMONY	TRASH COMPACTOR, VERTICAL, 2 YARD	P200	P200208	031722
1	HP	BLADE SERVER	HPBL35P	USE61914NP	032582
1	GATEWAY	MONITOR, LCD	FPD1975W	MLR6C50N01904	033068
1	SHARP	COPIER/PRINTER, LASER, MFP, MONO	AR-M455N	6504530Y / 6505064Y	033085
1	GATEWAY	COMPUTER, LAPTOP	M685E	0038998549	033610
1	GATEWAY	COMPUTER, LAPTOP	M465E	0039265780	034397
1	GATEWAY	COMPUTER, LAPTOP	M465E	0039099206	036038
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 755	47YSNJ1	038618
1	LENOVO	COMPUTER, LAPTOP	41872NU	L3BRH5F	038835
1	LENOVO	COMPUTER, LAPTOP	41872NU	L3BRH5G	038836
1	LENOVO	COMPUTER, LAPTOP	41872NU	L3BRH5D	038838
1	LENOVO	COMPUTER, LAPTOP	41872NU	L3BRH5B	038840
1	LENOVO	COMPUTER, LAPTOP	41872NU	L3BRH5H	038841
1	HP	SCANNER, FLATBED	FCLSD0406	US62HSR0BF	039692
1	LENOVO	COMPUTER, DESKTOP, WORKSTATION	6483WYL	MJ03878	039937
1	LENOVO	MONITOR, LCD	4424HB6	V6C0228	040806
1	LENOVO	MONITOR, LCD	4424HB6	V6M6394	041021
1	LENOVO	COMPUTER, DESKTOP	7484W7J	MJCT138	041092
1	BROTHER	PRINTER, LASER, MFP, MONO	HL-6050D	U60955K9J251747	041329
1	LENOVO	MONITOR, LCD	2448HB6	V6D9958	041846
1	LENOVO	MONITOR, LCD	4422HB6	V6M2886	042064
1	INTERWRITE	INTERACTIVE WHITEBOARD	1077B	1WBRD08407730048	042249
1	LENOVO	COMPUTER, DESKTOP	7484CTO	MJPFEP9	043422
1	LENOVO	COMPUTER, DESKTOP	E30	MJWLHX0	043812
1	HITACHI	PROJECTOR	CPSX1350	G8K005099	044068
1	DELL	MONITOR, LCD	P190S	CN0RNMH67444513I C0KL	044561
1	HP	PRINTER, INKJET, MFP, PHOTO, COLOR	CN731A	CN16KG127Y	044716

SURPLUS EQUIPMENT

April 16, 2019

QTY.	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	APPLE, INC	COMPUTER, DESKTOP, WORKSTATION	A1186	G890412VXYL	044802
1	APC	BATTERY PACK/EXTENDED RUNFRAME	SURT192XLBP	5S1136T08442	045010
1	CISCO SYSTEMS	NETWORK SWITCH	WS-C3850-48F-S	FCW1832C1FX	045595
1	APPLE, INC	COMPUTER, LAPTOP, MACBOOK	A1342	451460CAF5X	047033
1	APPLE, INC	COMPUTER, LAPTOP, MACBOOK	A1342	451460BXF5X	047038
1	APPLE, INC	COMPUTER, LAPTOP, MACBOOK	A1342	451460BPF5X	047041
1	APPLE, INC	COMPUTER, LAPTOP, MACBOOK	A1342	451460ASF5X	047045
1	APPLE, INC	COMPUTER, LAPTOP, MACBOOK	A1342	451460B3F5X	047055
1	APPLE, INC	COMPUTER, LAPTOP, MACBOOK	A1342	451460B4F5X	047057
1	APPLE, INC	COMPUTER, LAPTOP, MACBOOK	A1342	451460A6F5X	047071
1	APPLE, INC	COMPUTER, LAPTOP, MACBOOK	A1342	451460B0F5X	047075
1	APPLE, INC	COMPUTER, LAPTOP, MACBOOK	A1342	451460BJF5X	047076
1	APPLE, INC	COMPUTER, LAPTOP, MACBOOK	A1342	4514608QF5X	047121
1	APPLE, INC	COMPUTER, LAPTOP, MACBOOK	A1342	4514608KF5X	047122
1	APPLE, INC	COMPUTER, LAPTOP, MACBOOK	A1342	4514606PF5X	047125
1	APPLE, INC	COMPUTER, LAPTOP, MACBOOK	A1342	45146088F5X	047128
1	APPLE, INC	COMPUTER, LAPTOP, MACBOOK	A1342	4514607DF5X	047131
1	APPLE, INC	COMPUTER, LAPTOP, MACBOOK	A1342	4514608RF5X	047133
1	DELL	MONITOR, LCD	P190S	CN09TVYF72872186J ATI	047264
1	APPLE, INC	COMPUTER, DESKTOP, AIO	A1418	D25QG0T8F8J7	050725
1	DELL	COMPUTER, DESKTOP	OPTIPLEX 7010	DP07FX1	051271
1	LENOVO	COMPUTER, DESKTOP, AIO	10AF0008US	MJ02RBGD	062432
1	DELL	MONITOR, LCD	E2414	CNOFF3N17444558J CE2U	063530
1	DELL	MONITOR, LCD	P190S	CN09TVYF728722260 VNI	48224
1	HP	PRINTER, INKJET, MFP, COLOR	CN577A	CN3BKF4GP5	051980

SURPLUS EQUIPMENT
April 16, 2019

QTY.	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	CANON	PRINTER, INKJET, MFP, COLOR	8328B002 (MG2420)	HAAA67393	NONE
1	SUN MICROSYSTEMS	MONITOR, LCD	WDZF	2055TVC-0846PI111	NONE
1	MATICA EDISECURE	PRINTER, ID CARD, INDUSTRIAL	XID 560IE	093G2817	NONE
1	GATEWAY	COMPUTER, DESKTOP	LPMINI	0009877332	NONE
1	BROTHER	FAX MACHINE	INTELLIFAX 1270E	U60302F2K73610	NONE
1	SPECTRUM MEDIA	LECTURN	N/A	NONE	NONE
1	LENOVO	COMPUTER, LAPTOP	20AUS0FH00	R900FEYV	051991
1	PHILLIPS	AUTOMATED EXTERNAL DEFIBRILLATORS (AED), SEMI-AUTOMATIC	HEARTSTART FR2	200033910	NONE
1	CISCO SYSTEMS	WIRELESS ACCESS POINT	AIR-AP1220B-A-K9	FHK0724K1RS	NONE
1	CISCO SYSTEMS	WIRELESS ACCESS POINT	AIR-AP1231G-A-K9	FTX0902J1ZP	NONE
1	CISCO SYSTEMS	WIRELESS ACCESS POINT	AIR-AP1231G-A-K9	FTX0850J37B	NONE
1	CISCO SYSTEMS	WIRELESS ACCESS POINT	AIR-AP1242AG-A-K9	FTX1236B2Q3	NONE
1	CISCO SYSTEMS	WIRELESS ACCESS POINT	AIR-LAP1242AG-A-K9	FTX1319B278	NONE
1	CISCO SYSTEMS	WIRELESS ACCESS POINT	AIR-LAP1242AG-A-K9	FTX1319B27T	NONE
1	CISCO SYSTEMS	WIRELESS ACCESS POINT	AIR-LAP1242AG-A-K9	FTX1127B47X	NONE
1	CISCO SYSTEMS	WIRELESS ACCESS POINT	AIR-LAP1242AG-A-K9	FTX1319B27X	NONE
1	CISCO SYSTEMS	WIRELESS ACCESS POINT	AIR-AP1242AG-A-K9	FTX1219B1SR	NONE
1	CISCO SYSTEMS	WIRELESS ACCESS POINT	AIR-AP1242AG-A-K9	FTX1236B2RT	NONE
1	CISCO SYSTEMS	WIRELESS ACCESS POINT	AIR-LAP1242AG-A-K9	FTX1319B26Q	NONE
1	CISCO SYSTEMS	WIRELESS ACCESS POINT	AIR-AP1242AG-A-K9	FTX1236B2TP	NONE
1	CISCO SYSTEMS	WIRELESS ACCESS POINT	AIR-AP1242AG-A-K9	FTX1236B2QC	NONE
1	CISCO SYSTEMS	WIRELESS ACCESS POINT	AIR-AP1232AG-A-K9	FTX0916R1C0	NONE
1	GATEWAY	COMPUTER, LAPTOP	SOLO 2500	0011303650	NONE
1	GATEWAY	COMPUTER, LAPTOP	SOLO 9500	BDB51350396	NONE
1	ERNST LEITZ, INC	POWER SUPPLY, MICROSCOPE	050-262	NONE	NONE
1	ERNST LEITZ, INC	POWER SUPPLY, MICROSCOPE	050-262	NONE	NONE
1	ERNST LEITZ WETZLAR	LAMPHOUSE, MICROSCOPE	307-143.004	NONE	NONE

SURPLUS EQUIPMENT
April 16, 2019

QTY.	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	ERNST LEITZ WETZLAR	LAMPHOUSE, MICROSCOPE	307-143.004	NONE	NONE
1	LEITZ LABORLUX	MICROSCOPE	090-120.020	555 283/999642	NONE
1	ERNST LEITZ, INC	MICROSCOPE	N/A	NONE	NONE
1	HP	SCANNER, FLATBED	C5190	MX84H13P6D	012005
1	HAAS	CONTROL SIMULATION MODULE	CSM2A	110339	038231
1	HAAS	CONTROL SIMULATION MODULE	CSM1A	100422	038232
1	IBICO	LAMINATING MACHINE	EL-12II	LS01120	NONE
1	LENOVO	COMPUTER, DESKTOP	1677W1J	MJKRDGW	48106

Board of Trustees Regular Meeting (VI.V)

Meeting	April 16, 2019
Agenda Item	Other Items (VI.V)
Subject	Other Items Surplus Property - Donation
College/District	District
Funding	N/A
Recommended Action	Recommend by unanimous vote declaring the property on the attached list to be surplus; and authorize the property to be donated to the Victor Valley Community College District.

Background Narrative:

Education Code Section 81450.5 permits the Board of Trustees to declare District property as surplus and donate the property to a school district 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 is being disposed of for the purposes of replacement and is requesting the property to be donated to the Victor Valley Community College District.

Prepared By: Aaron S. Brown, Vice Chancellor, Business & Financial Services
Michael Simmons, Director, Risk Management, Safety & Police Services
Melissa Elwood, Controller

SURPLUS EQUIPMENT
April 16, 2019

QTY.	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	FORD	VEHICLE, SEDAN, POLICE INTERCEPTOR (LICENSE# 1139063)	2003 CROWN VICTORIA	2FAFP71W53X126125	067500

Board of Trustees Regular Meeting (VII.A)

Meeting	April 16, 2019
Agenda Item	Consent Agenda Information (VII.A)
Subject	Capital Program Executive Summary Report - March 31, 2019
College/District	District
Funding	N/A
Recommended Action	Information Only

Background Narrative:

See the attached monthly Capital Program Executive Report (CPES) as of March 31, 2019. The CPES report reflects Measure C proceeds, income, project commitments, and available balances.

Prepared By: Aaron S. Brown, Vice Chancellor, Business and Financial Services
Majd Askar, Director, Business Services
Bart Doering, Director, Facilities Development

**Riverside Community College District
Measure C - Capital Program Executive Summary Report
As of March 31, 2019**

	Moreno Valley College	Norco College	Riverside City College	District	Centrally Controlled			Total
					Approved Projects	Program Reserve	Program Contingency	
Original Measure C Allocation Split	\$ 69,200,000	\$ 66,300,000	\$ 173,100,000	\$ 19,200,000	\$ 19,300,000	\$ 24,000,000	\$ 10,000,000	\$ 381,100,000
Redistribution of Specific Donations/Rebates	\$ (1,086,934)	\$ (975,883)	\$ 3,293,229	\$ (326,040)	\$ -	\$ (642,104)	\$ (262,268)	
Income Distribution Through June 30, 2018	\$ 542,389	\$ 1,147,238	\$ 2,152,531	\$ 139,690	\$ -	\$ 275,340	\$ 112,462	\$ 4,369,649
Additional Allocation from Centrally Controlled	\$ 1,655,460	\$ 3,182,687	\$ 14,256,756	\$ 5,624,050	\$ (28,317)	\$ (19,510,166)	\$ (5,180,470)	\$ -
Total Measure C Allocation	\$ 70,310,915	\$ 69,654,042	\$ 192,802,516	\$ 24,637,700	\$ 19,271,683	\$ 4,123,070	\$ 4,669,724	\$ 385,469,649
Project Commitments	\$ (58,584,440)	\$ (72,114,538)	\$ (185,100,664)	\$ (21,907,401)	\$ (18,623,243)	\$ -	\$ -	\$ (356,330,286)
Remaining Uncommitted Funds	\$ 11,726,475	\$ (2,460,496)	\$ 7,701,852	\$ 2,730,299	\$ 648,440	\$ 4,123,070	\$ 4,669,724	\$ 29,139,364

Riverside Community College District
Measure C - Capital Program Executive Summary Report
As of March 31, 2019

MORENO VALLEY COLLEGE					
Description	Total Project Budget	Measure C Budget	Non-Measure C Budget	Additional Measure C Budget	Measure C Allocation
					\$ 69,200,000
Redistribution of College Specific Donations/Rebates Included in Original Allocation				\$ (1,086,934)	\$ 68,113,066
Distribution of Interest, Donations/Rebates Income from original allocation through June 30, 2018				\$ 542,389	\$ 68,655,455
APPROVED PROJECTS					
<i>Certificates of Participation (93 & 01 Refunding)</i>	\$ 2,635,830	\$ 2,635,830	\$ -	\$ -	\$ 66,019,625
<i>CO Bond Issuance Related Expenditures</i>	\$ 1,026,409	\$ 1,026,409	\$ -	\$ -	\$ 64,993,216
District Phone & VM upgrade	\$ 73,639	\$ 73,639	\$ -	\$ -	\$ 64,919,577
ECS Secondary Effects	\$ 286,227	\$ 286,227	\$ -	\$ -	\$ 64,633,350
Emergency Phone Project	\$ 88,318	\$ 88,318	\$ -	\$ -	\$ 64,545,032
Long Range Master Plans	\$ 289,985	\$ 289,985	\$ -	\$ -	\$ 64,255,047
Hot Water Loop System & Boiler Replacement	\$ 869,848	\$ 869,848	\$ -	\$ -	\$ 63,385,199
Logic Domain- CMP System	\$ 45,022	\$ 45,022	\$ -	\$ -	\$ 63,340,177
Infrastructure Projects (IT Upgrade)	\$ 102,211	\$ 102,211	\$ -	\$ -	\$ 63,237,966
Utility Retrofit Project (NORESKO)	\$ 1,388,503	\$ 1,388,503	\$ -	\$ -	\$ 61,849,463
Modular Redistribution Projects	\$ 3,945,332	\$ 3,939,832	\$ -	\$ -	\$ 57,909,631
Scheduled Maintenance Match (Historical)	\$ 351,322	\$ 351,322	\$ 635,669	\$ -	\$ 57,558,309
ECS Bldg. Upgrade	\$ 252,296	\$ 252,296	\$ -	\$ -	\$ 57,306,013
District Computer/Network System Upgrade	\$ 211,433	\$ 211,433	\$ -	\$ -	\$ 57,094,580
Safety & Site Improvement Project	\$ 919,827	\$ 719,827	\$ 200,000	\$ -	\$ 56,374,753
Food Services Remodel (& Int facilities)	\$ 2,654,335	\$ 2,649,606	\$ 28,000	\$ -	\$ 53,725,147
Network Operations Center	\$ 3,524,082	\$ 2,931,707	\$ -	\$ -	\$ 50,793,440
Learning Gateway Building & Lions Lot	\$ 5,269,307	\$ 4,984,261	\$ -	\$ -	\$ 45,809,179
Student Academic Services-Phase III	\$ 21,080,265	\$ 5,939,817	\$ 14,036,000	\$ -	\$ 39,869,362
Science Lab Remodel (Phase I&II)	\$ 500,000	\$ 302,804	\$ -	\$ -	\$ 39,566,558
<i>Feasibility/Planning/Mngmnt/Staffing</i>	\$ 1,716,212	\$ 1,716,212	\$ -	\$ -	\$ 37,850,346
Scheduled Maintenance (2010+) (\$640Kx5 years)	\$ 1,080,320	\$ 603,460	\$ 72,430	\$ -	\$ 37,246,886
Nursing Portables	\$ 705,338	\$ 705,338	\$ -	\$ 705,338	\$ 37,246,886
A/V & Lighting Hum 129 & SS 101	\$ 200,000	\$ 134,457	\$ -	\$ -	\$ 37,112,429
MVC Master Plan Update	\$ 877,500	\$ 877,500	\$ -	\$ 186,000	\$ 36,420,929
Electronic Contract Document Storage	\$ 10,550	\$ -	\$ -	\$ -	\$ 36,420,929
Dental Education Center	\$ 10,700,181	\$ 9,877,088	\$ -	\$ 373,349	\$ 26,917,190
Adm Move to Humanities	\$ 25,990	\$ 25,990	\$ -	\$ -	\$ 26,891,200
Mechanical Upgrade Projects	\$ 875,000	\$ 660,245	\$ -	\$ -	\$ 26,230,955
2013 FPP/IPP	\$ -	\$ -	\$ -	\$ -	\$ 26,230,955
Emergency Phone Repairs	\$ 450,000	\$ 341,582	\$ -	\$ 341,582	\$ 26,230,955
Physician Asst Lab Remodel	\$ 120,000	\$ 49,191	\$ -	\$ 49,191	\$ 26,230,955
MVC Student Services Welcome Center	\$ 14,000,000	\$ 14,000,000	\$ -	\$ -	\$ 12,230,955
Health Science Center - MVC	\$ 164,971	\$ 164,971	\$ -	\$ -	\$ 12,065,984
BCTC Center	\$ 84,500	\$ 84,500	\$ -	\$ -	\$ 11,981,484
Center for Human Performance	\$ 112,009	\$ 112,009	\$ 30,350,000	\$ -	\$ 11,869,475
Library Learning Center	\$ 143,000	\$ 143,000	\$ 27,578,000	\$ -	\$ 11,726,475
Remaining Measure C Funds					\$ 11,726,475
	\$ 76,779,762	\$ 58,584,440	\$ 72,900,099	\$ 1,110,915	
5 YEAR CCP					
BCTC Center	\$ 10,999,000	\$ 10,999,000	\$ -		

Measure C Summary

Original Measure C Allocation	\$ 69,200,000
Additional Measure C Allocation	\$ 1,110,915
Total Measure C Allocation	\$ 70,310,915

Riverside Community College District
Measure C - Capital Program Executive Summary Report
As of March 31, 2019

NORCO COLLEGE					
Description	Total Project Budget	Measure C Budget	Non-Measure C Budget	Additional Measure C Budget	Measure C Allocation
					\$ 66,300,000
From Centrally Controlled - Program Contingency				\$ 500,000	\$ 66,800,000
Redistribution of College Specific Donations/Rebates Included in Original Allocation				\$ (975,883)	\$ 65,824,117
Distribution of Interest, Donations/Rebates Income from original allocation through June 30, 2018				\$ 1,147,238	\$ 66,971,355
APPROVED PROJECTS					
Certificates of Participation (93 & 01 Refunding)	\$ 2,535,893	\$ 2,535,893	\$ -	\$ -	\$ 64,435,462
CO Bond Issuance Related Expenditures	\$ 987,493	\$ 987,493	\$ -	\$ -	\$ 63,447,969
District Phone & Voicemail Upgrades	\$ 70,847	\$ 70,847	\$ -	\$ -	\$ 63,377,122
Room Renovations	\$ 100,019	\$ 100,019	\$ -	\$ -	\$ 63,277,103
Emergency Phone Project	\$ 102,773	\$ 102,773	\$ -	\$ -	\$ 63,174,330
Long Range Master Plans	\$ 362,670	\$ 362,670	\$ -	\$ -	\$ 62,811,660
Logic Domain- CPM System	\$ 43,315	\$ 43,315	\$ -	\$ -	\$ 62,768,345
Infrastructure Project (IT Upgrade)	\$ 98,336	\$ 98,336	\$ -	\$ -	\$ 62,670,009
Utility Retrofit Project (NORESCO)	\$ 1,587,401	\$ 1,587,401	\$ -	\$ -	\$ 61,082,608
Modular Redistribution Project	\$ 2,109,572	\$ 2,109,572	\$ -	\$ -	\$ 58,973,036
Scheduled Maintenance Match (Historic)	\$ 180,850	\$ 180,850	\$ 362,942	\$ -	\$ 58,792,186
ECS Building Upgrade	\$ 137,265	\$ 137,265	\$ -	\$ -	\$ 58,654,921
Industrial Technology Facility-PhaseII	\$ 28,800,284	\$ 9,715,350	\$ 18,990,000	\$ -	\$ 48,939,571
District Computer Network/Systems Upgrade	\$ 203,417	\$ 203,417	\$ -	\$ -	\$ 48,736,154
Soccer Field Turf/Locker Rooms	\$ 3,904,973	\$ 3,879,314	\$ -	\$ -	\$ 44,856,840
Site & Safety Improvements-3rd St	\$ 967,442	\$ 967,442	\$ -	\$ -	\$ 43,889,398
Center for Student Success	\$ 15,635,918	\$ 15,633,873	\$ -	\$ -	\$ 28,255,525
Norco Operations Center (PBX/M&O)	\$ 11,775,000	\$ 11,277,010	\$ -	\$ -	\$ 16,978,515
Secondary Effects project (SSC & ITB)	\$ 16,044,292	\$ 16,028,180	\$ -	\$ 35,288	\$ 985,623
Groundwater Mont Wells Disposition	\$ 517,660	\$ 211,149	\$ 16,696	\$ 211,149	\$ 985,623
Feasibility/Planning/Mngmnt/Staffing	\$ 1,651,142	\$ 1,651,142	\$ -	\$ -	\$ (665,519)
Scheduled Maintenance (2010+) \$640Kx5 yrs)	\$ 580,580	\$ 580,580	\$ 72,430	\$ -	\$ (1,246,099)
Master Plan Update	\$ 178,300	\$ 178,300	\$ -	\$ -	\$ (1,424,399)
Electronic Contract Document Storage	\$ 10,150	\$ -	\$ -	\$ -	\$ (1,424,399)
Central Plant Boiler Replacement	\$ 161,847	\$ 161,847	\$ -	\$ -	\$ (1,586,246)
2013 IPP/FPP	\$ -	\$ -	\$ -	\$ -	\$ (1,586,246)
Self Generating Inc. Program (Fuel Cell)	\$ 3,110,000	\$ 3,110,000	\$ -	\$ 2,436,250	\$ (2,259,996)
Center for Human Perf & Kinesiology	\$ 86,500	\$ 86,500	\$ 33,869,000	\$ -	\$ (2,346,496)
Multimedia & Arts Center (MAC)	\$ 114,000	\$ 114,000	\$ -	\$ -	\$ (2,460,496)
Remaining Measure C Funds					\$ (2,460,496)
	\$ 92,057,939	\$ 72,114,538	\$ 53,311,068	\$ 3,354,042	
5 YEAR CCP					
Multimedia & Arts Center (MAC)	\$ 69,457,000	\$ 1,629,000	\$ 67,828,000		
Secondary Effects of MAC	\$ 200,000	\$ 200,000	\$ -		

Measure C Summary

Original Measure C Allocation	\$ 66,300,000
Additional Measure C Allocation	\$ 3,354,042
Total Measure C Allocation	<u>\$ 69,654,042</u>

Riverside Community College District
Measure C - Capital Program Executive Summary Report
As of March 31, 2019

RIVERSIDE CITY COLLEGE					
Description	Total Project Budget	Measure C Budget	Non-Measure C Budget	Additional Measure C Budget	Measure C Allocation
					\$ 173,100,000
Redistribution of College Specific Donations/Rebates Included in Original Allocation				\$ 3,293,229	\$ 176,393,229
Distribution of Interest, Donations/Rebates Income from original allocation through June 30, 2018				\$ 2,152,531	\$ 178,545,760
APPROVED PROJECTS					
<i>Certificates of Participation (93 & 01 Refunding)</i>	\$ 6,583,329	\$ 6,583,329	\$ -	\$ -	\$ 171,962,431
<i>CO Bond Issuance Related Expenditures</i>	\$ 2,563,591	\$ 2,563,591	\$ -	\$ -	\$ 169,398,840
Bridge Space	\$ 1,175,132	\$ 1,175,132	\$ -	\$ -	\$ 168,223,708
District Phone and Voicemail Upgrades	\$ 183,923	\$ 183,923	\$ -	\$ -	\$ 168,039,785
MLK Renovation	\$ 8,010,091	\$ 1,010,614	\$ 6,999,477	\$ -	\$ 167,029,171
Swing Space (Lovekin)	\$ 4,273,734	\$ 4,273,734	\$ -	\$ -	\$ 162,755,437
Wheelock Field (Phase I)	\$ 4,516,435	\$ 4,516,435	\$ -	\$ -	\$ 158,239,002
Parking Structure (Phase II)	\$ 20,940,662	\$ 20,940,662	\$ -	\$ -	\$ 137,298,340
Emergency Phones	\$ 178,626	\$ 178,626	\$ -	\$ -	\$ 137,119,714
PBX Building	\$ 428,119	\$ 428,119	\$ -	\$ -	\$ 136,691,595
Long Range Plans	\$ 786,422	\$ 786,422	\$ -	\$ -	\$ 135,905,173
Logic Domain/PM system	\$ 112,449	\$ 112,449	\$ -	\$ -	\$ 135,792,724
Infrastructure (IT Upgrade)	\$ 255,286	\$ 255,286	\$ -	\$ -	\$ 135,537,438
Utility Retrofit (NORESCO)	\$ 3,205,284	\$ 3,205,284	\$ -	\$ -	\$ 132,332,154
Stokoe ILC (Phases I & II)	\$ 9,844,137	\$ 7,399,505	\$ 2,444,632	\$ -	\$ 124,932,649
Modular Redistribution	\$ 2,376,458	\$ 2,376,458	\$ -	\$ -	\$ 122,556,191
Scheduled Maintenance Match (Past)	\$ 2,387,444	\$ 870,873	\$ 1,516,571	\$ -	\$ 121,685,318
Quad Modernization	\$ 21,725,807	\$ 9,171,807	\$ 12,554,000	\$ -	\$ 112,513,511
Bradshaw Bldg Electrical (Emergency)	\$ 366,353	\$ 366,353	\$ -	\$ -	\$ 112,147,158
District Computer Network System Upgrades	\$ 528,081	\$ 528,081	\$ -	\$ -	\$ 111,619,077
Wheelock Gym, Seismic Retrofit	\$ 190,631	\$ 190,631	\$ -	\$ -	\$ 111,428,446
Food Services Remodel & Interim Facilities	\$ 1,015,705	\$ 987,705	\$ -	\$ -	\$ 110,440,741
Nursing, Science & Math Complex	\$ 63,712,000	\$ 16,347,203	\$ 45,439,400	\$ 467,028	\$ 94,560,566
Riverside Aquatics Complex	\$ 11,028,683	\$ 10,874,233	\$ -	\$ -	\$ 83,686,333
Wheelock Gym, Seismic Retrofit-Phase II	\$ 22,564,995	\$ 12,918,309	\$ 9,165,000	\$ 72,966	\$ 70,840,990
Coil School for the Arts	\$ 43,088,000	\$ 25,736,076	\$ 16,812,858	\$ 8,100,000	\$ 53,204,914
Culinary Arts Academy & District Offices	\$ 17,326,888	\$ 16,989,009	\$ 812,379	\$ 5,616,762	\$ 41,832,667
Quad Basement Remodel	\$ 467,000	\$ 352,941	\$ -	\$ -	\$ 41,479,726
Black Box Theatre Remodel (Plans only)	\$ 10,955	\$ 10,955	\$ -	\$ -	\$ 41,468,771
Remodel of Tech A (Plans only)	\$ 11,375	\$ 11,375	\$ -	\$ -	\$ 41,457,396
Feasibility/Ping/Mngt/Staffing	\$ 4,286,464	\$ 4,286,464	\$ -	\$ -	\$ 37,170,932
Interim Parking (Lot 33)	\$ 177,023	\$ 177,023	\$ -	\$ -	\$ 36,993,909
Scheduled Maintenance (2010+ \$640K/yr x 5 yr)	\$ 1,507,220	\$ 1,507,220	\$ 168,690	\$ -	\$ 35,486,689
Parking Structure Fall Deterrent	\$ 7,576	\$ 7,576	\$ -	\$ -	\$ 35,479,113
Master Plan Updates	\$ 577,000	\$ 577,000	\$ -	\$ -	\$ 34,902,113
Student Services Building-Phase I	\$ 24,375,000	\$ 20,751,844	\$ -	\$ -	\$ 14,150,269
Student Services Building-Phase II	\$ 1,550,000	\$ 1,550,000	\$ -	\$ -	\$ 12,600,269
Electronic Contract Document Storage	\$ 26,350	\$ -	\$ -	\$ -	\$ 12,600,269
2013 IPP/FPP	\$ -	\$ -	\$ -	\$ -	\$ 12,600,269
Food Srvc / Café Grab n Go	\$ 1,600,000	\$ 81,372	\$ -	\$ -	\$ 12,518,897
Lovekin Parking/Tennis-Portable Relocation	\$ 2,000,000	\$ 2,000,000	\$ -	\$ -	\$ 10,518,897
Lovekin Parking/Tennis-Tennis Courts	\$ 2,250,000	\$ 2,250,000	\$ -	\$ -	\$ 8,268,897
Lovekin Parking/Tennis-Parking Structure	\$ 225,000	\$ 101,724	\$ -	\$ -	\$ 8,167,173
Athletic Office Remodel(Wheelock)	\$ 147,706	\$ 95,942	\$ -	\$ -	\$ 8,071,231
Cellular Repeater Booster System	\$ 25,000	\$ 18,879	\$ -	\$ -	\$ 8,052,352
Life Science / Physical Science Remodel	\$ 208,000	\$ 208,000	\$ -	\$ -	\$ 7,844,352
Cosmetology Building	\$ 142,500	\$ 142,500	\$ -	\$ -	\$ 7,701,852

RIVERSIDE CITY COLLEGE					
Description	Total Project Budget	Measure C Budget	Non-Measure C Budget	Additional Measure C Budget	Measure C Allocation
Remaining Measure C Funds					\$ 7,701,852
	\$ 288,962,434	\$ 185,100,664	\$ 95,913,007	\$ 19,702,516	
5 YEAR CCP					
Life Science / Physical Science Remodel	\$ 28,659,000	\$ 6,883,000	\$ 21,776,000		
MLK Renovation	\$ 18,780,000	\$ 1,871,000	\$ 16,909,000		
Cosmetology Building	\$ 23,098,000	\$ 1,871,000	\$ 21,227,000		

Measure C Summary

Original Measure C Allocation	\$ 173,100,000
Additional Measure C Allocation	\$ 19,702,516
Total Measure C Allocation	\$ 192,802,516

Riverside Community College District
Measure C - Capital Program Executive Summary Report
As of March 31, 2019

RCCD DISTRICT PROJECTS					
Description	Total Project Budget	Measure C Budget	Non-Measure C Budget	Additional Measure C Budget	Measure C Allocation
					\$ 19,200,000
Redistribution of College Specific Donations/Rebates Included in Original Allocation				\$ (326,040)	\$ 18,873,960
Distribution of Interest, Donations/Rebates Income from original allocation through June 30, 2018				\$ 139,690	\$ 19,013,650
APPROVED PROJECTS					
<i>Certificates of Participation (93 & 01 Refunding)</i>	\$ 737,033	\$ 737,033	\$ -	\$ -	\$ 18,276,617
<i>CO Bond Issuance Related Expenditures</i>	\$ 287,005	\$ 287,005	\$ -	\$ -	\$ 17,989,612
District Phone and Voicemail Upgrades	\$ 20,591	\$ 20,591	\$ -	\$ -	\$ 17,969,021
RCCD Systems Office (Market St)	\$ 2,629,981	\$ 2,629,981	\$ -	\$ -	\$ 15,339,040
Emergency Phones	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ 15,329,040
Logic Domain/PM System	\$ 12,589	\$ 12,589	\$ -	\$ -	\$ 15,316,451
Infrastructure (IT Upgrade)	\$ 28,580	\$ 28,580	\$ -	\$ -	\$ 15,287,871
District Computer/Network Sys Upgr	\$ 59,121	\$ 59,121	\$ -	\$ -	\$ 15,228,750
Culinary Art Academy & Dist Offc	\$ 18,384,389	\$ 16,607,009	\$ 812,379	\$ 5,616,760	\$ 4,238,501
Swing Space - Market Street Properties	\$ 866,500	\$ 737,303	\$ -	\$ -	\$ 3,501,198
Feasibility/Plng/Mngt/Staffing	\$ 479,889	\$ 479,889	\$ -	\$ -	\$ 3,021,309
Scheduled Maint. New Allocation - District Wide	\$ 168,740	\$ 168,740	\$ -	\$ -	\$ 2,852,569
DSA Close-Out	\$ 75,000	\$ 7,290	\$ -	\$ 7,290	\$ 2,852,569
Alumni Carriage House Restroration	\$ 150,000	\$ 122,270	\$ -	\$ -	\$ 2,730,299
Electronic Contract Document Storage	\$ 5,900	\$ -	\$ -	\$ -	\$ 2,730,299
2013 IPP/FPP	\$ -	\$ -	\$ -	\$ -	\$ 2,730,299
Remaining Measure C Funds					\$ 2,730,299
	\$ 23,915,318	\$ 21,907,401	\$ 812,379	\$ 5,437,700	

Measure C Summary

Original Measure C Allocation	\$ 19,200,000
Additional Measure C Allocation	\$ 5,437,700
Total Measure C Allocation	<u>\$ 24,637,700</u>

Riverside Community College District
Measure C - Capital Program Executive Summary Report
As of March 31, 2019

CENTRALLY CONTROLLED FUNDS					
Description	Total Project Budget	Measure C Budget	Non-Measure C Budget	Additional Measure C Budget	Measure C Allocation
					\$ 53,300,000
Approved Projects \$19.3M					
ADA Compliance -Phase I	\$ 6,360,000	\$ 6,046,162	\$ 42,793	\$ -	\$ 13,253,838
IT Audit Implementation	\$ 6,000,000	\$ 6,000,000	\$ -	\$ -	\$ 7,253,838
Utility Infrastructure	\$ 6,700,000	\$ 6,232,049	\$ -	\$ (373,349)	\$ 648,440
District Standards	\$ 355,000	\$ 345,032	\$ -	\$ 345,032	\$ 648,440
Approved Projects					
					\$ 648,440
Program Reserve \$24M					
Redistribution of College Specific Donations/Rebates Included in Original Allocation	\$ -	\$ -	\$ -	\$ (642,104)	\$ 23,357,896
Distribution of Interest, Donations/Rebates Income from original allocation through June 30, 2018	\$ -	\$ -	\$ -	\$ 275,340	\$ 23,633,236
CSA	\$ -	\$ -	\$ -	\$ (8,100,000)	\$ 15,533,236
CAA/DO	\$ -	\$ -	\$ -	\$ (10,306,765)	\$ 5,226,471
DSA Close out	\$ -	\$ -	\$ -	\$ (7,290)	\$ 5,219,181
Nursing Portables - MVC	\$ -	\$ -	\$ -	\$ (705,338)	\$ 4,513,843
Physican Asst Lab - MVC	\$ -	\$ -	\$ -	\$ (49,191)	\$ 4,464,652
Emergency Phone Repairs - MVC	\$ -	\$ -	\$ -	\$ (341,582)	\$ 4,123,070
Aquatics Center - RCC (Reserve - Donation Cover)	\$ -	\$ -	\$ -	\$ -	\$ 4,123,070
CSA - RCC (Reserve - LaSierra Capital Repayment)	\$ -	\$ -	\$ -	\$ -	\$ 4,123,070
TITLE III-STEM - NC (Reserve - Grant Repayment)	\$ -	\$ -	\$ -	\$ -	\$ 4,123,070
Program Reserve					
					\$ 4,123,070
Program Contingency-\$10M					
Redistribution of College Specific Donations/Rebates Included in Original Allocation	\$ -	\$ -	\$ -	\$ (262,268)	\$ 9,737,732
Distribution of Interest, Donations/Rebates Income from original allocation through June 30, 2018	\$ -	\$ -	\$ -	\$ 112,462	\$ 9,850,194
ADA Compliance - Phase I	\$ -	\$ -	\$ -	\$ -	\$ 9,850,194
CAA/DO	\$ -	\$ -	\$ -	\$ (926,757)	\$ 8,923,437
March Dental Education - MVC	\$ -	\$ -	\$ -	\$ -	\$ 8,923,437
Master Plan Update - MVC	\$ -	\$ -	\$ -	\$ (186,000)	\$ 8,737,437
Nursing, Science Math - RCC	\$ -	\$ -	\$ -	\$ (467,028)	\$ 8,270,409
Wheelock Gym - RCC	\$ -	\$ -	\$ -	\$ (72,966)	\$ 8,197,443
Norco Allocation - NC	\$ -	\$ -	\$ -	\$ (500,000)	\$ 7,697,443
Secondary Effect - NC	\$ -	\$ -	\$ -	\$ (35,288)	\$ 7,662,155
Groundwater Wells - NC	\$ -	\$ -	\$ -	\$ (211,149)	\$ 7,451,006
Alumni Carriage House Restoration - RCCD	\$ -	\$ -	\$ -	\$ -	\$ 7,451,006
District Standards	\$ -	\$ -	\$ -	\$ (345,032)	\$ 7,105,974
Self-Generating Inc Program (Fuel Cell)	\$ -	\$ -	\$ -	\$ (2,200,000)	\$ 4,905,974
Self-Generating Inc Program - Incentives/Rebates	\$ -	\$ -	\$ -	\$ (236,250)	\$ 4,669,724
Program Contingency					
					\$ 4,669,724
Remaining Measure C Funds					
					\$ 9,441,234

Measure C Summary

Original Measure C Allocation	\$53,300,000
Additional Measure C Allocation	-\$25,235,523
Total Measure C Allocation	\$28,064,477

Board of Trustees Regular Meeting (VII.B)

Meeting	April 16, 2019
Agenda Item	Other Items (VII.B)
Subject	Monthly Financial Report for the Month Ending March 31, 2019
College/District	District
Funding	N/A
Recommended Action	Information Only

Background Narrative:

See the attached monthly Financial Report for the period July 1, 2018 through March 31, 2019.

Prepared By: Aaron S. Brown, Vice Chancellor, Financial and Business Services
Melissa Elwood, Controller

MONTHLY FINANCIAL REPORT
JULY 1, 2018 – MARCH 31, 2019

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**RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED MARCH 31, 2019**

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

Fund 11, Resource 1000 - General Operating - Unrestricted

	Prior Year Actuals <u>7/1/17 to 6/30/18</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 188,337,433	\$ 202,844,834	\$ 202,844,834	\$ 151,315,447
Inter/Intrafund Transfer from:				
District Bookstore (Resource 1110)	399,625	946,888	1,301,950	797,311
Total Revenues	<u>\$ 188,737,058</u>	<u>\$ 203,791,722</u>	<u>\$ 204,146,784</u>	<u>\$ 152,112,758</u>
Expenditures				
Academic Salaries	\$ 82,956,365	\$ 86,282,126	\$ 85,703,715	\$ 64,212,286
Classified Salaries	33,830,556	38,625,286	38,395,416	27,039,154
Employee Benefits	47,112,576	52,027,341	52,006,789	32,746,936
Materials & Supplies	2,054,256	3,552,777	3,554,253	1,223,324
Services	15,943,420	45,306,378	45,333,929	11,490,189
Capital Outlay	2,158,125	5,883,852	6,683,658	873,946
Student Aid	546,631	52,910	99,189	65,663
Intrafund Transfers for:				
DSP&S Program (Resource 1190)	653,504	665,157	665,157	332,579
Center for Social Justice and Civil Liberties (Resource 1120)	112,337	215,829	215,829	107,915
College Promise Pgrm (Resource 1190)	857,118	2,658,610	2,658,610	1,329,305
Federal Work Study (Resource 1190)	328,017	425,599	425,599	128,346
Veteran Services (Resource 1190)	5,800	4,842	4,842	4,842
Total Expenditures	<u>\$ 186,558,705</u>	<u>\$ 235,700,707</u>	<u>\$ 235,746,986</u>	<u>\$ 139,554,485</u>
Revenues Over (Under) Expenditures	\$ 2,178,353	\$ (31,908,985)	\$ (31,600,202)	\$ 12,558,273
Beginning Fund Balance	43,121,096	45,299,449	45,299,449	45,299,449
Ending Fund Balance	<u>\$ 45,299,449</u>	<u>\$ 13,390,464</u>	<u>\$ 13,699,247</u>	<u>\$ 57,857,722</u>
Ending Cash Balance				<u>\$ 63,551,558</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED MARCH 31, 2019**

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 <u>7/1/17 to 6/30/18</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 3,317,039	\$ 3,750,284	\$ 3,750,284	\$ 2,028,512
Expenditures				
Classified Salaries	\$ 1,636,096	\$ 1,796,604	\$ 1,787,624	\$ 1,289,421
Employee Benefits	633,368	766,396	766,396	481,664
Materials & Supplies	41,589	45,070	49,434	22,277
Services	947,234	917,699	947,509	626,090
Capital Outlay	135,226	261,366	236,172	31,799
Total Expenditures	\$ 3,393,513	\$ 3,787,135	\$ 3,787,135	\$ 2,451,252
Revenues Over (Under) Expenditures	\$ (76,474)	\$ (36,851)	\$ (36,851)	\$ (422,740)
Beginning Fund Balance	(386,665)	(463,139)	(463,139)	(463,139)
Ending Fund Balance	\$ (463,139)	\$ (499,990)	\$ (499,990)	\$ (885,879)
Ending Cash Balance				\$ (812,794)

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED MARCH 31, 2019**

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 <u>7/1/17 to 6/30/18</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 1,875,949	\$ 1,846,000	\$ 1,846,000	\$ 1,247,244
Expenditures				
Academic Salaries	\$ 465,303	\$ 524,615	\$ 530,575	\$ 372,779
Classified Salaries	562,403	768,990	712,244	433,438
Employee Benefits	371,760	507,140	508,213	265,470
Materials & Supplies	99,742	146,843	166,567	61,659
Services	245,022	437,547	466,036	172,191
Capital Outlay	14,422	38,852	40,352	9,197
Total Expenditures	\$ 1,758,652	\$ 2,423,987	\$ 2,423,987	\$ 1,314,734
Revenues Over (Under) Expenditures	\$ 117,297	\$ (577,987)	\$ (577,987)	\$ (67,490)
Beginning Fund Balance	2,111,364	2,228,661	2,228,661	2,228,661
Ending Fund Balance	<u>\$ 2,228,661</u>	<u>\$ 1,650,674</u>	<u>\$ 1,650,674</u>	<u>\$ 2,161,171</u>
Ending Cash Balance				<u>\$ 2,015,528</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED MARCH 31, 2019**

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 <u>7/1/17 to 6/30/18</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 76,252	\$ 74,055	\$ 74,055	\$ 34,719
Expenditures				
Academic Salaries	\$ (257)	\$ 0	\$ 0	\$ 0
Classified Salaries	74,052	49,415	49,415	53,944
Employee Benefits	16,450	17,771	17,771	11,374
Materials & Supplies	302	13,500	13,500	0
Services	6,993	6,341	6,341	1,620
Total Expenditures	<u>\$ 97,541</u>	<u>\$ 87,027</u>	<u>\$ 87,027</u>	<u>\$ 66,939</u>
Revenues Over (Under) Expenditures	\$ (21,288)	\$ (12,972)	\$ (12,972)	\$ (32,220)
Beginning Fund Balance	<u>(284,610)</u>	<u>(305,898)</u>	<u>(305,898)</u>	<u>(305,898)</u>
Ending Fund Balance	<u>\$ (305,898)</u>	<u>\$ (318,870)</u>	<u>\$ (318,870)</u>	<u>\$ (338,117)</u>
Ending Cash Balance				<u>\$ (331,588)</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED MARCH 31, 2019**

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

Fund 11, Resource 1090 - Performance Riverside

	Prior Year Actuals <u>7/1/17 to 6/30/18</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 344,826	\$ 315,000	\$ 315,000	\$ 176,130
Intrafund Transfer from:				
Contractor-Operated				
Bookstore (Resource 1110)	<u>275,000</u>	<u>275,000</u>	<u>275,000</u>	<u>137,500</u>
Total Revenues	<u>\$ 619,826</u>	<u>\$ 590,000</u>	<u>\$ 590,000</u>	<u>\$ 313,630</u>
Expenditures				
Academic Salaries	\$ 26,716	\$ 9,240	\$ 9,240	\$ 0
Classified Salaries	101,569	111,653	111,653	88,919
Employee Benefits	59,581	60,807	60,807	40,567
Materials & Supplies	10,648	10,000	10,000	2,758
Services	281,549	289,526	289,526	340,363
Capital Outlay	<u>1,500</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	<u>\$ 481,563</u>	<u>\$ 481,226</u>	<u>\$ 481,226</u>	<u>\$ 472,607</u>
Revenues Over (Under) Expenditures	\$ 138,262	\$ 108,774	\$ 108,774	\$ (158,976)
Beginning Fund Balance	<u>(638,599)</u>	<u>(500,337)</u>	<u>(500,337)</u>	<u>(500,337)</u>
Ending Fund Balance	<u>\$ (500,337)</u>	<u>\$ (391,563)</u>	<u>\$ (391,563)</u>	<u>\$ (659,313)</u>
Ending Cash Balance				<u>\$ (643,820)</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED MARCH 31, 2019**

Contractor-Operated Bookstore is used to record the revenues and expenditures associated with the District's contract with Follett Higher Education Group, Inc. to manage the District's Bookstore operations.

Fund 11, Resource 1110 - Contractor-Operated Bookstore

	Prior Year Actuals <u>7/1/17 to 6/30/18</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 839,417	\$ 1,062,300	\$ 1,062,300	\$ 722,017
Expenditures				
Services	\$ 43,600	\$ 43,600	\$ 43,600	\$ 21,800
Interfund Transfer to:				
Food Services (Resource 3200)	105,045	105,045	105,045	52,523
Riverside - Early Childhood Services (Resource 3300)	75,000	75,000	75,000	37,500
Intrafund Transfer to:				
Performance Riverside (Resource 1090)	275,000	275,000	275,000	137,500
General Operating (Resource 1000)	324,625	1,248,364	1,248,364	797,311
Total Expenditures	<u>\$ 823,270</u>	<u>\$ 1,747,009</u>	<u>\$ 1,747,009</u>	<u>\$ 1,046,634</u>
Revenues Over (Under) Expenditures	\$ 16,147	\$ (684,709)	\$ (684,709)	\$ (324,616)
Beginning Fund Balance	<u>677,341</u>	<u>693,488</u>	<u>693,488</u>	<u>693,488</u>
Ending Fund Balance	<u>\$ 693,488</u>	<u>\$ 8,779</u>	<u>\$ 8,779</u>	<u>\$ 368,872</u>
Ending Cash Balance				<u><u>\$ 390,122</u></u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED MARCH 31, 2019**

Center for Social Justice and Civil Liberties is used to record the revenues and expenditures associated with operating the museum, archive, and educational center.

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

	Prior Year Actuals <u>7/1/17 to 6/30/18</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 26,075	\$ 25,712	\$ 25,712	\$ 25,255
Intrafund Transfer from:				
General Operating (Resource 1000)	<u>112,337</u>	<u>215,829</u>	<u>215,829</u>	<u>107,915</u>
Total Revenues	<u>\$ 138,411</u>	<u>\$ 241,541</u>	<u>\$ 241,541</u>	<u>\$ 133,169</u>
Expenditures				
Academic Salaries	\$ 0	\$ 0	\$ 0	\$ 5,489
Classified Salaries	56,849	110,057	100,057	35,468
Employee Benefits	38,991	66,489	66,489	12,176
Materials & Supplies	5,292	4,910	4,910	126
Services	47,242	50,282	50,282	34,593
Capital Outlay	<u>775</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	<u>\$ 149,149</u>	<u>\$ 231,738</u>	<u>\$ 221,738</u>	<u>\$ 87,852</u>
Revenues Over (Under) Expenditures	\$ (10,738)	\$ 9,803	\$ 19,803	\$ 45,317
Beginning Fund Balance	<u>13,135</u>	<u>2,397</u>	<u>2,397</u>	<u>2,397</u>
Ending Fund Balance	<u>\$ 2,397</u>	<u>\$ 12,200</u>	<u>\$ 22,200</u>	<u>\$ 47,714</u>
Ending Cash Balance				<u>\$ 51,001</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED MARCH 31, 2019**

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 <u>7/1/17 to 6/30/18</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 213,615	\$ 419,803	\$ 419,803	\$ 16,637
Expenditures				
Classified Salaries	\$ 154,892	\$ 180,576	\$ 182,382	\$ 138,188
Employee Benefits	75,056	96,185	96,246	66,100
Materials & Supplies	1,516	27,700	27,657	1,815
Services	203,342	217,246	219,222	109,265
Capital Outlay	4,009	9,300	5,500	1,145
Total Expenditures	<u>\$ 438,814</u>	<u>\$ 531,007</u>	<u>\$ 531,007</u>	<u>\$ 316,514</u>
Revenues Over (Under) Expenditures	\$ (225,199)	\$ (111,204)	\$ (111,204)	\$ (299,877)
Beginning Fund Balance	<u>69,280</u>	<u>(155,919)</u>	<u>(155,919)</u>	<u>(155,919)</u>
Ending Fund Balance	<u><u>\$ (155,919)</u></u>	<u><u>\$ (267,123)</u></u>	<u><u>\$ (267,123)</u></u>	<u><u>\$ (455,796)</u></u>
Ending Cash Balance				<u><u>\$ (528,647)</u></u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED MARCH 31, 2019**

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 <u>7/1/17 to 6/30/18</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 2,524,852	\$ 2,524,000	\$ 2,524,000	\$ 1,454,865
Expenditures				
Materials & Supplies	\$ 9,643	\$ 1,500	\$ 1,729	\$ 1,274
Services	482,478	420,425	1,493,613	372,756
Capital Outlay	585,578	7,746,968	6,673,551	133,205
Total Expenditures	\$ 1,077,698	\$ 8,168,893	\$ 8,168,893	\$ 507,236
Revenues Over (Under) Expenditures	\$ 1,447,154	\$ (5,644,893)	\$ (5,644,893)	\$ 947,629
Beginning Fund Balance	5,856,361	7,303,515	7,303,515	7,303,515
Ending Fund Balance	\$ 7,303,515	\$ 1,658,622	\$ 1,658,622	\$ 8,251,144
Ending Cash Balance				\$ 8,257,503

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED MARCH 31, 2019**

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

Fund 12, Resource 1190 - Grants and Categorical Programs

	Prior Year Actuals <u>7/1/17 to 6/30/18</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 54,660,651	\$ 113,430,799	\$ 138,449,000	\$ 90,460,140
Intrafund Transfers from:				
General Operating (Resource 1000)				
For College Promise Program	857,118	2,658,610	2,658,610	1,329,305
For DSP&S	653,504	665,157	665,157	332,579
For Federal Work Study	328,017	425,599	425,599	128,346
For Veteran Services	5,800	4,842	4,842	4,842
Total Revenues	<u>\$ 56,505,090</u>	<u>\$ 117,185,007</u>	<u>\$ 142,203,208</u>	<u>\$ 92,255,211</u>
Expenditures				
Academic Salaries	\$ 7,543,211	\$ 8,771,214	\$ 10,280,506	\$ 5,980,896
Classified Salaries	14,628,201	16,938,315	18,552,962	11,423,314
Employee Benefits	8,027,993	10,974,835	11,981,395	6,289,029
Materials & Supplies	2,641,378	13,772,565	9,362,863	1,512,614
Services	16,829,506	41,072,053	65,839,848	9,924,216
Capital Outlay	4,515,450	17,191,331	17,347,478	3,260,187
Student Grants (Financial, Book, Meal, Transportation)	2,319,351	8,464,694	8,838,156	1,625,631
Total Expenditures	<u>\$ 56,505,090</u>	<u>\$ 117,185,007</u>	<u>\$ 142,203,208</u>	<u>\$ 40,015,888</u>
Revenues Over (Under) Expenditures	\$ 0	\$ 0	\$ 0	\$ 52,239,324
Beginning Fund Balance	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Ending Fund Balance	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 52,239,324</u>
Ending Cash Balance				<u>\$ 48,571,209</u>

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

Fund 32, Resource 3200 - Food Services

	Prior Year Actuals <u>7/1/17 to 6/30/18</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 3,073,675	\$ 3,272,240	\$ 3,272,240	\$ 1,942,111
Interfund Transfers from:				
Contractor-Operated				
Bookstore (Resource 1110)	<u>105,045</u>	<u>105,045</u>	<u>105,045</u>	<u>52,523</u>
Total Revenues	<u>\$ 3,178,720</u>	<u>\$ 3,377,285</u>	<u>\$ 3,377,285</u>	<u>\$ 1,994,633</u>
Expenditures				
Classified Salaries	\$ 1,077,957	\$ 1,166,621	\$ 1,166,621	\$ 818,308
Employee Benefits	395,340	455,437	455,437	295,901
Materials & Supplies	1,279,767	1,368,607	1,368,607	961,218
Services	218,117	238,487	248,987	158,266
Capital Outlay	<u>102,560</u>	<u>103,255</u>	<u>92,755</u>	<u>59,031</u>
Total Expenditures	<u>\$ 3,073,741</u>	<u>\$ 3,332,407</u>	<u>\$ 3,332,407</u>	<u>\$ 2,292,723</u>
Revenues Over (Under) Expenditures	\$ 104,980	\$ 44,878	\$ 44,878	\$ (298,090)
Beginning Fund Balance	<u>1,182,397</u>	<u>1,287,376</u>	<u>1,287,376</u>	<u>1,287,376</u>
Ending Fund Balance	<u>\$ 1,287,376</u>	<u>\$ 1,332,254</u>	<u>\$ 1,332,254</u>	<u>\$ 989,287</u>
Ending Cash Balance				<u>\$ 952,414</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
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Child Care was established to manage the finances of the District's child care centers at the colleges.

Fund 33, Resource 3300 - Child Care

	Prior Year Actuals <u>7/1/17 to 6/30/18</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 1,533,325	\$ 1,449,799	\$ 1,449,799	\$ 899,034
Interfund Transfers from:				
Contractor-Operated				
Bookstore (Resource 1110)	<u>0</u>	<u>75,000</u>	<u>75,000</u>	<u>37,500</u>
Total Revenues	<u>\$ 1,533,325</u>	<u>\$ 1,524,799</u>	<u>\$ 1,524,799</u>	<u>\$ 936,534</u>
Expenditures				
Academic Salaries	\$ 675,181	\$ 717,642	\$ 717,642	\$ 446,375
Classified Salaries	491,747	549,505	549,505	355,307
Employee Benefits	197,546	279,711	279,711	145,625
Materials & Supplies	53,887	58,725	62,225	25,902
Services	75,085	90,298	96,998	49,981
Capital Outlay	<u>865</u>	<u>122,265</u>	<u>112,065</u>	<u>0</u>
Total Expenditures	<u>\$ 1,494,311</u>	<u>\$ 1,818,146</u>	<u>\$ 1,818,146</u>	<u>\$ 1,023,190</u>
Revenues Over (Under) Expenditures	\$ 39,014	\$ (293,347)	\$ (293,347)	\$ (86,656)
Beginning Fund Balance	<u>1,090,566</u>	<u>1,129,579</u>	<u>1,129,579</u>	<u>1,129,579</u>
Ending Fund Balance	<u>\$ 1,129,579</u>	<u>\$ 836,232</u>	<u>\$ 836,232</u>	<u>\$ 1,042,923</u>
Ending Cash Balance				<u><u>\$ 1,033,098</u></u>

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State Construction & Scheduled Maintenance was established to account for the financial activities of State-approved construction and maintenance projects.

Fund 41, Resource 4100 - State Construction & Scheduled Maintenance

	Prior Year Actuals 7/1/17 to 6/30/18	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 2,834,001	\$ 5,957,432	\$ 5,957,432	\$ 5,789,831
Expenditures				
Services	\$ 2,783	\$ 0	\$ 0	\$ 0
Capital Outlay	2,831,218	5,957,432	5,957,432	2,144,428
Total Expenditures	\$ 2,834,001	\$ 5,957,432	\$ 5,957,432	\$ 2,144,428
Revenues Over (Under) Expenditures	\$ 0	\$ 0	\$ 0	\$ 3,645,402
Beginning Fund Balance	0	0	0	0
Ending Fund Balance	\$ 0	\$ 0	\$ 0	\$ 3,645,402
Ending Cash Balance				\$ 3,866,156

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

Fund 41, Resource 4130 - La Sierra Capital

	Prior Year Actuals <u>7/1/17 to 6/30/18</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 114,410	\$ 115,000	\$ 115,000	\$ 69,569
Expenditures				
Capital Outlay	\$ (18,799)	\$ 0	\$ 0	\$ (5,258)
Total Expenditures	\$ (18,799)	\$ 0	\$ 0	\$ (5,258)
Revenues Over (Under) Expenditures	\$ 133,209	\$ 115,000	\$ 115,000	\$ 74,827
Beginning Fund Balance	1,752,243	1,885,451	1,885,451	1,885,451
Ending Fund Balance	<u>\$ 1,885,451</u>	<u>\$ 2,000,451</u>	<u>\$ 2,000,451</u>	<u>\$ 1,960,279</u>
Ending Cash Balance				<u>\$ 1,960,279</u>

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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

	Prior Year Actuals <u>7/1/17 to 6/30/18</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ (95,439)	\$ 116,000	\$ 116,000	\$ 62,321
Expenditures				
Classified Salaries	\$ 136,039	\$ 710,876	\$ 710,876	\$ 59,949
Employee Benefits	59,914	397,208	397,208	28,117
Materials & Supplies	140	0	0	0
Services	467,507	318,833	318,833	131,808
Capital Outlay	1,335,434	25,600,661	25,600,661	832,820
Total Expenditures	<u>\$ 1,999,034</u>	<u>\$ 27,027,578</u>	<u>\$ 27,027,578</u>	<u>\$ 1,052,693</u>
Revenues Over (Under) Expenditures	\$ (2,094,473)	\$ (26,911,578)	\$ (26,911,578)	\$ (990,373)
Beginning Fund Balance	<u>8,624,143</u>	<u>6,529,670</u>	<u>6,529,670</u>	<u>6,529,670</u>
Ending Fund Balance	<u>\$ 6,529,670</u>	<u>\$ (20,381,908)</u>	<u>\$ (20,381,908)</u>	<u>\$ 5,539,297</u>
Ending Cash Balance				<u>\$ 5,442,796</u>

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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 <u>7/1/17 to 6/30/18</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 9,563,410	\$ 9,933,311	\$ 9,933,311	\$ 9,143,969
Expenditures				
Classified Salaries	\$ 132,194	\$ 147,090	\$ 147,090	\$ 80,663
Employee Benefits	78,413	78,951	78,951	46,481
Services	7,982,353	10,112,840	10,112,840	5,874,088
Total Expenditures	\$ 8,192,961	\$ 10,338,881	\$ 10,338,881	\$ 6,001,231
Revenues Over (Under) Expenditures	\$ 1,370,449	\$ (405,570)	\$ (405,570)	\$ 3,142,737
Beginning Fund Balance	1,750,605	3,121,053	3,121,053	3,121,053
Ending Fund Balance	\$ 3,121,053	\$ 2,715,483	\$ 2,715,483	\$ 6,263,791
Ending Cash Balance				\$ 7,730,882

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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 <u>7/1/17 to 6/30/18</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 1,400,414	\$ 2,044,460	\$ 2,044,460	\$ 1,722,740
Expenditures				
Classified Salaries	\$ 338,824	\$ 458,038	\$ 458,038	\$ 307,588
Employee Benefits	145,183	217,196	217,196	130,206
Materials & Supplies	139,158	16,000	16,000	52,122
Services	1,653,061	1,697,465	1,697,465	1,283,579
Capital Outlay	38,593	7,500	7,500	695
Total Expenditures	<u>\$ 2,314,819</u>	<u>\$ 2,396,199</u>	<u>\$ 2,396,199</u>	<u>\$ 1,774,190</u>
Revenues Over (Under) Expenditures	\$ (914,405)	\$ (351,739)	\$ (351,739)	\$ (51,449)
Beginning Fund Balance	<u>2,277,159</u>	<u>1,362,754</u>	<u>1,362,754</u>	<u>1,362,754</u>
Ending Fund Balance	<u>\$ 1,362,754</u>	<u>\$ 1,011,015</u>	<u>\$ 1,011,015</u>	<u>\$ 1,311,305</u>
Ending Cash Balance				<u>\$ 4,016,753</u>

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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 <u>7/1/17 to 6/30/18</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 1,493,630	\$ 2,004,460	\$ 2,004,460	\$ 1,305,827
Expenditures				
Classified Salaries	\$ 141,393	\$ 193,218	\$ 193,218	\$ 129,478
Employee Benefits	60,815	91,242	91,242	55,547
Materials & Supplies	73,620	2,200	2,300	1,763
Services	1,686,260	2,096,446	2,096,346	1,308,277
Capital Outlay	4,102	7,500	7,500	0
Total Expenditures	\$ 1,966,189	\$ 2,390,606	\$ 2,390,606	\$ 1,495,065
Revenues Over (Under) Expenditures	\$ (472,559)	\$ (386,146)	\$ (386,146)	\$ (189,238)
Beginning Fund Balance	1,374,080	901,520	901,520	901,520
Ending Fund Balance	\$ 901,520	\$ 515,374	\$ 515,374	\$ 712,282
Ending Cash Balance				\$ 1,103,752

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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 <u>7/1/17 to 6/30/18</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 407,959	\$ 463,543	\$ 463,543	\$ 283,375
Expenditures				
Services	\$ 2,197	\$ 2,271	\$ 2,271	\$ 1,817
Total Expenditures	\$ 2,197	\$ 2,271	\$ 2,271	\$ 1,817
Revenues Over (Under) Expenditures	\$ 405,762	\$ 461,272	\$ 461,272	\$ 281,558
Beginning Fund Balance	837,884	1,243,646	1,243,646	1,243,646
Ending Fund Balance	<u>\$ 1,243,646</u>	<u>\$ 1,704,918</u>	<u>\$ 1,704,918</u>	<u>\$ 1,525,204</u>
Ending Cash Balance				<u>\$ 1,525,204</u>

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

Associated Students of RCCD

	Prior Year Actuals <u>7/1/17 to 6/30/18</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 991,781	\$ 1,018,701	\$ 1,018,701	\$ 735,234
Expenditures				
Materials & Supplies	\$ 952,678	\$ 1,047,320	\$ 1,047,320	\$ 658,769
Total Expenditures	\$ 952,678	\$ 1,047,320	\$ 1,047,320	\$ 658,769
Revenues Over (Under) Expenditures	\$ 39,103	\$ (28,619)	\$ (28,619)	\$ 76,465
Beginning Fund Balance	1,144,256	1,183,359	1,183,359	1,183,359
Ending Fund Balance	<u>\$ 1,183,359</u>	<u>\$ 1,154,740</u>	<u>\$ 1,154,740</u>	<u>\$ 1,259,824</u>
ASRCCD Trust Fund Ending Balance				<u>\$ 1,392,235</u>
Ending Cash Balance				<u>\$ 2,559,257</u>

** Note: Ending Cash Balance includes both ASRCCD Funds and Trust Funds for College and Students Organizations

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Student Financial Aid is used to record financial transactions for scholarships given to students from the Federal Pell and FSEOG Grant Programs as well as the State's Grant Programs.

	<u>Student Financial Aid</u>			
	Prior Year Actuals <u>7/1/17 to 6/30/18</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 62,218,779	\$ 80,634,657	\$ 80,634,657	\$ 49,938,849
Expenditures				
Scholarships and Grant Reimbursements	\$ 62,261,770	\$ 80,634,657	\$ 80,634,657	\$ 49,393,574
Total Expenditures	\$ 62,261,770	\$ 80,634,657	\$ 80,634,657	\$ 49,393,574
Revenues Over (Under) Expenditures	\$ (42,991)	\$ 0	\$ 0	\$ 545,276
Beginning Fund Balance	623,287	580,296	580,296	580,296
Ending Fund Balance	<u>\$ 580,296</u>	<u>\$ 580,296</u>	<u>\$ 580,296</u>	<u>\$ 1,125,572</u>
Ending Cash Balance				<u>\$ 1,258,593</u>

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

RCCD Development Corporation

	Prior Year Actuals <u>7/1/17 to 6/30/18</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 7	\$ 8	\$ 8	\$ 6
Expenditures				
Services	\$ 0	\$ 0	\$ 0	\$ 20
Total Expenditures	\$ 0	\$ 0	\$ 0	\$ 20
Revenues Over (Under) Expenditures	\$ 7	\$ 8	\$ 8	\$ (14)
Beginning Fund Balance	<u>16,182</u>	<u>16,189</u>	<u>16,189</u>	<u>16,189</u>
Ending Fund Balance	<u>\$ 16,189</u>	<u>\$ 16,197</u>	<u>\$ 16,197</u>	<u>\$ 16,175</u>
Ending Cash Balance				<u>\$ 16,175</u>

Board of Trustees Regular Meeting (VIII.A)

Meeting	April 16, 2019
Agenda Item	Teaching and Learning (VIII.A)
Subject	Teaching and Learning Proposed Curricular Changes
College/District	District
Funding	N/A
Recommended Action	Recommend approving 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 consideration 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: Susan Mills, Vice Chancellor Educational Services and Strategic Planning

Proposed Curricular Changes

Course_Proposal Type Title	Course_Campus (Multi) Title	Course_Subject Code	Course Course Number	Course Title	Course Rationale
Course Deletion					
Course Deletion	Norco	MAN	38	General Machine Shop	MAN-38 and MAN-39 will be replaced by MAN-36
Course Deletion	Norco	MAN	39	Machine Shop Theory	MAN-38 and MAN-39 will be replaced by MAN-36
Course Exclusion					
Course Exclusion	Norco	EAR	EXCL35	NOR Exclude EAR-35	EAR-35 was part of the Infant/Toddler program at Norco College, which has been discontinued.
Course Major Modification					
Course Major Modification	Moreno Valley	ANT	1L	Physical Anthropology Laboratory	This course is being proposed as extensive lab.
Course Major Modification	Norco	ANT	1L	Physical Anthropology Laboratory	This course is being proposed as extensive lab.
Course Major Modification	Riverside City	ANT	1L	Physical Anthropology Laboratory	This course is being proposed as extensive lab.

Proposed Curricular Changes

Course_Proposal Type Title	Course_Campus (Multi) Title	Course_Subject Code	Course Course Number	Course Title	Course Rationale
Course Major Modification	Moreno Valley	ASL	1	American Sign Language 1	As part of program review, all AML courses are being updated. In addition, the AML discipline is proposing to switch its name to ASL (American Sign Language) which would change discipline affiliation for all courses in its inventory.
Course Major Modification	Riverside City	ASL	1	American Sign Language 1	As part of program review, all AML courses are being updated. In addition, the AML discipline is proposing to switch its name to ASL (American Sign Language) which would change discipline affiliation for all courses in its inventory.
Course Major Modification	Riverside City	ASL	10	Introduction to Sign Language Interpreting	Updating CORs and SLOs, added course objectives.
Course Major Modification	Riverside City	ASL	11	American Sign Language Interpreting I	As part of program review, all ASL courses are being updated. In addition, the ASL discipline is proposing to switch its name to ASL (American Sign Language), which would change discipline affiliation for all courses in its inventory.

Proposed Curricular Changes

Course_Proposal Type Title	Course_Campus (Multi) Title	Course_Subject Code	Course Course Number	Course Title	Course Rationale
Course Major Modification	Riverside City	ASL	12	American Sign Language Interpreting II	As part of program review, all AML courses are being updated. In addition, the AML discipline is proposing to switch its name to ASL (American Sign Language) which would change discipline affiliation for all courses in its inventory.
Course Major Modification	Riverside City	ASL	13	American Sign Language Interpreting III	As part of program review, all AML courses are being updated. In addition, the AML discipline is proposing to switch its name to ASL (American Sign Language) which would change discipline affiliation for all courses in its inventory.
Course Major Modification	Riverside City	ASL	14	American Sign Language Interpreting IV/Practicum	As part of program review, all ASL courses are being updated. In addition, the ASL discipline is proposing to switch its name to ASL (American Sign Language) which would change discipline affiliation for all courses in its inventory.

Proposed Curricular Changes

Course_Proposal Type Title	Course_Campus (Multi) Title	Course_Subject Code	Course Course Number	Course Title	Course Rationale
Course Major Modification	Moreno Valley	ASL	2	American Sign Language 2	As part of program review, all AML courses are being updated. In addition, the AML discipline is proposing to switch its name to ASL (American Sign Language) which would change discipline affiliation for all courses in its inventory.
Course Major Modification	Riverside City	ASL	2	American Sign Language 2	As part of program review, all AML courses are being updated. In addition, the AML discipline is proposing to switch its name to ASL (American Sign Language) which would change discipline affiliation for all courses in its inventory.
Course Major Modification	Riverside City	ASL	20	Ethical and Professional Standards of Interpreting	As part of program review, updated COR and added objectives.
Course Major Modification	Riverside City	ASL	22	American Deaf Culture	As part of program review, all AML courses are being updated. In addition, the AML discipline is proposing to switch its name to ASL (American Sign Language) which would change discipline affiliation for all courses in its inventory.

Proposed Curricular Changes

Course_Proposal Type Title	Course_Campus (Multi) Title	Course_Subject Code	Course Course Number	Course Title	Course Rationale
Course Major Modification	Riverside City	ASL	3	American Sign Language 3	As part of program review, all AML courses are being updated. In addition, the AML discipline is proposing to switch its name to ASL (American Sign Language) which would change discipline affiliation for all courses in its inventory.
Course Major Modification	Riverside City	ASL	4	American Sign Language 4	As part of program review, all AML courses are being updated. In addition, the AML discipline is proposing to switch its name to ASL (American Sign Language) which would change discipline affiliation for all courses in its inventory.
Course Major Modification	Riverside City	ASL	5	American Sign Language for Interpreters	As part of program review, all AML courses are being updated. In addition, the AML discipline is proposing to switch its name to ASL (American Sign Language) which would change discipline affiliation for all courses in its inventory.
Course Major Modification	Norco	ELE	61	Robotics for Manufacturing	This course is being updated to keep pace with the industry. Note: ELE-61 is cross-listed with MAN-61 which is listed below.

Proposed Curricular Changes

Course_Proposal Type Title	Course_Campus (Multi) Title	Course_Subject Code	Course Course Number	Course Title	Course Rationale
Course Major Modification	Moreno Valley	GEG	1H	Honors Physical Geography	link SLOs to GE outcomes. Add assignments. Update textbooks. Align SLOs to GEG-1 SLOs.
Course Major Modification	Norco	GEG	1H	Honors Physical Geography	link SLOs to GE outcomes. Add assignments. Update textbooks. Align SLOs to GEG-1 SLOs.
Course Major Modification	Riverside City	GEG	1H	Honors Physical Geography	link SLOs to GE outcomes. Add assignments. Update textbooks. Align SLOs to GEG-1 SLOs.
Course Major Modification	Riverside City	KIN	V20	Basketball, Varsity, Women	Add course learning objectives, update SLO's, update course materials.
Course Major Modification	Riverside City	KIN	V82	Speed, Agility, and Quickness Training	Change from an "A" - Activity to a "V" - Varsity course. Update the course description. Add course learning objectives, update SLO's, update course content, and update course materials.
Course Major Modification	Norco	MAN	56	CNC Machine Set-Up and Operation	Change one of the SLOs Change the textbooks
Course Major Modification	Norco	MAN	57	CNC Program Writing	In order to add transferability with San Bernardino Valley College
Course Major Modification	Norco	MAN	61	Robotics for Manufacturing	This course is being updated to keep pace with the industry. Note: MAN-61 is cross-listed with ELE-61 which is listed above.

Proposed Curricular Changes

Course_Proposal Type Title	Course_Campus (Multi) Title	Course_Subject Code	Course Course Number	Course Title	Course Rationale
Course Major Modification	Moreno Valley	MAT	5	Calculus for Business and Life Science	Update of COR, creating new SLOs and Course Objectives
Course Major Modification	Norco	MAT	5	Calculus for Business and Life Science	Update of COR, creating new SLOs and Course Objectives
Course Major Modification	Riverside City	MAT	5	Calculus for Business and Life Science	Update of COR, creating new SLOs and Course Objectives
Course Major Modification	Moreno Valley	MAT	52	Elementary Algebra	Unit change.
Course Major Modification	Norco	MAT	52	Elementary Algebra	Unit change.
Course Major Modification	Riverside City	MAT	52	Elementary Algebra	Unit change.

Proposed Curricular Changes

Course_Proposal Type Title	Course_Campus (Multi) Title	Course_Subject Code	Course Course Number	Course Title	Course Rationale
New Course					
New Course	Riverside City	ACC	819	VITA Certification – Volunteer Income Tax Assistance Training & Certification	<p>The course will serve as a non-credit offering with real-world application to assist the economically disadvantaged in our community. Students will recognize the benefit of knowledge and skills gained in the classroom and its usage as a step toward a future career opportunity.</p> <p>Working in conjunction with the Internal Revenue Service, this course will prepare students to apply for certification. This is not a certification course.</p>
New Course	Moreno Valley	EMS	200	EMS Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.
New Course	Norco	GAM	1	Business of Video Games	replaces GAM-35 and adds emphasis on business aspects of game development
New Course	Norco	GAM	2	History of Video Games	Curriculum restructure to streamline the program.

Proposed Curricular Changes

Course_Proposal Type Title	Course_Campus (Multi) Title	Course_Subject Code	Course Course Number	Course Title	Course Rationale
New Course	Norco	GAM	3A	Game Design	Curriculum restructure to streamline the program.
New Course	Norco	GAM	3B	Advanced Game Design	Curriculum restructure to streamline the program.
New Course	Norco	GAM	4A	Game Scripting	Curriculum restructure to streamline the program.
New Course	Norco	GAM	4B	Advanced Game Scripting	Curriculum restructure to streamline the program.
New Course	Norco	GAM	5A	Concept Art	Curriculum restructure to streamline the program.
New Course	Norco	GAM	5B	Advanced Concept Art	Curriculum restructure to streamline the program. This particular course would thoroughly strengthen our fundamentals offerings in game art and improve curricular alignment with the schools our programs feed into.
New Course	Norco	GAM	6A	3D Digital Modeling	Curriculum restructure to streamline the program.
New Course	Norco	GAM	6B	3D Animation	Curriculum restructure to streamline the program.

Proposed Curricular Changes

Course_Proposal Proposal Type Title	Course_Campus (Multi) Title	Course_Subj ect Code	Course Course Number	Course Title	Course Rationale
Course Inclusion					
Course Inclusion	Norco	ADJ	INCL 12	NOR Inclusion ADJ-12	Our crime scene investigations certificate currently has a class that is offered only once every two years which does not meet the perimeters of our certificate. Our industry advisory board recommended that we include ADJ-12 as an optional course for the certificate. We recommend that it also be added to the ADT.
Program Inclusion					
Program Inclusion	Moreno Valley	CIS	CERT	Business Information Worker	The Certificate of Achievement is often used by students who already have Associate or Bachelor's Degrees and want to change careers or enhance their skills. The Business Information Worker Certificate of Achievement is ideal for students seeking to be trained in a field different from their previous work experience, and offers an affordable alternative to more costly private college and university programs in this field of study. See attachment 1

PROGRAM OUTLINE OF RECORD
NEW CERTIFICATE OF ACHIEVEMENT

BUSINESS INFORMATION WORKER I

COLLEGE: MORENO VALLEY COLLEGE

TOP CODE: 0514

The Business Information Worker Certificate of Achievement is designed to prepare students for entry-level and administrative support in a variety of fields and businesses.

Program Learning Outcomes

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

- Demonstrate computer literacy with respect to computer hardware and software applications.
- Apply standard rules of business conduct and customer service.
- Develop specialized keyboarding skills at an employable level of accuracy and speed.
- Use word processing, spreadsheet, presentation graphics, and scheduling software to perform business and office tasks.
- Apply oral and written communication skills in various business and office environments.
- Design, modify, query, and manipulate lists (database and information in workbooks using common formulas, data and what if scenario tools to organize and convey information.

Required Courses (19 units)		Units
CAT-1A	Business Etiquette	1
CAT/CIS/BUS-3	Computer Applications for Business	3
CAT-31	Business Communications	3
CAT-51	Intermediate Keyboarding/Document Formatting	3
CAT/CIS-90	Microsoft Outlook	3
CAT/CIS 93	Computers for Beginners	3
CAT/CIS-98A	Introduction to Excel	1.5
CAT/CIS-98B	Advanced Excel	1.5

Proposed Curricular Changes

Course_Proposal Type Title	Course_Campus (Multi) Title	Course_Subject Code	Course Course Number	Course Title	Course Rationale
Course Exclusion					
Course Exclusion	Moreno Valley	MAT	15	Statway II	This course was created before AB705 was implemented, but because of changes in the law with AB705, we have created other support courses that are compliant. This course will not be taught since it would take two semesters instead of just one to complete statistics.
Course Exclusion	Moreno Valley	MAT	23	Trigonometry and Precalculus	This course was created before AB705 was implemented, but because of changes in the law with AB705, we have created other support courses that are compliant. This course will not be taught since it would take two semesters instead of just one to complete statistics.
Course Exclusion	Moreno Valley	MAT	45	Statway I	This course was created before AB705 was implemented, but because of changes in the law with AB705, we have created other support courses that are compliant. This course will not be taught since it would take two semesters instead of just one to complete statistics.
Course Major Modification					
Course Major Modification	Moreno Valley	ADJ	13	Criminal Investigation	Need to update the wording and phrasing in the course description and short description, as well as updating the textbook and reviewing the COR. Remove cross-listing with JUS 13 (deletion proposal launched).
Course Major Modification	Norco	ADJ	13	Criminal Investigation	Need to update the wording and phrasing in the course description and short description, as well as updating the textbook and reviewing the COR. Remove cross-listing with JUS 13 (deletion proposal launched).
Course Major Modification	Riverside City	ADJ	13	Criminal Investigation	Need to update the wording and phrasing in the course description and short description, as well as updating the textbook and reviewing the COR. Remove cross-listing with JUS 13 (deletion proposal launched).
Course Major Modification	Moreno Valley	ADJ	200	Administration of Justice Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.

Proposed Curricular Changes

Course_Proposal Type Title	Course_Campus (Multi) Title	Course_Subject Code	Course Course Number	Course Title	Course Rationale
Course Major Modification	Norco	ADJ	200	Administration of Justice Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.
Course Major Modification	Riverside City	ADJ	200	Administration of Justice Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.
Course Major Modification	Moreno Valley	ART	6	Art Appreciation	Addition of assignments and update for program review
Course Major Modification	Norco	ART	6	Art Appreciation	Addition of assignments and update for program review
Course Major Modification	Riverside City	ART	6	Art Appreciation	Addition of assignments and update for program review
Course Major Modification	Moreno Valley	ART	6H	Honors Art Appreciation	Adding assignments and updating for proigram review
Course Major Modification	Norco	ART	6H	Honors Art Appreciation	Adding assignments and updating for proigram review
Course Major Modification	Riverside City	ART	6H	Honors Art Appreciation	Adding assignments and updating for proigram review
Course Major Modification	Moreno Valley	ART	200	Art Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.
Course Major Modification	Norco	ART	200	Art Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.
Course Major Modification	Riverside City	ART	200	Art Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.
Course Major Modification	Moreno Valley	BUS	200	Business Administration Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.

Proposed Curricular Changes

Course_Proposal Type Title	Course_Campus (Multi) Title	Course_Subject Code	Course Course Number	Course Title	Course Rationale
Course Major Modification	Norco	BUS	200	Business Administration Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.
Course Major Modification	Riverside City	BUS	200	Business Administration Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.
Course Major Modification	Moreno Valley	CAT	200	Computer Applications and Office Technology Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.
Course Major Modification	Riverside City	CAT	200	Computer Applications and Office Technology Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.

Proposed Curricular Changes

Course_Proposal Type Title	Course_Campus (Multi) Title	Course_Subject Code	Course Course Number	Course Title	Course Rationale
Course Major Modification	Norco	BUS	14	Social Media and Online Digital Media Promotions for Entrepreneurs	Increasing number of small business and entrepreneurs are relying on social media and online media to build their businesses. This course is geared towards those business owners to help understand the process and the effective usage of those media platforms.
Course Major Modification	Riverside City	BUS	14	Social Media and Online Digital Media Promotions for Entrepreneurs	Increasing number of small business and entrepreneurs are relying on social media and online media to build their businesses. This course is geared towards those business owners to help understand the process and the effective usage of those media platforms.
Course Major Modification	Norco	ELE	25	Digital Techniques	This course is the CORE of our Digital Electronics program. It has been cancelled for low enrollment because of competition with our very popular Electrician courses, and due to competition for students by a robust economy. In order to save the Digital Electronics program, we need to delete all prerequisites, even though that will mean the instructor will need to cover some basics of Electronics before launching into the Digital instruction. Accompanying this deletion of prerequisites is an update of textbooks, and the addition of course objectives.
Course Major Modification	Moreno Valley	GEG	1H	Honors Physical Geography	link SLOs to GE outcomes. Add assignments. Update textbooks. Align SLOs to GEG-1 SLOs.
Course Major Modification	Norco	GEG	1H	Honors Physical Geography	link SLOs to GE outcomes. Add assignments. Update textbooks. Align SLOs to GEG-1 SLOs.
Course Major Modification	Riverside City	GEG	1H	Honors Physical Geography	link SLOs to GE outcomes. Add assignments. Update textbooks. Align SLOs to GEG-1 SLOs.
Course Major Modification	Moreno Valley	SOC	12	Marriage and Family Relations	Updated as part of program review.
Course Major Modification	Norco	SOC	12	Marriage and Family Relations	Updated as part of program review.
Course Major Modification	Riverside City	SOC	12	Marriage and Family Relations	Updated as part of program review.
New Course					

Proposed Curricular Changes

Course_Proposal Type Title	Course_Campus (Multi) Title	Course_Subject Code	Course Course Number	Course Title	Course Rationale
New Course	Moreno Valley	ACC	200	Accounting Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.
New Course	Norco	ACC	200	Accounting Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.
New Course	Riverside City	ACC	200	Accounting Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.
New Course	Moreno Valley	ADJ	19	Introduction to Policing	To create and maintain a policing class to remain both academically competitive and rigorous with similar administration of justice and criminal justice programs at the undergraduate level, as well as to address the dearth of policing courses in the existing program in comparison to classes about law and corrections
New Course	Riverside City	ADJ	19	Introduction to Policing	To create and maintain a policing class to remain both academically competitive and rigorous with similar administration of justice and criminal justice programs at the undergraduate level, as well as to address the dearth of policing courses in the existing program in comparison to classes about law and corrections
New Course	Moreno Valley	CIS	200	Computer Information Systems Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.
New Course	Norco	CIS	200	Computer Information Systems Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.
New Course	Riverside City	CIS	200	Computer Information Systems Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.
New Course	Moreno Valley	EAR	200	Early Childhood Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.
New Course	Norco	EAR	200	Early Childhood Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.

Proposed Curricular Changes

Course_Proposal Type Title	Course_Campus (Multi) Title	Course_Subject Code	Course Course Number	Course Title	Course Rationale
New Course	Riverside City	EAR	200	Early Childhood Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.
New Course	Moreno Valley	EDU	200	Education Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.
New Course	Norco	EDU	200	Education Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.
New Course	Moreno Valley	JOU	200	Journalism Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.
New Course	Norco	JOU	200	Journalism Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.
New Course	Riverside City	JOU	200	Journalism Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.
New Course	Moreno Valley	KIN	200	Kinesiology Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.
New Course	Norco	KIN	200	Kinesiology Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.
New Course	Norco	LOT	15	Fundamentals of Photonics	This is one of four courses in the LOT program, Laser and Optical Technology: Optoelectronics
New Course	Norco	LOT	25	Quality Assurance for Precision Optics	This is one of four courses in the LOT program.
New Course	Norco	LOT	35	Optical Metrology and Interferometry	This is one of four courses in the LOT program.
New Course	Moreno Valley	MAG	200	Management Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.

Proposed Curricular Changes

Course_Proposal Type Title	Course_Campus (Multi) Title	Course_Subject Code	Course Course Number	Course Title	Course Rationale
New Course	Norco	MAG	200	Management Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.
New Course	Riverside City	MAG	200	Management Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.
New Course	Norco	MAN	856	CNC Machine Set-Up and Operation	This course is part of two courses in a non-credit certificate designed to assist students in learning CNC operations and programming.
New Course	Norco	MKT	200	Marketing Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.
New Course	Riverside City	MKT	200	Marketing Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.
New Course	Moreno Valley	MUS	200	Music Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.
New Course	Norco	MUS	200	Music Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.
New Course	Riverside City	MUS	200	Music Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.
New Course	Moreno Valley	PHO	200	Photography Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.
New Course	Norco	RLE	200	Real Estate Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.
New Course	Riverside City	RLE	200	Real Estate Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.

Proposed Curricular Changes

Course_Proposal Type Title	Course_Campus (Multi) Title	Course_Subject Code	Course Course Number	Course Title	Course Rationale
New Course	Moreno Valley	THE	200	Theatre Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.
New Course	Norco	THE	200	Theatre Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.
New Course	Riverside City	THE	200	Theatre Work Experience	To change the course description to be compliant with the State Chancellor's office recommendation. COR has not been updated since 2008.
New Program					
Certificate	Moreno Valley			Social Work Administration Studies	The entry-level wage for each of the occupations in the social work occupational group is above the MIT Living Wage estimate of \$12.30 per hour for a single adult living in the Inland Empire/Desert Region.
Non-credit Certificate	Moreno Valley			Computer Maintenance and Security	<p>The goal of this program is to provide training to a diverse population of adult learners to support Adult Education and Community Initiatives and drive awareness of technical skills and security practices in the community. The program intends to improve diversity in the population of learners while positively build student interests in education options and promote career growth district-wide.</p> <p>Students will gain soft and technical skills necessary to troubleshoot and improve security in systems and network for individual or small business environment.</p>
Program Inclusion					

Proposed Curricular Changes

Course_Proposal Type Title	Course_Campus (Multi) Title	Course_Subject Code	Course Number	Course Title	Course Rationale
Program Inclusion	Moreno Valley			Business Information Worker	<p>The Business Information Worker Certificate of Achievement is designed to provide students with practical, career-oriented skills for professional office environments using current industry technologies.</p> <p>The Certificate of Achievement is often used by students who already have Associate or Bachelor's Degrees and want to change careers or enhance their skills. The Business Information Worker Certificate of Achievement is ideal for students seeking to be trained in a field different from their previous work experience, and offers an affordable alternative to more costly private college and university programs in this field of study.</p>
Program Modification					
Program Modification				Administration of Justice	To remove the JUS course cross-listings . JUS was recently deleted as a discipline.

Proposed Curricular Changes

Course_Proposal Type Proposal Title	Course_Campus (Multi) Title	Course_Subject Code	Course Course Number	Course Title	Course Rationale
New Discipline					
New Discipline	Norco	PDS		Professional Development Studies	To increase non-credit offerings
Discipline Inclusion					
Discipline Inclusion	Norco			SCE - Senior Citizen Education/Older Adults	To increase non-credit offerings

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
PROGRAM OUTLINE of RECORD**

NEW CERTIFICATE OF ACHIEVEMENT

College: R___ M_X_ N___

TOP Code: 2104.00: Human Services

Social Work Administration Studies

PROGRAM PREREQUISITE:

None.

SHORT DESCRIPTION of PROGRAM

This program prepares students with an academic foundation along the career pathway of social work administration. Training is provided in the area of management, conflict-resolution, human resources, policy development and analysis, needs assessment, grant writing, non-profit operations, and employment support strategies. Students will develop an understanding of the knowledge, skills, and attitudes necessary to transition into entry-level employment in social work administration and transfer opportunities in the practice area. Emphasis is on an understanding and development of macro practice skills.

PROGRAM LEARNING OUTCOMES

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

- Demonstrate knowledge, skills and attitudes essential to administration in social work.
- Recognize and demonstrate respect for diversity and ethical standards in administration in social work practices.
- Complete and reflect upon service-based learning experience.
- Practice strategies and techniques used in successful grant writing.
- Practice strategies and techniques used in successful social welfare policy development.
- Demonstrate an understanding of social work theory and its applications to social work administration practices.

Required Courses (17 – 20 units)

	<u>Units</u>
HMS-16 Public Assistance and Benefits	1
HMS-70 Non-profit Organizations – Social Work Administration Studies	3
HMS-71 Grant Writing – Social Work Administration Studies	3
HMS-72 Social Welfare Policies – Social Work Administration Studies	3
HMS-73 Administration in Social Work – Social Work Administration Studies	3
HMS-74 Social Work Theory – Social Work Administration Studies	3
WKX HMS 200 Human Services Work Experience	1-2-3-4

Elective Courses (6 units)

	<u>Units</u>
HMS-4 Introduction to Human Services	3
HMS-13 Employment Support Strategies	3
HMS-18 Introduction to Social Work	3
HMS-19 Generalist Practices of Social Work	3
HMS-29 Careers in Social Work - Intro to Careers in Social Work	3

Total Units:

23 – 26

MORENO VALLEY COLLEGE

PROGRAM: Certificate in Administration in Social Work Studies

Criteria A. Appropriateness to Mission

1. Statement of Program Goals and Objectives

Mission of Moreno Valley College: *Responsive to the educational needs of its region, Moreno Valley College offers academic programs and student support services which include baccalaureate transfer, professional, pre-professional, and pre-collegiate curricula for all who can benefit from them. Lifelong learning opportunities are provided, especially, in health and public service preparation.*

The goal of the Social Work Administration Studies Certificate is to pave a pathway to prepare students for management and administrative positions in social work. The program aims to develop training of helping professionals in grant writing, operations of non-profit organizations, needs assessment, policy development and analysis, and employment support strategies. Graduates will have developed knowledge, skills and attitudes necessary to help clients emphasizing a macro practice approach.

2. Catalog Description

This program prepares students with an academic foundation along the career pathway of social work administration. Training is provided in the area of management, conflict-resolution, human resources, policy development and analysis, needs assessment, grant writing, non-profit operations, and employment support strategies. Students will develop an understanding of the knowledge, skills, and attitudes necessary to transition into entry-level employment in social work administration and transfer opportunities in the practice area. Emphasis is on an understanding and development of macro practice skills.

The Certificate Program Learning Outcomes are:

- Demonstrate knowledge, skills and attitudes essential to administration in social work.
- Recognize and demonstrate respect for diversity and ethical standards in administration in social work practices.
- Complete and reflect upon service-based learning experience.
- Practice strategies and techniques used in successful grant writing.
- Practice strategies and techniques used in successful social welfare policy development.
- Demonstrate an understanding of social work theory and its applications to social work administration practices.

3. Program Requirements

The certificate program requires the completion of 6 core classes, for a total of 17 – 20 units.

HMS-16	Public Assistance and Benefits	1 Unit
HMS-70	Non-profit Organizations – Social Work Administration Studies	3 Units
HMS-71	Grant Writing – Social Work Administration Studies	3 Units
HMS-72	Social Welfare Policies – Social Work Administration Studies	3 Units
HMS-73	Administration in Social Work – Social Work Administration Studies	3 Units
HMS-74	Social Work Theory – Social Work Administration Studies	3 Units
WKX HMS 200	Human Services Work Experience	1-2-3-4 Units

In addition, the certificate program requires the completion of 6 elective units from the options listed below:

HMS-4	Introduction to Human Services	3 Units
HMS-13	Employment Support Strategies	3 Units
HMS-18	Introduction to Social Work	3 Units
HMS-19	Generalist Practices of Social Work	3 Units
HMS-29	Careers in Social Work – Intro to Careers in Social Work	3 Units

4. Background and Rationale

The Social Work Administration Studies Certificate paves a pathway for students interested in pursuing an educational foundation in the area of supervision, upper level management and administrative services in social work. This certificate promotes social work, human services, and counseling practices career growth and educational advancement in the Inland Empire/Desert Region. It provides an educational platform for students to expand skillsets through training that can potentially improve their opportunities for career, pursuing certifications, and impact on the regional and national workforce.

Service-based learning is integral to the program which will allow for continued and active community service in the Inland/Empire Desert Region.

Criteria B. Need

5. Enrollment and Completer Projections

Enrollment projections for courses are as followed:

Required Courses:

- HMS-16: 32 students
- HMS-70: new course; no enrollment data available
- HMS-71: new course; no enrollment data available
- HMS-72: new course; no enrollment data available
- HMS-73: new course; no enrollment data available
- HMS-74: new course; no enrollment data available
- WKX HMS 200: 30 students

Elective Courses:

- HMS-4: 32 students
- HMS-13: 49 students
- HMS-18: 52 students
- HMS-19: 32 students
- HMS-29: 32 students

HMS-4, HMS-13, HMS-16, HMS-18, HMS-19, HMS-29, HMS-70, HMS-71, HMS-72, HMS-73, HMS-74, and WKX HMS 200 are actively available in Moreno Valley College inventory. All courses are approved for transfer to the CSU.

The certificate program expects to have 15 – 20 students completing this certificate annually beginning in September 2020.

6. Place of Program in Curriculum/Similar Programs

The college has no similar certificate within the college district; this is a unique and new certificate available to our students.

7. Similar Programs at Other Colleges in Service Area

Within the Riverside Community College district, Moreno Valley College is the only college in the district that is currently offering all of these courses within the certificate program. No college in the area has a like or similar program.

8. Labor Market

Employment for the social work occupational group is expected to increase 17% between 2017 and 2022 in the Inland Empire/Desert Region. A total of 6,783 job openings or 1,357 annual openings will be available over the five-year timeframe. The entry-level wage for each occupation in the social work occupational group is above the MIT Living Wage estimate of \$12.30 per hour for a single adult living in the Inland Empire/Desert Region. There appears to be an opportunity for program growth based on the average annual number of program completions for the selected community college program in the region (279 annual average regional credentials), and the annual openings for middle-skill social work occupations in the local region (654 average annual openings).

In 2018, Social and Community Service Managers were reported to have a median hourly wage of \$29.84. This market category is inclusive of social work, human services, and counseling practice professionals.

9. Employer Survey

Post general Advisory Committee survey was conducted. The process utilized Advisory Committee members' recommendations. Advisory Board supported the development of the credit certificate related to administration in social work studies.

10. Explanation of Employer Relationship

Employers provide guidance for future student employment, internship and mentorship. They also provide feedback on curriculum, certificate update to parallel with industry certification and workforce demands. Service-based learning is an integral part of the program and new internships will be continually explored.

11. List Members of Advisory Committee

- James Banks – MVC – Professor, Human Services
- Rachel Dyer – MVC – Assistant Professor, Human Services
- Asia Williamson – San Bernardino County Worker – Social Services Consultant – Adjunct Professor
- Jill Rasmussen – LCSW; La Sierra University – MSW Program, Chair and Professor
- Gene Tripp – West Coast Treatment – Treasurer
- Scott Hoage – San Bernardino Valley College – Faculty Human Services Department
- Dr. Stephen Brown – California Baptist University – Associate Dean
- Priscilla Grijalva – Norte Vista High School – School Counselor
- Michele Gardner – MVC Student, Human Services Club President
- Corey Jackson – Sigma Beta Xi – CEO

12. Recommendations of Advisory Committee

During the break-out session for HMS – Human Services, Professor Banks and Professor Dyer introduced the new course proposals and certificate proposals to the members present at the advisory committee. The desire to continue to have service-based learning as an integral part of each certificate was discussed. The plan to have the newly proposed certificates be state-approved was established. Jill Rasmussen, Chair of the Social Work Program at La Sierra University, discussed the relevance the new certificates have in responding to the needs of the community. Scott Hoage confirmed and expressed an interest to teach in the Drug and Alcohol Studies program as he discussed his experience teaching in this services category at San Bernardino Valley College. Hoage verified the course outlines as essential to student success in the service area. A unanimous vote was received in support of all newly proposed certificates. A unanimous vote was also received to change the name of the discipline from Human Services to Social Work, Human Services, and Counseling Practices. It was discussed that this discipline name change would assist the students with identifying the discipline as a pathway to social work and counseling practices in addition to human services.

The vote regarding the new certificates was moved by Priscilla Grijalva, seconded by Rachel Dyer, and unanimously approved. (Votes: Yes = 10; No = 0; Abstentions = 0)

The vote regarding changing the name of the discipline was moved by Priscilla Grijalva, seconded by Michele Gardner, and unanimously approved. (Votes: Yes = 10; No = 0; Abstentions = 0)

C. Curriculum Standards

13. Display of Proposed Sequence

The sequence of courses presented here for the certificate program:

Semester 1

HMS-70
HMS-71
HMS-72
HMS-Elective

Semester 2 (Winter/Summer)

HMS-16

Semester 2

HMS-73
HMS-74
WKX HMS 200
HMS-Elective

15. Library and/or Learning Resources Plan

The Library and/or Learning Resources are adequate to support this program.

16. Facilities and Equipment Plan

The facilities and equipment are adequate to support this program.

17. Financial Support Plan

Resources are adequate to support this program.

18. Faculty Qualifications and Availability

Moreno Valley College has one full-time Professor, one full-time Assistant Professor, and three Adjunct Instructors that may teach the HMS courses:

- BANKS, JAMES; Professor; B.S., University of Wisconsin, Whitewater; MSW, University of Wisconsin, Madison. At Riverside Community College District since 2002.
- DYER, RACHEL; Assistant Professor; B.S., California Baptist University; MSW, California State University, San Bernardino. At Riverside Community College District since 2014 as an Adjunct Instructor and since 2017 as a full-time Assistant Professor.
- HOLLOWAY, WILLIAM; Adjunct Instructor; BSW, California State University, San Bernardino; MSW, University of Maryland. At Riverside Community College District since 2015.
- OUTLEY-JONES, DONNA; Adjunct Instructor; BSW, La Sierra University; MSW, University of Southern California. At Riverside Community College District since 2018.
- SULLIVAN, LYNNETTE; Adjunct Instructor; B.A., Psychology; M.S. Counseling Psychology, California Baptist University; Licensed Marriage and Family Therapist; At Riverside Community College District since 2018.

19. Based on Model Curriculum

This is based on the model curriculum.

20. Licensing or Accreditation Standards

N/A

21. Student Selection and Fees

Students will be allowed to self-select for the program. Moreno Valley College is an open access institution. There are no additional requirements for entrance into this program or additional fees other than textbook requirements.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
PROGRAM OUTLINE OF RECORD

College R__M✓N__
TOP's Code: 0708.20

Noncredit Certificate in Computer Maintenance and Security

PROGRAM PREREQUISITE:

None

SHORT DESCRIPTION OF PROGRAM:

The Computer Maintenance and Security certificate will provide students with proficiency in the areas of computer hardware and software troubleshooting, system configuration, practical networking and security for personal and business environment.

PROGRAM LEARNING OUTCOMES:

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

- 1) Troubleshoot computer hardware and software issues.
- 2) Derive a plan for system and small network upgrade.
- 3) Configure home and small business networking and security settings.
- 4) Identify threats, risks and vulnerabilities that impact individual or organizations.
- 5) Assess the impact of regulatory on individual privacy and organization data protection practices.

The certificate program requires the completion of 3 core classes, for a total of 48 hours.

<u>Required Courses</u>	<u>Hours</u>
CIS-824A Computer Repairs for Beginners	16
CIS-824B Networking for Home and Small Businesses	16
CIS-824C Cybersecurity for Beginners	16
<hr/> Total Hours:	<hr/> 48

MORENO VALLEY COLLEGE

PROGRAM: Certificate in Computer Maintenance and Cybersecurity

Criteria A. Appropriateness to Mission

1. Statement of Program Goals and Objectives

Mission of Moreno Valley College: *Responsive to the educational needs of its region, Moreno Valley College offers academic programs and student support services which include baccalaureate transfer, professional, pre-professional, and pre-collegiate curricula for all who can benefit from them. Lifelong learning opportunities are provided, especially, in health and public service preparation.*

The goal of this program is to provide training to a diverse population of adult learners to support Adult Education and Community Initiatives and drive awareness of technical skills and security practices in the community. The program intends to improve diversity in the population of learners while positively build student interests in education options and promote career growth district-wide.

Students will gain soft and technical skills necessary to troubleshoot and improve security in systems and network for individual or small business environment.

2. Catalog description

The Computer Maintenance and Cybersecurity Certificate Program will provide students with proficiency in the areas computer hardware and software troubleshooting, operating systems configuration, practical networking and security, threat detection and regulatory compliance.

The Certificate Program Learning Outcomes are:

- Troubleshoot computer hardware and software issues.
- Derive a plan for system and small network upgrade.
- Configure home and small business networking and security settings.
- Identify threats, risks and vulnerabilities that impact individual or organizations.
- Assess the impact of regulatory on individual privacy and organization data protection practices.

3. Program Requirements

The certificate program requires the completion of 3 noncredit classes, 16 hours in each course, for a total of 48 hours.

CIS-824A	Computer Repairs for Beginners	16 hours
CIS-824B	Networking for Home and Small Businesses	16 hours
CIS-824C	Cybersecurity for Beginners	16 hours

4. Background and Rationale

This certificate is constructed to support Adult Education and Community Initiatives while promoting awareness of technical career growth and technical education advancement. It provide an education platform for adult learners to expand skillsets through training that can potentially improve their opportunities for career, pursuing CompTIA certifications, while drawing interests in education pathways to impact regional and national workforce.

Criteria B. Need

5. Enrollment and Completer Projections

Enrollment projections for courses are as followed:

CIS-824A: 40 - 49 students per session.

CIS-824B: 40 – 49 students per session.

CIS-824C: 40 - 49 students per session.

The certificate program expects to have 30 - 100 students completing this certificate annually beginning in September 2019.

6. Place of Program in Curriculum/Similar Programs

The college has no similar certificate within the college district; this is a unique and new certificate available to our students.

7. Similar Programs at Other Colleges in Service Area

Within the Riverside Community College district, Moreno Valley College is the only college in the district that is currently offering all of these courses within the certificate program. No college in the area has a like or similar program.

8. Labor Market-

Computer user support specialists' occupation is expected to increase employment by 15 percent by 2024, adding almost 77,500 new jobs in California. This occupation is projected to have 2,330 annual job openings due to growth in this occupation and replacement need within California. In Inland Empire and Desert Region, Computer Network Support Specialists annual employment growth is 15 percent, with median wage of \$29.83 per hour.

9. Employer Survey

Post general Advisory Committee survey was conducted. The process utilized Advisory Committee members' recommendations. Advisory Board supported the development of noncredit certificate related to system maintenance and cybersecurity.

10. Explanation of Employer relationship.

Employers provide employment guidance for future student employment, internship and mentorship. They also provide feedback on curriculum and certificate update to parallel with industry certifications. Some of the current employers are supportive of covering some costs for CompTIA certification within their internship programs.

11. List members of Advisory committee

- **Wissam Al-Sayed** – Founder/CEO at Blink IT Solutions
- **Katia Al-Sayed** – National Account Manager at Blink IT Solutions
- **Steve Coelho** – Principle Development Specialist at Val Verde High School
- **Steve Collier** – Mathematics & Computer Science Instructor at Moreno Valley Unified School District
- **Robert Davis** – IT Lifecycle Service Director at Blink IT Solutions
- **Lea Deesing** – CIO & Executive Director of SmartRiverside at City of Riverside
- **Claire Jefferson-Glipa** – IT Education Account Manager at ConvergeOne
- **Cheryl Honore** – Professor of Accounting at Moreno Valley College
- **Donnell Layne** – Maker Space STEM Project Director at Moreno Valley College
- **Chris Lorenz** – Cybersecurity and EaglePro Instructor at Valley View High School
- **Robert Loya** – Asst. Chair/ Business Faculty at Moreno Valley College
- **Tura Morice** – Chief Information Officer at Riverside University Health Systems
- **Dr. Kasey Nguyen** – Computer Information Systems Faculty – Cybersecurity at Moreno Valley College
- **Nicole Shadowen** – Independent Cybersecurity Digital Forensics Specialist
- **Shirly Tai** – Marketing Manager at Blink IT Solutions
- **Dr. Keri Then** – Business and Administration, Info Systems Core Adjunct Faculty at University of Redlands
- **Donna Woods** – Instructor at Canyon Springs High School, Educator/Community Manager at Cyberhub

12. Recommendations of Advisory Committee

During the break-out session for CIS- Programming and Cybersecurity, Dr. Keri Then recommends that the certificate emphasizes industry standard and practices, because companies are looking for industry level certification; combines coursework with certification work. Donna Woods verified that her students at her high school (Canyon Springs HS) are working with MVC and have been certified at the industry level (IT Essentials). Lea Deesing- Seconded Dr. Keri Then regarding certificate should incorporate hands-on and actual physical access to system hardware, which will extremely valuable experiences to students.

It was moved by Keri Then, seconded by Claire Jefferson-Glipa, and approved to create a Noncredit Certificate in Computer Maintenance and Security.

(Votes: Yes = 17; No = 0; Abstentions = 0)

C. Curriculum Standards

13. Display of Proposed Sequence

The sequence of courses presented here for the certificate program:

Semester

CIS 24 – 8 weeks (week 1 – 8)

CIS 29 – 8 weeks (week 9 – 16)

CIS 31 – 8 weeks (week 9 – 16)

15. Library and/or Learning Resources Plan

The Library and/or Learning Resources are adequate to support this program.

16. Facilities and Equipment Plan

The facilities and equipment are adequate to support this program.

17. Financial Support Plan

Resources are adequate to support this program.

18. Faculty Qualifications and Availability

Moreno Valley College has 2 full-time Associate Professors and one Adjunct Instructor that will teach the CIS courses:

- LOYA, ROBERT Assistant Professor Computer Information Systems/Business B.S., M.I.S., University of Phoenix. At Riverside Community College District since 2013.
- NGUYEN, KASEY Assistant Professor Computer Information Systems, PhD, Capella University. At Riverside Community College District since 2018.
- ALMEIDA, FRANK Assistant Professor Computer Information Systems. MBA with concentration in Entrepreneurship. At Riverside Community College District since 2001.

19. Based on model curriculum

This is based on the model curriculum.

20. Licensing or Accreditation Standards

N/A

21. Student Selection and Fees

Students will be allowed to self-select for the program. Moreno Valley College is an open access institution. There are no additional requirements for entrance into this program or additional fees other than textbook requirements.

PROGRAM OUTLINE OF RECORD
NEW CERTIFICATE OF ACHIEVEMENT

BUSINESS INFORMATION WORKER I

COLLEGE: MORENO VALLEY COLLEGE

TOP CODE: 0514

The Business Information Worker Certificate of Achievement is designed to prepare students for entry-level and administrative support in a variety of fields and businesses.

Program Learning Outcomes

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

- Demonstrate computer literacy with respect to computer hardware and software applications.
- Apply standard rules of business conduct and customer service.
- Develop specialized keyboarding skills at an employable level of accuracy and speed.
- Use word processing, spreadsheet, presentation graphics, and scheduling software to perform business and office tasks.
- Apply oral and written communication skills in various business and office environments.
- Design, modify, query, and manipulate lists (database and information in workbooks using common formulas, data and what if scenario tools to organize and convey information.

Required Courses (19 units)		Units
CAT-1A	Business Etiquette	1
CAT/CIS/BUS-3	Computer Applications for Business	3
CAT-31	Business Communications	3
CAT-51	Intermediate Keyboarding/Document Formatting	3
CAT/CIS-90	Microsoft Outlook	3
CAT/CIS 93	Computers for Beginners	3
CAT/CIS-98A	Introduction to Excel	1.5
CAT/CIS-98B	Advanced Excel	1.5

RIVERSIDE COMMUNITY COLLEGE DISTRICT PROGRAM OUTLINE of RECORD

College: R___ M_X N___

TOPs Code: 2105.00
MCE504

Administration of Justice

Program Modification

This program focuses on the criminal justice system, its organizational components and processes, as well as its legal and public policy contexts. This includes instruction in criminal law and policy, police and correction systems organization, the administration of justice and the judiciary, and public attitudes regarding the criminal justice issues.

Certificate Program

Program Learning Outcomes

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

- Demonstrate knowledge of the breadth, scope and interconnectivity of the criminal justice system.
- Demonstrate an understanding of the theories and research in the areas of crime, criminality and criminal justice.
- Demonstrate a basic knowledge of criminal law.
- Demonstrate a knowledge of the implications of legal evidence in the processing of criminal cases.
- Demonstrate a knowledge of the role of policing and the maintenance of favorable community relations.

Required Courses (15 units):

	Units
ADJ/ JUS -1 introduction to the Administration of Justice	3
ADJ/ JUS -2 Principles and Procedures of the Justice System	3
ADJ/ JUS -3 Concepts of Criminal Law	3
ADJ/ JUS -4 Legal Aspects of Evidence	3
ADJ/ JUS -5 Community Relations	3

Electives (12 units):

Choose elective courses from Administration of Justice	12
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Total Units:

27

Board of Trustees Regular Meeting (VIII.B)

Meeting	April 16, 2019
Agenda Item	Planning and Operations (VIII.B)
Subject	Planning and Operations Proposed Child Care Fee Increase and Revised Early Childhood Education Salary Schedule for FY 2019-2020
College/District	Riverside City College
Funding	Child Care - Resource 3300
Recommended Action	Recommend approving the Riverside City College Child Care Center fee increase and the revised Early Childhood Education Center salary schedule for FY 2019-2020.

Background Narrative:

On April 20, 2010, the Board of Trustees approved an increase to the child care fees for Riverside City College Child Development Center. Included in that board action was approval for an additional increase of 6% per fiscal year in 2012 and 2013, if necessary. Due to the garnering of external funding to supplement parent fees at the Center, the college did not need the additional increases to fees. Therefore, no additional increases to fees has been realized since 2010.

A goal of the RCC Child Development Center is to remain fiscally solvent, which has been achieved since FY 2014-2015. Several variables have coincided that require the college to propose an increase to the child care fees: With regard to expenditures: (1) There is a foreseeable increase in expenditures related to salary increases driven by 5% COLA in FY2019 and another 5% in FY2020; (2) A currently unknown impact to expenditures related to the ongoing negotiation of childcare teacher salaries; and (3) Costs associated with maintaining the independent accreditation status of the Center and Teacher Training Laboratory.

With regard to income: As external funding sunset (First Five Access and Quality grant), the college will no longer receive that income that in the past has been able to forestall an increase to fees.

In addition, the college has researched local costs of providing such weekly services and have found that similar centers within our college area range from \$202.00 to \$313.00 for Preschool Full-Day/5 days per week, and between \$259.00 and \$463.00 for Toddler Full Day/5 days per week. As of January, 2018, the Department of Education set the Regional Market Rate (RMR) for Riverside County at \$326.36 for Infant and Toddler Full-Day/5 days per week and Preschool Full-Day/5 days per week at \$250.09. The proposed RCC Child Development Center fee increase schedule is below the RMR and provides the best service at the lowest price in our area.

This request was presented to the District Strategic Planning Council (DSPC) for a first read on February 22, 2019 and received support from this body in action taken on March 15, 2019.

At this time RCC is seeking approval for a 10% increase in child care fees, effective July 1, 2019. Additional approval is also requested for annual increases of not more than 5% effective July 1" in each new fiscal year as necessary to keep up with the rising costs of maintaining a quality, accredited child development center and Teacher Training Laboratory.

Attached for the board's review is the new proposed fee schedule along with local 2018-2020 Tuition Rate Comparison for the centers within the Riverside area, and a report of ending balances for the Center based on projections of revenue and expenses with the addition of the proposed fee increases and salary increases driven by COLA.

The District became aware of a situation regarding the promotion of an ECE faculty member whereby the promotion they received was negated by the impact of an increase to the minimum wage. Currently, the minimum wage is \$12 per hour and will increase incrementally each year until reaching \$15 per hour on January 1, 2022.

When salary schedules are established, a separation between Steps is built in to recognize the value of experience gained by longevity and to compensate for natural increases in the cost of living. Likewise, a separation in Ranges is built in to recognize experience, education and responsibilities associated with higher level positions. When the State or Federal government mandate increases to minimum wage standards, employers must comply. However, this mandate can upset the integrity of salary schedules where the lowest Step is below the minimum wage mandate. Similarly, the integrity of the salary schedule is also negatively impacted by decreasing the differential between position Ranges when forced to make adjustments for minimum wage increases.

This is the situation that has arisen with respect to the ECE Salary Schedule. The increase in minimum wage to \$12 per hour effective January 1, 2019 directly impacted the ECE Salary Schedule in FY 2018-2019 for Assistant Teachers and Associate Teachers on Steps 1 and 2, and will impact Steps 3 and 4 for Assistant Teachers and Associate Teachers by FY 2021-2022 even after considering projected negotiated COLA and contractual increases.

Based on the above, it is necessary to make changes to both Steps and Ranges to restore the integrity of the ECE Salary Schedule. Attached for the Board's review and consideration is the projected FY 2019-2020 ECE Salary Schedule. The estimated total cost, of including fixed charges, adopting the new salary schedule effective July 1, 2019, after application of the contract increase percentage (2%) and the estimated COLA percentage (3.46%), is approximately \$151,000. At this time, COLA is an estimate based on the Governor's proposed budget for FY 2019-2020. It is subject to change until adopted by the State in June 2019.

An analysis was also performed of the salary schedules for classified and confidential staff. They are not impacted by the minimum wage increase, now or through FY 2021-2022. The lowest hourly wage rate on those schedules for FY 2018-2019 is \$17 per hour. This rate will increase each year for negotiated contract and COLA application. All faculty and management salary schedules are above the minimum wage rate.

A review of the short-term temporary and student hourly rate schedules was also performed and it was determined both have been impacted, and will be further impacted, as the minimum wage increases to \$15 per hour by January 1, 2022. The District will perform an analysis and take similar corrective administrative action to what is being presented to the Board relative to the ECE Salary Schedule.

Prepared By: Gregory Anderson, President, Riverside City College
Raymond (Chip) West, Vice President, Business Services, Riverside City College
Carol Farrar, Vice President, Academic Affairs, Riverside City College
Kristine DiMemmo, Dean of Instruction CTE, Riverside City College
Toni Rangel, Early Childhood Education Manager, Riverside City College
Aaron S. Brown, Vice Chancellor, Business and Financial Services

RCC Child Development Center Tuition Rate Increases (Rounded)

Riverside City College Tuition Rates		FY 18/19		FY 19/20		FY 20/21		FY 21/22
		Current Rates		10% Increase		5% Increase		5% Increase
Preschool Full-Day	Daily	Weekly	Daily	Weekly	Daily	Weekly	Daily	Weekly
Mon-Friday—5 days	\$33.00	\$163.00	\$36.00	\$180.00	\$38.00	\$189.00	\$40.00	\$199.00
MWF—3 days		\$109.00		\$120.00		\$126.00		\$133.00
TTH—2 days		\$79.00		\$87.00		\$92.00		\$97.00
Preschool Half-Day		Weekly		Weekly		Weekly		Weekly
Mon-Friday—5 days		\$140.00		\$154.00		\$162.00		\$171.00
MWF—3 days		\$84.00		\$93.00		\$98.00		\$103.00
TTH—2 days		\$56.00		\$62.00		\$66.00		\$70.00
Preschool Full-Day(Not Potty Trained)	Daily	Weekly	Daily	Weekly	Daily	Weekly	Daily	Weekly
Mon-Friday—5 days	\$46.00	\$230.00	\$51.00	\$253.00	\$53.00	\$266.00	\$55.00	\$280.00
MWF—3 days		\$138.00		\$152.00		\$160.00		\$168.00
TTH—2 days		\$92.00		\$102.00		\$108.00		\$114.00
Preschool Half-Day (Not Potty Trained)		Weekly		Weekly		Weekly		Weekly
Mon-Friday—5 days		\$144.00		\$159.00		\$167.00		\$176.00
MWF—3 days		\$86.00		\$95.00		\$100.00		\$105.00
TTH—2 days		\$58.00		\$64.00		\$68.00		\$72.00
Toddler Full-Day	Daily	Weekly	Daily	Weekly	Daily	Weekly	Daily	Weekly
Mon-Friday—5 days	\$46.00	\$230.00	\$51.00	\$253.00	\$53.00	\$266.00	\$56.00	\$280.00
MWF—3 days		\$138.00		\$152.00		\$160.00		\$168.00
TTH—2 days		\$92.00		\$102.00		\$108.00		\$114.00
Toddler Half-Day		Weekly		Weekly		Weekly		Weekly
Mon-Friday—5 days		\$144.00		\$159.00		\$167.00		\$176.00
MWF—3 days		\$86.00		\$95.00		\$100.00		\$105.00
TTH—2 days		\$58.00		\$64.00		\$68.00		\$72.00
Infant Full-Day	Daily	Weekly	Daily	Weekly	Daily	Weekly	Daily	Weekly
Mon-Friday—5 days	\$48.00	\$241.00	\$54.00	\$266.00	\$56.00	\$280.00	\$58.00	\$294.00
MWF—3 days		\$145.00		\$160.00		\$168.00		\$177.00
TTH—2 days		\$96.00		\$106.00		\$112.00		\$118.00
Infant Half-Day		Weekly		Weekly		Weekly		Weekly
Mon-Friday—5 days		\$156.00		\$172.00		\$181.00		\$191.00
MWF—3 days		\$94.00		\$104.00		\$110.00		\$116.00
TTH—2 days		\$62.00		\$69.00		\$73.00		\$77.00
Non-Refundable Registration Fee--\$75.00						Late drop off fees-\$1.00/min		
Annual Materials Fee (due each Aug)--\$75.00						Late pick up fees- \$1.00 1st time/min \$3.00 2nd time/min and \$5.00 3rd time/min		

2018/2019 Tuition Rate Comparison

Riverside City College Tuition Rates	RCC 17/18 Rates	RCC 10% Increase	UCR 2018 Tuition Rates	Temple Beth El 2018 Tuition Rates	Growing Place 2018 Tuition Rates
Preschool Full-Day	Weekly	Weekly	Weekly	Weekly	Weekly
Mon-Friday—5 days	\$163.00	\$180.00	\$313.00	\$202.00/220.00	\$242.00
MWF—3 days	\$109.00	\$120.00	\$201.00	\$126/140	
TTH—2 days	\$79.00	\$87.00	\$139.00	\$83.00/96.00	
Preschool Half-Day	Weekly	Weekly	Weekly	Weekly	Weekly
Mon-Friday—5 days	\$140.00	\$154.00		\$127.00/139.00	\$195.00
MWF—3 days	\$84.00	\$93.00		\$81.00/93.00	
TTH—2 days	\$56.00	\$62.00		\$57.00/70.00	
Preschool Full-Day(Not Potty Trained)	Weekly	Weekly	Weekly	Weekly	Weekly
Mon-Friday—5 days	\$230.00	\$253.00			\$259.00
MWF—3 days	\$138.00	\$152.00			
TTH—2 days	\$92.00	\$102.00			
Preschool Half-Day (Not Potty Trained)	Weekly	Weekly	Weekly	Weekly	Weekly
Mon-Friday—5 days	\$144.00	\$159.00			
MWF—3 days	\$86.00	\$95.00			
TTH—2 days	\$58.00	\$64.00			
Toddler Full-Day	Weekly	Weekly	Weekly	Weekly	Weekly
Mon-Friday—5 days	\$230.00	\$253.00	\$463.00	\$259.00	\$259.00
MWF—3 days	\$138.00	\$152.00		\$166.00	
TTH—2 days	\$92.00	\$102.00		\$110.00	
Toddler Half-Day	Weekly	Weekly	Weekly	Weekly	Weekly
Mon-Friday—5 days	\$144.00	\$159.00		\$171.00	
MWF—3 days	\$86.00	\$95.00		\$103.00	
TTH—2 days	\$58.00	\$64.00		\$86.00	
Infant Full-Day	Weekly	Weekly	Weekly	Weekly	Weekly
Mon-Friday—5 days	\$241.00	\$266.00	\$468.00	\$259.00	\$305.00
MWF—3 days	\$145.00	\$160.00		\$166.00	
TTH—2 days	\$96.00	\$106.00		\$110.00	
Infant Half-Day	Weekly	Weekly	Weekly	Weekly	Weekly
Mon-Friday—5 days	\$156.00	\$172.00		\$171.00	
MWF—3 days	\$94.00	\$104.00		\$103.00	
TTH—2 days	\$62.00	\$69.00		\$86.00	
Non-Refundable Annual Registration Fee--\$75.00 Annual Materials Fee (due each Aug)--\$75.00	Late drop off fees-\$1.00/min Late pick up fees- \$1.00 1st time/min \$3.00 2nd time/min and \$5.00 3rd time/min				

ECS Resource 3300 - FY 18/19 Ending Balance Projections and FY 19/20 Budget Projections

District 07 - RIVERSIDE COMMUNITY COLLEGE DISTRICT

DATE: 07/01/2018 - 3/14/2019

Revenue			Beginning Reserve Balance FY 18/19		\$ 659,758	\$ 567,711	\$ 370,457	
Fund	Description	Adopted Budget	Revised Budget	Rev/ Exp Net of Abatements	Encumbrances	FY 18/19 Projected Actuals	FY 19/20 Projected Budget COLA + 2% 10% Fee Increase	FY 20/21 Projected Budget COLA + 2% 5% Fee Increase
33	Federal Income	9,000.00	9,000.00	30,685.30	0.00	30,685.30	10,000.00	10,000.00
33	State Income	45,000.00	45,000.00	47,031.21	0.00	47,031.21	47,000.00	47,000.00
33	Interest Income	9,000.00	9,000.00	3,175.11	0.00	9,000.00	8,000.00	8,000.00
33	Parent Fees	850,000.00	850,000.00	482,652.55	0.00	795,003.71	872,344.00	915,961.20
33	Inter Fund TR	75,000.00	75,000.00	37,500.00	0.00	75,000.00	75,000.00	75,000.00
		988,000.00	988,000.00	601,044.17	0.00	956,720.22	1,012,344.00	1,055,961.20
Custodial								
33	CI Sal FT	24,281.00	24,281.00	15,645.91	8,076.60	23,722.51	25,623.55	26,920.10
33	Pers CI Employees	4,386.00	4,386.00	2,825.96	1,458.80	4,284.76	5,329.70	5,599.38
33	Locally Defined Oasdi, CI Employees	1,505.00	1,505.00	964.83	500.75	1,465.58	1,588.66	1,669.05
33	Medicare, CI Employees	352.00	352.00	225.65	117.11	342.76	371.54	390.34
33	H & W Ben CI Employees	14,955.00	14,955.00	9,076.68	5,878.32	14,955.00	15,702.75	6,172.24
33	H & W Ben	49.00	49.00	31.29	16.15	47.44	51.25	53.84
33	State Unemp Ins, CI Employees	12.00	12.00	7.80	4.04	11.84	12.81	13.46
33	Workers' Comp Ins CI Employees	388.00	388.00	222.65	129.23	351.88	409.98	430.72
33	GL and Property Expense	388.00	388.00	250.00	0.00	379.56	409.98	430.72
33	Repairs	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	10,000.00
ECS Program Expenditures								
33	Acad Pt Non Instr	350,000.00	350,000.00	223,763.75	0.00	371,070.78	391,588.03	411,402.38
33	Acad Oth Sub Non Instr	65,000.00	65,000.00	47,691.29	0.00	81,334.59	85,831.74	90,174.82
33	CI Sal FT Admn	101,292.00	101,292.00	67,527.86	33,764.00	101,291.86	106,892.64	70,944.77
33	CI Sal FT	49,050.00	49,050.00	32,294.00	16,756.00	49,050.00	54,389.75	57,141.87
33	Student Help Non-Instr	200,000.00	200,000.00	94,436.48	0.00	176,112.89	185,000.00	185,000.00
33	Short Term Non-Classified	15,000.00	15,000.00	16,376.36	0.00	24,693.14	30,000.00	30,000.00
33	Strs CI Employees	0.00	0.00	-53.72	0.00			
33	Strs Oth Ce Employees	67,562.00	67,562.00	19,141.57	0.00	31,901.23	47,741.98	50,157.72
33	Pers CI Employees	27,155.00	27,155.00	17,373.15	9,124.92	26,498.07	33,546.74	26,642.02
33	Locally Defined Oasdi, CI Employees	9,321.00	9,321.00	6,373.08	3,132.24	9,505.32	9,999.51	7,941.37
33	Medicare, CI Employees	2,397.00	2,397.00	1,669.72	732.54	2,402.26	2,338.59	1,857.26
33	Medicare, Oth Ce Employees	6,018.00	6,018.00	3,936.05	0.00	6,559.88	6,922.59	7,272.87
33	H & W Ben CI Employees	19,491.00	19,491.00	12,109.32	7,381.68	19,491.00	20,465.55	12,714.79
33	H & W Ben Oth Ce Employees	8,411.00	8,411.00	6,739.90	4,503.20	11,243.10	8,831.55	7,076.90
33	H & W Ben	731.00	731.00	421.26	101.04	702.30	752.56	686.17
33	H & W Ben	830.00	830.00	542.96	0.00	904.81	954.84	1,003.15
33	State Unemp Ins, CI Employees	75.00	75.00	57.55	25.26	82.81	80.64	64.04
33	State Unemp Ins Oth Ce Employees	208.00	208.00	135.72	0.00	226.20	238.71	250.79

ECS Resource 3300 - FY 18/19 Ending Balance Projections and FY 19/20 Budget Projections

District 07 - RIVERSIDE COMMUNITY COLLEGE DISTRICT

DATE: 07/01/2018 - 3/14/2019

Revenue			Beginning Reserve Balance FY 18/19 \$ 659,758 \$ 567,711 \$ 370,457					
Fund	Description	Adopted Budget	Revised Budget	Rev/ Exp Net of Abatements	Encumbrances	FY 18/19 Projected Actuals	FY 19/20 Projected Budget COLA + 2% 10% Fee Increase	FY 20/21 Projected Budget COLA + 2% 5% Fee Increase
33	Workers' Comp Ins Cl Employees	5,845.00	5,845.00	3,031.65	808.32	5,618.37	6,020.52	5,489.39
33	Workers' Comp Ins Oth Ce Employees	6,640.00	6,640.00	4,035.13	0.00	7,238.49	76,387.16	80,252.35
33	Copying And Printing	400.00	400.00	899.38	0.00	1,299.38	1,300.00	1,300.00
33	Office And Oth Supplies	13,000.00	14,500.00	5,111.44	8,460.34	17,371.78	17,372.00	17,372.00
33	Food	15,000.00	17,000.00	7,177.15	9,434.15	18,611.30	18,611.00	18,611.00
33	Paper Products	5,500.00	5,500.00	0.00	0.00	0.00	0.00	0.00
33	Postage	25.00	25.00	0.00	0.00	0.00	25.00	25.00
33	Prof Services	2,000.00	5,000.00	2,758.16	1,046.22	3,804.38	4,000.00	4,000.00
33	Conferences	0.00	1,200.00	1,029.16	0.00	1,029.16	0.00	0.00
33	Memberships	250.00	250.00	175.00	0.00	175.00	175.00	175.00
33	GL and Property Expense	12,485.00	12,485.00	6,886.00	0.00	12,856.85	13,659.23	13,514.62
33	Natural Gas	700.00	700.00	303.23	0.00	528.23	550.00	550.00
33	Electricity	13,000.00	13,000.00	8,629.42	0.00	12,079.42	13,000.00	13,000.00
33	Water	4,850.00	4,850.00	3,116.58	0.00	4,336.58	4,500.00	4,500.00
33	Cellular Telephone	500.00	1,000.00	549.43	0.00	853.43	900.00	900.00
33	Repairs	500.00	500.00	0.00	0.00	0.00	500.00	500.00
33	Computer Software Maint/Lic	5,800.00	5,800.00	672.00	0.00	1,672.00	1,672.00	1,672.00
33	Other	1,100.00	1,100.00	650.00	0.00	1,618.00	1,650.00	1,650.00
33	Other Services	3,000.00	0.00	0.00	0.00	0.00	3,000.00	3,000.00
33	Bank Charges	1,600.00	1,600.00	543.52	0.00	1,043.52	1,200.00	1,200.00
33	Equip Add \$200-\$4999	102,000.00	96,800.00	0.00	0.00	0.00	0.00	0.00
	Total Expense Projections	1,173,052.00	1,173,052.00	625,354.32	111,450.91	1,048,767.45	1,209,597.53	1,179,722.13
						Projected Total Available Revenue FY 18/19	1,616,478.22	1,580,054.77
						Projected Total Expenditures FY 18/19	1,048,767.45	1,209,597.53
						Projected Ending Balance FY 18/19	567,710.77	370,457.23
						Projected Increase /(Decrease) of Beginning Balance	(92,047.23)	(197,253.53)
								(123,760.93)

Riverside Community College District
Proposed New Salary Schedule
for Early Childhood Development Center Employees

Annual Salary

**based on 247 days @ 8 hrs per day

POSITION	RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Pre-School Assistant Teacher	1	27,664	29,047	30,508	32,031	33,632
Pre-School Associate Teacher	2	35,311	37,070	38,927	40,885	42,921
Pre-School Teacher	3	45,053	47,305	49,657	52,144	54,752
Early Childhood Master Teacher	4	55,012	57,757	60,662	63,707	66,905
Site Supervisor	5	69,160	72,618	76,256	80,054	84,064
Program Director	6	88,999	97,890	107,650	118,415	130,268

Hourly Rate

POSITION	RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Pre-School Assistant Teacher	1	14.00	14.70	15.44	16.21	17.02
Pre-School Associate Teacher	2	17.87	18.76	19.70	20.69	21.72
Pre-School Teacher	3	22.80	23.94	25.13	26.39	27.71
Early Childhood Master Teacher	4	27.84	29.23	30.70	32.24	33.86
Site Supervisor	5	35.00	36.75	38.59	40.51	42.54
Program Director	6	45.04	49.54	54.48	59.92	65.92

Board of Trustees Regular Meeting (VIII.C)

Meeting	April 16, 2019
Agenda Item	Planning and Operations (VIII.C)
Subject	Planning and Operations RCCD Foundation Strategic Plan
College/District	
Funding	N/A
Recommended Action	Recommend approving the RCCD Foundation Strategic Plan.

Background Narrative:

The RCCD Foundation Board of Directors respectfully submits its 5 year strategic plan to the RCCD Board of Trustees for approval. This plan was created in collaboration with Foundation staff and District leaders, including the Chancellor and college presidents. The plan represents the Foundation Board of Directors' vision for building the Foundation's operational and programmatic infrastructure, and strategically focusing its activities to align with and support the priorities of the District colleges.

Prepared By: Launa Wilson, Executive Director, RCCD Foundation

The logo of the Riverside Community College District Foundation is a large, light blue circular seal. It features a central torch with a flame, set against a background of radiating lines. The text "RIVERSIDE COMMUNITY COLLEGE DISTRICT" is written in a circular path around the top, and "FOUNDATION" is written around the bottom. Two banners across the center contain the phrases "THROUGH KNOWLEDGE, WISDOM" and "THROUGH SERVICE, PURPOSE". The year "1918" is visible at the bottom of the seal.

RCCD Foundation Strategic Plan

Presentation to the Board of Trustees

April 2, 2019

Launa K. Wilson, MSW

Executive Director

Organizational Background

- Established 1975
- Single-college foundation to multi-college foundation
- Historical focus and strengths

Recent Capacity Building Efforts

- Salesforce implementation
- Alumni database creation
- Operational policy/procedure improvements

Strategic Planning Process

- Board of Directors retreat – May 2018
- Ad-hoc Infrastructure Committee
- Strategic Plan draft completed October 2018
- District Strategic Planning Council December 2018

Vision

- Building a Foundation to serve the colleges
- Comprehensive development program components



Alignment with District Strategic Goals

- **RCCD Strategic Goal 1: Student Access** – *The District will ensure all students have equitable access to the college’s courses, programs, and services.*
- **RCCD Strategic Goal 2: Student Success** – *The District will provide clear pathways and support for achieving certificates, degrees, and transfer.*
- **RCCD Strategic Goal 3: Equity** – *The District will work with community workforce and education partners to reduce and eliminate equity gaps.*

Alignment with District Strategic Goals

- **RCCD Strategic Goal 5: Resource Allocation** – *The District will acquire, manage, and deploy resources to support district goals and advancement.*
- **RCCD Strategic Goal 6: Partnerships & Communication** – *The district will position its image and reputation as a leading academic institution in the region by actively pursuing, developing and sustaining collaborative partnerships with educational institutions, civic organizations, and businesses.*

RCCD Foundation Strategic Goals 2019-2023

- Realignment of Foundation Activities
- Programming
- Fundraising Metrics
- Foundation Board Engagement

Foundation Activity Realignment Goals & Objectives

GOAL #1

*Realign the Foundation's Organizational Focus to Support
District/College Priorities*

Strategy: Between 2019 and 2023, strategically refocus all fundraising activities to ensure alignment with District priorities around the themes of student access & support, student success, and student equity.

Foundation Programming Goals & Objectives

GOAL #2

Build a strong programmatic structure to enhance prospect identification, donor cultivation and stewardship, and fundraising results.

Strategy: Continue existing annual fundraising programs and add new programs and activities between 2020-2023, as staffing permits, to enhance visibility and fundraising results for the Foundation and colleges.

Foundation Fundraising Metrics Goals & Objectives

GOAL #3

Demonstrate a measurable increase in fundraising results for benefit of the District/Colleges.

Strategy: Implement strategic fundraising activities, as described in Goal 2, with associated metrics for tracking and reporting face-to-face donor visits, donor relations activities/events, solicitation outputs and outcomes, and funds raised.

Metrics for Accountability

	2018-19	2019-20	2020-21	2021-22	2022-23
Donor/Prospect Meetings	70 – 90	140 – 180	140 – 180	240 – 280	310 – 360
Community Visibility/Outreach Activities	40 – 60	60 – 100	60 – 100	75 – 110	75 – 110
Annual Gift Asks/Proposals (n ≤ \$10k)	60	100	100	160	160
Major Gift Asks/Proposals (n ≥ \$10k)	16 - 20	20 – 25	25 - 30	30 – 35	35 – 40
Mail Solicitations – College	1 per college	1 per college	1 per college	2 per college	2 per college
Mail Solicitations – Foundation	2	2	2	2	2
Donor Cultivation/Stewardship Events	4	4	5	5	6
Dollars Raised	\$1.6M	\$1.9M	\$2.3M	\$2.9M	\$3.7M

Foundation Board Engagement Goals & Objectives

Goal #4

*Improve effectiveness of RCCD Foundation Board of Directors
in supporting the overall organizational mission.*

Strategy: Increase and track the quarterly participation of Foundation Board members in fundraising, community relations, and District engagement activities.

Board of Trustees Regular Meeting (IX.A)

Meeting	April 16, 2019
Agenda Item	Human Resources & Employee Relations (IX.A)
Subject	Vice Chancellors Resolution No. 48-18/19 Authorizing the Chancellor, or Designee, of the District to Layoff and/or Reduce Hours of the Classified Service
College/District	District
Funding	N/A
Recommended Action	Recommend adopting Resolution No. 48-18/19, authorizing the Chancellor, or Designee, of the District to layoff and/or reduce the hours of the classified service and send appropriate notification to the impacted employee.

Background Narrative:

Student Equity Funding (Norco College)

The Outreach and Recruitment Services Specialist position at Norco College was originally funded 100% by Student Equity. Due to Student Equity funding issues in 2017/2018, the position was moved under a different funding source. Norco College was able to temporarily maintain the position starting July 1, 2018 by utilizing one-time, budget savings. The one-time funds will end on June 30, 2019. With the loss of funding to support the position, Norco College will be forced to layoff the Outreach and Recruitment Services Specialist in the Veterans Resource Center.

Trade Adjustment Assistance Community College and Career Training (TAACCT) Grant/California Career Pathways Trust (CCPT) Grant (Norco College)

Two Grants Administrative Specialists positions were hired and funded under the TAACCT grant at Norco College. The TAACCT funding ended in Fall 2018. Norco College was able to temporary maintain the positions by utilizing CCPT funds. CCPT funds will expire on June 30, 2019. With the expiration of the funds to support the position, Norco College will be forced to layoff the two Grants Administrative Specialist positions in the Career and Technical Education Department.

California Career Pathways Trust (CCPT) Grant (Norco College)

The Student Services Specialist position is funded by the CCPT Grant. The grant will expire on June 30, 2019. With the loss of funding to support the position, Norco College will be forced to layoff the Student Services Specialist position in the Admissions and Records Department.

Perkins Grant (Moreno Valley College)

The Employment Placement Coordinator position is funded by the Perkins Grant. The grant has a three-year funding limitation and will expire on June 30, 2019. With the loss of funding to support the position, Moreno Valley College will be forced to layoff the Employment Placement Coordinator position in the Career & Technical Education Department.

Strategic Communications (District)

The Strategic Communications and Relations Department will be reorganized to align with Riverside Community College District's strategic priorities and goals. The support required for institutional communication initiatives will transition under a new organizational leader. Due to the reorganization, the District Services Office will be forced to layoff the Associate Vice Chancellor of Strategic Communications and Institutional Advancement due to lack of work.

The office of Human Resources and Employee Relations will continue to meet with the affected employees to advise them of possible re-employment opportunities as they arise.

Prepared By: Terri L. Hampton, Vice Chancellor, Human Resources & Employee Relations

RIVERSIDE COMMUNITY COLLEGE DISTRICT

Resolution No. 48-18/19

Resolution of the Board of Trustees of Riverside Community College District Authorizing the Chancellor, or Designee, of the District to Layoff and/or Reduce Hours of the Classified Service

WHEREAS, funds and/or work load have been eliminated/reduced; and

WHEREAS, projected funding levels and/or work load for a classified position has been eliminated or reduced, the Governing Board of the Riverside Community College District (“District”) hereby finds it necessary and in the best interest of the District to reduce the classified services as specified below:

<u>Position Title</u>	<u>Department</u>	<u>FTE</u>	<u>College</u>
Associate Vice Chancellor, Strategic Communications & Institutional Advancement	Strategic Communications & Relations	1.0	District
Employment Placement Coordinator	Career and Technical Education	1.0	Moreno Valley
Grants Administrative Specialist	Career and Technical Education	2.0	Norco
Outreach and Recruitment Services Specialist	Veterans Resource Center	1.0	Norco
Student Services Specialist	Admissions and Records	0.485	Norco

NOW THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED that, the classified positions specified herein shall be eliminated to the extent set forth in accordance with California Education Code §88017;

BE IT FURTHER RESOLVED, DETERMINED, AND ORDERED that the Board of Trustees, Chancellor, or Designee, of the District is authorized and directed to give notice of layoff to all affected employees and to the appropriate exclusive bargaining representative, if applicable, no later than 60 days prior to the effective date of layoff as set forth above.

ADOPTED this 16th day of April 2019.

President of the Board of Trustees

ATTEST:

Secretary, Board of Trustees

Board of Trustees Regular Meeting (IX.B)

Meeting	April 16, 2019
Agenda Item	Other Items (IX.B)
Subject	Presidents
College/District	District
Funding	N/A
Recommended Action	

Background Narrative:

Information Only

Prepared By: Wolde-Ab Isaac, Chancellor

Board of Trustees Regular Meeting (X.A)

Meeting	April 16, 2019
Agenda Item	Other Items (X.A)
Subject	Moreno Valley College
College/District	Moreno Valley College
Funding	N/A
Recommended Action	

Background Narrative:

Information Only

Prepared By:

Board of Trustees Regular Meeting (X.B)

Meeting	April 16, 2019
Agenda Item	Other Items (X.B)
Subject	Norco College/Riverside Community College District
College/District	Norco College
Funding	N/A
Recommended Action	

Background Narrative:

Information Only

Prepared By:

Board of Trustees Regular Meeting (X.C)

Meeting	April 16, 2019
Agenda Item	Other Items (X.C)
Subject	Riverside City College
College/District	Riverside City College
Funding	N/A
Recommended Action	

Background Narrative:

Information Only

Prepared By:

Board of Trustees Regular Meeting (XI.A)

Meeting	April 16, 2019
Agenda Item	Other Items (XI.A)
Subject	CTA - California Teachers Association
College/District	
Funding	N/A
Recommended Action	

Background Narrative:

Information Only

Prepared By:

Board of Trustees Regular Meeting (XI.B)

Meeting	April 16, 2019
Agenda Item	Other Items (XI.B)
Subject	CSEA - California School Employees Association
College/District	
Funding	N/A
Recommended Action	

Background Narrative:

Information Only

Prepared By:

Board of Trustees Regular Meeting (XII.A)

Meeting	April 16, 2019
Agenda Item	Other Items (XII.A)
Subject	Amend Board of Trustees 2019 Meeting Dates
College/District	District
Funding	N/A
Recommended Action	Recommend approving the Board of Trustee 2019 meeting dates to June 4 and June 11.

Background Narrative:

At the December 11, 2018, Annual Organizational Meeting, the Board of Trustees approved the meeting dates for 2019. It has become necessary for the meeting dates in June 2019 to be adjusted to June 4 for the Regular/Committee meeting and June 11 for the Regular meeting.

Prepared By: Wolde-Ab Isaac, Chancellor

RIVERSIDE COMMUNITY COLLEGE DISTRICT

Board of Trustees Meeting Calendar for January 2019 – December 2019

<u>Date</u>	<u>Type of Meeting</u>	<u>Campus/Location</u>
January 8, 2019*	Regular/Committee Meeting	District Offices Board Room
January 15, 2019	Regular Board Meeting	District Offices Board Room
February 5, 2019	Regular/Committee Meeting	District Offices Board Room
February 19, 2019	Regular Board Meeting	District Offices Board Room
March 5, 2019	Regular/Committee Meeting	District Offices Board Room
March 19, 2019	Regular Board Meeting	District Offices Board Room
April 2, 2019	Regular/Committee Meeting	District Offices Board Room
April 16, 2019	Regular Board Meeting	District Offices Board Room
May 7, 2019	Regular/Committee Meeting	District Offices Board Room
May 21, 2019	Regular Board Meeting	District Offices Board Room
June 4, 2019	Regular/Committee Meeting	District Offices Board Room
June 11, 2019	Regular Board Meeting	District Offices Board Room
August 6, 2019	Regular/Committee Meeting	District Offices Board Room
August 20, 2019	Regular Board Meeting	District Offices Board Room
September 3, 2019	Regular/Committee Meeting	District Offices Board Room
September 17, 2019	Regular Board Meeting	District Offices Board Room

RIVERSIDE COMMUNITY COLLEGE DISTRICT

Board of Trustees Meeting Calendar for January 2019 – December 2019

<u>Date</u>	<u>Type of Meeting</u>	<u>Campus/Location</u>
October 1, 2019	Regular/Committee Meeting	District Offices Board Room
October 15, 2019	Regular Board Meeting	District Offices Board Room
November 5, 2019	Regular/Committee Meeting	District Offices Board Room
November 19, 2019	Regular Board Meeting	District Offices Board Room
December 3, 2019	Regular/Committee Meeting	District Offices Board Room
December 10, 2019#	Regular Board Meeting	District Offices Board Room

*Meeting moved to the 2nd week due to holiday

#Meeting moved to 2nd week due to election regulations

Board of Trustees Regular Meeting (XII.B)

Meeting	April 16, 2019
Agenda Item	Other Items (XII.B)
Subject	Update from Members of the Board of Trustees on Business of the Board
College/District	District
Funding	N/A
Recommended Action	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)
- Hispanic Association of Colleges and Universities (HACU)
- 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, Riverside, Eastvale and Jurupa Valley
- Riverside County School Boards Association
- Riverside County Committee on School District Organization
- Alvord Unified School District Ad-Hoc Committee
- Norco Partnership Ad-Hoc Committee

Prepared By: Wolde-Ab Isaac, Chancellor

Board of Trustees Regular Meeting (XIII.A)

Meeting	April 16, 2019
Agenda Item	Other Items (XIII.A)
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	Recommended Action to be Determined

Background Narrative:

None.

Prepared By: Aaron S. Brown, Vice Chancellor, Business & Financial Services
Michael W. Simmons, Director, Risk Management, Safety & Police Services

Board of Trustees Regular Meeting (XIII.B)

Meeting	April 16, 2019
Agenda Item	Other Items (XIII.B)
Subject	Pursuant to Government Code Section 54957 - Public Employee Discipline/Suspension/Release
College/District	District
Funding	N/A
Recommended Action	Recommended Action to be Determined

Background Narrative:

Recommended Action to be Determined

Prepared By: Terri Hampton, Vice Chancellor, Human Resources and Employee Relations