

- B. Recommendation to the Board of Trustees by the Facilities Recognition and Naming Committee
 - Recommend approving the naming of the Faculty Development Center at Riverside City College “The Glenn Hunt Center for Teaching Excellence.”
 - Recommended Action: Request for Approval**

- C. Riverside Aquatics Complex – Update and Award of Bid
 - Recommend approving the award of bids for the project.
 - Recommended Action: Request for Approval**

- D. Riverside Nursing/Science Building Project – Update and Award of Bid
 - Recommend approving the award of bids contingent upon the State Chancellor’s approval of bids for the Phase I portion of the project.
 - Recommended Action: Request for Approval**

III. Student Report

IV. Comments from the Public

V. Consent Items

A. Action

1. Personnel

- Appointments and assignments of academic and classified employees.

a. Academic Personnel

1. Appointments

(a) Management

(b) Contract Faculty (None)

(c) Long-Term, Temporary Faculty

(d) Department Chair Assignments, Academic Year 2009-2010

(e) Extra-Curricular Activities, Academic Year 2009-2010

2. Reorganization of Academic Management Position

3. Separations

- b. Classified Personnel
 - 1. Appointments
 - (a) Management/Supervisory
 - (b) Classified/Confidential
 - (c) Classified/Confidential – Categorically Funded
 - (d) Short Term
 - (e) Temporary As Needed Student Workers
 - 2. Requests for Leave Under the California Family Rights Act (CFRA) and/or the Federal Family and Medical Leave Act (FMLA)
 - 3. Leave for Military Reserve Duty
 - 4. Request for Permanent Increase in Workload
 - 5. Request to Continue Categorically-Funded Position
- 2. Purchase Order and Warrant Report—All District Funds
 - Recommend approving/ratifying the Purchase Orders, Purchase Order Additions, and District Warrant Claims issued by the Business Office.
- 3. Budget Adjustments (None)
- 4. Bid Awards
 - a. Bid Award – Lion’s Den Fixtures, Furniture and Equipment, Moreno Valley Campus
 - Recommend awarding a bid.
- 5. Out-of State Travel
 - Recommend approving out-of-state travel requests.
- 6. Grants, Contracts and Agreements
 - a. Contracts and Agreements Report Less than \$76,700 – All District Funds
 - Recommend ratifying the listing of the District’s contracts and agreements that are less than \$76,700, pursuant to Public Contract Code Section 20650.

- b. Agreement for CalWORKs Programs
 - Recommend ratifying the agreement with the California Community College Chancellor's Office to provide specialized services and funding.
 - c. Extend Contract – Printing of Schedules, Academic and Community Education
 - Recommend approving the extension of a contract for the printing of academic class and community education schedules and a pricing schedule for the year 2009/2010.
7. Other Items
- a. Rescission of Approved Dates for the 2009-2010 Budget Inspection, Public Hearing and Adoption and Establishment and Approval of Revised Dates
 - Recommend rescinding 2009-2010 budget public inspection, public hearing and adoption dates; recommend announcing new public inspection, public hearing and adoption dates.
 - b. Surplus Property
 - Recommend declaring listed property as surplus; finding the property does not exceed \$5,000, and authorizing the property be sold on behalf of the District.
 - c. Safety and Site 3rd Street Improvement Project – Norco Campus, Subcontractor Substitution
 - Recommend approving the substitution of a subcontractor.
 - d. Lion's Den Renovation Project – Moreno Valley Campus, Subcontractor Substitution
 - Recommend approving the substitution of a subcontractor.
 - e. Notices of Completion
 - Recommend accepting listed projects as complete, approving the execution of the Notices of Completion and authorizing signing of the Notices.
 - f. Resolution Regarding Appropriations Subject to Proposition 4 Gann Limitation – Resolution No. 03-09/10
 - Recommend adopting a resolution establishing the 2009-2010 Gann Limit for the District.

Recommended Action: Request for Approval and Ratification

B. Information

1. CCFS-311Q – Quarterly Financial Status Report for the Quarter Ended June 30, 2009
- Informational report regarding the District’s financial status for the period ended June 30, 2009.
Information Only

VI. Board Committee Reports

A. Teaching and Learning Committee (None)

B. Resources Committee

1. Phase III – Norco/Industrial Technology Project – Change Orders
- Recommend approving change orders.
2. Riverside Nursing/Science Building Project – Commissioning Amendment – Barnhart, Inc., a Heery International Company
- Recommend approving an amendment to a construction management services agreement.

Recommended Action: Request for Approval

C. Planning Committee (None)

D. Governance Committee

1. Revised and New Board Policies – First Reading
- Recommend accepting Board Policies 3810 and 7230 for first reading.

Recommended Action: Accept for First Reading

2. Revised and New Board Policies – Second Reading
- Recommend approving Board Policies 3505C, 3551, 3570, 4250, 5110, and 7232.

Recommended Action: Request for Approval

- E. Board of Trustees Committee Meeting Minutes
- Recommend receipt of minutes from the August 11, 2009 Board of Trustees Teaching and Learning, Planning, Governance and Resources Committee meetings.

Information Only

VII. Administrative Reports

A. Vice Chancellors

B. Presidents

VIII. Academic Senate Reports

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

IX. Bargaining Unit Reports

- A. CTA – California Teachers Association
- B. CSEA – California School Employees Association

X. Business from Board Members

- A. Board members will briefly share information about recent events/conferences they have attended since the last meeting.
Information Only
- B. Appointment of Individuals to the Measure C Citizens' Bond Oversight Committee
- Recommend considering the applications submitted by individuals interested in serving four vacant categories for initial two-year terms of service.
Recommended Action: Appoint Individuals to the Measure C Citizens' Bond Oversight Committee
- C.* Resolution No. 04-09/10 Support for H.R. 3221 The Student Aid and Fiscal Accountability Act of 2009
- Recommend considering the resolution declaring the District's support for the passage of H.R. 3221.
Recommended Action: To be Determined

XI. Closed Session

- Pursuant to Government Code Section 54956.8, conference with real property negotiator; properties known as APN 219-330-022 – APN 219-330-030 and APN-219-330-032; Agency Negotiator: Chancellor Gray.
Recommended Action: To be Determined
- Pursuant to Government Code Section 54957, public employee discipline/dismissal/release.
Recommended Action: To be Determined

XII. Adjournment

* Added subsequent to posting the agenda.

MINUTES OF THE SPECIAL BOARD OF TRUSTEES
MEETING ON AUGUST 4, 2009

President Blumenthal called the special meeting of the Board of Trustees to order at 6:00 p.m., in Board Room AD122, Riverside City College.

CALL TO ORDER

Trustees Present

Ms. Virginia Blumenthal
Ms. Mary Figueroa
Mrs. Janet Green
Mr. Jose Medina (present telephonically)
Mr. Mark Takano

Trustees Absent

Ms. Brianna Duru, Student Trustee

Staff Present

Dr. Gregory W. Gray, Chancellor
Dr. Jim Buysse, Vice Chancellor, Administration and Finance
Ms. Melissa Kane, Vice Chancellor, Diversity and Human Resources
Dr. Ray Maghroori, Vice Chancellor, Academic Affairs
Dr. Jan Muto, President, Riverside City College
Ms. Chris Carlson, Chief of Staff
Dr. Debbie DiThomas, Associate Vice Chancellor, Student Services/Operations
Mr. Jim Parsons, Associate Vice Chancellor, Public Affairs and Institutional Advancement
Dr. Lisa Conyers, Vice President, Educational Services, Moreno Valley Campus
Dr. Gaither Loewenstein, Vice President, Educational Services, Norco Campus

Dr. Buysse led the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

Ms. Green, seconded by Ms. Figueroa, moved that the Board of Trustees approve including Trustee José Medina telephonically in the Board meeting. Motion carried. (5 ayes)

MOTION TO INCLUDE TRUSTEE
MEDINA TELEPHONICALLY

Ms. Green, seconded by Mr. Takano, moved that the Board of Trustees receive and file the Chancellor's budget reduction plan for 2009-2010. Motion carried. (5 ayes)

BUDGET UPDATE

Ms. Patricia Van Osterhoudt, adjunct Reading Instructor, Norco Campus, requested that Reading classes not be cut from the budget and expressed the need to continue class offerings for the unprepared student.

COMMENTS FROM THE PUBLIC

Dr. Dariush Haghighat, CTA representative, thanked the Board for the details provided in the FY 2009-2010 Budget Reduction Strategy presentation and requested that the CTA and Academic Senate representatives be given key information regarding budget cuts before decisions are made.

The Board adjourned the meeting at 7:15 p.m.

ADJOURNMENT

MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING
OF AUGUST 18, 2009

President Blumenthal called the regular meeting of the Board of Trustees to order at 6:00 p.m. in Student Services Room 101, Moreno Valley Campus

CALL TO ORDER

Trustees Present

Ms. Virginia Blumenthal
Ms. Mary Figueroa
Mrs. Janet Green
Mr. José Medina
Mr. Mark Takano
Ms. Brianna Duru, Student Trustee

Staff Present

Dr. Gregory W. Gray, Chancellor
Dr. James Buysse, Vice Chancellor, Administration and Finance
Ms. Melissa Kane, Vice Chancellor, Diversity and Human Services
Dr. Linda Lacy, Vice Chancellor, Student Services and Operations
Dr. Ray Maghroori, Vice Chancellor, Academic Affairs
Dr. Brenda Davis, President, Norco Campus
Dr. Monte Perez, President, Moreno Valley Campus
Ms. Chris Carlson, Chief of Staff
Mr. Jim Parsons, Associate Vice Chancellor, Public Affairs and Institutional Advancement
Dr. Pat Schwerdtfeger, Vice President, Academic Affairs, Riverside City College
Dr. Sharon Crasnow, District and Norco Campus Academic Senate Representative
Dr. Richard Davin, President, Academic Senate, Riverside City College
Mr. Sal Soto, Vice President, Academic Senate, Moreno Valley Campus
Dr. Dariush Haghighat, President, CTA

Coach Barry Meier, District Dean, Physical Education, led the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

Ms. Green, seconded by Ms. Figueroa, moved that the Board of Trustees amend the agenda to consider Board agenda items X-B and X-C at this time. Motion carried. (5 ayes)

MOTION TO AMEND AGENDA

Ms. Green, seconded by Ms. Figueroa, moved that the Board of Trustees accept the RCCD Measure "C" Citizens' Bond Oversight Committee 2008-2009 Annual Report presented by Chair Peter Servantes and Vice Chair Brian Unitt of the Citizens' Bond Oversight Committee, as an information item. Motion carried. (5 ayes)

PRESENTATION OF ANNUAL REPORT BY MEASURE "C" CITIZENS' BOND OVERSIGHT COMMITTEE

Mr. Medina, seconded by Ms. Figueroa, moved that the Board of Trustees officially recognize Mr. Servantes and Mr. Unitt, the outgoing members of the Citizens' Bond Oversight Committee, for their service to the public and to the Riverside Community College District. Motion carried. (5 ayes)

RECOGNITION OF OUTGOING CITIZENS' BOND OVERSIGHT COMMITTEE MEMBERS

Mr. Takano, seconded by Ms. Green, moved that the Board of Trustees approve the minutes of the special meeting of June 9, 2009. Motion carried. (5 ayes)

MINUTES OF THE SPECIAL MEETING
OF JUNE 9, 2009

Ms. Figueroa, seconded by Mr. Medina, moved that the Board of Trustees approve the minutes of the regular meeting of June 16, 2009. Motion carried. (5 ayes)

MINUTES OF THE REGULAR
MEETING OF JUNE 16, 2009

CHANCELLOR'S REPORTS

Presentations

Dr. Lisa Conyers, Vice President, Educational Services, Moreno Valley Campus, introduced Ms. Donna Lesser, Assistant Professor, Dental Hygiene Program, who provided an overview of the Moreno Valley Campus' dental programs. Students addressed the Board and spoke of their individual achievements and appreciation for the program.

“Special Presentation on the Moreno Valley Campus Dental Hygiene Program.”

Chancellor Gray provided an update on enrollment and the budget.

Update on Enrollment and Budget

Ms. Green, seconded by Ms. Figueroa, moved that the Board of Trustees ratify the submission of the letters from the District's Chancellor to the State Chancellor's Office with respect to the Riverside City College Wheelock Gymnasium Seismic Retrofit project and the Moreno Valley Phase III Student Academic Services Facility project. Motion carried. (5 ayes)

State Construction Reimbursement Program and Riverside City College Wheelock Gymnasium Seismic Retrofit Project and Moreno Valley Phase III Student Academic Services Facility Project

Mr. Medina, seconded by Ms. Figueroa, moved that the Board of Trustees ratify the 2008-2011 collective bargaining agreement between the Riverside Community College District and the Riverside Community College District Employees, Chapter 535, of the California School Employees Association. Motion carried. (5 ayes)

2008-2011 Agreement Between the Riverside Community College District and the Riverside Community College District Employees, Chapter 535 of the California School Employees Association

Ms. Green, seconded by Ms. Figueroa, moved that the Board of Trustees ratify the Memorandum of Understanding between the Riverside Community College District and the Riverside Community College District Employees, Chapter 535 of the California School Employees Association regarding the implementation of the classification study and the following schedules: Classified Salary Schedule (Hourly), Classified Salary Schedule (Monthly), Classified Salary Schedule (Annual), placement of Classified Positions on the Salary Schedule. Motion carried. (5 ayes)

MOU Between the Riverside Community College District and the Riverside Community College District Employees, Chapter 535 of the California State Employees Association

Ms. Figueroa, seconded by Ms. Green, moved that the Board of Trustees revise the Board Committee meeting schedule for the remainder of 2009, commencing with the September Committee meeting, to include committee meetings to be held on the first Tuesday of the month, beginning at 6:00 p.m. Motion carried. (5 ayes)

Revision to Board Committee Meeting Schedule

Ms. Duru presented the report about recent and future student activities at the Moreno Valley and Norco Campuses and Riverside City College.

STUDENT REPORT

CONSENT ITEMS

Action

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

Approve the amended listed academic and classified appointments, and assignment and salary adjustments; (Appendix No. 1)

Academic and Classified Personnel

Approve/ratify the Purchase Orders and Purchase Order Additions totaling \$20,661,058 and District Warrant Claims totaling \$8,372,004; (Appendix No. 2)

Purchase Order and Warrant Report – All District Funds

Award a bid for the Lion’s Den Renovation –Moreno Valley Campus in the total amount of \$1,392,000 to Hinkley and Associates and authorize the Vice Chancellor, Administration and Finance to sign the associated agreement;

Award of Bid – Lion’s Den Renovation, Moreno Valley

Award of bid for the Lion’s Den Renovation – Interim Utilities project-Moreno Valley Campus in the total amount of \$18,500 to Sherman Construction and authorize the Vice Chancellor, Administration and Finance to sign the associated agreement.

Award of Bid – Lion’s Den Renovation Interim Utilities, Moreno Valley

Award a bid for the Safety and Site 3rd Street Improvements project, Norco Campus, in the total amount of \$849,653 to Meadows Construction and authorize the Vice Chancellor, Administration and Finance, to sign the associated agreement;

Award of Bid Ratification – Safety and Site 3rd Street Improvements, Norco

Award a bid for the Safety and Site Improvements Project-Moreno Valley Campus, in the total amount of \$913,330 to Fata Construction and authorize the Vice Chancellor, Administration and Finance, to sign the associated agreement;

Award of Bid Ratification – Safety and Site Improvements, Moreno Valley

Award of bid for the Entry Way Upgrades-District Office in the total amount of \$47,900 to Nature Tech Landscaping, Inc. and authorize the Vice Chancellor, Administration and Finance, to sign the associated agreement;

Award of Bid – Entry Way Upgrades, District Office

Award a bid for the Landis Auditorium Roof project in the total amount of \$183,580 to Pacific Builders and Roofing and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Award of Bid – Landis Auditorium Roof, Riverside

Reject all bids for the Lion's Den Fixtures, Furniture and Equipment Project-Moreno Valley Campus, and authorize re-bidding after revising the specifications;

Bid Rejection – Lion's Den Fixtures, Furniture and Equipment, Moreno Valley

Grant out-of-state travel requests; (Appendix No. 3)

Out-of-State Travel

Ratify contracts and agreements totaling \$1,206,713; (Appendix No. 4)

Contracts and Agreements Report Less than \$76,700 – All District Funds

Approve the agreement between Riverside Community College District and the Riverside County Superintendent of Schools for the period July 1, 2009 through June 30, 2010 and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with the Riverside County Superintendent of Schools

Approve reducing the ten percent retention to five percent from progress payments on the Norco Campus Soccer Field Project – Phase II to CSI Construction, effective August 19, 2009 through the satisfactory completion of the project, and authorize the Vice Chancellor, Administration and Finance, to sign the amendment to the agreement;

Norco Campus Soccer Field Project – Phase II, General Contractor Amendment

Ratify the agreement, from July 1, 2009 through June 30, 2011, for hourly rates plus work-related expenses, and authorize the Vice Chancellor, Administration and Finance to sign the agreement;

Agreement with County of Riverside, Sheriff's Department

Ratify the agreement with the County of Riverside, from July 1, 2009 through June 30, 2011, to provide training services and education, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Administration of Justice Training Services

Approve the Professional Expert Services Agreement with Mark Paredes as Assistant Head Football Coach/Offensive Coordinator/Strength Coach, for \$80,853 plus benefits noted, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Professional Expert Services Agreement

Approve the First Amended Agreement for Joint Use of Facilities for the Phillip M. Stokoe Elementary School and Innovative Learning Center, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

First Amended Agreement for Joint Use of Facilities for the Phillip M. Stokoe Elementary School and Innovative Learning Center

Declare the listed property to be surplus; find that the property does not exceed the total value of \$5,000; and authorize the property to be consigned to The Liquidation Company to be sold on behalf of the District; (Appendix No. 5)

Surplus Property

Adopt Resolution No. 01-09/10, granting signature authority to James L. Buysse for the execution of the Community Development Block Grant documents and the associated agreement between the City of Riverside and the Riverside Community College District for the period July 1, 2009 to June 30, 2010;

Resolution for Delegation of Signature Authority – Resolution No. 01-09/10 Community Development Block Grant

Approve using the General Services Administration (GSA) contract to purchase audio visual installation supplies in conjunction with configuration and integration services from Spinitar, in the amount of \$127,083 for the Norco Industrial Technology Center;

Phase III-Norco/Industrial Technology Center, Purchase Using General Services Administration

Accept the projects listed as complete; approve the execution of the Notices of Completion (under Civil Code Section 3093 – Public Works); and authorize the Board President to sign the Notices; (Appendix No. 6)

Notices of Completion

Approve the addition of subcontractors A-1 Conditioned Air, Adkan Engineers, Imperial Paving, and Lyons & Co.; approve the substitution of the electrical and plumbing subcontractors; UST Development, Inc. and GBC Plumbing for the Norco Campus Soccer Field Project – Phase II at no additional cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the Consent to Substitution of Subcontractor agreement with CSI Construction.

Norco Campus Soccer Field Project – Phase II, Subcontractor Substitution

Motion carried. (5 ayes)

Information

Separations

In accordance with Board Policy 1042, the Chancellor has accepted the resignations of Mr. Joe Fuentes, Athletic Field Caretaker, effective August 14, 2009; Ms. Elizabeth Gomez, Budget Manager, effective August 14, 2009; Ms. Alice Gray, Instructional Support Coordinator, effective October 2, 2009; Mr. Ernesto Nery, Student Financial Service Analyst, effective July 30, 2009; Ms. Krystle Ruiz, Support Services Specialist Aide, effective August 6, 2009; and Ms. Trisha Wilging, Supplemental Instruction Coordinator, effective August 21, 2009.

The Board adjourned for a recess at 7:55 p.m. and reconvened at 8:10 p.m.

RECESSED/RECONVENED

BOARD COMMITTEE REPORTS

Teaching and Learning

Mr. Medina, seconded by Mr. Takano, moved that the Board of Trustees ratify the agreement with Community Action Partnership of Riverside County to provide services and equipment at the Culinary Academy, for an amount not to exceed \$243,461, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement. Motion carried. (5 ayes)

Culinary Academy Grant

Mr. Medina, seconded by Ms. Figueroa, moved that the Board of Trustees approve an agreement with OD Music, Inc., in an amount up to \$140,000, for delivery of paymaster services for professional talent for Performance Riverside productions, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement. Motion carried. (5 ayes)

Performance Riverside 2009-2010 Season Contract

Mr. Medina, seconded by Ms. Green, moved that the Board of Trustees approve the agreement with Centers for Academic Programs Abroad International Education Foundation, LP to provide educational services for the study abroad program from September 3, 2009 through November 26, 2009, for an amount not to exceed \$1,000, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement. Motion carried. (5 ayes)

Academic Programs Abroad Fall 2009

Ms. Green, seconded by Mr. Medina, moved that the Board of Trustees accept the Accountability Reporting for Community Colleges report issued by the California Community College's Chancellor's Office in March 2009. Motion carried. (5 ayes)

Accountability Reporting for Community Colleges

Resources

Mr. Takano, seconded by Mr. Medina, moved that the Board of Trustees approve funding for the Riverside City Campus Interim Parking project in the amount of \$260,000 from Measure “C” funds, approve a lease agreement with the City of Riverside for Parking Lot 33 in an amount not to exceed \$204,000 of the project budget, and authorize the Vice Chancellor of Administration and Finance to sign the lease agreement. Motion carried (5 ayes)

Riverside City Campus Interim
Parking – Lease Agreement

Mr. Takano, seconded by Ms. Figueroa, moved that the Board of Trustees approve the amendment for hazardous materials management services with GKK Works for the Riverside Nursing/Science Building project in an amount not to exceed \$22,857, and authorize the Vice Chancellor, Administration and Finance, to sign the amendment. Motion carried. (5 ayes)

Riverside Nursing/Science Building
Project – Design Amendment

Mr. Takano, seconded by Mr. Medina, moved that the Board of Trustees approve an amendment with GKK Works for the Soccer Field Project on the Norco Campus in an amount not to exceed \$13,000, and authorize the Vice Chancellor, Administration and Finance, to sign the amendment. Motion carried. (5 ayes)

Norco Campus – Soccer Field
Project – Design Services
Amendment

Mr. Takano, seconded by Mr. Medina, moved that the Board of Trustees approve Change Order No. 1 for the Norco Soccer Field (Phase II) project in the amount of \$63,540.33, and authorize the Associate Vice Chancellor of Facilities Planning, Design and Construction to sign the Change Order. Motion carried. (5 ayes)

Norco Campus Soccer Field Project
– Phase II, Change Order No. 1

Mr. Takano, seconded by Ms. Green, moved that the Board of Trustees approve the amendment with Twining Laboratories for additional special inspection and materials testing services for the Phase III – Norco/Industrial Technology Project, in an amount not to exceed \$189,882, and authorize the Vice Chancellor, Administration and Finance, to sign the amendment. Motion carried. (5 ayes)

Phase III-Norco/Industrial
Technology Project – Material
Testing Amendment

Mr. Takano, seconded by Mr. Medina, moved that the Board of Trustees approve the Change Orders for the project for Alcal/Arcade Contracting, Inc., (waterproofing) - \$983.79, Alcal/Arcade Contracting, Inc. (tile roofing and insulation) - \$46,567.82, Blazing Industrial Steel, Inc. - \$34,768.46, Budget Electric Contractor, Inc. - \$33,899.40, Donald M. Hoover - \$7,150.89, Inland Building Construction Companies, Inc. (elevator) - \$1,278.96, Inland Pacific Tile - \$874.56, Southcoast Acoustical Interiors, Inc. - \$9,368.16, Western Rim Constructors, Inc. - \$33,964.05; approve the

Phase III-Norco/Industrial
Technology Project – Change
Orders

deductive Change Orders for Dart Engineering Company, Inc., - (\$22,966.43) and Inland Building Construction Companies, Inc. (specialties) – (\$335.47); and authorize the Associate Vice Chancellor of Facilities Planning, Design and Construction to sign the Change Orders. Motion carried. (5 ayes)

Mr. Takano, seconded by Ms. Green, moved that the Board of Trustees declare an emergency exists for the repair and replacement of the electrical service and approve funding for the project in an amount not to exceed \$50,000 from Measure “C” funds, and approve Board Resolution No. 2-09/10 authorizing the emergency repairs. Motion carried. (5 ayes)

West End Quad Emergency
Electrical Service Repair Project
(Norco Campus) – Budget
Approval – Resolution No. 2-09/10

Planning

Ms. Green, seconded by Mr. Takano, moved that the Board of Trustees ratify the amendment with WWCOT Architecture for the project in an amount not to exceed \$159,850 and authorize the Vice Chancellor, Administration and Finance, to sign the amendment. Motion carried. (5 ayes)

Moreno Valley Phase III – Student
Academic Services Facility –
Design Amendment

Ms. Green, seconded by Mr. Medina, moved that the Board of Trustees approve the award of bid for the project– Fire Sprinkler System to Daart Engineering Company, Inc. for the total bid amount of \$157,218, but authorize issuance only of a notice to proceed for the “Shop Drawings Only” portion of the bid at that time, not to exceed \$5,000, with the remainder of the contract work proceeding only upon the Board’s authorization to proceed with construction of the project. Motion carried. (5 ayes)

Riverside Aquatics Complex – Fire
Sprinkler System

Governance

Ms. Figueroa, seconded by Ms. Green, moved that the Board of Trustees accept for first reading Board Policies 3505C, 3551, 3570, 4250, 5110, and 7232. Motion carried. (5 ayes)

Revised and New Board Policies –
First Reading

Ms. Figueroa, seconded by Mr. Takano, moved that the Board of Trustees approve Board Policies 2015, 2713, 3950, 4106, 5160, 5400, 5405, 5410, 5420, 5430, 7210 and 7217, as well as Administrative Procedure 2015. Motion carried. (5 ayes)

Revised and New Board Policies –
Second Reading

The Board received for information the minutes from the June 9, 2009 Board of Trustees Teaching and Learning, Planning, Governance, and Resources Committee Meetings.

Board of Trustees Committee
Meeting Minutes

ACADEMIC SENATE REPORTS

Dr. Crasnow presented the report on behalf of the District and Norco Campus Academic Senate.

District and Norco Campus
Academic Senate

BARGAINING UNIT REPORTS

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

CTA – California Teacher’s
Association

BUSINESS FROM BOARD MEMBERS

Mr. Takano, seconded by Ms. Green, moved that the Board of Trustees delay consideration of the applications submitted by individuals interested in serving on the Measure “C” Citizens’ Bond Oversight Committee (for an appointment in the citizen-at-large category for an initial two-year term of service) to a future Board meeting. Motion carried. (5 ayes)

Appointment of Individuals to the
Measure “C” Citizens’ Bond
Oversight Committee

The Board adjourned to closed session at 9:25 p.m., pursuant to Government Code Section 54957, public employee discipline/dismissal/release.

CLOSED SESSION

The Board reconvened to open session at 10:20 p.m., announcing that the Governing Board, by a vote of five (5) ayes, took action to suspend immediately until February 16, 2010, without pay or benefits, a regular academic employee of the District. The Board adjourned the regular meeting of the Board of Trustees at 10:25 p.m.

RECONVENE AND ADJOURN

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S REPORT

Report No: II-B

Date: September 15, 2009

Subject: Recommendation to the Board of Trustees by the Facilities Recognition and Naming Committee

Background: In accordance with Board Policy No. 3950, the Facilities Recognition and Naming Committee makes recommendations to the Chancellor and Board of Trustees regarding the naming of buildings and facilities. The Committee is pleased to forward its recommendation to the Board concerning the naming of the Faculty Development Center, located on the fourth floor of the Digital Library and Resource Center at Riverside City College, in honor of Professor Emeritus Glenn Hunt.

Glenn Hunt served as a mathematics faculty member and administrator in the Riverside Community College District for nearly 50 years. He is regarded by his peers and students as a gifted professor and valued mentor and received the Faculty Award for Teaching Excellence in 2003. He also served in various administrative capacities, including Dean of Natural Sciences, Dean of Instructional Support Services, and Dean/Vice President of Instruction at Riverside City College. In retirement, he continues to support students through "The Glen Hunt Endowed Scholarship in Mathematics."

Recommended Action: It is recommended that the Board of Trustees approve the Facilities Recognition and Naming Committee's recommendation to name the Faculty Development Center at Riverside City College "The Glenn Hunt Center for Teaching Excellence."

Gregory W. Gray
Chancellor

Prepared by: Jim Parsons
Associate Vice Chancellor
Public Affairs & Institutional Advancement
Co-Chair, Facilities Recognition Committee

**Riverside Community College District
Facilities Naming and Recognition Committee**

2009/2010 Membership
Updated September 2009

Daria Burnett (MV)

Student

Brianna Duru

Amy Cardullo (D)

Faculty

Marie Colucci

Miguel Castro (N)

Jim Morrison

Mary Chavez (D)

Al Parker

Jan Schall

Marie Colucci, Faculty Co-Chair (R)

TBD-MV

Debra Creswell (N)

Classified

Miguel Castro

Michelle Davila (R)

Robert Leyva

Gustavo Segura

Rose Ramirez Girard (C)

Michelle Davila

Brianna Duru, (D)

Confidential

Mary Chavez

Robert Leyva (R)

Debra Creswell

Jim Morrison (N)

Administration

Daria Burnett

Al Parker (R)

Amy Cardullo

Jim Parsons

Jim Parsons, Administrative Co-Chair (D)

Community

Rose Ramirez Girard

Jan Schall (R)

Gustavo Segura (MV)

[TBD Faculty representative-MV]

RIVERSIDE COMMUNITY COLLEGE

Moreno Valley • Norco • Riverside

December 16, 2008

Dear Members of the Facilities Naming Committee,

The Faculty Development committee of the Riverside City College wishes to name the facility on the fourth floor of the Digital Library designated as the Center for Teaching Excellence after retired professor Glenn Hunt. In support of this nomination I have included a letter of recommendation from the Faculty Development Committee, the Riverside Mathematics Department, and Interim Riverside City College President, Dr. Linda Lacy, as well as several documents that lend evidence to his superior candidacy.

Thank you for your attention to this important matter.

Respectfully Submitted,



Amber Casolari, Ph.D.
Assistant Professor of Economics
Faculty Development Coordinator, Riverside City College
Treasurer, RCCDFA/CCA/CTA/NEA



Recommendation

For the Naming of the

Faculty Development

Glenn Hunt Center

For Teaching Excellence

December 3, 2008

Dear Members of the Faculty Naming Committee,

Members of the Faculty Development Committee (FDC) at Riverside City College (RCC) have had the privilege of designing a professional growth center dedicated to the most basic element of student learning – good teaching. The most exciting aspect of the process has been recommending a name. The Faculty Development Center name should convey genuine caring for students, a willingness to discuss teaching techniques/strategies with colleagues, and encouragement to experiment with new ideas. In short, the center name should inspire excellence in teaching. The RCC FDC cannot recommend a name more befit than the “Glenn Hunt Center for Teaching Excellence.”

Throughout his 49 ½ years with RCC, Glenn Hunt was an author, academic, and administrator – but his main concentration was teaching basic and developmental math courses. His career is marked with teaching awards including the Outstanding Educators of America in 1974 and the RCC Faculty Award for Teaching Excellence in 2003. Considered a gifted professor, faculty mentor, and leader in professional development, Glenn Hunt also served the district in various administrative capacities including: Dean of Natural Sciences, Dean of Instructional Support Services, and Dean/Vice President of Instruction - always with an unwavering dedication to programs and courses that best served students’ needs. Even in retirement Glenn Hunt continues to support students through “The Glenn Hunt Endowed Scholarship in Mathematics.”

The RCC FDC has gathered a body of support for naming the center the “Glenn Hunt Center for Teaching Excellence.” It is with great pleasure that we recommend the center be named for an educator whose career achievements exemplifies teaching excellence and professional dedication to all members of the Riverside City College community.

Sincerely,

The Faculty Members of the RCC Faculty Development Committee:

Ms. Sharon Alexander, Instructor, Nursing

Ms. Kim Anderson, Instructor, Nursing

Dr. Jami Brown, Assistant Professor, Sociology Behavioral Sciences

Mr. Mark Carpenter, Part-time Faculty, Sociology

Dr. Amber Casolari, Assistant Professor, Economics / Faculty Development Coordinator

Ms. Jacqueline Lesch, Assistant Professor, Library

Ms. Kathryn Kelly, Associate Professor, Spanish

Ms. Kimberly Reimer, Instructor, Nursing

Ms. Estrella Romero, Instructor, Speech Communication

Dr. Donna Schutte, Associate Professor, Nursing



DEPARTMENT OF MATHEMATICS

November 24, 2008

Dear Members of the Facility Naming Committee,

The Mathematics Department of Riverside City College enthusiastically and strongly supports the naming of the Faculty Development Center the "Glenn Hunt Center for Teaching Excellence." For forty-nine and one-half years, Glenn served the district as an outstanding and inspirational teacher, mentor, and leader.

It is fitting that this facility be named for Glenn Hunt as he exhibited the characteristics of an excellent teacher throughout his career. Glenn genuinely cared about students and their learning. He maintained the highest of standards and the students completing Glenn's courses were very well-prepared for the next course. At the same time, Glenn was an approachable professor who listened to student concerns and did his best to accommodate students' needs. He was an innovator. Glenn began the online program in mathematics at RCC and was always willing to experiment with new ideas. Teaching excellence also involves sharing materials, ideas, and techniques with colleagues. He was a mentor and friend to many faculty members. Glenn enjoyed discussing teaching and learning and was happy to share with other professors. Having so many years of experience and great wisdom, Glenn's opinions were highly valued in the Mathematics Department. Everyone listened carefully when Glenn spoke; he is truly missed in the department.

Glenn not only served the district in a teaching capacity but also served in several administrative positions. These included Dean of Natural Sciences, Dean of Instructional Support Services, and Dean/Vice President of Instruction. In each of these positions, Glenn provided outstanding leadership. He served as an advocate for programs and courses that best served students' needs. Glenn knew the college and district well and had a great sense of the institutional history. During his administrative tenure, he provided strong connections during the administrations of four of the last eight presidents. He was always available and willing to answer questions about the college, its programs, and its services. In addition, Glenn showed his commitment to mathematics education by serving on local, regional, and statewide committees and task forces.

The faculty members of the Mathematics Department strongly believe that Glenn Hunt deserves the honor of naming the Faculty Development Center the "Glenn Hunt Center for Teaching Excellence." We hope you will award Glenn the utmost consideration for this great honor.

Sincerely,

The Full-time Faculty of the RCC Mathematics Department:

Mr. Rogelio Ruiz, Associate Professor *Rogelio Ruiz*

Dr. Susan Mills, Associate Professor & Chair *Susan P. Mills*

Dr. Mary Legner, Associate Professor *M. Legner*

Mr. Herbert Morales, Associate Professor *H. Morales*

Dr. Kenneth Cramm, Associate Professor & Assistant Chair *Kenneth Cramm*

Ms. Pamela Whelchel, Assistant Professor *Pamela Whelchel*

Ms. Kathy Nabours, Assistant Professor *Kathy Nabours*

Ms. Amanda Brown, Instructor *Amanda Brown*

Mr. Marc Sanchez, Instructor *Marc Sanchez*

Mr. Ernesto Reyes, Instructor *Ernesto Reyes*

Mr. Veasna Chiek, Instructor *Veasna Chiek*

Dr. Gabriela Mendoza, Instructor *Gabriela Mendoza*

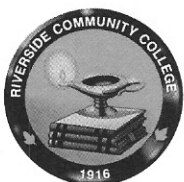
Mr. John Grenfell, Instructor *John Grenfell*

Mr. Antonio Curtis, Instructor *Antonio Curtis*

Ms. Shelly Dawson, Instructor *Shelly Dawson*

Mr. Jeffrey Mulari, Instructor *Jeffrey Mulari*

Mr. Victor Tran, Instructor *Victor Tran*



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RIVERSIDE COMMUNITY COLLEGE DISTRICT

Riverside City College

Office of the President

October 30, 2008

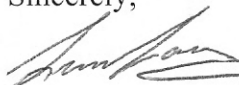
To Whom It May Concern:

I am honored to write this letter of support for naming the Faculty Development Center the Glenn Hunt Center for Teaching Excellence. It was my pleasure to have known and worked with Glenn for over twenty years as he served Riverside City College with great dedication in several different academic and administrative capacities. During that time, I had the privilege of working with him on several projects that required the cooperation and alliance of all facets of the college community. He had always been very people oriented working hard to keep faculty, staff, and especially students' needs upper most in his priorities.

Glenn retired in December of 2007 after serving the college for 49 and ½ years! Glenn was an effective department chair and a successful administrator but his real passion was in the classroom. He was dedicated to the students and to teaching. Glenn was the first to consider the needs of students and incorporate those services in his decisions. He was very sensitive to the needs of the disabled students and the diverse student population in general. Glenn was the definition of learner-centered and he enjoyed an excellent rapport with other faculty and staff.

I firmly believe that to name the Faculty Development Center the Glenn Hunt Center for Teaching Excellence would be a well deserved honor for a man who gave so much to Riverside City College. If you have any additional questions please contact me at (951) 222-8105.

Sincerely,



Dr. Linda L. Lacy
Interim President, Riverside City College



I want you to stamp the number I am going to write. Use the sticks. Write 452.

Answer:

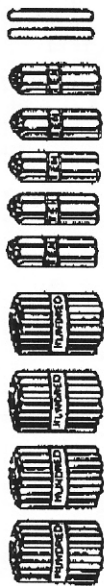


Figure 6. Illustrating the meaning of a numeral.

While these examples are taken from sample activities developed specifically for use with the stamp kit, it is possible to use the stamps with any systematic check list such as the one developed by the Kent State Mathematics Education Team (1975), but at the iconic rather than the symbolic level. The examples do serve to show that it is both possible and practical to diagnose understanding at the iconic level of knowing. When used in conjunction with concrete materials and traditional diagnosis at the symbolic level, diagnosis can be accomplished at all three levels of knowing. This diagnosis yields two types of information. First, it identifies which tasks at each level the student can accomplish, and secondly, it specifies the experiences needed at each level for meaningful learning. And, from this point, meaningful instruction can begin.

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Math Anxiety — Where Do We Go From Here?

Glen E. Hunt¹

Attention was drawn to the topic "math anxiety" in 1972 when Lucy Sells at the University of California at Berkeley made a study on a random sample of entering freshman students. Her research revealed that approximately seven times as many males as females had taken four years of high school mathematics (Tobias & Weissbrod, 1980). Lack of preparation, for the females, has had an extremely delimiting effect on the types of post-secondary programs in which females enroll. Another article appeared in a 1976 issue of *Ms. Magazine* which has helped popularize the female as having the greater math anxiety (Tobias, 1976). Both males and females have math anxiety, but females are thought to be more anxious. This is one myth that society needs to eradicate.

A 1974 review of the literature examined the problem of sex differences in mathematics achievement (Fennema, 1974). Fennema examined the relevant literature from 1960 to 1972 and discovered no significant difference between boys' and girls' mathematical achievement prior to completion of elementary school. This review posed a number of questions which various researchers have tried to answer in recent years: (1) What, if any, differences in mathematics achievement are there among high-school students? (2) What correlation exists between sex role and learning mathematics? (3) What sex-related factors influence mathematics achievement? (4) Is it possible to structure learning environments which enable boys and girls to achieve at similar rates after puberty begins? (5) Is there sexism in mathematics education?

John Ernest (1976) examined in detail the literature on mathematics and sex. One aspect of his paper was his concern about the

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Considering different schools within one city, Fennema and Sherman (1978) produced inconclusive results when trying to correlate between socioeconomic variables. Patterns similar to national surveys were discovered. A major source of determinants of sex-related differences in mathematics learning was found to be located within schools themselves (Hauge & Robbins, 1981).

Early studies (Fennema, 1974) indicate that mathematics educators have in general believed that there is a sex difference in learning mathematics and have not attempted to help females achieve at a level similar to males. No significant differences between males' and females' achievement were found before they entered elementary school or during early elementary years. In upper-elementary and high-school years significant differences were not always apparent (Bander, Russell & Zarnostny, 1982). When significant differences did appear they were more apt to be in the males' favor when higher-level cognitive tasks were being measured, and in the females' favor when lower-level cognitive tasks were being measured (Rounds, 1980).

Achievement data from the Women in Mathematics Study (Armstrong, 1981) indicate that 13-year-old females start their high-school mathematics program with at least the same mathematical abilities as males. Thirteen-year-old females are better at computation and spatial visualization than their male counterparts. At this age, the problem-solving skills of females and males are nearly equal. Twelfth-grade males show superior scores on problem-solving measures, and females have lost their advantage in computation and spatial visualization. However, the hypothesis that males' superior achievement in mathematics is due to a superior ability in spatial visualization was not supported by the results of Armstrong and Price (1982).

The results of the study by Armstrong and Price (1982) confirm that numerous factors may affect females' and males' participation in mathematics. These factors can be summarized according to the following three categories of variables: (a) attitude toward mathematics; (b) perceived usefulness of mathematics for educational and career goals; and (c) positive influences of parents, teachers, counselors, and peers. Participation in mathematics for many students may be mostly an issue of awareness. If parents, teachers, and counselors understand and transmit to students the necessity of taking mathematics to keep their options open and if they have the same high expectations for women as they have for men, a basis for equal opportunity in scientific and technical fields may become a reality for men and women (Perl, 1982; Schofield, 1982).

The Becker (1981) study suggests that sex-biased interaction does occur in high school geometry classes. Teachers have different expectations of students based on the sex of their students. Teachers, as members of society, come to a new class with expectations that:

existence of sex bias demonstrated by society against young women studying mathematics. Because of sex biases, young women do not always have the freedom of choice that young people should have.

Several studies have been made concerning sex-related differences in mathematics achievement (Fennema & Sherman, 1977; Fennema & Sherman, 1978; Wolleat, Pedro, Becker & Fennema, 1980). The results of such studies indicate that very few differences exist between male and female achievement in mathematics when conditions are well controlled. Males and females with equivalent mathematical backgrounds tend to perform equally well on achievement tests. Again, research points to a negative sociocultural effect which maintains that females do not do as well as males in mathematics.

Results from the Women in Mathematics Survey (Armstrong, 1981) concerning high-school seniors and 13-year-olds on achievement subtests indicated only very minor, if any, difference between the sexes. Twelfth-grade males scored approximately seven percentage points higher on the problem-solving subtest. On the spatial visualization measure, which has had considerable discussion in the literature, no significant sex differences were found. Thirteen-year-old females outperformed males on the computation subtest, spatial visualization, and were evenly matched on problem-solving ability.

The factors (Armstrong & Price, 1982) affecting students' decisions to take more mathematics selected by males and females were nearly the same. Both sexes chose usefulness of mathematics as the most important factor. Influence of parents, teachers, and counselors was thought to be moderately important while peer influence was not (Wilhelm, 1980). Educational aspirations were significantly related to taking high school mathematics. A positive attitude towards mathematics, indicated by confidence in mathematics, low anxiety, and enjoyment of mathematics, was highly correlated with participation. The overall pattern (Armstrong & Price, 1982) of correlations indicates that many variables may be operating in the same way for males and females. Variables that correlated with participation were those related to career and future education aspirations, perceived usefulness of mathematics, liking mathematics and being good in it, and the active approval and encouragement of parents, teachers, counselors and to some degree, peers (Bleyer, 1980; Hosticka & Traugh, 1981; Pedro, Wolleat, Fennema & Becker, 1981).

The differential treatment of females and males in mathematics classes (Becker, 1981) produces expected results. The students were learning mathematics in an environment that sex-typed the subject as male. Males were provided more formal and informal rewards and support. Males were provided a good cognitive and affective environment in which to learn mathematics while females, relatively speaking, were treated with benign neglect.

The significance of math avoidance among females has been revealed in the number of females who drop out of math courses in high school as well as occupational choices for women (Fox, 1976; Tobias, 1978). So much myth pervades the discussion of "mathematical ability" that it is useful to remember that most bright adults of both sexes cease learning mathematics at some time in their lives, that many hundreds of students dislike math intensely and that adults may be quite incapable of recalling even simple arithmetic (Tobias & Knight, 1978). Math mythology generates the notion that from the outset a person either has or does not have a mathematical mind. The idea that one is either verbal or mathematical causes many young women to avoid mathematics; they fear they will lose something they value (being feminine) if they succeed at doing math. In a study among elementary teachers (Sovchik, Meconi & Steiner, 1981; Widner & Chavez, 1982), most of the teachers remembered their own schooling as including the "math is for boys" stereotype. Some elementary teachers still feel that females always have to struggle harder with mathematics than do males.

Studies to date (Brush, 1980; Tobias & Weisbrod, 1980; Fox, 1981) indicate that the level of reported anxiety may be weighed differently by male and female college students in deciding whether to pursue mathematics. Research on math anxiety rests on paper-and-pencil tests which are sometimes difficult to interpret because of possible bias in self-reporting. Anxiety is never easy to measure, but other types of self-reporting devices, along with physiological and behavioral indicators, might still be found that will allow a better understanding of the association between level of anxiety and math achievement (Sherman, 1977).

Although few of those attempting to change student attitudes and behavior (Tobias, 1978, 1980) are familiar with behavior therapy, their work can still legitimately be assessed in terms of behavior change and motivation theory. In much of the literature on motivation, failure to achieve is accounted for by an inadequate drive to achieve. This may not explain lack of success among math avoiders because they are often not low achievers in other areas (Sherman & Fennema, 1977). Indeed, their need to achieve may be so high that they will not risk failure and are convinced that no amount of effort will make them competent in mathematics (Barnes, 1980; Bregman, 1978; Donady & Tobias, 1977).

Mathematics remediation may prove to be ineffective unless it is accompanied by personal counseling and support (Kogelman, Nigro & Warren, 1978; Kreinberg, 1978; Tobias, 1978). Whether peers are employed to help students make up their deficiencies, or whether professionally trained counselors are used, feelings about mathematics appear to get in the way of learning unless the feelings are identified and treated. Perhaps the most important implication for

closely reflect those stereotypical views our society holds regarding the roles of men and women in mathematics. Teachers then treat students differently on the basis of sex in ways consistent with these expectations. Students respond differently in class in accordance with the expectations of teachers and society of their sex roles. Students behave differently at least partly as a result of differential treatment by teachers. And students tend to behave in ways that complement and reinforce the teachers' expectations.

Sex-related differences (Fennema & Sherman, 1978) in mathematics achievement of students in grades six to twelve occur when relevant factors are controlled; sex-related differences in favor of males do not appear often, and when they do they are not large. When relevant variables were controlled, sex-related mathematics and other cognitive differences were few and insignificant. The differences did not increase with more complex levels of mathematics; nor did females show themselves to be any less interested in mathematics than males. Their intrinsic motivation in mathematics was as strong as that of the males. As researchers interpret their data, they must take into account the structure of the test, such as item arrangement, and just what effect taking any examination has on the results (Plake, Anson, Parker & Lowry, 1982).

Though young children do not necessarily think of mathematics as an exclusively male activity, adolescents do. As a result, females may be discouraged from studying mathematics because they believe that males are prejudiced against women who do math-related work. Male adolescents are more apt to find mathematics an inappropriate activity for females than are teachers, parents or others (Tobias, 1978, 1980, 1981).

Math anxiety was never put forward as the only cause of mathematics avoidance. Rather, the term has been used to describe the panic, helplessness, paralysis and mental disorganization that arises among some people when they are required to solve a mathematical problem. The discomfort varies in intensity, depending on the person. It may arise from feelings of helplessness in problem solving, lack of out-of-classroom opportunity to practice mathematics, role conflict, or unfortunate experiences with a particular mathematics teacher. But without examining all the possible conditions that might cause mathematics avoidance, the intervention strategists believe that for some people, probably more women than men, past negative experiences with mathematics would cause math anxiety severe enough to affect decisions about college curriculum and subsequent vocations (Fox, 1976, 1981; Fox, Brody & Tobin, 1980). Even the term "math anxiety" may add to the stereotypes about women and mathematics; therefore, a better phrase might be "self-confidence in math."

watching for verbal cues. Mathematical writing requires different reading skills.

Stress in the classroom is surely another cause. Almost all students who have developed a fear of, and a hostility to, the study of mathematics recall the pain and stress they experience in the classroom (Lazarus, 1974; Naiman, 1974). Their experiences usually center on going to the chalkboard and revealing their stupidity, timed tests that make them too nervous to work, frequent quizzes with inordinate attention paid to getting the right answer, teachers' concern about cheating, and excessive competitiveness in the classroom (Tobias, 1980).

Alleviating math anxiety in students may be achieved by paying close attention to the following suggestions (Hilton, 1980 a & b; Kerber, 1978; Morris, 1981; Sherard, 1981):

- (1) Avoid sex-role stereotyping of mathematics as a male domain.
- (2) Make students aware of the everyday usefulness of mathematics, especially for life plans and careers.
- (3) Help students to develop self-confidence in their ability to do mathematics.
 - (a) Dispel the "math mind" myth.
 - (b) Provide new positive math experiences.
- (4) Concentrate especially on problem solving, spatial skills, and the language and symbolism of mathematics as important aspects of the mathematics curriculum.
- (5) Be aware of the possible negative effects that the process of testing may have on mathematics attitudes and anxiety.
 - (a) Reduce tension and pressure in mathematics classes.
 - (b) Give positive feedback on written tests.
- (6) Avoid insensitive behavior in teaching procedures.
- (7) Provide a relaxed, positive, supportive classroom atmosphere.

A research project conducted over an eight-year period (1972-1979) by the Study of Mathematically Precocious Youth was designed to examine mathematical aptitude in approximately 10,000 males and females prior to the onset of differential course-taking. According to these researchers, large sex differences in mathematical aptitude are observed in boys and girls with essentially identical educational background (Benbow & Stanley, 1980). This project used the College Board's *Scholastic Aptitude Test in Mathematics* (SAT-M). The mathematical section is designed to measure mathematical reasoning ability. Benbow and Stanley believe that their data refuted the differential course-taking hypothesis of Fennema and Sherman, since their subjects had received essentially identical formal instruction in mathematics.

Benbow and Stanley hypothesized that sex differences in achievement in, and attitude toward, mathematics results from superior male mathematical ability which may, in turn, be related to greater male ability in spatial tasks. "This male superiority is probably an expression of a combination of both endogenous and exogenous variables" (Benbow & Stanley, 1980). In the same issue of *Science*

teaching and learning in the lower grades will be an acknowledgment and acceptance of the mathematics anxiety that exists among many elementary school teachers. Like social workers and librarians, elementary school teachers initially choose their field in part because it is without a math requirement, only to discover in mid-career that if they are to do their job properly they are going to have to learn some mathematics (Smith, 1981). Some math education teachers are confident having their students directly confront their own anxiety before trying to teach them either math or math pedagogy. Some school districts are considering math anxiety desensitization for inservice teacher training.

Even competent mathematics professors experience math anxiety. Indeed, fear that being unable to solve a problem one has never seen before seems to be common among people doing math at all levels. One of the truths about math anxiety that the disabled in math never seem to learn is that math anxiety can never (and perhaps ought not ever) be eliminated. The point is to manage it, as those who work in the field of mathematics learn to do (Burton, 1971; Tobias, 1980).

In order to prevent math anxiety, one should examine what is believed to cause the problem. Many people believe in the myth of the mathematical mind. All of us have heard someone make a statement that one or both of their parents were not good at mathematics, implying that, by some genetic trait, poor ability in mathematics was to be expected. The people believe that those who are able in mathematics do math instantly, find mental arithmetic easy, and always come up with the correct formula or approach when solving a problem with only a moment of thought. Consequently, when such a person spends a few moments on a problem and does not get the solution, the person gives up completely. That is, they have not learned how to "flounder" in a constructive manner (Tobias, 1980; Walker, 1981).

Another possible cause could be inadequate out-of-class experience. Some children and adults practice mathematics in their daily lives. For example, some will wonder, "How could the rate of acceleration be calculated for an airplane on take off?" Those who are involved in athletics have an opportunity to track visually the trajectory of a ball and position themselves in the proper place to catch the ball. In this respect, spatial skills are generally slighted in early childhood education.

The language of mathematics may be another cause. Many young girls and boys have advanced verbal skills and experience difficulties in mathematics. The reason is that many words used in mathematics have so many connotations that they seem ambiguous to students who are interested in and responsive to language. Another closely related cause would be how to read mathematics. Nearly all reading materials that the majority of students read require skimming and

containing the Benbow report, another author discussed the possibility that girls are born with less ability in mathematics (Kolata, 1980), and continued to make the conjecture that, if there are genetically based differences in mathematical abilities between males and females, it may be more difficult for women to study and learn math.

The Benbow and Stanley article appeared in the December 12 issue of *Science* (Benbow & Stanley, 1980). On December 15, 1980, an article, "Do Males Have a Math Gene?" was published in *Newsweek*. Other articles were published at the same time in other newspapers and magazines which left the general reader with the wrong impression. Inference that males have a genetic advantage in learning mathematics greatly supports the attitude of those females who say, "See, I told you, I cannot do math." Surely, environmental effects play a substantial role in shaping the attitudes of both females and males. But when a genetic problem is projected, most people have the attitude that this is the way it is; so why bother trying to change the environmental factors?

In April of 1981, several researchers wrote letters to *Science* objecting to the Benbow article (Benbow & Stanley, 1980). Six of seven were critical of Benbow, while one from England suggested that genetic differences might exist. Benbow and Stanley had an opportunity to include a rebuttal letter with the other seven. Their position remained the same as their original article (Benbow & Stanley, 1981). In November of 1981, Fennema objected to the Benbow and Stanley (1980) article. Her article was titled, "Women and Mathematics: Does Research Matter?" (Fennema, 1981). Her concern centered on two major issues. One of the issues was: what was the value of all prior research if one study comes along and essentially ignores previous results? Secondly, Fennema was concerned about the type of articles published in *Newsweek* and other newspapers taking the Benbow study and pushing conjectures much further. People totally outside the education community are now saying and believing that males have evolved into better mathematicians than have females. This is far from the truth.

Research has shown only that there is a difference among females taking mathematics courses and scoring on various tests. Many conjectures have been made as to why, but no one really has a definitive answer. Suppose that we restructure the curriculum for females according to brain growth patterns. Herman Epstein (1978), professor of biophysics at Brandeis University has shown that brain growth between the ages of 2 and 16 does not occur continuously, but rather in four 4-year cycles in which periods of rapid growth, "brain spurts," are followed by the slower integration of that growth into the cognitive system. This pattern roughly parallels the growth stages identified by Jean Piaget.

The 10-to-12+ growth period is especially important for girls and ought to receive special attention from teachers and curriculum designers. Female brain growth is three times that of males during the 10-to-12+ growth period and many girls will begin puberty at this

age. At this point in their development, many more girls may be able to engage in advanced problem solving in science and mathematics than are encouraged to do so. The curriculum often delays such work until the onset of the boys' major brain growth spurt (14-to-16+), which is timely for the boys, but often three years too late for the girls if they are to make best use of brain development patterns (Sylwester, 1982).

Educators have recognized the appropriate time for reading readiness. The time has arrived for mathematical readiness to be recognized. Two major undertakings then would be required: one, change the curriculum, and two, change society to believe that mathematics and those fields using mathematics are not restricted male provinces.

Programs to conquer math anxiety represent the beginnings of a solution to remove the phobia. To be literate in our technical age, we need to be able to read, write and do basic mathematics. Everyone should receive the necessary help to reach a certain level of competency. Although many schools do offer programs in remedial mathematics, the problem is that, like many remedial reading programs, they often reinforce the problem instead of remedialing it. Frequently, the programs are fraught with the same drawbacks that caused the math anxiety initially. The obvious solution is more enlightened teaching for those who are first learning the subject as well as those who have not succeeded in the past.

Many educators have recognized that traditional mathematics pedagogy has routinely failed to make basic mathematical principles accessible to large numbers of elementary, secondary, and college students who need or want to master mathematics. The decision to consider new methodologies must be made by teachers and administrators if more students are going to be prepared in mathematics and go on to positions in the increasing number of fields that require strong quantitative skills.

We must eliminate the syndromes of math avoidance and math anxiety and give students access to the brain power they have. Almost every child can master mathematics; there is no longer any reason to contend with the "I can't do math" or "I'm just not mathematically oriented" syndromes. Brain research leads us to the conclusion that each individual has a highly developed sensory faculty which can be used to learn mathematics. All children should be allowed to capitalize on the strength they all possess, strength which will allow them to extend significantly the limits of their skills with all options open.

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Math Clinic Purposes: Organization or Values?¹

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A commonly recognized problem is that far too many children fail to reach society's expectation of mathematics competence. This is especially highlighted by results of large-scale testing programs like the National Assessment of Educational Progress and the brouhaha over declining *Scholastic Aptitude Test* scores (Coleman & Selby, 1982).

Mathematics clinics have been proposed as a way to gain information about children's mathematics learning difficulties and how to help children with such difficulties (Ashlock & Wilson, 1976). Indeed, through the efforts of such clinics, the mathematics learning of all children may be improved, not just those with learning difficulties.

As director of one such mathematics clinic, the writer has often been approached by individuals interested in starting their own mathematics clinic. Typically, these individuals ask questions of procedures and facilities. While some of these persons have been able to make the transfer to this own situation, others apparently have not. This paper explores alternate organizations and values for mathematics clinics, as implied by their stated purposes. The goal is to provide a framework for understanding existing clinics and for creating new ones.

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²An earlier version of this paper appeared in a monograph entitled, *Diagnostic and Prescriptive Mathematics: Issues, Ideas, and Insights*, Helen Neely Cheek, Editor, published by the Research Council for Diagnostic and Prescriptive Mathematics, 1974.

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TABLE I
 BROMO ESTERS

Ester	Bp, °C (mm)	n_D^{20}	Yield, %
Ethyl 2-bromobutyrate (1a)	67-69 (12) ^a		85
Ethyl 2-bromovalerate (1b)	93-96 (26) ^b	1.4462	86
Ethyl 2-bromoisovalerate (1c)	49-49.5 (1.6) ^c	1.4480	82
Ethyl 2-bromocaproate (1d)	53 (1) ^d	1.4488 ^d	87
Ethyl 2-bromocaprylate (1e)	72-74 (0.7) ^e	1.4514	81
Ethyl 2-bromolaurate (1f)	119-121 (0.2) ^f	1.4550 ^f	69
Ethyl 4-bromobutyrate (1g)	104-107 (33) ^g	1.4537 ^g	58
Ethyl 2-bromo-2-phenylacetate (1i)	103-105 (1.4) ^h	1.5374	81

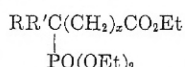
^a Reference 9 gave bp 65° (10 mm). ^b N. A. Preobrazhenskii, M. E. Maurit, G. I. Bazilevskaya, G. V. Smiranova, M. M. El'manovich, A. I. Valakhanovich, and E. Persiyanova, *Zh. Obshch. Khim.*, 30, 2250 (1960), gave bp 84-85° (10 mm). ^c B. Schleicher, *Justus Liebig's Ann. Chem.*, 267, 114 (1892), gave bp 110-115° (40 mm). ^d Reference 9 gave bp 75° (4 mm), n_D^{20} 1.4456. ^e K. Bernhard and H. Lincke, *Helv. Chim. Acta*, 29, 1457 (1946), gave bp 137-140° (25 mm). ^f Reference 9 gave bp 101° (0.1 mm), n_D^{20} 1.4531. ^g E. A. Prill and S. M. McElvain, *J. Amer. Chem. Soc.*, 55, 1233 (1933), gave bp 104-105° (28 mm), n_D^{20} 1.4539. ^h H. Alexander, *Justus Liebig's Ann. Chem.*, 258, 67 (1890), gave bp 143-145° (10 mm).

 TABLE II
 PHOSPHONOALKANOATE ESTERS

R	R'	α	Bp, °C (mm)	n_D^{20}	d_4^{20}	Yield, %
C ₂ H ₅	H	0	117-118 (0.6) ^a	1.4310 ^a		87
<i>n</i> -C ₃ H ₇ ^b	H	0	98-100 (2.5)	1.4327	1.0579	70
<i>i</i> -C ₃ H ₇ ^c	H	0	85-85.5 (0.1)	1.4344	1.0543	67
<i>n</i> -C ₄ H ₉	H	0	117.5-118 (0.85) ^d	1.4337 ^d	1.0346 ^d	87
<i>n</i> -C ₆ H ₁₃	H	0	136-137 (0.75) ^e	1.4365	1.0178	72
<i>n</i> -C ₁₀ H ₂₁	H	0	168-172 (0.25-0.35) ^f	1.4424 ^f		58
H	H	2	120-122 (0.45) ^g	1.4355 ^g		82
CH ₃	CH ₃	0	76-80 (0.25) ^h	1.4298 ^h		53
C ₆ H ₅	H	0	152-162 (1.0) ⁱ	1.4914 ⁱ		75

^a B. Fiszer and J. Michalski, *Roc. Chem.*, 28, 185 (1954), gave bp 152-154° (14 mm), n_D^{20} 1.4296. ^b Anal. Calcd for C₁₁H₂₃O₃P: C, 49.62; H, 8.71; P, 11.63. Found: C, 49.58, 49.64; H, 8.73, 8.82; P, 11.64, 11.60. ^c Anal. Calcd for C₁₁H₂₃O₃P: C, 49.62; H, 8.71; P, 11.63. Found: C, 49.51, 49.80; H, 8.65, 8.94; P, 11.60, 11.83. ^d Reference 9 gave bp 141° (4 mm), n_D^{20} 1.4300, d_4^{20} 1.0337. ^e V. Chavane, *Ann. Chim. (Paris)*, 4, 352 (1949), gave bp 155-157° (1.5 mm). ^f Reference 9 gave bp 153-156° (0.1 mm), n_D^{20} 1.4398. ^g R. L. McConnell and H. W. Coover, Jr., *J. Amer. Chem. Soc.*, 78, 4453 (1956), gave bp 127-129° (2.3 mm), n_D^{20} 1.4334. ^h Also n_D^{20} 1.4278. B. A. Arbuzov and V. S. Vinogradova, *Izv. Akad. Nauk SSSR, Ser. Khim.*, 54 (1957), gave bp 103-103.5° (1 mm), n_D^{20} 1.4310, and ref 7 gave bp 74° (0.2 mm), n_D^{20} 1.4286. ⁱ V. S. Abramov and S. Pall, *Tr. Kazansk. Khim. Tekhnol. Inst.*, 23, 105 (1957), gave bp 180-181° (3 mm), n_D^{20} 1.4952.

additional solid separated during the distillation and an additional quantity was left as a residue (hygroscopic). Data for phosphonoalkanoate esters are given in Table II.



Amino Phosphonic Acids (3).—The Curtius reaction was carried out similarly to what has been described earlier.⁴ In the production of the C hydrazides, the best reaction temperature seemed to be 25-40° with 100% excess hydrazine; no advantage was found in using a greater excess. The only esters that reacted exothermically with hydrazine under these conditions were triethyl 2-phenyl-2-phosphonoacetate (2i) and triethyl 4-phosphonobutyrate (2g). The remaining esters were not immediately miscible with hydrazine and were much less reactive, 2c and 2h being the slowest to react. These slower reacting esters were added to the hydrazine at 25° at a rate which maintained a homogeneous reaction mixture. After all of the 2 was added, the homogeneous solution was allowed to stand for 16 hr. Longer reaction times caused the yields to decrease, probably because the hydrazine seems to react slowly with the phosphonate ester group to give N-alkylated hydrazine salts of the phosphonic acids. Most of the crude hydrazides were viscous oils, but some (from 2i, 2e, and 2f) crystallized after standing for several days or after stirring with ether. The excess hydrazine was removed by heating the crude hydrazide to 45° at 1 mm for a few minutes.

Varying amounts of hydrochloric acid and sodium nitrite in the acyl azide forming step were also investigated, indicating that more than 2 mol of these per mole of hydrazide offered no advantages. Usually the crude acyl azide was extracted in the ether layer at about -10° and was added to absolute ethanol (200 ml/mol of starting 2). This solution was allowed to stand overnight at 25° to decompose the acyl azide.

After the ether and ethanol were removed, the crude urethane was hydrolyzed by heating under reflux with 100% excess HCl,

HBr, or HI. (Each mole of urethane theoretically requires 3 mol of acid.) Constant-boiling HCl required 48-hr hydrolysis for maximum yield and HBr and HI caused complete hydrolysis in about 8 hr. The dark solution was evaporated to dryness under vacuum, the residue was dissolved in 1 l. of water/mol of 2, and the solution was decolorized with Norit A.

The propylene oxide procedure⁴ gave the amino acid in fair purity but the following procedure gave a higher yield of amino acid and the purity was excellent. The decolorized solution was passed through a column of Dowex 50W-X8 (H⁺) resin (having at least 1 equivalent weight capacity/mol of 2) and the column was washed with deionized water. The first eluate was strongly acidic but ninhydrin negative and was discarded. Continued washing with water eluted the amino acid as a slightly acidic, ninhydrin-positive solution. (The best ninhydrin reagent was prepared by dissolving 200 mg of ninhydrin in 80 ml of ethyl alcohol, 15 ml of glacial acetic acid, and 5 ml of collidine. This solution keeps well in a closed bottle in a refrigerator.) All of the amino acids except 1-amino-1-methylethylphosphonic acid (3h) gave deep violet colors with this reagent. No color was produced with 3h but, if this compound was added to a mixture of 1-2 drops of 0.2 M CuSO₄ and 1-2 drops of saturated aqueous NaHCO₃ in 1 ml of water, a clear, deep blue solution resulted. Another excellent continuous detecting scheme involved monitoring the eluate with a Nester-Faust refractive index monitor. Evaporating the amino acid eluate to dryness left a white solid that was recrystallized from water-ethyl alcohol.

The low solubility of 1-aminoheptylphosphonic acid (3e) in water necessitated the utilization of large volumes of water to elute 3e from Dowex 50 resin and to recrystallize it. Even this procedure failed with 1-aminohendecylphosphonic acid (3f). It was recovered by evaporating the urethane hydrolyzate on a steam bath under an air jet. (Evaporation under vacuum resulted in violent foaming.) Purification of 3f was accomplished by digesting it with hot ethyl alcohol and with boiling water. The amino acid remained undissolved and is insoluble in all

TABLE III
AMINO PHOSPHONIC ACIDS

Registry no.	R	R'	z	M.p., °C, dec	Yield, %	Neut equiv.		pK ₁	pK ₂	pK ₃	Calcd. %			Found. %		
						Calcd	Found				C	H	P	C	H	P
14047-23-5	C ₂ H ₅	H	0	285-286 ^a	16-63	139	141	1.95	5.75	10.28	25.90	7.25	22.27	26.16	7.18	22.14
13138-36-8	n-C ₆ H ₇	H	0	298-299	13-46	153	154	1.95	5.83	10.32	31.37	7.90	20.23	31.13	7.85	20.36
18108-24-2	iso-C ₃ H ₇	H	0	280-281	6.5-14	153	155	2.04	6.00	10.45	31.37	7.90	20.23	30.91	7.75	20.58
13138-37-9	n-C ₄ H ₉	H	0	284-285	46-52	167	169	1.83	5.82	10.35	35.93	8.44	18.53	31.12	7.69	20.48
35045-86-4	n-C ₆ H ₁₃	H	0	289-290	16-62	b	b	b	b	b	43.07	9.29	15.87	36.16	8.38	18.92
14581-07-8	n-C ₁₀ H ₂₁	H	0	286-287	36-72	b	b	b	b	b	52.57	10.43	12.33	42.98	9.15	16.09
13138-33-5	H	H	2	294-296 ^c	36-49	139	140	2.11	6.97	11.01	25.90	7.25	22.27	52.19	10.28	12.28
5035-79-0	CH ₃	CH ₃	0	274-275 ^d	7-41	157 ^e	157	2.09	6.05	10.43	22.93 ^g	7.64 ^e	19.72 ^e	25.81	7.29	22.48
18108-22-0	C ₆ H ₅	H	0	299.5 ^f	43 ^g	187	189	1.80	5.60	9.50				22.71	7.88	20.09

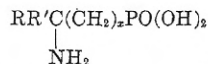
^a M. E. Chalmers and G. M. Kosolapoff, *J. Amer. Chem. Soc.*, 75, 5278 (1953), gave mp >350°. ^b Not sufficiently soluble in water to make accurate measurements. ^c G. M. Kosolapoff, *J. Amer. Chem. Soc.*, 69, 2112 (1947), gave mp 274°. ^d N. Kreuzkamp and H. Schindler, *Arch. Pharm. (Weinheim)*, 295, 28 (1962), gave mp 274°. ^e T. Ya. Medved and M. I. Kabachnik, *Dokl. Akad. Nauk SSSR*, 84, 717 (1952), reported mp 258° for the monohydrate. ^f Values for the monohydrate. ^g Heating the compound to 120° (30-40 mm) for 24 hr caused no loss of weight. ^h Reference *a* gave mp 271-273° and M. I. Kabachnik and T. Ya. Medved, *Izv. Akad. Nauk SSSR, Old. Khim. Nauk*, 868 (1953), gave mp 272-273°. ⁱ The result of only one run.

TABLE IV
N-BENZOYL DERIVATIVES

Registry no.	R	R'	z	M.p., °C	Yield, %	Neut equiv.		Calcd. %			Found. %					
						Calcd	Found	C	H	P	C	H	P			
35045-90-0	C ₂ H ₅	H	0	183-185	60	243	243	5.80	5.80	12.74	49.37	5.83	12.63	49.34	5.84	12.50
35045-91-1	n-C ₆ H ₇	H	0	186-187	75	257	256	6.27	6.27	12.04	51.28	6.37	12.17	51.49	6.37	12.06
35045-92-2	i-C ₃ H ₇	H	0	153-154	40	257	256	6.27	6.27	12.04	51.29	6.38	12.25	51.40	6.43	12.07
35045-93-3	n-C ₄ H ₉	H	0	106-107	51	289 ^a	288	6.97 ^a	6.97 ^a	10.71 ^a	49.86	7.05	10.78	49.54	6.90	10.63
35045-94-4	n-C ₆ H ₁₃	H	0	130-131	58	299	297	7.41	7.41	10.35	55.90	7.48	10.35	55.83	7.35	10.43
35045-95-5	n-C ₁₀ H ₂₁	H	0	83-85	45	355	355	8.50	8.50	8.72	61.09	8.57	8.92	60.97	8.52	8.77
35045-96-6	H	H	2	145-147	50	243	241	5.80	5.80	12.74	49.36	5.90	12.65	49.35	5.92	12.87
35045-97-7	CH ₃	CH ₃	0	207-208	43	243	241	5.80	5.80	12.74	49.21	5.71	12.83	49.04	5.75	13.01
35045-98-8	C ₆ H ₅	H	0	103.5 ^b -129 ^c	72	291 ^c	295 ^e									

^a For the monohydrate. ^b The monohydrate; neut equiv 309 (calcd, 309), mp 103.5-105.5° from water. ^c T. Ya. Medved and M. I. Kabachnik, *Izv. Akad. Nauk SSSR, Old. Khim. Nauk*, 1043 (1955), gave mp 105-107° for the monohydrate. ^d Anhydrous compound produced by heating the hydrate at 90° (30 mm). ^e When the anhydrous compound was exposed to the air of the laboratory for 1 hr, the melting point changed to 103.5-105.5°.

common organic solvents and in dilute HCl. Significant amounts will dissolve in concentrated HCl and in dilute base, producing solutions that foam copiously. Data on the various amino acids are found in Table III.



A special case was the Curtius reaction of triethyl 1-phenyl-1-phosphonoacetate (2i). When this ester and hydrazine were condensed in a 1:2 molar ratio, the solution deposited crystals of the hydrazide after 2 days. The solid hydrazide (106.0 g) was slurried with ether and treated with HCl and NaNO₂ by the usual procedure. However, the two-phase mixture contained 10.0 g of a solid, which was removed and found to be slightly soluble in hot water (slightly acidic solution) but essentially insoluble in the common organic solvents. However, if this solid was suspended in boiling ethyl alcohol and a few drops of acetone were added, the solid dissolved completely. Cooling caused the separation of white needles, mp 187.5–189.5° dec. All of the properties of this compound were consistent with structure 4.

Anal. Calcd for C₁₀H₁₇N₂O₅P: C, 43.48; H, 6.20; N, 10.14; P, 11.21. Found: C, 43.61, 43.83; H, 6.16, 6.06; N, 10.02, 9.95; P, 11.49, 11.52.

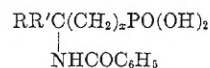
When the ether-alcohol solution of the acyl azide from 2i was allowed to decompose overnight, a solid product (9.5 g) separated from solution. This solid had mp 248° dec, was soluble in cold water (neutral solution), and was insoluble in all common organic solvents. Hydrolysis of 1.0 g of this solid with 20% HCl allowed the recovery of 0.83 g of 1-amino-1-phenylmethylphosphonic acid (3i). Since no satisfactory recrystallization solvent was found,

the unknown solid was washed thoroughly with ethyl alcohol, dried in a vacuum desiccator, and analyzed. All of the properties of the solid (mp 248°) were consistent with structure 5.

Anal. Calcd for C₈H₁₄NO₃P: C, 50.23; H, 6.56; N, 6.51; P, 14.39. Found: C, 50.40, 50.47; H, 6.44, 6.57; N, 6.55, 6.68; P, 14.44, 14.48.

Approximate pK Values and Neutralization Equivalents.—Weighed quantities of the amino acids were dissolved in standardized HCl in a volumetric flask, and aliquots were taken and titrated with standardized NaOH with a Sargent Model D recording titrator. From at least three such plots, the approximate pK values and neutralization equivalents were read.

Preparation of Benzoyl Derivatives.—The amino acid (6–7 g) was dissolved in 25 ml of water and enough 3 M NaOH to give pH 10. The solution was cooled to 5° and 100% excess benzoyl chloride was added. While a temperature of 5° was maintained and while 3 M NaOH was added at a rate to maintain pH 10, the mixture was stirred with a high-speed stirrer. When there was no further reaction, concentrated HCl was added to pH 2 and the product was recovered as described earlier.⁴ The derivatives were recrystallized usually from acetonitrile; see Table IV.



Highly purified samples of amino acids were obtained by the hydrolysis of the purified benzoyl derivatives and recovery of the amino acid by ion exchange chromatography.

Registry No.—2b, 35051-49-1; 2c, 35051-50-4; 4, 35045-80-8; 5, 35045-81-9.

Amino Phosphonic Acids. III. The Synthesis and Properties of 2-Aminoethylphosphonic and 3-Aminopropylphosphonic Acids¹

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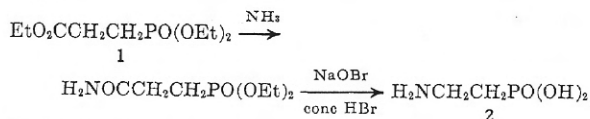
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2-Aminoethylphosphonic acid (2-AEP, 2) is the first compound having a C-P bond to be isolated from biological materials. Because of its wide distribution in the animal kingdom, 2-AEP appears to be an important new biological compound. This paper reports our findings concerning the polymorphism of 2, some of its other physical and chemical properties, and two new syntheses. The behavior of 3-aminopropylphosphonic acid is compared with that of 2.

In 1959, Horiguchi and Kandatsu³ first described the isolation of 2 from ciliate protozoa. Since then, 2 has been found in numerous other organisms and a new area of biochemistry has grown up around this compound. A review covering developments through March 1964 is available.⁴ Although man has modest quantities of 2 available in his food, it has not been determined whether or not he makes any use of this compound.

2-Aminoethylphosphonic acid (2) was first synthesized by Finkelstein⁵ by the use of the Hofmann reaction.



(1) Supported in part by a research grant from the National Institutes of Health, GM 09014, which is gratefully acknowledged.

(2) (a) Taken in part from the Ph.D. dissertation submitted by J. P. B. to Texas A & M University, May 1963. (b) Taken in part from the M.S. thesis submitted by L. W. T. to Texas A & M University, Jan 1965.

(3) M. Horiguchi and M. Kandatsu, *Nature (London)*, **184**, 901 (1959); *Bull. Agr. Chem. Soc. Jap.*, **24**, 565 (1960).

(4) L. D. Quin, "Topics in Phosphorus Chemistry," Vol. 4, M. Grayson and E. J. Griffith, Ed., Interscience, New York, N. Y., 1966, p 23.

(5) J. Finkelstein, *J. Amer. Chem. Soc.*, **68**, 2397 (1946).

Finkelstein added that "the corresponding hydrazide was also prepared from the ester but would not undergo the Curtius rearrangement." In 1947 both Kosolapoff⁶ and Chavanc⁷ reported an alternate synthesis of 2.

In contrast to Finkelstein's findings, we have been able to synthesize 2 by the Curtius synthesis in yields as high as 83%. 2-Aminoethylphosphonic acid may also be prepared by the catalytic reduction of readily available diethyl cyanomethylphosphonate.

2-Aminoethylphosphonic acid (2) gives the characteristic color with ninhydrin reagent but the color yield is only about 3% of the color produced by 1-aminoethylphosphonic acid and the color yield varies with the nature of the ninhydrin reagent.

Horiguchi and Kandatsu⁸ first found that samples of 2 from different sources occasionally give different infrared spectra when the spectra are run on Nujol mulls or on KBr disks. They correctly interpreted this as the result of polymorphism. We have also studied this be-

(6) G. M. Kosolapoff, *ibid.*, **69**, 2112 (1947).

(7) V. Chavanc, *C. R. Acad. Sci.*, **224**, 476 (1947); *Ann. Chim. (Paris)*, **4**, 352 (1949).

(8) M. Horiguchi and M. Kandatsu, *Agr. Biol. Chem. (Tokyo)*, **28**, 408 (1964).

[CONTRIBUTION FROM THE DEPARTMENT OF CHEMISTRY AND CHEMICAL ENGINEERING, TEXAS TECHNOLOGICAL COLLEGE]

The Epoxidation of 1-Acetoxycyclohexene and the Rearrangement of 1-Acetoxy-1,2-epoxycyclohexane¹

BY H. J. SHINE AND G. E. HUNT

RECEIVED DECEMBER 19, 1957

The product obtained from the reaction of perbenzoic acid with 1-acetoxycyclohexene is shown to have the properties and characteristics of 1-acetoxy-1,2-epoxycyclohexane. This product, however, is not the same as that claimed by Mousseron and Jacquier⁴ as 1-acetoxy-1,2-epoxycyclohexane. The product undergoes thermal rearrangement to 2-acetoxycyclohexanone; this rearrangement occurs slowly even at room temperature. The infrared characteristics are given.

As the result of some work on the oxidation of cyclohexene in acetic anhydride solution,² it was considered necessary to prepare and characterize by infrared spectroscopy the three structurally isomeric acetoxyepoxycyclohexanes. The first preparation undertaken was that of 1-acetoxy-1,2-epoxycyclohexane, since the enol ester from which it is prepared is easily made³ and because the directions for its preparation are given in the literature. Thus, Mousseron and Jacquier⁴ report the preparation of 1-acetoxy-1,2-epoxycyclohexane by the perbenzoic acid oxidation of 1-acetoxycyclohexene.

In following the directions given by Mousseron and Jacquier, however, startlingly different results were obtained. It was found that the type of product obtained from the reaction of perbenzoic acid with 1-acetoxycyclohexene at 0° depended on the temperature at which isolation was carried out. That is, when the crude product of reaction was fractionally distilled at 15 mm., as suggested by Mousseron and Jacquier, the fractions obtained were for the most part a mixture of a liquid and a solid. The solid was found to be 2-acetoxycyclohexanone.

The formation of 2-acetoxycyclohexanone in the distillate was avoided by fractionally distilling the crude product at 1 to 3 mm. with the pot temperature kept as low as possible. By so doing a liquid product was obtained which had all the characteristics of 1-acetoxy-1,2-epoxycyclohexane, but whose physical properties were quite different from those given by Mousseron and Jacquier. It showed none of the reactions characteristic of hydroxyl and carbonyl groups. It was readily converted to 2-acetoxycyclohexanone at 110°. Reduction of the liquid product with lithium aluminum hydride gave a mixture of the *cis*- and *trans*-1,2-cyclohexanediols. Hydrolysis by 5% hydrochloric acid occurred quickly on shaking and was exothermic; the products were acetic acid and the dimer of 2-hydroxycyclohexanone. The molar refraction of the liquid product, 38.22, agreed with the calculated value for the epoxy ester, 38.04. It must be pointed out, however, that the molar refraction of Mousseron and Jacquier's compound, calculated from their data, is 38.2, also in agreement with the expected value for the epoxy ester.

(1) Presented at the Southwest Regional A.C.S. Meeting, Tulsa, Okla., December, 1957. Abstracted from the thesis of G. E. Hunt, submitted in partial fulfillment of the requirements for the M.S. degree at Texas Technological College, 1957.

(2) H. J. Shine and R. H. Snyder, A.C.S. Meeting, New York, 1957, Abstracts p. 78-P.

(3) I. V. Machinskaya, *J. Gen. Chem. U.S.S.R.*, **22**, 1205 (1952).

(4) M. Mousseron and R. Jacquier, *Bull. soc. chim. France*, 698 (1950).

The product obtained in the present work shows all the properties of an epoxide of an enol ester. In particular the thermal rearrangement to 2-acetoxycyclohexanone is analogous to similar rearrangements found by Gardner⁵ in the tetralone and benzuberone systems, and by others^{6,7} in the steroid systems. In fact not only was the product easily rearranged to 2-acetoxycyclohexanone at 110°, but it also rearranged slowly at room temperature.

Finally, the infrared absorption spectrum of the product had strong peaks at 11.32 and 12.22 μ , and a strong doublet at 12.88 and 13.0 μ , all of which are attributable to the epoxy group.

We believe, therefore, that the product obtained by us is 1-acetoxy-1,2-epoxycyclohexane and that it exhibits the simplest case of rearrangement of enol ester epoxides so far known. We are unable to account for the difference between the properties of Mousseron's epoxide and the one described here without resorting, perhaps, to the possibility that a *cis*-epoxide has been prepared in one case and a *trans*-epoxide in another. This possibility is so remote that we are obliged to consider the alternative possibility that the compound obtained by Mousseron was not 1-acetoxy-1,2-epoxycyclohexane. It does not appear, from their data, that their product was 2-acetoxycyclohexanone.

The nature of this rearrangement in other simple enol esters is being studied.

Experimental⁸

Dry solutions of perbenzoic acid in chloroform were made as needed by the method of Braun.⁹ The perbenzoic acid concentration was determined iodimetrically. 1-Acetoxy-cyclohexene³ was distilled at reduced pressure and had b.p. 72° (15 mm.), n_D^{20} 1.4560.

Peroxidation Leading to 2-Acetoxycyclohexanone.—To a dry solution of perbenzoic acid (0.2 mole) in 300 ml. of chloroform at 0° standing over anhydrous sodium sulfate was added in one portion 31 g. (0.22 mole) of 1-acetoxy-cyclohexene. The solution was stirred at 0° for 8 hr. at which time most of the perbenzoic acid had been used. The sodium sulfate was removed by filtration and the solution was washed twice with 20% sodium carbonate solution, twice with water and dried over sodium sulfate in the refrigerator. The dried solution was freed of solvent at 31°. The residue was divided into two portions. One portion was fractionally distilled at 2 mm. to give two liquid fractions, 6 g., of 1-acetoxy-1,2-epoxycyclohexane, b.p. 47–48°, n_D^{20} 1.4475 to 1.4478. The second portion was

(5) P. D. Gardner, *THIS JOURNAL*, **78**, 3421 (1956).

(6) A. H. Soloway, W. J. Considine, D. K. Fukushima and T. F. Gallagher, *ibid.*, **76**, 2941 (1954).

(7) N. S. Leeds, D. K. Fukushima and T. F. Gallagher, *ibid.*, **76**, 2943 (1954).

(8) Analyses by Schwarzkopf Microanalytical Laboratories, Woodside 77, N. Y.

(9) G. Braun, "Organic Syntheses," Coll. Vol. I. John Wiley and Sons, Inc., New York, N. Y., 1951, p. 431.

May 20, 1958

EPOXIDATION OF 1-ACETOXYCYCLOHEXANE

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then added to the still pot and distillation was continued at 13 mm. to give first some liquid fractions containing a white solid and last some fractions consisting in solid only. In all, five fractions were collected over the range b.p. 82–114°, n_D^{25} 1.4494 to 1.4588, the last two of which, 8.8 g., solid, had b.p. 113–114°, n_D^{25} 1.4580 to 1.4588. Recrystallization of the solid from petroleum ether gave 2-acetoxycyclohexanone, m.p. 34–35°, n_D^{25} 1.4526; 2,4-dinitrophenylhydrazone, m.p. 169.5–171°; literature values 35–36°¹⁰ and 167–168°.¹¹ Elemental analyses of the keto acetate and its 2,4-dinitrophenylhydrazone were in excellent agreement with the calculated values.

Peroxidation Leading to 1-Acetoxy-1,2-epoxycyclohexane (I).—Using a solution of 0.3 mole of perbenzoic acid in 300 ml. of chloroform and 43.5 g. (0.31 mole) of 1-acetoxycyclohexene as above and fractionally distilling the product at 2 mm. there were obtained seven fractions, 26.7 g., 55% yield, 1-acetoxy-1,2-epoxycyclohexane, b.p. 44–48°, n_D^{25} 1.4471 to 1.4476. The three center fractions, I, b.p. 48°, n_D^{25} 1.4475, d_4^{25} 1.0945, were combined and used for identification work. Mousseron and Jacquier⁴ give b.p. 115° (15 mm.), n_D^{25} 1.4620, d_4^{25} 1.126.

Anal. Calcd. for $C_8H_{12}O_3$ (I): C, 61.50; H, 7.76. Found: C, 61.90; H, 7.66.

Reduction with Lithium Aluminum Hydride.—Four grams of I in anhydrous ether was reduced with 2 g. of lithium hydride at room temperature followed by a 10-min. reflux. Decomposition with ice, continuous extraction with ether for 72 hours and evaporation of the sodium sulfate dried ether solution gave a white solid. Extraction of the solid with ethyl acetate and concentration of the ethyl acetate solution gave 3.2 g., m.p. 73–90°. This solid was found to be a mixture of *cis*- and *trans*-cyclohexandiol.

Anal. Calcd. for $C_6H_{12}O_2$: C, 62.04; H, 10.14. Found: C, 62.09; H, 10.16.

A positive test¹² with periodic acid was obtained, while oxidation in benzene solution by lead tetraacetate gave adipaldehyde; 2,4-dinitrophenylhydrazone, m.p. 236.5–237° (nitrobenzene).

The infrared absorption spectrum of the solid in a Nujol mull had the identical characteristics of the spectrum (Nujol) of a 1:1 mixture of authentic *cis*-¹³ and *trans*-1,2-cyclohexanediol.¹⁴ The melting point of the authentic *cis*-diol was 96–98° and that of the *trans*-diol was 102–104°. The literature values are 96° and 101.5–103°. A 1:1 mixture of the two had m.p. 70–83°.

Hydrolysis with 5% Hydrochloric Acid.—Three ml. of 5% hydrochloric acid was added to 4.3 g. of I. Shaking the immiscible liquids caused much heat to be evolved and a single phase solution to be formed. A portion of this gave no derivative when treated with 2,4-dinitrophenylhydrazine. The solution was neutralized with sodium hydroxide

and extracted continuously with ether for 21 hours. The aqueous portion was boiled with a solution of *p*-bromophenacyl bromide in ethanol to give the ester of acetic acid, m.p. 82°. The ether solution was dried and evaporated to give a viscous liquid which, on standing, solidified to a powdery white solid, 1.5 g., m.p. 107–117°. A repetition of this hydrolysis gave a product, m.p. 117–121°. Repeated recrystallization from acetone did not improve the melting point.

The product which was expected from the hydrolysis of I was 2-hydroxycyclohexanone. The nature of the product obtained from each of the two hydrolyses corresponded with that of the readily formed dimer of 2-hydroxycyclohexanone.^{15,16} The difference in the melting points of the two hydrolysis products is consistent with the range of 93 to 130° reported¹⁶ for different samples of dimer. The identity of the solid hydrolysis product was confirmed by analysis and by the preparation of the 2,4-dinitrophenyl-ozazone.

Anal. Calcd. for $C_{12}H_{20}O_4$: C, 63.13; H, 8.83. Found: C, 62.80; H, 8.75.

Treatment of the solid with a highly acid solution of 2,4-dinitrophenylhydrazine readily gave the orange-red derivative. Crystallization from hot ethyl acetate gave m.p. 221–222° dec. An authentic specimen of the dimer was prepared by the sodium carbonate hydrolysis of 2-bromocyclohexanone.¹⁰ The dimer had m.p. 121–122°, and gave the 2,4-dinitrophenyl-ozazone, m.p. 220–221° dec., literature¹⁶ 221° dec.

Rearrangement at 110°.—A sample of I was sealed in a glass vial under nitrogen and kept at 105 to 115° for 2 hr. On cooling, the tube contents solidified, giving 2-acetoxycyclohexanone, m.p. 35°; 2,4-dinitrophenylhydrazone, m.p. 168–169°.

Rearrangement at Room Temperature.—Freshly prepared samples of 1-acetoxy-1,2-epoxycyclohexane were stored at room temperature in the dark. The samples slowly isomerized over a period of 34 days to 2-acetoxycyclohexanone, as found by periodic recording of refractive indices and infrared absorption spectra. Similar samples stored in the refrigerator did not isomerize.

Infrared Spectra.—The absorption spectra were recorded with a Perkin-Elmer single-beam spectrometer, model 212. Liquid I was used in a 0.025-mm. cell with sodium chloride windows. The spectra were recorded, similarly, of 3-acetoxycyclohexene (liquid), 1-acetoxycyclohexene (liquid), cyclohexyl acetate (liquid), cyclohexanone (liquid) and 2-acetoxycyclohexanone (supercooled liquid). By comparison of the spectrum of I with these and by observing the diminution and final disappearance of peaks when Compound I slowly isomerized to 2-acetoxycyclohexanone it was possible to allocate the following peaks in the spectrum of I to the epoxy group: singlets at 11.32 and 12.22 μ , and a doublet with peaks at 12.88 and 13.0 μ . Patterson¹⁷ gives peaks at 11.22 and 12.31 μ for 1,2-epoxycyclohexane.

LUBBOCK, TEXAS

(10) J. Szmuszkovicz and H. Born, *THIS JOURNAL*, **75**, 3350 (1953).

(11) F. Ramirez and A. F. Kirby, *ibid.*, **75**, 6026 (1953).

(12) R. L. Shriner and R. C. Fuson, "The Systematic Identification of Organic Compounds," 2nd. ed., John Wiley and Sons, Inc., New York, N. Y., 1940, p. 57.

(13) C. J. Maan, *Rec. trav. chim.*, **48**, 332 (1929).

(14) A. Roebuck and H. Adkins, *Org. Syntheses*, **28**, 35 (1948).

(15) M. Bergmann and M. Gierth, *Ann.*, **448**, 48 (1926).

(16) J. C. Sheehan, R. C. O'Neill and M. A. White, *THIS JOURNAL*, **72**, 3376 (1950).

(17) W. A. Patterson, *Anal. Chem.*, **26**, 823 (1954).

RESUME

GLENN E. HUNT
1221 Jasmine Street
Redlands, CA 92374
(909) 794-8481
(951) 222-8115

EXPERIENCE

September, 1958 – Present	Riverside Community College Associate Professor of Mathematics and Chemistry
June, 2004 – December 2005	Riverside Community College Dean of Instruction, City Campus
July, 2001 – June, 2004	Riverside Community College Chair of Mathematics Department
July, 1994 – June, 2001	Riverside Community College Dean of Instructional Support Services (Faculty and Programs)
July, 1990 – June, 1993	Riverside Community College Dean, Natural Science Division
September, 1989 – June, 1990	Riverside Community College Coordinator, Extended Education
September, 1989 – June, 1990	Crafton Hills College Adjunct Instructor in Mathematics
September, 1986 – June, 1989	Riverside Community College Chair of Mathematics Department
July, 1989 – March, 1990	Riverside Community College Facilitator, Instructional Skills Workshop
February, 1985 – June, 1989	University of California, Riverside, Extension Developed and taught a sequence of courses for public school teachers pursuing a Supplemental Authorization Credential in Mathematics

GLENN E. HUNT – Page 2

January, 1988 – June, 1989	Chaffey College Adjunct Instructor in Mathematics
September, 1984 – June, 1985	Chaffey College Adjunct Instructor in Mathematics
August, 1982 – May, 1983	North Texas State University Adjunct Instructor in Mathematics
Winter/Spring, 1975	California State University, San Bernardino Adjunct Instructor in Organic Chemistry
September, 1975 – July, 1977	Riverside Community College Chair Department of Mathematics
September, 1969 – July, 1975	Riverside Community College Chairman, Physical Science Division
Summer, 1970	University of California, Riverside Adjunct Instructor in Organic Chemistry

EDUCATION

June, 1952 – August, 1955	Texas Tech University Bachelor of Science in Chemistry and Mathematics
September, 1955 – August, 1957	Texas Tech University Master of Science in Chemistry and Mathematics Two years as a teaching assistant
September, 1957 – June, 1958	Iowa State University Enrolled in a Ph. D. Program in Chemistry One year as a teaching assistant
Summer, 1958	University of Redlands Course work in Education
Summer, 1959	University of Southern California Course work in Mathematics
Summer, 1964	Oregon State University Course work in chemistry

GLENN E. HUNT – Page 3

August, 1982 – May, 1983

North Texas State University
Course work toward a Ph. D in Education

August, 1989

Riverside Community College Leadership Academy
for Educators

GRANTS

Summer, 1959

National Science Foundation
Summer Institute in Mathematics at University of
Southern California

Summer, 1960

National Science Foundation
Summer Research Participation in Chemistry at
University of Redlands

Summer, 1961

National Science Foundation
Summer Research Participation in Chemistry at
Texas A. & M. University

Summer, 1964

National Science Foundation
Summer Institute in Chemistry at Oregon State
University

AWARD

May, 2003

Riverside Community College
Annual Faculty Award for Teaching Excellence

MEMBERSHIPS

American Chemical Society (50 year member)
National Education Association
National Council of Teachers of Mathematics
Phi Delta Kappa

GLENN E. HUNT – Page 4

PUBLICATIONS

Instructor's Manual, Elementary Algebra with Applications, Nustad/Wesner, Wm. C. Brown Company, Publishers, Dubuque, Iowa, 1988.

Instructor's Manual, Principles of Elementary Algebra with Applications, Nustad/Wesner, Wm. C. Brown Company, Publishers, Dubuque, Iowa, 1987.

Glenn E. Hunt, "Math Anxiety – Where Do We Go From Here?" Focus on Learning Problems in Mathematics, Spring, 1985.

GLENN E. HUNT – Page 4

BOOK REVIEW: Pushbutton Mathematics, Mathematics and Computer Education, 1984, Vol. 18, No. 3, 225.

BOOK REVIEW: Mathematical Recreations for the Programmable Calculator, Electronic Education, 1983, Vol. 2, 23.

James P. Berry, A. F. Isbell and Glenn E. Hunt, Journal Organic Chemistry, 1972, Vol. 37, 4396.

H. J. Shine and G. E. Hunt, Journal American Chemistry Society, 1958, Vol. 80, 2434.

Master's Thesis. "Epoxidation of 1-Acetoxycyclohexene," Texas Tech University Press, 1957.

COURSES TAUGHT

Mathematics:

Math 1A	Calculus I
Math 1B	Calculus II
Math 1C	Calculus III
Math 2	Differential Equations
Math 5	Calculus, Short Course
Math 10	Pre-calculus
Math 11	College Algebra
Math 12	Statistics
Math 35	Intermediate Algebra
Math 36	Trigonometry
Math 52	Elementary Algebra

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Math 53	Plane Geometry
Math 63	Arithmetic
Math 64	Pre-Algebra

Chemistry:

Chem 1A	General Chemistry I
Chem 1B	General Chemistry II
Chem 2A	Introductory Chemistry I
Chem 2B	Introductory Chemistry II
Chem 8	Short Course, Organic Chemistry
Chem 12A	Organic Chemistry I
Chem 12 B	Organic Chemistry II

PRESIDENT'S MESSAGE

"Giving back" may seem like a very basic subject for the president of a foundation board to write about. Two words. Simple. Unambiguous. Or are they?

For me, "giving back" means committing my time to community service through organizations such as the RCCD Foundation. While I also give back to the community through financial donations, in some circumstances I can contribute more by lending my expertise, my business connections, and my personal relationships.

For you, "giving back" may mean establishing an endowed scholarship through the RCCD Foundation—one that directly impacts the lives of students working to achieve their dreams. Or you might choose to give back by donating to the campaign for the Riverside Aquatics Complex at RCC or similar community projects. Or support the drive for a new city library, the development of downtown arts projects or the effort to promote literacy among our youth. My point is simply that "giving back" takes many forms and affects lives in many different ways.

It should come as no surprise then, that the RCCD Foundation was created with the intention of giving back to the college and to the community in a very specific way. Originally, the Foundation board and staff sought to give back through scholarships...an effort that spanned 25 years. Scholarships are still an integral part of our mission. Last year alone, thanks to the generosity of our donors, the Foundation awarded more than \$400,000 in scholarships to students of all ages.

Our passion for scholarships is undiminished. But, increasingly, our Board members have recognized that additional support is needed, particularly in the areas of new academic and career technical programs and the renovation, modernization and construction of classrooms, labs, athletic, student services and other buildings at RCC campuses and education centers.

As the Foundation examined these growing needs, Board members also saw the need for new ways of making it possible for supporters to give back. This year, I am proud to say that we are moving forward with major fundraising initiatives, including a stronger emphasis on major gift development, a goal of increasing endowed scholarships, and a push toward making more estate planning opportunities available to donors.

In this issue, you will read about individuals who have been part of these new efforts. Through the RCCD Foundation, they have found their preferred way to "give back." It is my hope that you may find this information helpful as you consider how you, too, give back to the community.

Ian Davidson, President



Ian Davidson
President

50 YEARS OF TEACHING + CARING = THE GLENN HUNT ENDOWED SCHOLARSHIP IN MATHEMATICS

When Glenn Hunt, Associate Professor of Mathematics at Riverside City College, discovered that his colleagues had started collecting money to give him a personal retirement gift in December, he quickly asked that all funds be converted to a scholarship for students.

Glenn was inspired by his recently retired colleagues, Michael Amrich and Joan Pleasants, who had just established a scholarship, and by his own personal experience as a member of the

RCC Scholarship Committee where he had seen how a scholarship – no matter the dollar amount – could make the difference between a student continuing their education or simply giving up. So Glenn continued what his friends had started and personally pledged to endow the scholarship. He truly appreciates what Riverside Community College does to give students a second, or even third, chance, and states that, "Perhaps I will no longer physically be here, but the scholarship can be here for students as time goes on."

Professor Hunt's greatest joy during his fifty years of teaching at RCC was observing a student progress from not understanding math, to building confidence, to full understanding. He continues his goal to dispel the myth that math is difficult and mysterious, even through his scholarship. The Glenn Hunt Endowed Scholarship in Mathematics will provide scholarships to students of any major who have finished three or more transferable math courses at RCCD with a math GPA of 3.0 or higher.



Glenn Hunt
Professor Emeritus

NURSING PROGRAM BENEFITS FROM THOUGHTFUL GIFT PLANNING

continued from page 1

- **Disposal of Highly Appreciated Property and an Immediate Tax Donation** – As concerned parents, Bill and Beverly didn't want their children to be burdened at their passing with the sale of a piece of commercial property that they owned. And, even though the property provided monthly income, they were tired of being landlords. By placing their property in a CRT, that monthly income will continue for their lifetime and they receive an immediate tax deduction.
- **Additional Income** – For the remainder of their lives, Beverly and Bill will receive guaranteed income from the Trust. In fact, their monthly income will increase, allowing them to make additional charitable gifts if they wish while ensuring that potential increases in healthcare costs as they age are covered.

"We have talked this over with both of our daughters and they are both extremely giving individuals and are very supportive of our gifts to the College," said Beverly.

For the McGaugh's, establishing a Charitable Remainder Trust to benefit the RCCD Foundation allowed them to insure their financial future, while also making it possible for more nurses to graduate from RCC's excellent nursing program. These new nursing graduates will help address our region's health care crisis.

Riverside Community College Foundation
SCHOLARSHIP INFORMATION SHEET

NAME OF SCHOLARSHIP:

The Glenn Hunt Endowed Scholarship in Mathematics

BRIEF DESCRIPTION OF SCHOLARSHIP/HISTORY:

Glenn Hunt taught mathematics and chemistry at Riverside City College for almost fifty years. He also served in other capacities at the College such as Chair of the Mathematics Department and as Dean of Instruction.

In recognition of Glenn's passion for and commitment to teaching, and to the field of mathematics, this scholarship has been established to support students ~~majoring in mathematics.~~

with a minimum Math GPA of 3.0 or higher

CRITERIA FOR GIVING:

- Student finished three or more transferable math courses at RCCD – (not necessarily math majors)
- Student must have a RCCD Math GPA of 3.0 or higher
- Both continuing or transfer students are eligible
- Open to all Riverside City College students – campus specific * - Riverside only)
- The "personal essay" portion of the application must include an explanation of which Math classes the student successfully finished, which Math classes the student plans to take, and how the student will pursue Math within their educational goal
- Financial need is not a consideration

DATE ESTABLISHED:

December 2007

AMOUNT GIVEN:

\$500

NUMBER GIVEN:

1

DATE OF LAST UPDATE:

December 2007

SCHOLARSHIP TO BE GIVEN IN FORM OF:

Check

APPLICATION DEADLINE:

To coincide with College deadlines.

TIME OF SELECTION:

To coincide with College deadlines.

SELECTION PROCESS:

Members of the City College's Math Department will select

PRIMARY CONTACT PERSON:

Glenn Hunt
1221 North Jasmine Street
Redlands, CA 92374-4920
(909) 794-8481

SECONDARY CONTACT PERSON:

Mary Legner (for selection)
Associate Professor, Mathematics
(951) 222-8886

SCHOLARSHIP PRESENTER(S):

Mary Legner will participate in selection process and present the scholarship

OTHER:

Springtime on stage Love and given to R

by BEVERLY PHILLIPS
Staff Writer

A crowd of about 120 people attended Saturday night's performance of the Spring Dance Concert.

The choreographing and performing of the jazz, modern and belly dances was very good. Stage lights were used along with the costuming to create mood. In a couple of instances, however the house lights were turned up on stage, disturbing the feeling of the dances.

The folk dances, though very well performed, seemed to lag and drag down the upbeat tempo of the other dances. Perhaps they could have been better appreciated if they had been offered in a separate concert.

The best dances performed that evening were "Jingo," "Bangladesh," "Endless Enigma" and "Save the Tiger."

Special mention should be given to two outstanding dances performed that evening.

"Sports Illustrated," a satirical dance commentary on various sports, was the most amusing of the evening. More of a skit than a dance (but using techniques from both) it involved several two to three minute humorous looks at sports including football, marathon walkers, baseball, swimming and canoe racing.

With so many people involved in the choreographing and actual presentation it came off as a tribute to the students.

The other high point of the evening, and the one that aroused quite a bit of attention, was the belly dance. The dancers

were authentically dressed and gave a great performance.

Didi Blackman, who choreographed and danced "Nappy Head," a song by War, showed the most stage personality. She acted as though she was totally enjoying herself and let it show in her movements. Her face reflected her feelings easily.

One minor disturbance that occurred, not connected with the concert itself, involved several juvenile juveniles who had

diarrhea of the mouth during the two or three seconds between dances.

Their comments, though childish, were irritating and disturbing. It seems a shame they had no parents; but then, if they were my kids, I wouldn't acknowledge the fact either.

The close of the two-night Spring Dance Concert was highlighted by the presentation of a bouquet of flowers to Katheryn Farris, the director, by the dance troupe.

AGS to discuss life membership

Alpha Gamma Sigma (AGS), the honor society, will meet from 1 p.m. to 2 p.m. today in Dining Rooms 1, 2 and 3. During the meeting, students will fill out applications for life membership in AGS.

To qualify for life membership, a student who is not a member of

AGS must have an overall grade point average of 3.5 or better. Members of AGS must have belonged to the organization for at least two semesters and have an overall grade point average of at least 3.25.

Students may still join AGS. Membership fee is \$1.

Hunt, Dixon named as Outstanding Educators

Glenn Hunt and Robert T. Dixon have been chosen Outstanding Educators of America for 1974. Nominated earlier this year by President Kenneth Harper, they were selected for this honor on the basis of their professional and civic achievements.

Outstanding Educators of America is an annual awards program honoring distinguished men and women for their exceptional service, achievements,

and leadership in the field of education.

Each year, those chosen Outstanding Educators are featured in the national awards volume — OUTSTANDING EDUCATORS OF AMERICA.

Nominations for the program are made by the officials of colleges and universities including presidents, deans and department heads. Their selection guidelines include an educator's talents.

Student reactions vary to the release of those (inaudible)

By MARCIA FULLER

The recent release of White House transcripts pertaining to the Watergate scandal instead of the tapes subpoenaed by the House Judiciary Committee has not satisfied most of the 20 RCC students interviewed at random.

Most of those questioned said the President released only what he wanted to release. "That's like letting a defendant decide what can be used against him," one

contempt of our society," one student said.

Many also said the President should release all the tapes and "come clean." "If he's wrong let him be convicted," one said, "... he's a crook."

Some of those questioned were more skeptical. "How do you know that those are the real tapes?" one student asked. "Maybe they'll have gaps like the others," another said.

A number of those questioned

In all, there was very little support for the President's actions. One student said that the National Security Council or the CIA, not the President or the Congress, should decide what pertains to national security and what is relevant to the investigation, but he felt that anything pertaining to the investigation should be released.

By JOHN DE GANO
Staff Writer

One of the lesser known facilities serving this campus is the Child Care Center. It consists of two buildings, one standard and the other a reconverted duplex separated only by a play yard. It lies in what once was a much bigger parking lot west of the Quad.

Monday thru Friday from 7:45 a.m. — 5 p.m. the Child Care Center is open to the children of disadvantaged parents attending RCC. They average 45 children a semester coming from some 35 families, and offer the child a wealth of activities.

Some of the activities include fingerpainting, playing with blocks, trucks, and dolls; for the outdoors, tricycles, swings, a sandpile, and a garden with a scarecrow they made to protect their seed.

But, it is not all fun and games. Educationally, those activities listed above are for developing dexterity, but the Center also offers the child a reading library complete with "the reading chair", a birdnest for nature discussion, television for "Sesame Street", and a listening center for records and tapes.

Debbie Bools, President of the Child Care Center Association, the organization which supplies the Center with all its materials, cited the Center's philosophy as, "We try and treat the child as one of our own." She also feels, "Kids are human beings. . . and so are their parents. Most parents feel guilty neglecting their kids while they attend college. Here, the child receives the attention that his parents are not able to give him."

This philosophy is shown also by the Center's celebration of all major holidays. Every holiday celebrated consists of a parade



FACULTY AWARD FOR TEACHING EXCELLENCE

Glenn Hunt, Associate Professor

Associate Professor Glenn Hunt still remembers that day 45 years ago when he first saw Riverside Community College.

"I left an extremely cold winter in Iowa and walked into this wonderful, warm Quadrangle," Glenn says. "I never wanted to leave."

First hired to teach a split assignment in chemistry and mathematics, Glenn was one of 10 teachers hired by the unified school district in 1958 to teach at RCC. At the time, his group brought the total number of full-time faculty on campus to 70, serving between 1,300 and 1,500 students.

Those first years were spent teaching in classrooms in the A.G. Paul Quadrangle surrounded by a collection of flora that Glenn still vividly recalls.

"Our botany instructor Ruth Cooper and the college gardener used the Quad to create an outside botany laboratory," Glenn remembers. "We had a tremendous variety of foliage back then and you can still see some of the original trees like the sycamores and the redwood near the English Department office."

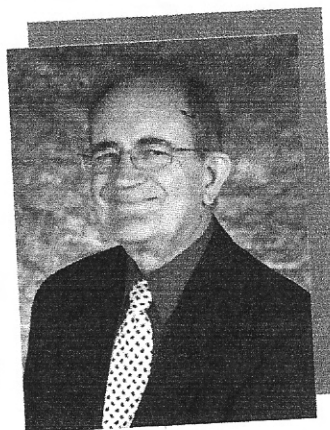
Considered a gifted professor by his colleagues, Glenn concentrates mostly on teaching basic and developmental math courses. This gives him the chance to work with students who have postponed enrolling in a math course—either because they did poorly in high school math or have simply put off math to the last possible point in their academic career.

"I believe that anyone can learn math," Glenn says. "Some people just need to be convinced."

He believes that one of the most important attributes a teacher brings to the classroom is patience, followed by a true desire to help students learn. He traces his desire to become a teacher back to his own student days at Texas Tech University where he earned a bachelor's and master's in Chemistry and Mathematics.

In 45 years of teaching, Glenn has honed his talents and fine-tuned his classroom goals. "The one thing I want all my students to take from my classes is the ability to organize their thought process and solve problems."

Glenn sums up his nearly five-decade teaching career with characteristic modesty: "It turned out to fit me fairly well."



RCC recognizes six for successes**Press-Enterprise, The (Riverside, CA) - May 2, 2003****Author: THE PRESS ENTERPRISE**Backup Report II-B
September 15, 2009
29 of 31

RIVERSIDE

Riverside Community College administrators honored six individuals on Thursday night for their distinguished careers.

The honorees include a former newspaper publisher and editor, a broadcast journalist, a math professor and three former sports figures.

Former Press-Enterprise President Marcia McQuern, a Riverside native, received the Distinguished Public Service Award for her contributions in journalism and to the community.

In 2001, McQuern was named the first woman president of the California Newspaper Publishers Association. McQuern worked at The Press-Enterprise since 1963 and retired last year after serving nearly 11 years as the paper's president. She was also the editor and publisher of the paper.

"I'm honored to be in the group," said McQuern.

Gene Gleeson, an KABC channel 7 reporter and anchorman, will receive the 2003 Alumnus of the Year award.

Gleeson, a 1965 graduate, received a Golden Mike and Emmy for his work in broadcast journalism where he had reported on events such as the tearing down of the Berlin Wall.

Mathematics professor Glenn Hunt has taught at RCC since 1958 and was awarded the Faculty Award for Teaching Excellence. Hunt teaches primarily basic and developmental math courses and is considered a gifted professor by his colleagues.

Three former sports stars, Roger Folsom, a 1956 graduate, Bethel Lauder Trice, a 1986 graduate, and Allan Boyd, a longtime athletic trainer, will be inducted into the RCC Athletic Hall of Fame. Folsom played football, baseball, and basketball at RCC and at Cal Poly Pomona.

Trice led the 1985 womens basketball team to a state championship and returned to RCC as an assistant coach. Boyd worked at RCC since 1961 and retired in 1995 as the college's head athletic trainer.

Caption: PHOTO

Marcia McQuern retired last year as editor and publisher of The Press-Enterprise.

Edition: RIVERSIDE; ALL ZONES**Section: LOCAL****Page: B03****Index Terms: AWARDS ; NEWSPAPERS****Record Number: 642406****Copyright (c) 2003 The Press-Enterprise Co.**

RCC taps reserves to balance budget

Press-Enterprise, The (Riverside, CA) - May 21, 1994

Author: George Rooney, The Press-Enterprise

RCC trustees this week, grappling with shortfalls in state funding, approved the use of reserve funds to balance the 1993-94 budget and provided eligible employees with financial incentives for early retirement.

Trustees also made several top administrative appointments.

The resolution authorizes the use of \$961,000 from the college general fund reserves for the fiscal year that ends July 1. The amount to be drawn from the reserve fund is equal to the reduction in state funding the district has received this year, compared with state revenues projected in the district's 1993-94 budget. For the entire fiscal year, RCC estimates a shortfall in state revenue of \$1.54 million, or 3.75 percent of the district's adopted general fund revenue budget.

RCC's strategy in the recent years of state budget cuts has been to use the general fund reserve to cover year-end revenue shortfalls. The reserve, or contingency fund, is replenished at the start of each budget year.

While the impact of a 1994-95 state budget on RCC's plans for the coming fiscal year remains unclear, pending the adoption of a final state budget, college administrators were anticipating another bleak year in state funding.

In a briefing this week to the RCC Board's Finance Committee, James Buysse, vice president of finance, outlined several scenarios for the college district's 1994-95 budget, most of which indicated another anticipated shortfall in state funding. The "middle case" scenario, considered most likely and based on current information provided by community college representatives in Sacramento, estimates a state revenue shortfall for RCC next year of \$1.1 million. The projected revenue shortfall is based on funding per full-time student that is supposed to determine state allocations to community college districts.

Although state revenues largely determine community college budgets, RCC's 1994-95 budget may be adopted before a final state budget is. A proposed district budget for 1994-95 is scheduled to be presented to RCC trustees for adoption on June 22, nine days before the start of the fiscal year. While the state budget is supposed to be adopted by July 1, the Legislature and the governor have missed that deadline often in recent years.

In another budget action, trustees approved an early retirement offer to qualified RCC faculty made through the State Teachers Retirement System. The system's "Golden Handshake" offer will grant two years' additional service credit to early retirees, with the credit resulting in an increase in their retirement pension benefits. To be eligible for the offer, an RCC faculty member must be at least 55 years old and have been employed by the college for at least five years. The age of eligibility is reduced to 50 for those faculty with at least 30 years of employment with the college.

Such an early retirement offer can save the college money because the departing faculty veterans would be replaced with lower-paid new hires. RCC President Salvatore Rotella said the college is not expecting more than half a dozen of RCC's full-time faculty members to accept the offer and is not counting on significant savings. The college intends to hire new faculty to replace anyone who accepts the early retirement offer, Rotella said.

Several administrative appointments were approved:

- o Brenda Davis, who has served as acting provost of RCC's Norco campus since last July, was named to the post on a permanent basis. Davis, who is also the college's dean of grant and contract services, took over the job of chief administrator of the Norco campus after the departure last year of former Provost Marie Pepicello.

- o Thomas Johnson, who has been serving as dean of instruction for RCC's Riverside campus, was named acting vice president for academic affairs. Johnson will succeed Joyce Black, who recently resigned the vice president's job to take an administrative post at Pasadena City College.

- o Sylvia Thomas, who has been serving as RCC's dean of instructional support services for faculty and academic programs, was named acting dean of instruction at the Riverside campus, succeeding Johnson.

- o Glenn Hunt, previously the college's dean of natural sciences, will succeed Thomas as dean of instructional support services for faculty and academic programs.

- o Trustees also approved the appointment of Bill O'Rafferty as dean of instructional support services for occupational and

contract services.

o Steven Bailey will succeed O'Rafferty as director of RCC's Academy of Justice, which provides training services to law enforcement agencies. Bailey's appointment is on an acting, or interim, basis.

Edition: CORONA-NORCO; MORENO VALLEY

Section: LOCAL

Page: B04

Index Terms: RCC ; BUDGET ; ADMINISTRATION

Record Number: 57284

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RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Report No.: II-C

Date: September 15, 2009

Subject: Riverside Aquatics Complex – Update and Award of Bid

Background: On September 11, 2007, the Board of Trustees approved the expenditure of \$5,000,000 from Measure “C” funds and the development of a joint use agreement relative to a proposed Aquatics Complex on the Riverside City College campus. By using and adding to the existing Cutter Pool facility, the Riverside Aquatics Complex project would expand the competitive aspect of the existing facilities by providing additional diving, competition, and instructional areas for college and community education programs.

In December 2008, plans for the Aquatics Complex were submitted to the Division of State Architect (DSA) for review and approval. A status report on the Aquatics Complex project was presented to the Board on March 17, 2009, at which time the Board discussed whether to move forward with the project and its current schedule or to modify the schedule to allow time to seek additional funding from private sources. After discussion, the Board authorized staff to proceed with the bid process once plans were approved by DSA and to present those bid results to the Board of Trustees for review and consideration.

On August 18, 2009, the Board awarded a bid to Daart Engineering Company, Inc. for the Riverside Aquatics Complex Project – Fire Sprinkler System. However, the District issued a partial notice to proceed for the “Shop Drawings Only” portion of the bid. This action was taken to ensure that the project would remain on schedule, should the Board decide to approve the bids to be opened on September 1, 2009.

The remaining Aquatics Complex bids were opened on September 1, 2009, and after the statutory time to allow contractors to withdraw the construction manager reviewed the bids and determined bids to be \$3.49 million less than estimated. With an original project budget estimate of \$14 million, bids can be awarded.

To be jointly funded by Riverside Community College District using the Board approved project budget Measure “C” Funds (Resources 4160), the City of Riverside, the County of Riverside and private contributors.

Recommended Action: It is recommended that the Board of Trustees approve the award of bids for all scopes of work for the Riverside Aquatics Complex project in the total amount of \$7,704,815, and authorize the Vice Chancellor, Administration and Finance to sign the associated agreements.

Gregory W. Gray
Chancellor

Prepared by: Orin L. Williams, Associate Vice Chancellor
Facilities Planning, Design and Construction

James L. Buysse, Vice Chancellor
Administration and Finance



Riverside Community College District - New Aquatics Complex

Tuesday, September 1st, 2009 @ 2:00 pm

Unofficial Results

Bid Category & Description	Prime Contractor	Base Bid	Alternate	Total Bid Amount	Recommended Amount	
Bid Category #01	Crew Inc.	\$118,000.00		\$118,000.00	\$118,000.00	
Demo, Earthwork & Grading						
Bid Category #02	Shoring Engineers	\$863,400.00	\$7,200.00	\$870,600.00	\$877,800.00	
Caissons						
Bid Category #03	Nature Tech Landscaping, Inc.	\$147,000.00	-\$95,000.00	\$52,000.00	\$147,000.00	
Landscaping /						
Bid Category #04	RC Construction Services, Inc. -	\$309,500.00	N/A	\$309,500.00		RC W/drew their bid
Site Concrete	JBH Structural	\$309,750.00	\$79,000.00	\$388,750.00	\$388,750.00	
Bid Category #05	Tidwell Concrete Construction Inc.	\$925,925.00		\$925,925.00	\$925,925.00	
Structural Concrete						
Bid Category #06	Kretschmar & Smith, Inc.	\$297,800.00		\$297,800.00	\$297,800	
Masonry						
Bid Category #07	Wide Flange Seel	\$451,272.00	-\$103,020.00	\$348,252.00	\$451,272.00	
Structural Steel						
Bid Category #09	Applied Roof Engineering, Inc	\$74,310.00		\$74,310.00	\$74,310.00	
Roofing						
Bid Category #10	Challenger Sheet Metal, Inc.	\$157,000.00		\$157,000.00	\$157,000.00	
Sheet Metal						
Bid Category #11	Montgomery Hardware Company	\$53,840.00		\$53,840.00	\$53,840.00	
Hollow Metal Doors/Frames						
Bid Category #12	Perfection Glass Company	\$116,765.00		\$116,765.00	\$116,765.00	
Glazing						
Bid Category #13	Caston Plastering & Drywall, Inc.	\$75,585.00		\$75,585.00	\$75,585.00	
Metal Stud/Gypsum						
Bid Category #14	Inland Pacific Tile, Inc.	\$42,900.00		\$42,900.00	\$42,900	
Ceramic Tile						



Riverside Community College District - New Aquatics Complex
Tuesday, September 1st, 2009 @ 2:00 pm
Unofficial Results

Bid Category & Description	Prime Contractor	Base Bid	Alternate	Total Bid Amount	Recommended Amount
Bid Category #16	C T Georgiou Painting Co.	\$36,800.00		\$36,800.00	\$36,800
Paintings					
Bid Category #17	RVH Constructors, Inc.	\$180,600.00		\$180,600.00	\$180,600
Miscellaneous					
Bid Category #18	Mission Pools, Inc.	\$2,380,000.00	\$64,000.00	\$2,444,000.00	\$2,444,000
Pool Construction					
Bid Category #19	JPI Development Group, Inc.	\$430,000.00	-\$110,000.00	\$320,000.00	\$430,000.00
Plumbing					
Bid Category #20	Daart Engineering Co	\$157,218.00		\$157,218.00	\$157,218.00
Fire Protection					
Bid Category #21	Arrowhead Mechanical Inc.	\$69,900.00	\$16,500.00	\$86,400.00	\$86,400.00
HVAC					
Bid Category #22	Advanced Electrical Technologies	\$650,050.00	-\$80,000.00	\$570,050.00	\$650,050
Electrical					
Recommended Current Value					\$7,712,015



September 9, 2009

Mr. Orin Williams
Associate Vice Chancellor, FPDC
Riverside Community College District
3845 Market Street
Riverside, CA 92501-3225

Project: Riverside Community College – Aquatics Complex
Bid No: RCCD AQC 2009/01-22
Subject: Low Qualified and Responsive Bidders

Dear Mr. Williams:

Listed below are the low responsive bidders for the New Aquatics Complex bid on September 1st, 2009; forwarded for contract approval.

We have selected the Low Responsive Bidder based upon Base Bid plus Alternate. Per the direction of the Riverside Community College District, the following alternates have been accepted and are noted in the summary below.

Some minor irregularities were noticed during our review of the bid documents. These irregularities have been documented on the attached Bid Evaluation Worksheet for the District's review, consideration and approval:

Bid Category No. 01 Demo, Earthwork & Grading

Prime Contractor: **Crew, Inc.** City: **Compton**
License: **696291** Class: **A, C12, C21 & C31** Expiration: **09/30/2010**
Bid Form Irregularity(s): *None noted.*

Total Base Bid	\$ 118,000.00
Total for Approval	\$ 118,000.00

Bid Category No. 02 Caissons

Prime Contractor: **Shoring Engineers** City: **Santa Fe Springs**
License: **245416** Class: **A, C8, C61/D09** Expiration: **04/30/2011**
Bid Form Irregularity(s): *100% of time to project was not specified in the Experience & Qualifications. Verbal confirmation of time allocated was received.*

Total Base Bid	\$ 863,400.00
Alternate (Add)	<u>7,200.00</u>
Total for Approval	\$ 870,600.00

Bid Category No. 03 Landscaping/Irrigation

Prime Contractor: **Nature Tech Landscaping** City: **Riverside**
License: **681207** Class: **A, B, C27** Expiration: **11/30/2009**
Bid Form Irregularity(s): *None Noted*

Total Base Bid	\$ 147,000.00
Total for Approval	\$ 147,000.00

RC Construction was the unofficial Low Bidder however has pulled their bid due to a mathematical error. (Please refer to letter attached). We are therefore recommending the 2nd low responsive bidder.

Bid Category No. 04 Site Concrete

Prime Contractor: **JBH Structural** City: **Temecula**
License: **716719** Class: **B, C8** Expiration: **12/31/2009**
Bid Form Irregularity(s): *None Noted*

Total Base Bid	\$ 309,750.00
Alternate (Add)	79,000.00
Total for Approval	\$ 388,750.00

Bid Category No. 05 Structural Concrete

Prime Contractor: **Tidwell Concrete Construction** City: **Indio**
License: **731006** Class: **B, C8** Expiration: **01/31/2011**
Bid Form Irregularity(s): *None Noted*

Total Base Bid	\$ 925,925.00
Total for Approval	\$ 925,925.00

Bid Category No. 06 Masonry

Prime Contractor: **Kretschmar & Smith**

City: **Riverside**

License: **467211** Class: **C29**

Expiration: **12/31/2010**

Bid Form Irregularity(s): *100% of time to project was not specified in the Experience & Qualifications. Verbal confirmation of time allocated was received.*

Total Base Bid \$ 297,800.00

Total for Approval \$ 297,800.00

Bid Category No. 07 Structural Steel

Prime Contractor: **Wide Flange Steel**

City: **Pomona**

License: **869520** Class: **C51**

Expiration: **02/28/2010**

Bid Form Irregularity(s): *None Noted*

Total Base Bid \$ 451,272.00

Total for Approval \$ 451,272.00

Please note that Bid Category No. 08 Casework has been included in Bid Category #17 Specialties

Bid Category No. 09 Roofing

Prime Contractor: **Applied Roof Engineering**

City: **Riverside**

License: **707280** Class: **C39, C43**

Expiration: **03/31/2011**

Bid Form Irregularity(s): *None Noted*

Total Base Bid \$ 74,310.00

Total for Approval \$ 74,310.00

Bid Category No. 10 Sheet Metal

Prime Contractor: **Challenger Sheet Metal**

City: **San Diego**

License: **025782** Class: **C43**

Expiration: **03/31/2010**

Bid Form Irregularity(s): *None Noted*

Total Base Bid \$ 157,000.00

Total for Approval \$ 157,000.00

Bid Category No. 11 Doors/Frames/Hardware

Prime Contractor: **Montgomery Hardware** City: **Rancho Cucamonga**
License: **285746** Class: **B, C61, C16, D24, C28** Expiration: **02/28/2010**
Bid Form Irregularity(s): *None Noted*

Total Base Bid \$ 53,840.00

Total for Approval \$ 53,840.00

Bid Category No. 12 Glazing

Prime Contractor: **Perfection Glass** City: **Lake Elsinore**
License: **824512** Class: **C17** Expiration: **09/30/2009**
Bid Form Irregularity(s): *None Noted*

Total Base Bid \$ 116,765.00

Total for Approval \$ 116,765.00

Bid Category No. 13 Drywall / Metal Stud

Prime Contractor: **Caston Plastering & Drywall** City: **San Bernardino**
License: **733766** Class: **B, C2, C9, C35** Expiration: **03/31/2011**
Bid Form Irregularity(s): *None Noted*

Total Base Bid \$ 75,585.00

Total for Approval \$ 75,585.00

Bid Category No. 14 Ceramic Tile

Prime Contractor: **Inland Pacific Tile** City: **San Bernardino**
License: **760298** Class: **C54** Expiration: **06/30/2010**
Bid Form Irregularity(s): *None Noted*

Total Base Bid \$ 42,900.00

Total for Approval \$ 42,900.00

Please note that Bid Category No. 15 Flooring has been included in Bid Category #17 Specialties

Bid Category No. 16 Painting

Prime Contractor: **CT Georgiou**

City: **Wilmington**

License: **635916** Class: **C33**

Expiration: **01/31/2010**

Bid Form Irregularity(s): ***References did not include dates or projects however information was provided on the projects completed and current pages.***

Total Base Bid \$ 36,800.00

Total for Approval \$ 36,800.00

Bid Category No. 17 Specialties

Prime Contractor: **RVH Construction**

City: **Ontario**

License: **818630** Class: **B**

Expiration: **04/30/2011**

Bid Form Irregularity(s): ***None noted.***

Total Base Bid \$ 180,600.00

Total for Approval \$ 180,600.00

Bid Category No. 18 Pool Construction

Prime Contractor: **Mission Pools**

City: **Escondido**

License: **326760** Class: **B, C53**

Expiration: **12/31/2009**

Bid Form Irregularity(s): ***None noted.***

Total Base Bid \$ 2,380,000.00

Alternate (Add) 64,000.00

Total for Approval \$ 2,444,000.00

Bid Category No. 19 Plumbing

Prime Contractor: **JPI Development Group**

City: **Murrieta**

License: **778930** Class: **A, B, C2, C8, C16, C34, C36** Expiration: **05/31/2010**

Bid Form Irregularity(s): ***None Noted***

Total Base Bid \$ 430,000.00

Total for Approval \$ 430,000.00

Bid Category No. 20 Fire Sprinklers

Prime Contractor: **Daart Engineering Co., Inc.** City: **San Bernardino**
License: **372946** Class: **C-16, C-34** Expiration: **04/30/2011**
Bid Form Irregularity(s): *None noted.*

Total Base Bid \$ 157,218.00

Total for Approval \$ 157,218.00

Bid Category No. 21 Mechanical

Prime Contractor: **Arrowhead Mechanical** City: **San Bernardino**
License: **334422** Class: **C20** Expiration: **06/30/2010**
Bid Form Irregularity(s): *None noted.*

Total Base Bid \$ 69,000.00

Alternate (Add) 16,500.00

Total for Approval \$ 86,400.00

Bid Category No. 22 Electrical

Prime Contractor: **Advanced Electrical Technologies, Inc.** City: **Perris**
License: **912046** Class: **C10** Expiration: **03/31/2010**
Bid Form Irregularity(s): *None Noted*

Total Base Bid \$ 650,050.00

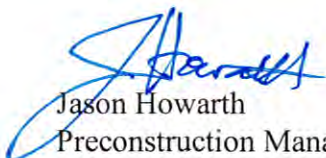
Total for Approval \$ 650,050.00

Total Recommended Value of Bids for this Project: \$ 7,704,815.00

Should you have any questions please do not hesitate to call. Thank you.

Sincerely,

TILDEN-COIL CONSTRUCTORS, INC.
Construction Manager


Jason Howarth
Preconstruction Manager

Riverside Aquatics Complex
Letter of Recommendation
September 09, 2009
Page 7 of 7

Attachments: Bid Evaluations by Category

cc: Michael Stephens – Riverside Community College District
Randy Robbins – AVR P Studios
John Muller – AVR P Studios
Tracy Ellis – Tilden-Coil Constructors, Inc.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Report No.: II-D

Date: September 15, 2009

Subject: Riverside Nursing/Science Building Project – Update and Award of Bid

Background: On June 17, 2008, the Board of Trustees approved the final design and project budget for the Riverside Nursing/Science Building project located at Riverside City College. The current buildings for Nursing, Life/Physical Sciences and Mathematics do not provide sufficient space nor are they conducive for today's program needs and increased class size. The Riverside Nursing/Science Building project will provide our students with significantly improved space, and will allow us to meet the demands of our community by educating highly-trained technicians and professionals.

At the January 27, 2009, meeting of the Board of Trustees, staff presented an action plan regarding State reimbursement issues for several RCCD construction projects. This plan, in response to cash flow issues with the State's Pooled Money Investment Account, was presented and approved by the Board. The Riverside Nursing/Science Building project was discussed and it was agreed the district would reconsider the District's position given construction was not due to commence for several months. On June 16, 2009, the Board agreed to submit to the State Chancellor's Office a letter advising the State of the District's intent to utilize Measure "C" funds for the project in the event State reimbursement was not immediately available. If this "responsibility" letter had not been submitted, the Nursing/Science Building would not have been re-appropriated in the State's 2009-10 budget.

Bids for the Phase I portion of the projects were opened on August 27, 2009. The architect's estimate for this portion of the work was \$17,830,000, but bids were received totaling \$10,357,556, a forty-two percent (42%) savings. In order to utilize classes in the fall of 2011, the construction activities must begin by October 2009. The State Chancellor's office stated the Pooled Money Investment Board will sell bonds in October, and although the State plans to have funds for reimbursement for the first year of construction, there is no certainty that funds will be available during the second year of construction. Therefore, staff cautiously recommends the Board approve award of bids contingent upon the State Chancellor's approval of Phase I bids and proceeding with construction to maximize available State funds and meet the student occupancy schedule.

To be funded from the Board approved project budget, State Construction Act (Resource 4100) and District Measure "C" Funds (Resource 4160).

Recommended Action: It is recommended that the Board of Trustees approve the award of bids contingent upon the State Chancellor's approval of bids for the Phase I portion of the Riverside Nursing/Science Building project in the Phase I amount of \$10,357,556, and authorize the Vice Chancellor, Administration and Finance to sign the associated agreements.

Gregory W. Gray
Chancellor

Prepared by: Orin L. Williams, Associate Vice Chancellor
Facilities Planning, Design and Construction

James L. Buysse, Vice Chancellor
Administration and Finance

Bid Summary
Riverside Nursing/Science Building (Phase I)
Riverside City College

Background Information:

In accordance with Article 1.2.10 of the Construction Management contract approved by the RCCD Board of Trustees, Barnhart, Inc. advertised for the construction contracts and recommends awarding contracts to the lowest responsible bidders. This is the first group of bids received to get the project started. It is anticipated the remainder of bids will be received on October 29th, 2009 after the plans have been revised to comply with LEED Certification.

- a) Construction bids were received and publicly opened on August 27, 2009. Barnhart recommends awarding construction contracts to the lowest responsible bidders as follows:

Package	Bidder	City	Description	Total	Eng. Estimate
1	Crew, Inc.	Dominguez, CA	Demolition & Site Clearing	\$ 78,000	\$ 260,000
2	McKenna Engineering	Corona, CA	Earthwork & Asphalt	\$ 195,000	\$ 390,000
3	Quipcon, Inc.	Murrieta, CA	Site Utilities & SWPPP	\$ 713,670	\$ 650,000
5	KAR, Inc.	Ontario, CA	Site & Bldg. Concrete	\$3,183,186	\$6,900,000
7	Columbia Steel, Inc.	Rialto, CA	Struct. Stl. & Temp. Elev.	\$4,924,000	\$8,000,000
21	Inland Empire Arch. Specialty	Riverside, CA	Elevators	\$ 807,700	\$ 900,000
23	JPI	Murrieta, CA	Fire Protection	\$ 456,000	\$ 730,000
TOTAL			(-42% under Est.)	\$ 10,357,556	\$ 17,830,000

- b) Award Construction Contracts

Narrative of Recommendation:

Bid Package #1

Crew, Inc. was the low bidder and was responsive to all required documentation. The bid documents required this contractor to have a B and C21 license. Crew does not carry a B license but does carry the C21 specialty license and an A license which is acceptable for this work. Therefore, Barnhart recommends award to the low bidder Crew, Inc.

Bid Package #2

Low bidder (LD Anderson, Inc.) pulled their bid citing clerical error per CPCC #5103. Barnhart will require proof of error prior to release of bid bond. However, given that the low bid was 40% below the next bid, a mistake was likely made. Second bidder, McKenna did not list a C-12 license but is responsive to all other bid documents. Barnhart recommends award to McKenna since they carry an A license which allows them to self perform the paving work specialized under a C-12. Also, McKenna listed a subcontractor for the striping specialty C-32 license.

Bid Package #3

Low bidder was Quipcon and was responsive to all required documentation. Therefore, Barnhart recommends award to low bidder, Quipcon.

Bid Package #5

The low bidder for this package was Bogh Construction, Inc. and pulled their bid citing clerical error per CPCC #5103. Barnhart will require proof of the error prior to release of the bid bond. However, given that the number was 25% below the next bid, a mistake was most likely made. Second bidder KAR Construction was responsive to all required documentation. Therefore, Barnhart recommends award to KAR Construction.

Bid Package #7

The low bidder for this package was Columbia Steel and was responsive to all required documentation except the bonding qualification letter. The letter has now been provided and is valid. Given that no bid advantage could have been gained from not having the letter at bid time, Barnhart recommends that this irregularity be waived and award made to Columbia Steel.

Bid Package #21

The low bidder for this package was Inland Empire Architectural Specialty, Inc. and was responsive to all requirements except the bonding qualification letter. The letter has now been provided and is valid. Given that no bid advantage could have been gained from not having the letter, Barnhart recommends that this irregularity be waived and award made to Inland Empire Architectural Specialty.

Bid Package #23

The low bidder for this package was JPI Development, Inc. and was responsive to all required documentation. Therefore, Barnhart recommends award to low bidder JPI Development, Inc.

Recommended Action:

Approval of the above recommended contract awards for Phase I of bids for the Riverside Nursing/Science Building project.

Submitted by: Chris Moseley
Vice President
Barnhart, Inc.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
DIVERSITY AND HUMAN RESOURCES

Report No.: V-A-1-a

Date: September 15, 2009

Subject: Academic Personnel

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.

It is recommended the following appointments be approved/ratified:

a. Management

* Professional Services Contract

Section 50321 (c) (7) of the California Code of Regulations Title 5 allows the District to engage an administrator through a professional services contract.

<u>Name</u>	<u>Position</u>	<u>Term of Employment</u>	<u>Salary Placement</u>
MORENO VALLEY CAMPUS			
* Richard Collins	Interim Director, Public Safety Education and Training	09/16/09 up to 01/29/10	T-1

b. Contract Faculty
(None)

c. Long-Term, Temporary Faculty

<u>Name</u>	<u>Discipline</u>	<u>Effective Date</u>	<u>Salary Placement</u>
RIVERSIDE CITY COLLEGE			
VISITING INSTRUCTOR			
Emily Hartop	Culinary Arts (contingent upon receipt of grant funds)	09/30/09	E-2

d. Department Chair Assignments, Academic Year 2009-2010

Revision to list submitted/approved by the Board of Trustees on June 16, 2009.

RIVERSIDE CITY COLLEGE

<u>Department</u>	<u>Assistant Chair</u>	<u>Stipend</u>
History, Humanities, Philosophy	Romulus Masterson	0%

Report No.: V-A-1-a

Date: September 15, 2009

Subject: Academic Personnel

1. Appointments - Continued

- e. Extra-Curricular Activities, Academic Year 2009-2010.
Revision to list submitted/approved by the Board of Trustees on June 16, 2009.

<u>Name</u>	<u>Activity</u>	<u>Stipend</u>
Jennifer Bernard-Smith	Assistant Men's Basketball Coach	50%
Joseph Huff	Assistant Men's Basketball Coach	50%

2. Reorganization of Academic Management Position

As a result of changes and/or levels of responsibilities a change in title and salary is recommended for the academic management position listed below.

It is recommended the Board of Trustees approve the reorganization of the following academic management position, effective September 16, 2009.

<u>Name</u>	<u>Current Position</u>	<u>Proposed Position</u>
Maureen Chavez	Director, Cooperative Title V Range: 16-3	Associate Dean, Grants and College Support Programs Range: V-2

3. Separations

Board Policy 7350 authorizes the Chancellor to officially accept the resignation of an employee; and the Chancellor has accepted the following resignations.

It is recommended the Board of Trustees ratify the resignation of the individuals listed below:

<u>Name</u>	<u>Title</u>	<u>Last Day of Employment</u>	<u>Reason</u>
Annemarie Valadez	Visiting Assistant Professor, Nursing	08/25/09	Personal
Linda Lacy	Vice Chancellor, Student Services	09/11/09	Career Advancement

RIVERSIDE COMMUNITY COLLEGE DISTRICT
DIVERSITY AND HUMAN RESOURCES

Report No.: V-A-1-b

Date: September 15, 2009

Subject: Classified Personnel

1. Appointments

In accordance with Board Policy 2200, the Chancellor recommends approval/ratification for the following:

a. Management/Supervisory

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Salary</u>	<u>Action</u>
RIVERSIDE CITY COLLEGE				
Normand Godin	Vice-President, Business Services	08/1/09	19.9	Transfer

b. Classified/Confidential

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Salary</u>	<u>Action</u>
NORCO CAMPUS				
Yvonne Hill	Administrative Assistant I	10/01/09	14-6	Transfer
RIVERSIDE CITY COLLEGE				
Patricia Martinez	Administrative Assistant III	09/21/09	I-3	Transfer
Sandra Mathay	Administrative Assistant II	09/01/09	17-5	Transfer

c. Classified/Confidential – Categorically Funded

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Salary</u>	<u>Action</u>
RIVERSIDE CITY COLLEGE				
*Barbara Cowgill	Job Placement Technician (P/T @ 80%) – Culinary (contingent upon receipt of grant funds)	09/30/09	K-1	Appointment
Sheila Faulkner-Loser	Student Resources Specialist (Workforce Preparation)	10/01/09	L-2	Transfer

d. Short Term

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

e. Temporary as Needed Student Workers

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

Report No.: V-A-1-b

Date: September 15, 2009

Subject: Classified Personnel

- 2. Requests for Leave Under the California Family Rights Act (CFRA) and/or the Federal Family and Medical Leave Act (FMLA)

It is recommended the Board of Trustees approve/ratify requests for leave under the California Family Rights Act and/or the Federal Family and Medical Leave Act. A maximum of 12 weeks (480 hours) of combined CFRA/FMLA will be reduced concurrently, as indicated below, for the following employees:

<u>Name</u>	<u>Title</u>	<u>Leave Type</u>	<u>Effective</u>
Ana Arriaza	Student Financial Services Specialist	CFRA/FMLA	08/24/09
Cecil DeAro Jr.	Custodian	CFRA/FMLA	08/20/09
Consuelo Guzman	Custodian	CFRA/FMLA	08/10/09
Aracely Lennox	Food Service Worker IV	CFRA/FMLA	08/25/09
Particia Martinez	Secretary IV	CFRA/FMLA	08/25/09
Jan Ponder	Instructional Department Specialist	CFRA/FMLA	08/27/09
Manuel Silvas	Swimming Pool Caretaker	CFRA/FMLA	08/05/09

- 3. Leave for Military Reserve Duty

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

It is recommended the Board of Trustees ratify a request for military reserve duty for Anthony Puzzuto, Warehouse Supervisor, for the dates of August 18-20, 2009 (a total of 3 working days) and August 25-27, 2009 (a total of 3 working days). Mr. Puzzuto meets the college service requirements.

- 4. Request for Permanent Increase in Workload

The Chief of Police has requested a permanent increase in workload for the permanent, part-time (60%) position of Officer, Safety and Police – Norco Campus. This position is currently held by Arlen Verdehyou;

It is recommended the Board of Trustees approve the permanent increase in workload for the permanent, part-time (60%) position of Officer, Safety and Police – Norco Campus to 100% (to also include a 2% for night-shift differential pay), effective September 30, 2009.

Report No.: V-A-1-b

Date: September 15, 2009

Subject: Classified Personnel

5. Request to Continue Categorically-Funded Position

At its meeting of August 18, 2009, the Board of Trustees approved the non-continuance of categorical funds for the Student Resources Specialist position currently held by Brenda Forsse, effective September 30, 2009. The Department has been notified that additional funding is available from October 1, 2009 through June 30, 2010 for this position;

It is recommended the Board of Trustees rescind the request for non-continuance of categorical funds for Brenda Forsse, Student Resources Specialist, retroactive to September 30, 2009.

Report No.: V-A-1-b

Date September 15, 2009

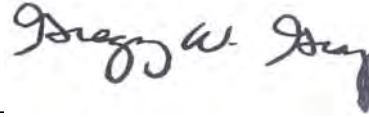
Subject: Classified Personnel

Submitted by:



Melissa Kane
Vice Chancellor, Diversity and Human
Resources

Transmitted to the Board by:



Gregory W. Gray
Chancellor

Concurred by:



Chris Carlson
Chief of Staff/Executive Assistant to
the Chancellor

Concurred by:



Jan Muto
President, Riverside City College



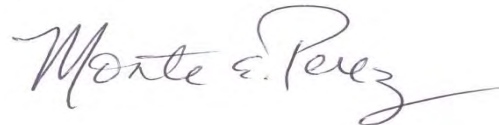
Ray Maghroori
Vice Chancellor, Academic Affairs



Brenda Davis
President, Norco Campus



James Buysse
Vice Chancellor, Administration and Finance
and Finance



Monte Perez
President, Moreno Valley Campus



Linda Lacy
Vice Chancellor, Student Services/Operations

SALARY SCHEDULE FOR NON-CLASSIFIED SUBSTITUTE EMPLOYEES
EMPLOYED AS NEEDED

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Salary Placement</u>
Bonner, Alonzo	Clerical Substitute	07/20/09-08/31/09	23-1
Garcia, Elva	Clerical Substitute	08/25/09-10/30/09	16-1
Stone, Rebecca	Clerical Substitute	08/21/09-10/20/09	19-1

EMPLOYED AS NEEDED
SALARY SCHEDULE FOR TEMPORARY, NON-CLASSIFIED SHORT TERM
HOURLY EMPLOYEES, BOARD POLICY 7130

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Salary Policy 7130</u>
Lochard, Armone	Academy Coordinator	07/23/09-12/16/09	\$25.00/hour
Brown, Leslie	Art Gallery Coordinator	08/01/09-06/30/10	\$25.00/hour
Cordero, Armando	Classroom Assistant	08/31/09-12/24/09	\$10.00/hour
Curiel, Adriana	Classroom Assistant	08/31/09-12/24/09	\$10.00/hour
Pilar, Erika	Classroom Assistant	09/01/09-06/30/10	\$10.00/hour
Fite, Louis	Coaches, Summer Activities	08/10/09-08/31/09	\$17.54/hour
Smith, John	Coaches, Summer Activities	07/01/09-08/30/09	\$17.54/hour
Lane, Judy	Community Service Officer	08/19/09-06/30/10	\$14.00/hour
McCafferty, James	Computer Technician	10/01/09-06/30/10	\$10.00/hour
Mendoza, Joseph	Computer Technician	10/01/09-06/30/10	\$10.00/hour
Sodhi, Ishmeet	Computer Technician	10/01/09-06/30/10	\$10.00/hour
Solorio, Rigoberto	Computer Technician	07/23/09-09/30/09	\$10.00/hour
Davis, Yolanda	Food Service Assistant	08/24/09-02/28/10	\$9.00/hour
Batie, Michael	Grant Project Educational Trainer II	08/03/09-06/30/10	\$35.00/hour
Maskell, Scott	Instructional Aide I	09/10/09-06/30/10	\$8.00/hour
Stoever, Christopher	Instructional Aide II	08/31/09-06/30/10	\$8.50/hour

EMPLOYED AS NEEDED
SALARY SCHEDULE FOR TEMPORARY, NON-CLASSIFIED SHORT TERM
HOURLY EMPLOYEES, BOARD POLICY 7130 (cont'd)

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Salary Policy 7130</u>
Andrews, Heather	Instructional Aide III	08/20/09-06/30/10	\$9.00/hour
Lorenz, Kristin	Instructional Aide III	08/26/09-06/30/10	\$9.00/hour
Richardson, Rasheed	Instructional Aide III	08/03/09-06/30/10	\$9.00/hour
Creeham, Joseph	Interpreter Apprentice	08/13/09-06/30/10	\$11.00/hour
Garzon, Abelina	Interpreter Level I	09/03/09-06/30/10	\$18.00/hour
Hardin, Shelley	Laboratory Aide II	09/10/09-06/30/10	\$10.00/hour
Lucas, Shea	Laboratory Aide II	09/02/09-06/30/10	\$10.00/hour
Gamboa, Joseph	Mechanic Assistant	09/04/09-06/30/10	\$16.00/hour
Aguilar, Gregory	Office Assistant I	10/01/09-06/30/10	\$9.00/hour
Bell, Wendy	Office Assistant I	07/01/09-09/01/09	\$9.00/hour
Castillo, Abraham	Office Assistant I	10/01/09-06/30/10	\$9.00/hour
Negrete, Janelle	Office Assistant I	09/03/09-06/30/10	\$9.00/hour
Serrano, Crystal	Office Assistant I	07/01/09-06/30/10	\$9.00/hour
Czimbab, John	Office Assistant II	09/01/09-05/30/10	\$10.50/hour
Cox, Jamie	Office Assistant II	08/31/09-06/30/10	\$10.50/hour
Grajeda, Veronica	Office Assistant II	09/03/09-06/30/10	\$10.50/hour
Lugo, Alison	Office Assistant II	10/01/09-06/30/10	\$10.50/hour
Simmons, Sabrina	Office Assistant II	10/01/09-06/30/10	\$10.50/hour
Urrutia, Jessica	Office Assistant II	07/01/09-06/30/10	\$10.50/hour
Vicente, Dennisse	Office Assistant II	10/01/09-06/30/10	\$10.50/hour
Franco, Lorena	Office Assistant III	08/27/09-06/30/10	\$12.50/hour
Huizar, Monica	Office Assistant III	07/16/09-10/31/09	\$12.50/hour
Montoya, Tabitha	Office Assistant III	10/01/09-06/30/10	\$12.50/hour
Borja, Andrea	Office Assistant IV	10/01/09-06/30/09	\$14.00/hour
Kohls, Renee	Office Assistant IV	09/01/09-09/30/09	\$14.00/hour
Moran, Doris	Office Assistant IV	07/01/09-06/30/10	\$14.00/hour
Silva, Wesleyanne	Office Assistant IV	10/01/09-06/30/10	\$14.00/hour

EMPLOYED AS NEEDED
SALARY SCHEDULE FOR TEMPORARY, NON-CLASSIFIED SHORT TERM
HOURLY EMPLOYEES, BOARD POLICY 7130 (cont'd)

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Salary Policy 7130</u>
Kyker, Kristin	Office Clerk	09/01/09-06/30/09	\$8.00/hour
Arostegui, Robin	Photographer II	07/01/09-06/30/10	\$20.50/hour
DeLaRosa, Jody	Photographer III	07/01/09-06/30/10	\$25.00/hour
Whitehead, Robert	Photographer III	08/31/09-06/30/10	\$25.00/hour
Trevino, Lee	Reserve Officer	07/01/09-06/30/10	\$15.65/hour
Smith, Kevin	Student Activities Advisor	07/01/09-06/30/10	\$13.45/hour
Valpulu, Opalani	Student Activities Advisor	07/01/09-06/30/10	\$13.45/hour
Abercrombie, Tyler	Supplemental Instructional Leader (Biology)	08/31/09-06/30/10	\$12.00/hour
Abercrombie, Tyler	Supplemental Instructional Leader (Math)	08/31/09-06/30/10	\$12.00/hour
Bridges, Rainya	Supplemental Instructional Leader (Biology)	08/31/09-06/30/10	\$12.00/hour
Cordero, Armando	Supplemental Instructional Leader	07/23/09-06/30/10	\$12.00/hour
Curiel, Adriana	Supplemental Instructional Leader (Math)	08/19/09-06/30/10	\$12.00/hour
Durant Jr., Richard	Supplemental Instructional Leader	07/23/09-06/30/10	\$12.00/hour
Fernandez, Gwyneth	Supplemental Instructional Leader	09/08/09-09/30/09	\$12.00/hour
Gonzales, Aaron	Supplemental Instructional Leader (Math)	08/21/09-06/30/10	\$12.00/hour
Green, Kasandra	Supplemental Instructional Leader (Chemistry)	08/21/09-06/30/10	\$12.00/hour
Kime-Hunt, William	Supplemental Instructional Leader (Biology)	08/21/09-06/30/10	\$12.00/hour
Kime-Hunt, William	Supplemental Instructional Leader (Chemistry)	08/21/09-06/30/10	\$12.00/hour
Lucchesi, Brianne	Supplemental Instructional Leader (Chemistry)	08/26/09-06/30/10	\$12.00/hour
Lucchesi, Brianne	Supplemental Instructional Leader (Math)	08/26/09-06/30/10	\$12.00/hour
Perez, Brian	Supplemental Instructional Leader (Biology)	08/21/09-06/30/10	\$12.00/hour
Scheer, Trinidad	Supplemental Instructional Leader (MicroBio)	08/21/09-06/30/10	\$12.00/hour
Tan Meanop	Supplemental Instructional Leader (Math)	08/21/09-06/30/10	\$12.00/hour
Tsuboyama, Ayaka	Supplemental Instructional Leader (Math)	07/01/09-08/21/09	\$12.00/hour
Wheeler, Jordyn	Supplemental Instructional Leader	08/12/09-06/30/10	\$12.00/hour
Campbell, Jessica	Study Group Leader (Math)	09/03/09-06/30/10	\$12.00/hour
Ferreira, Otavio	Study Group Leader (Math)	08/21/09-06/30/10	\$12.00/hour
Fletcher, Rob	Study Group Leader (Physics)	08/21/09-06/30/10	\$12.00/hour
Gonzales, Matthew	Study Group Leader (Physics)	08/26/09-06/30/10	\$12.00/hour

EMPLOYED AS NEEDED
SALARY SCHEDULE FOR TEMPORARY, NON-CLASSIFIED SHORT TERM
HOURLY EMPLOYEES, BOARD POLICY 7130 (cont'd)

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Salary Policy 7130</u>
Ojo, Mark	Study Group Leader (Math)	08/21/09-06/30/10	\$12.00/hour
Tan, Meanop	Study Group Leader (Chemistry)	08/21/09-06/30/10	\$12.00/hour
Tsuboyama, Ayaka	Study Group Leader (Math)	08/21/09-06/30/10	\$12.00/hour
Yuan, Tao	Study Group Leader (Physics)	08/21/09-06/30/10	\$12.00/hour
Huerta, Regina	Theater Production Technician	09/03/09-06/22/10	\$9.25/hour
Shelton, Jessica	Theater Production Technician	07/20/09-06/30/10	\$9.25/hour
Shiver, Janet	Training Technician II	07/01/09-06/30/10	\$20.00/hour
Benoit, Mariel	Tutor III	07/01/09-06/30/10	\$9.25/hour
Botts, Michael	Tutor III	07/01/09-06/30/10	\$9.25/hour
Bun, Samphea	Tutor III	09/03/09-06/30/10	\$9.25/hour
Chu, Vivian	Tutor III	09/03/09-06/30/10	\$9.25/hour
Valdez, Joseph	Tutor III	07/01/09-06/30/10	\$9.25/hour

EMPLOYED AS NEEDED
SALARY SCHEDULE FOR EXTRACURRICULAR ACTIVITIES

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Stipend</u>
Fite, Louis	Assistant Football Coach	08/15/09-01/30/10	\$3,859

DISTRICT FUNDS

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
MORENO VALLEY CAMPUS				
Alexander, Kene	Student Worker	HH&P-Dental Hygiene	09/02/09	\$ 8.00
Brown, Amy	Student Ambassador	Outreach	07/14/09	\$ 8.00
Cervantes, Christina	Student Assistant	President's Office	07/03/09	\$ 12.50
Collins, Jessica	Food Service Worker	Food Services	09/02/09	\$ 8.00
Crone-Roberts, Brianna	Student Ambassador	Outreach	07/13/09	\$ 8.00
Cuanico, Jenny	Circulation Assistant	Library	08/25/09	\$ 8.00
Cuanico, Joanna	Circulation Assistant	Library	08/25/09	\$ 8.00
Cutlip, Ashley	Student Ambassador	Outreach	07/14/09	\$ 8.00
Davidson, Mister	Circulation Assistant	Library	07/15/09	\$ 9.00
DeLaCruz, Perla	Office Assistant	BCTC-EMS	09/03/09	\$ 8.00
Evard, Sage	Delivery Assistant	IMC	07/01/09	\$ 8.00
Garcia, Denise	Student Ambassador	Outreach	07/13/09	\$ 8.00
Gomez, Raul	Delivery Assistant	IMC	07/01/09	\$ 8.00
Guevara, Jonathon	Student Ambassador	Outreach	07/14/09	\$ 8.00
Jaime, Cynthia	Student Employment Assistant	Student Employment	07/16/09	\$ 8.25
Kennedy-Ross, Margaret	Tutor	Tutorial Services	08/25/09	\$ 9.00
Kimbrough, Eddie	Student Ambassador	Outreach	07/14/09	\$ 8.00
Leyva-Gomez, Veronica	Circulation Assistant	Library	07/01/09	\$ 8.00
Miles, Twyla	Circulation Assistant	Library	07/01/09	\$ 9.00
Morales, Pedro	Lab Aide	CHSS / MSIS	07/01/09	\$ 8.00
Mutuku, Daniel	Tutor	Tutorial Services	08/19/09	\$ 8.50
Myers, Bethany	Lab Aide	CHSS / MSIS	07/01/09	\$ 8.50
Neal, Lamar	Office Assistant	Student Services	08/31/09	\$ 9.00
Nunez, Anthony	Instructional Assistant	Early Childhood Studies	07/06/09	\$ 8.25
Pena, Olivia	Student Worker	Counseling	07/30/09	\$ 8.00
Posada, Elizabeth	Circulation Assistant	Library	07/01/09	\$ 8.00
Robinson, Rhonneica	Lab Aide	CHSS / MSIS	07/01/09	\$ 8.00
Rodriguez, Quanita	Instructional Assistant	Early Childhood Studies	07/06/09	\$ 9.00
Simms, Robert	Tutor	Tutorial Services	08/24/09	\$ 8.50
Smith, Debbie	Instructional Assistant	Early Childhood Studies	07/06/09	\$ 8.75
Trudnich, Sarah	Instructional Assistant	Early Childhood Studies	07/06/09	\$ 8.75
Valerio, Jeanette	Student Clerk	Health Services	07/15/09	\$ 8.00
Weitemeyer, Deena	Lab Aide	CHSS / MSIS	07/01/09	\$ 9.00
NORCO CAMPUS				
Brown, Jessica	Tutor	Tutorial Services	08/28/09	\$ 8.00
Chapman, Stacey	Tutor	Tutorial Services	08/28/09	\$ 8.00
Patel, Lipi	Tutor	Tutorial Services	08/27/09	\$ 8.00
Ruggles, Ann	Tutor	Tutorial Services	08/25/09	\$ 8.00

NORCO CAMPUS (continued)

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
Schlaman, Melissa	Tutor	Tutorial Services	08/14/09	\$ 8.00
RIVERSIDE CITY COLLEGE				
Acevedo-Duran, Yessica	Lab Aide II	Applied Tech / Telecom	09/03/09	\$ 10.00
Blackmon, Bethany	Student Food Services Worker	Food Services	08/28/09	\$ 8.00
Bottini, Gina	Student Ambassador	Outreach	09/03/09	\$ 8.00
Contreras, Brenton	Midi Lab Monitor	Performing Arts / Music	08/26/09	\$ 8.00
Dorton, Selena	Instructional Aide	Early Childhood Studies	09/03/09	\$ 8.00
Flores, Bianca	Student Food Services Worker	Food Services	08/28/09	\$ 8.00
Garrett, Lee	Lab Aide	Math Learning Center	08/26/09	\$ 8.00
Lazzara, Gary	Midi Lab Monitor	Performing Arts / Music	08/26/09	\$ 8.00
Lawton, Yvette	Receptionist	Math Learning Center	09/03/09	\$ 8.00
Lor, Bounroeun	Lab Aide II	Applied Tech / Telecom	09/03/09	\$ 10.00
Lua, Glecy	Tutor	Tutorial Services	08/26/09	\$ 9.00
Matthews, Barbara	Student Ambassador	Outreach	09/03/09	\$ 8.00
Menendez, Jorge	Lab Aide II	Applied Tech / Telecom	09/03/09	\$ 10.00
Metcalfe, Abigail	Instructional Aide	Early Childhood Studies	09/03/09	\$ 8.00
Millan, Edward	Lab Aide	Business Admin / Info Systems and Tech.	08/12/09	\$ 8.50
Neal, Joshua	Midi Lab Monitor	Performing Arts / Music	08/12/09	\$ 8.00
Rangel, Christopher	Lab Aide II	Applied Tech / Telecom	09/03/09	\$ 10.00
Redmon, Daniel	Clerical / Maintenance	Student Services	08/12/09	\$ 8.50
Reyes, Dinorah	Lab Aide II	Applied Tech / Telecom	09/03/09	\$ 10.00
Rodriguez, Daniel	Lab Aide	Math Learning Center	09/03/09	\$ 8.00
Tiner, Trona	Instructional Aide	Early Childhood Studies	09/03/09	\$ 8.00
Wills, Gary	Student Food Services Worker	Food Services	08/25/09	\$ 8.00

CATEGORICAL FUNDS

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
AMERICA READS PROGRAM				
Rooker, Mary	AMR/PASA Tutor	Corona/Norco Unfied School District	08/20/09	\$ 10.25
COMMUNITY SERVICE PROGRAM				
Alfaro, Andrea	Teacher's Aide	The Growing Place UCR Museum of	08/20/09	\$ 8.50
Batres, Edward	Media Assistant	Photography	08/24/09	\$ 8.50
Bolton, Shamarra	Teacher's Aide	The Growing Place	08/20/09	\$ 8.50
Garland, Lucretia	Teacher's Aide	The Growing Place	08/13/09	\$ 8.50
Harris, Charisse	Community Service Worker	Eastside Cybrary	08/20/09	\$ 8.50

COMMUNITY SERVICE PROGRAM (continued)

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
		Early Childhood Studies (MV)	08/13/09	\$ 8.25
Jones, Alexandria	Instructional Assistant			
Leyva, Rodrigo	Community Service Worker	Eastside Cybrary	08/25/09	\$ 8.50
Nakamura, Sara	Teacher's Aide	The Growing Place	08/20/09	\$ 8.50
Palmerin, Richard	Student Assistant	La Sierra Library	08/25/09	\$ 8.50
Pearson, Theia	Community Service Worker	Eastside Cybrary	08/20/09	\$ 8.50
		Riverside Housing Authority	08/20/09	\$ 8.50
Souza, Michelle	Student Office Assistant	Riverside Metropolitan Museum	08/20/09	\$ 9.00
Vazquez, Jessika	Museum Assistant	UCR Museum of Photography	08/20/09	\$ 8.50
Whelan, Stephanie	Museum Assistant			
LITERACY PROGRAM				
DeVera, Antonio	Homework Helper	Eastside Cybrary	08/25/09	\$ 9.00
Lee, Karen	Homework Helper	Eastside Cybrary	08/24/09	\$ 9.00
Marquez, Dominique	Homework Helper	Eastside Cybrary	09/02/09	\$ 9.00
MORENO VALLEY CAMPUS				
Bartram, Nikki	Office Assistant	Customized Solutions	08/18/09	\$ 8.00
Cubbage, Theodore	Student Assistant	Student Activities	08/19/09	\$ 8.00
Doss, Theresa	Office Assistant	Customized Solutions Procurement Assistance Center	08/18/09	\$ 8.00
Gibson, Marshall	Office Assistant		08/13/09	\$ 8.00
Godoy, Karla	Office Assistant	Customized Solutions	08/18/09	\$ 8.00
Gonzalez, Dolores	Library Assistant	Butterfield Elementary	08/28/09	\$ 8.50
Jaime, Cynthia	Student Employment Assistant	Student Employment	07/16/09	\$ 8.25
Jenkins, Kristopher	Office Assistant	Career / Transfer Center Tri Tech Econ. Development	08/18/09	\$ 8.00
Lopez, Erica	Office Assistant		08/20/09	\$ 8.00
Marin, Elizabeth	Office Assistant	EMS - BCTC	08/27/09	\$ 8.00
McKamie, Kimmie	Office Assistant	Career / Transfer Center	08/27/09	\$ 8.00
Robinson, Maisha	EOPS clerk	EOPS	07/16/09	\$ 8.25
Torres, Vickey	Office Assistant	Tri Tech Econ. Dev.	08/10/09	\$ 8.00
NORCO CAMPUS				
Alog, Priscilla	Office Assistant 1	Admissions & Records	08/20/09	\$ 9.00
Bell, Lindsay	Student Library Assistant	Library	08/20/09	\$ 8.00
Bui, Oanh	Office Assistant	Student Activities	08/14/09	\$ 9.00
Dias, Gamaliel	Office Assistant	Career/Transfer Center	08/26/09	\$ 8.00
Doi, Chanel	Office Assistant 1	Admissions & Records	08/20/09	\$ 9.00

NORCO CAMPUS (continued)

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
Hensinger, Diane	Office Assistant 1	Assessment Center	08/25/09	\$ 8.00
Meneses, Miguel	Office Assistant 1	Admissions & Records	08/20/09	\$ 9.00
Nicorici, Diana	Student Clerk	Health Services	08/20/09	\$ 8.00
Salazar, Susan	Accomodations Aide	DSP&S	08/20/09	\$ 8.00
Sarmiento, Oriallys	Office Assistant	Upward Bound/Trio	08/20/09	\$ 9.00
Sheeran, Meghan	Office Assistant	Student Activities	08/20/09	\$ 9.00
Torres, Guy	IMC Assistant Trainee	Instructional Media Center	08/20/09	\$ 8.00
Tran, Jonathan	Tutor	Tutorial Services	08/14/09	\$ 8.00
Ybarra, Stephanie	Office Assistant 1	Admissions & Records	08/27/09	\$ 9.00

RIVERSIDE CITY COLLEGE

Apodaca, Rebecca	Circulation Assistant	Library	08/25/09	\$ 8.00
Asre, Steven	Student Food Services Worker	Food Services	08/20/09	\$ 8.00
		Physical Education/		
Auguster, Kierra	Office Assistant	Women's Track	08/24/09	\$ 8.00
Avila, Jessie	College Student Attendant	Safety & Police	08/25/09	\$ 8.00
Becker, Michael	Tool Room Assistant	Applied Tech /Automotive	08/13/09	\$ 11.00
Bevans, Jameice	Student Assistant	Student Financial Serv.	08/13/09	\$ 8.50
		Physical Education /		
Carrasco, Luckie	Office Assistant	Women's Track	08/24/09	\$ 8.00
Espinoza De Los Monteros, Lewis	Production Usher	Performance Riverside	08/13/09	\$ 8.75
		Physical Education / Men's		
Fisk, Andrew	Clerical / Maintenance	Basketball	08/24/09	\$ 8.25
Garcia, Angela	Student Food Services Worker	Food Services	08/24/09	\$ 8.00
		Admin Support Ctr / Copy		
Giron, Nohemy	Student Clerk	Room	09/02/09	\$ 8.00
Goode, Danielle	Student Food Services Worker	Food Services	08/25/09	\$ 8.00
		Physical Education /		
Goudeau, Jamel	Office Assistant	Women's Track	08/13/09	\$ 8.00
Hall-McLean, Demetrius	College Student Attendant	Safety & Police	08/13/09	\$ 8.00
Loza, Sammy	Student Food Services Worker	Food Services	08/11/09	\$ 8.00
		Physical Education /		
Monroe, Ebony	Office Assistant	Women's Track	08/24/09	\$ 8.00
		Physical Education / Men's		
Morceli, Abderrahmane	Track & Field Clerk	Track	08/24/09	\$ 10.00
Penny, Lucas	Student Food Services Worker	Food Services	08/20/09	\$ 8.00
		Physical Education / Men's		
Pilcher, Marquis	Track & Field Worker	Track	08/17/09	\$ 8.00
Porter, Elizabeth	Office Receptionist	Workforce Preparation	09/02/09	\$ 10.50

RIVERSIDE CITY COLLEGE (continued)

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
Price, Astyne	Office Assistant	Physical Education / Women's Track	08/24/09	\$ 8.00
Rodriguez, Karina	Circulation Assistant	Library	08/11/09	\$ 8.00
Sakay, Patrick	Student Food Services Worker	Food Services	08/20/09	\$ 8.00
Salvetti, Jamie	Student Food Services Worker	Food Services	08/20/09	\$ 8.00
Taylor, Jeanine	College Student Attendant	College Safety & Police	08/11/09	\$ 8.00
Thomas, Dashaun	Clerical / Maintenance	Physical Education / Men's Basketball	08/24/09	\$ 8.75
Thomas, Gloria	Student Worker	Physical Education / Women's Basketball	07/28/09	\$ 8.00
Trimble, Willie	Clerical / Maintenance	Physical Education / Men's Basketball	08/24/09	\$ 8.75
Weatherspoon, Jazmine	Office Assistant	Physical Education / Women's Track	08/11/09	\$ 8.00

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-2

Date: September 15, 2009

Subject: Purchase Order and Warrant Report-All District Resources

Background: 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 \$6,829,297 requested by District staff and issued by the District Business Office have been reviewed to verify that budgeted funds are available in the appropriate categories of expenditure.

District Warrant Claims (numbers 142768-143979) totaling \$4,690,652 have been reviewed by the Business Office to verify that monies are available in the appropriate Resources 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 program.

Recommended Action: It is recommended that the Board of Trustees approve/ratify the Purchase Orders and Purchase Order Additions totaling \$6,829,297 and District Warrant Claims totaling \$4,690,652.

Gregory W. Gray
Chancellor

Prepared by: Doretta Sowell
Purchasing Manager

Report of Purchases-All District Funds
Purchases Over \$76,700
8/01/09 thru 8/31/09

PO#	Department	Vendor	Description	Amount
B0006213	Food Services	US Food Service	Food	\$207,986
B0006232	Auxiliary Business Services	County of Riverside	Citation Governmental Fees	95,000
C0002676	Facilities-Riverside	AMP Mechanical, Inc.	HVAC Maintenance	150,660
C0002677	Applied Technology	Blue Mountain Two LP	Culinary Lease	159,767
C0002704	Performance Riverside	OD Music, Inc.	Actor Equity Payroll	140,000
C0002706	Facilities Planning, Design & Const.	River City Testing	Aquatics Testing & Inspection Services	235,314
C0002711	Facilities-Riverside	Pacific Builders & Roofing Inc	Landis Roof Bid Award	183,580
C0002712	Finance	Riverside County Office of Education	Information Systems Support	167,000
C0002714	Facilities - Norco	Meadows Construction Services, Inc.	Norco Campus Safety & Site Improvement Bid Award	849,653
C0002726	Facilities - Moreno Valley	Fata Construction & Development	MVC Safety & Site Improvement Bid Award	913,330
C0002738	Information Services	SK Telecon, Inc.	Voice/Data Cabling Maintenance	212,000
P0020904	Facilities - Norco	Spinitar	Equip Additional \$200-\$4999	127,082
P0020961	Risk Management	Schools Excess Liability Fund	Liability Insurance	303,555
P0020967	Information Services	Nexus IS, Inc	Computer Software Maint/License-UPS-APC	93,200
P0020968	Information Services	Nexus IS, Inc	Computer Software Maint/License-Cisco-Smartnet	198,673
P0021254	Information Services	Computerland of Silicon Valley	Computer Software Maint/License-Microsoft	82,669
Additions to Approved/Ratify Purchase Orders over \$76,700				
C0002596	Facilities - Norco	Premier Commercial Bank	Student Success Ctr IT Escrow Account	297,373
Total				<u>\$3,911,483</u>
All Purchase Orders, Contracts, and Additions Under \$76,700 for the Period of 8/01/09 - 8/31/09				
Contracts- C2671 - C2738				1,324,389
Contract Additions- C1781 - C2651				
Purchase Orders- P20879 - P21263				1,185,524
Purchase Order Additions- P20007 - P20878				
Blanket Purchase Orders- B6086 - B6273				407,901
Blanket Purchase Order Additions- None				
Total				<u>\$2,917,814</u>
Grand Total				<u>\$6,829,297</u>

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-4-a

Date: September 15, 2009

Subject: Bid Award-Lion's Den Fixtures, Furniture & Equipment, Moreno Valley Campus

Background: On August 25, 2009 the District received two (2) bids in response to an Invitation for Bid solicitation for the Lion's Den Fixtures, Furniture & Equipment project on the Moreno Valley Campus. The project includes the delivery, installation, and staging of all furniture, fixtures & equipment (FF& E) and kitchen appliances. The results were as follows:

<u>Contractor</u>	<u>Business Location</u>	<u>Total Bid</u>
Commercial Custom Seating	Garden Grove	\$411,282
Kamran & Company	Santa Barbara	\$417,271

Staff recommends awarding the bid to Commercial Custom Seating for the total bid amount of \$411,282. References for Commercial Custom Seating were checked by Facilities Planning, Design & Construction staff and found to be satisfactory. This project will be funded from the approved Measure C budget.

Recommended Action: It is recommended that the Board of Trustees award the bid for the Lion's Den Fixtures, Furniture and Equipment, Moreno Valley Campus in the total amount of \$411,282 to Commercial Custom Seating and authorize the Vice Chancellor, Administration and Finance to sign the associated agreement.

Gregory W. Gray
Chancellor

Prepared by: Orin Williams
Associate Vice Chancellor
Facilities Planning, Design & Construction

Reagan Romali
Vice President
Business Services, Moreno Valley

Doretta Sowell
Purchasing Manager

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Report No.: V-A-5

Date: September 15, 2009

Subject: Out-of-State Travel

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

Retroactive

- 1) Dr. Mary Legner, associate professor mathematics, to travel to New York, New York, September 10-12, 2009, to attend the Calculus Summit. There is no cost to the District. (Travel arrangements were not determined until after the August Board meeting. Therefore, this travel request could not be included in the August travel report.)

Revisions:

- 1) At the meeting of August 18, 2009, the Board of Trustees approved out-of-state travel for Dr. Jami Brown, instructor, sociology, to travel to Florence, Italy, September 3-11, 2009, as a faculty member participating in the fall semester Study Abroad Program. There is no cost to District. The dates of travel changed to September 3-November 26, 2009.
- 2) At the meeting of August 18, 2009, the Board of Trustees approved out-of-state travel for Ms. Dayna Mason, associate professor, art, to travel to Florence, Italy, September 3-11, 2009, as a faculty member participating in the fall semester Study Abroad Program. There is no cost to the District. The dates of travel changed to September 3-November 26, 2009.

Current:

Moreno Valley Campus:

- 1) Dr. Chris Nollette, assistant professor/director, emergency medical services and paramedic program, to travel to Little Rock, Arkansas, September 20-24, 2009, to attend the National Association of EMS State Officials. There is no cost to the District.

Norco Campus:

None

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Report No.: V-A-5

Date: September 15, 2009

Subject: Out-of-State Travel (continued)

Riverside City College:

- 1) Dr. Shelagh Camak, executive dean of workforce development and student support program, to travel to Seattle, Washington, October 17-20, 2009, to attend the National Council for Workforce Education Annual Fall Conference. Estimated cost: \$1,509.33. Funding source: the general fund.
- 2) Dr. Jan Muto, president, Riverside City College, to travel to Washington, D.C., November 9-13, 2009, to attend the American Association of Community Colleges Global Education Commission. Estimated cost: \$1,554.00. Funding source: the general fund.
- 3) Dr. Heather Smith, associate professor, biology, to travel to Indianapolis, Indiana, September 24-25, 2009, to attend the American Council on Education Review Team Meeting-Military and Civilian Course Review. There is no cost to the District.

Riverside Community College District:

- 1) Ms. Amy Cardullo, director, RCCD Foundation and Alumni Affairs, to travel to Amelia Island Plantation, Florida, November 10-13, 2009, to attend the 46th Annual Conference of the National Association of Estate Planners and Councils. There is no cost to District. Travel costs will be paid by Riverside Estate Planning Council.
- 2) Mr. Jose Medina, board member, to travel to Orlando, Florida, October 31-November 2, 2009, to attend the 23rd Annual Conference of the Hispanic Association of Colleges and Universities. Estimated cost: \$1,786.90. Funding source: the general fund.

Gregory W. Gray
Chancellor

Prepared by: Kathy Tizcareno
Administrative Assistant

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-6-a

Date: September 15, 2009

Subject: Contracts and Agreements Report Less than \$76,700-All District Resources

Background: On September 1, 2007, the Board of Trustees delegated 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 \$76,700. The attached listing of contracts and agreements under \$76,700 requested by campus and District staff, have been reviewed, and verification that budgeted funds are available in the appropriate category of expenditure has occurred. Unless otherwise noted, the period covered by the contract or agreement is within fiscal years 2009 & 2010. These contracts and agreements have been executed pursuant to the Board's delegation of authority and are presented on this agenda for ratification.

Recommended Action: It is recommended that the Board of Trustees ratify contracts totaling \$1,315,997.

Gregory W. Gray
Chancellor

Prepared by: Doretta Sowell
Purchasing Manager

Contracts and Agreements Report-All District Funds
 \$76,700 and Under
 8/01/09 thru 8/31/09

PO#	Department	Vendor	Business Location	Description	Amount
C0002671	International Students	Sterling University Apartments, LP	Houston, TX	Living Accommodations	\$29,000
C0002672	Facilities - Norco	Adecco USA, Inc.	Ontario, CA	Temporary Services	17,400
C0002673	Campus Police	Credentials Order Processing Serv. Inc	Northfield, IL	Parking Permit Fees Collection	30,000
C0002674	Campus Business Services - Norco	Braymer, Patricia	Riverside, CA	Services for VP Business Services	32,500
C0002675	VTEA	Barstow Community College	Barstow, CA	Tech Prep Programs	4,800
C0002678	President - Moreno Valley	UC Regents	Riverside, CA	Student Housing	11,056
C0002679	Workforce Preparation	Mt San Jacinto Community	San Jacinto, CA	ILP Services	68,624
C0002680	Athletics	Clover, James B.	Riverside, CA	Training & Exams	10,000
C0002681	Performance Riverside	City of Riverside	Riverside, CA	Banner Permits	500
C0002682	VTEA	Palo Verde Community College	Blythe, CA	Tech Prep Project Workplan	56,000
C0002683	Facilities	Amtech Elevator Services	Anaheim, CA	Elevator Maintenance	39,003
C0002684	Facilities - Moreno Valley	Orkin, Inc.	Colton, CA	Pest Control	5,220
C0002685	Community & Senior Citizen Ed	W.I.T.S.	Virginia Beach, VA	Community Education Presenter	5,000
C0002686	Customized Solutions	Behavioral Momentum Assoc., LLC	Corona, CA	Training	675
C0002687	Community & Senior Citizen Ed	Interactive Teaching	Sun City, CA	Community Education Presenter	500
C0002688	Community & Senior Citizen Ed	Boulos, Jenesis	Cerritos, CA	Community Education Presenter	5,000
C0002689	Community & Senior Citizen Ed	Cybersafe Press	Los Alamitos, CA	Community Education Presenter	300
C0002690	Academic Affairs	Burke, Williams And Sorensen LLP	Los Angeles, CA	Workshops	1,320
C0002691	RCCD Foundation	Xerox Corporation	Pasadena, CA	Lease & Copying Charges	4,142
C0002692	President-Riverside	PHSI-Pure Water Finance	Atlanta, GA	Pure Water System	770
C0002693	Administration & Finance	Nature Tech Landscaping, Inc	Riverside, CA	Front Entry Walk Bid Award	47,900
C0002694	President - Moreno Valley	Hostmysite.com	Newark, DE	STEM Web Server	64,973
C0002695	Facilities - Moreno Valley	Higginson+Cartozian Architects, Inc	Redlands, CA	Emergency Evacuation Maps	11,200
C0002696	Mathematics, Science & PE-MV	Steris Corporation	Erie, PA	Equipment Maintenance	5,419
C0002697	Academy / Criminal Services	Dept.California Highway Patrol	Sacramento, CA	Classroom Space	11,000
C0002698	Community & Senior Citizen Ed	Mays, James	Riverside, CA	Presenter	5,000
C0002699	VTEA	Humphreys Half Moon Inn and Suites	San Diego, CA	Meeting Room	4,050
C0002700	VTEA	Corona - Norco Unified School Dist.	Norco, CA	CTE Collaborative Grant	62,880
C0002701	VTEA	Baldy View R.O.P.	Rancho Cucamonga, CA	Tech Prep Programs	5,425
C0002702	Facilities Planning, Design & Const.	GKK Works	Irvine, CA	Design Services	25,000
C0002703	Facilities	Kone, Inc.	Riverside, CA	Elevator Maintenance	2,584
C0002705	Academy / Criminal Services	Dept.California Highway Patrol	Sacramento, CA	Classroom Space	68,720
C0002707	Facilities - Norco	Guerra, Patricia	Rialto, CA	Labor & Compliance Services	1,600
C0002708	VTEA	Riverside Marriott	Riverside, CA	Meeting Rooms	3,393
C0002710	Institutional Effectiveness	Lifesigns, Inc.	Riverside, CA	Interpreter Services	1,000
C0002713	Mathematics, Science & PE-MV	Fitness 19 CA #187, LLC	Moreno Valley, CA	Facilities Usage	19,000
C0002715	VTEA	College of the Desert	Palm Desert, CA	Tech Prep Programs	7,800
C0002716	Public Affairs & Institutional Advance	Geographics	Riverside, CA	Community Report	50,316
C0002717	VTEA	Westin	Rancho Mirage, CA	Conference	21,577
C0002718	VTEA	College of the Desert	Palm Desert, CA	Tech Prep Project Workplan	56,000
C0002719	Facilities - Moreno Valley	Higginson+Cartozian Architects, Inc	Redlands, CA	Design Services	21,900

Contracts and Agreements Report-All District Funds
 \$76,700 and Under
 8/01/09 thru 8/31/09

PO#	Department	Vendor	Business Location	Description	Amount
C0002720	Facilities - Moreno Valley	Inland Inspections & Consulting	Riverside, CA	DSA Inspection	58,450
C0002721	Community & Economic Development	Umanageit & Associates	Riverside, CA	Training	2,000
C0002723	Communications Center - MV	OCE Financial Services / Leases	Chicago, IL	Copier Lease	25,000
C0002724	Facilities - Moreno Valley	Leighton Consulting, Inc	Rancho Cucamonga, CA	Geotechnical Exploration	69,500
C0002725	International Students	Jang, Dr. John	Walnut, CA	Recruitment	7,000
C0002727	Facilities - Moreno Valley	River City Testing	Riverside, CA	Testing/Inspection Services	32,403
C0002728	Early Childhood Studies	Hall, Cheterra	Riverside, CA	Workshops	200
C0002729	Food Services	Dreyer's Grand Ice Cream, Inc	Oakland, CA	Food	9,500
C0002730	Community & Senior Citizen Ed	Computrax, Inc	Alta Loma, CA	Community Education Presenter	5,000
C0002731	Community & Senior Citizen Ed	Adney, Curtis M.	Lemoore, CA	Community Education Presenter	1,000
C0002732	Community & Senior Citizen Ed	Smart Tutoring Inc	Corona, CA	Community Education Presenter	500
C0002733	Community & Senior Citizen Ed	Notary Public Seminars, Inc	Los Angeles, CA	Community Education Presenter	5,000
C0002734	Customized Solutions	Softskills	Chatsworth, CA	Training	6,200
C0002735	Customized Solutions	Umanageit & Associates	Riverside, CA	Training	3,200
C0002736	Public Affairs & Institutional Advance	Propeller Communications, LLC	Desert Hills, AZ	Workshops	24,350
C0002737	VTEA	Mt San Jacinto Community	San Jacinto, CA	Development Tech Prep Programs	12,300
N/A	Human Resources	Alicia Berber	Riverside, CA	Professional Expert Services	34,301
N/A	Customized Solutions	Butte-Glenn Community College	Corona, CA	Training for Sam's	No Cost
N/A	Career & Tech Ed	CA Dept of Education	Sacramento, CA	Tech Prep Collaborative Grant	No Cost
N/A	EMS	City of Moreno Valley	Moreno Valley, CA	Facilities Usage	No Cost
N/A	Human Resources	Mark Paredes	West Covina, CA	Professional Expert Services	80,853
N/A	Human Resources	Michael Barbee	Riverside, CA	Professional Expert Services	36,979
N/A	Student Services	Moreno Valley USD	Moreno Valley, CA	Off-Campus Employment	No Cost
N/A	Student Services	Val Verde USD	Moreno Valley, CA	Off-Campus Employment	No Cost
N/A	Community Education	Workforce Development Center	Riverside, CA	Pharmacy Tech Training	No Cost
Additions to Approved/Ratify Contracts of \$76,700 and Under					
C0001781	Facilities, Planning, Design, & Const.	GKK Works	Irvine, CA	Design Services	\$23,312
C0002135	Campus Police	Market-Based Solutions, Inc	Los Angeles, CA	Emissions Fee	20,359
C0002138	VTEA	Corona - Norco Unified School Dist.	Norco, CA	CTE Collaborative Grant	27,096
C0002421	Facilities - Norco	Orkin, Inc.	Colton, CA	Pest Control	4,446
C0002437	Grants Office	Allen, Rickey G.	Smithfield, UT	Extends Date to 9/30/09	No Cost
C0002477	Performance Riverside	Music Theatre International	New York, NY	Singin' in the Rain License	3,500
C0002622	VP Business Services-Riverside	MIG	Pasadena, CA	Extends Date to 9/15/09	No Cost
C0002651	Community & Senior Citizen Ed	W.I.T.S.	Virginia Beach, VA	Fitness Training Class	5,000
N/A	Nursing	Corona Regional Medical Center	Corona, CA	Extends Date to 6/5/10	No Cost
N/A	Nursing	Parkview Community Hospital	Riverside, CA	Amends/Addns Insurance to Students	No Cost
Total					<u>\$1,315,997</u>

RIVERSIDE COMMUNITY COLLEGE DISTRICT
RIVERSIDE CITY COLLEGE

Report No.: V-A-6-b

Date: September 15, 2009

Subject: Agreement for CalWORKs Programs

Background: Presented for the Board's review and consideration is a contract agreement between Riverside Community College District and the California Community College Chancellor's Office to provide specialized services to enhance and support statewide community college CalWORKs Programs. This agreement represents a renewal of last year's contract for the same services and identical funding. These funds will be used to engage in a variety of technical assistance projects and activities in support of local community college CalWORKs operations. These activities will include budget management and purchasing, new directors/coordinators training, program plan peer review, technical assistance, reproduction and dissemination of reports and administrative support. Total payment under this agreement shall not exceed \$150,000.00, for the period July 1, 2009 through June 30, 2010. Funding source: California Community College Chancellor's Office.

Recommended Action: It is recommended that the Board of Trustees ratify the agreement with California Community College Chancellor's Office to provide funding and services, for the time frame of July 1, 2009 through June 30, 2010, in the amount of \$150,000.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Gregory W. Gray
Chancellor

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

STANDARD AGREEMENT
CCC 213 (Rev 03/06)

AGREEMENT NUMBER C09-0031
REGISTRATION NUMBER

1. This Agreement is entered into between the State Agency and the Contractor named below:

STATE AGENCY'S NAME
Chancellor's Office, California Community Colleges

CONTRACTOR'S NAME
Riverside CCD



2. The term of this Agreement is: July 1, 2009 through June 30, 2010

3. The maximum amount of this Agreement is: \$ 150,000.00

4. The parties agree to comply with the terms and conditions of the following exhibits which are by this reference made a part of the Agreement.

Exhibit A – Scope of Work	1 page(s)
Exhibit B – Budget Detail and Payment Provisions	2 page(s)
Exhibit C – General Terms and Conditions (Attached hereto as part of this Agreement)	6 page(s)
Exhibit D – Special Terms and Conditions (Attached hereto as part of this Agreement)	12 page(s)
Exhibit E – Request for Proposals (Attached hereto as part of this Agreement)	0 page(s)
Exhibit F – Contractor's Proposal (Attached hereto as part of this Agreement)	1 page(s)
Exhibit G – Contractor's Cost Proposal (Attached hereto as part of this Agreement)	2 page(s)
Exhibit H – Contractor Certification Clauses, Chancellor's Office Form CCC-1005 (Attached hereto as part of this agreement)	5 page(s)
Exhibit I – Additional Provisions	0 page(s)

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

CONTRACTOR		<i>Chancellor's Office, California Community Colleges Use Only</i>
CONTRACTOR'S NAME (if other than an individual, state whether a corporation, partnership, etc.) Riverside CCD		
BY (Authorized Signature) 	DATE SIGNED(Do not type)	
PRINTED NAME AND TITLE OF PERSON SIGNING James L. Buysse, Vice Chancellor, Administration and Finance		
ADDRESS 4800 Magnolia Ave., Riverside, CA 92506		
STATE OF CALIFORNIA		
AGENCY NAME Chancellor's Office, California Community Colleges		Exempt from DGS approval pursuant to AB 1441, Chapter 36 of the Statutes of 2000
BY (Authorized Signature) 	DATE SIGNED(Do not type)	
PRINTED NAME AND TITLE OF PERSON SIGNING Steven Bruckman, Executive Vice Chancellor		
ADDRESS 1102 Q Street, Sacramento, CA 95811-6549		

AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 150,000.00	PROGRAM/CATEGORY (CODE AND TITLE)			FUND TITLE
	Local Assistance			General
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT \$ 0	(OPTIONAL USE)			
	ITEM	CHAPTE R	STATUT E	FISCAL YEAR
	6870-101-0001(7)	1	2009	2009-10
TOTAL AMOUNT ENCUMBERED TO DATE \$ 150,000.00	OBJECT OF EXPENDITURE (CODE AND TITLE)			
	5214-751-21450			
<i>I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.</i>		T.B.A. NO.	B.R. NO.	
SIGNATURE OF ACCOUNTING OFFICER			DATE	

EXHIBIT A
(Standard Agreement)

SCOPE OF WORK

1. Services to Be Provided

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

2. Project Representatives

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

Chancellor's Office: Project Monitor	Contractor: Project Director
Name: Patricia Servin-Lemus	Name: Michael Wright
Phone: (916) 327-5890	Phone: (951) 222-8968
Fax: (916) 324-6701	Fax:

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

Chancellor's Office: Contract Manager	Contractor: Riverside CCD
Name: Wendy Lozoya	Name: Michael Wright
Address: 1102 Q Street, Sacramento, CA 95811	Address: 4800 Magnolia Ave., Riverside, CA 92506
Phone: (916) 327-5906	Phone: (951) 222-8968
Fax: (916) 323-9478	Fax:

3. Contractor's Project Director and Key Personnel

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

4. Chancellor's Office Project Monitor

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

5. Chancellor's Office Contract Manager

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

EXHIBIT B
(Standard Agreement)

BUDGET DETAIL AND PAYMENT PROVISIONS

1. Costs and Payments

- a. In consideration of satisfactory performance of this Agreement, the Chancellor's Office agrees to pay the Contractor costs in accordance with the Contractor's Cost Proposal, Exhibit G, which is also attached hereto and by reference made a part of this Agreement.
- b. The total amount payable under this Agreement shall not exceed the maximum amount of this Agreement, specified on the face page of this Agreement. Payment shall be made according to the apportionment schedule set forth in the California Code of Regulations, title 5, section 58870, except that the final payment will not be made until the final report has been submitted and approved. If the final report is not submitted by the deadline date set forth in section 6 of Exhibit D, the Chancellor's Office may make the final payment through a claim schedule. If total expenditures are less than the apportionment payments, the Chancellor's Office may invoice the Contractor for the excess amount.

2. Budget Changes

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

3. Budget Contingency Clause

- a. It is mutually understood between the parties that this Agreement may have been written before ascertaining the availability of state or federal funds, for the mutual benefit of both parties in order to avoid program and fiscal delays which would occur if the Agreement were executed after the determination was made.
- b. It is mutually agreed that if the state or federal budget for the current year and/or any subsequent years covered under this Agreement does not appropriate sufficient funds for the program, this Agreement shall be of no further force and effect. In this event, the Chancellor's Office shall have no liability to pay any funds whatsoever to Contractor or to furnish any other considerations under this Agreement and Contractor shall not be obligated to perform any provisions of this Agreement.
- c. If funding for any fiscal year is reduced or deleted by the state or federal budget for purposes of this program, the Chancellor's Office shall have the option to either

EXHIBIT B
(Standard Agreement)

BUDGET DETAIL AND PAYMENT PROVISIONS

cancel this Agreement with no liability occurring to the Chancellors Office, or offer an Agreement Amendment to Contractor to reflect the reduced amount.

- d. Contractor shall inform any subcontractors that any work performed prior to approval of the state or federal budget, as applicable, will be rendered on a voluntary basis, and shall not be compensated unless and until funding is authorized.
- e. In addition, this Agreement is subject to any additional restrictions, limitations or conditions enacted in the state or federal budget and/or laws and Executive Orders that may affect the provisions, term, or funding of this Agreement in any manner.

4. Fiscal Reports

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

Invoices for services rendered are to be delivered to the Accounting Office, California Community Colleges, 1102 Q Street, 4th Floor, Sacramento, CA 95811-6549.

5. Prompt Payment Clause

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

EXHIBIT C
(Standard Agreement)

GENERAL TERMS AND CONDITIONS

1. Amendment

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

2. Assignment

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

3. Audit

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

4. Indemnification

Contractor agrees to indemnify, defend and save harmless the State, the Board of Governors of the California Community Colleges, the Chancellor's Office, its officers, agents and employees from any and all claims and losses accruing or resulting to any and all employees, subcontractors, suppliers, laborers and any other person, firm or corporation furnishing or supplying work, services, materials or supplies in connection with performance of this Agreement, and from any and all claims and losses accruing or

EXHIBIT C
(Standard Agreement)

GENERAL TERMS AND CONDITIONS

resulting to any person, firm or corporation who may be injured or damaged by Contractor in the performance of this Agreement. Such defense and payment will be conditional upon the following:

- a. The Chancellor's Office will notify Contractor of any such claim in writing and tender the defense thereof within a reasonable time; and
- b. Contractor will have sole control of the defense of any action on such claim and all negotiations for its settlement or compromise; provided that:
 1. When substantial principles of government or public law are involved, when litigation might create precedent affecting future Chancellor's Office operations or liability, or when involvement of the Chancellor's Office is otherwise mandated by law, the Chancellor's Office may participate in such action at its own expense with respect to attorneys' fees and costs (but not liability);
 2. The Chancellor's Office will have the right to approve or disapprove any settlement or compromise, which approval will not unreasonably be withheld or delayed; and
 3. The Chancellor's Office will reasonably cooperate in the defense and in any related settlement negotiations.

5. Disputes

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

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

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

6. Termination

EXHIBIT C
(Standard Agreement)

GENERAL TERMS AND CONDITIONS

- a. Bankruptcy. In the event proceedings in bankruptcy are commenced against the Contractor, Contractor is adjudged bankrupt or a receiver is appointed and qualifies, then the Chancellor's Office may terminate this Agreement and all further rights and obligations hereunder, by giving five days notice in writing in the manner specified herein. It is recognized by the parties that equipment purchased by Contractor or the Chancellor's Office for this project shall have lien rights held in the name of the Chancellor's Office which shall retain lien rights until the Contractor either returns said equipment to the Chancellor's Office or purchases it as is provided by the terms of this Agreement.
- b. Termination Option. Either party may, at its option, terminate this Agreement at any time upon giving thirty (30) days' advance notice in writing to the other in the manner herein specified. In such event, both parties agree to use all reasonable efforts to mitigate their expenses and obligations hereunder. In such event, the Chancellor's Office shall pay Contractor for all satisfactory services rendered and expenses incurred prior to such termination which could not by reasonable efforts of Contractor have been avoided, but not in excess of the maximum payable under this Agreement. In such event, Contractor agrees to relinquish possession of equipment purchased for this project to the Chancellor's Office or Contractor may, with approval of the Chancellor's Office, purchase said equipment as provided by the terms of this Agreement.
- c. Event of Breach. In the event of any breach of this Agreement, the Chancellor's Office may, without any prejudice to any of its other legal remedies, terminate this Agreement upon five days' written notice to the Contractor. In the event of such termination the Chancellor's Office may proceed with the work in any manner deemed proper by the Chancellor's Office. The cost to the Chancellor's Office shall be deducted from any sum due the Contractor under this Agreement, and the balance, if any, shall be paid to the Contractor upon demand. Whether or not the Chancellor's Office elects to proceed with the project, Chancellor's Office shall pay Contractor only the reasonable value of the services theretofore rendered by Contractor as may be agreed upon by the parties or determined by a court of law.
- d. Gratuities. The Chancellor's Office may, by written notice to the Contractor, terminate the right of Contractor to proceed under this Agreement if it is found, after notice and hearing by the Chancellor or his or her duly authorized representative, that gratuities were offered or given by the Contractor or any agent or representative of the Contractor to any officer or employee of the Chancellor's Office with a view toward securing a contract or agreement or securing favorable

EXHIBIT C
(Standard Agreement)

GENERAL TERMS AND CONDITIONS

treatment with respect to awarding or amending or making a determination with respect to the performance of such contract or agreement.

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

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

7. Independent Status of Contractor

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

8. Recycling Certification

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

EXHIBIT C
(Standard Agreement)

GENERAL TERMS AND CONDITIONS

9. Nondiscrimination Clause

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

10. Certification Clauses

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

11. Timeliness

Time is of the essence in this Agreement.

EXHIBIT C
(Standard Agreement)

GENERAL TERMS AND CONDITIONS

12. Compensation

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

13. Governing Law

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

14. Antitrust Claims

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

a. The Government Code Chapter on Antitrust claims contains the following definitions:

1. "Public purchase" means a purchase by means of competitive bids of goods, services, or materials by the State or any of its political subdivisions or public agencies on whose behalf the Attorney General may bring an action pursuant to subdivision (c) of section 16750 of the Business and Professions Code. (Gov. Code, § 4550(a).)

2. "Public purchasing body" means the State or the subdivision or agency making a public purchase. (Gov. Code, § 4550(b).)

b. In submitting a bid to a public purchasing body, the bidder offers and agrees that if the bid is accepted, it will assign to the purchasing body all rights, title, and interest in and to all causes of action it may have under section 4 of the Clayton Act (15 U.S.C. § 15) or under the Cartwright Act (chapter 2 (commencing with section 16700) of part 2 of division 7 of the Business and Professions Code), arising from purchases of goods, materials, or services by the bidder for sale to the purchasing body pursuant to the bid. Such assignment shall be made and become effective at the time the purchasing body tenders final payment to the bidder. (Gov. Code, § 4552.)

EXHIBIT C
(Standard Agreement)

GENERAL TERMS AND CONDITIONS

- c. If an awarding body or public purchasing body receives, either through judgment or settlement, a monetary recovery for a cause of action assigned under this chapter, the assignor shall be entitled to receive reimbursement for actual legal costs incurred and may, upon demand, recover from the public body any portion of the recovery, including treble damages, attributable to overcharges that were paid by the assignor but were not paid by the public body as part of the bid price, less the expenses incurred in obtaining that portion of the recovery. (Gov. Code, § 4553.)

- d. Upon demand in writing by the assignor, the assignee shall, within one year from such demand, reassign the cause of action assigned under this part if the assignor has been or may have been injured by the violation of law for which the cause of action arose and (a) the assignee has not been injured thereby, or (b) the assignee declines to file a court action for the cause of action. (Gov. Code, § 4554.)

EXHIBIT C
(Standard Agreement)

GENERAL TERMS AND CONDITIONS

15. Child Support Compliance Act

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

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

16. Unenforceable Provision

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

17. Priority Hiring Considerations

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

EXHIBIT D
(Standard Agreement)

SPECIAL TERMS AND CONDITIONS

1. Excise Tax

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

2. Subcontracts

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

EXHIBIT D
(Standard Agreement)

SPECIAL TERMS AND CONDITIONS

directly employed by Contractor. Contractor's obligation to pay its subcontractors is independent from the obligation of the Chancellor's Office to make payments to the Contractor. As a result, the Chancellor's Office shall have no obligation to pay or to enforce the payment of any moneys to any subcontractor.

3. Subcontract Payments

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

4. Notice

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

5. Interpretation

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

6. Reports

- a. Monthly Progress Reports. Except as otherwise specified by the Chancellor's Office, Contractor shall provide a progress report in writing at least once a month to the Project Monitor. Each progress report shall include, but not be limited to, a statement that the Contractor is or is not on schedule, and any pertinent reports or interim findings. Contractor shall discuss any difficulties or special problems so that remedies can be developed as soon as possible. Contractor shall provide four copies by the tenth of the month following the month to which it relates.

EXHIBIT D
(Standard Agreement)

SPECIAL TERMS AND CONDITIONS

b. Final Report. By July 31, 2010, Contractor shall provide the Project Monitor a comprehensive Final Report, a brief summary of same, and a brief (200 words or less), factual abstract of the final report.

1. Summary. The summary shall include a statement of the problem, techniques used to solve the problem, conclusions of the problem, and any additional follow-up or ongoing recommendations. The summary shall be prepared in language and structure easily understood by members of the public who may have limited technical background. Contractor shall provide the Chancellor's Office with ten (10) copies and a reproducible master.

2. Abstracts. Contractor shall provide a brief (200 words or less), factual abstract of the most significant information contained in the report.

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

The Contractor shall be available from July 31, 2010, to and including - August 31, 2010, to answer questions pertaining to the Final Report and/or revise the Final Report.

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

d. All reports are to be delivered to the Project Monitor, Chancellor's Office, California Community Colleges, 1102 Q Street, Sacramento, CA 95811-6549

e. Any document or written report prepared, in whole or in part, by Contractor or subcontractors, shall contain the numbers and dollar amounts of this Agreement and all subcontracts relating to the preparation of such document or written report. The Agreement and subcontract numbers and dollar amounts shall be contained in a separate section of such document or written report. (Gov. Code, § 7550(a).)

f. When multiple documents or written reports are the subject or product of this Agreement, the disclosure section must also contain a statement indicating that the

EXHIBIT D
(Standard Agreement)

SPECIAL TERMS AND CONDITIONS

total Agreement amount represents compensation for multiple documents or written reports. (Gov. Code, § 7550(b).)

7. Copyright and Intellectual Property

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

EXHIBIT D
(Standard Agreement)

SPECIAL TERMS AND CONDITIONS

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

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

EXHIBIT D
(Standard Agreement)

SPECIAL TERMS AND CONDITIONS

connection with such license. Contractor may, with the permission of the Chancellor's Office, enter into a written sublicensing agreement subject to these same conditions.

- h. Any and all services rendered, materials, inventions, processes, machines, manufactures, or compositions of matter, computer programs, computer software, and trademarks or servicemarks created, developed or produced pursuant to this Agreement by subcontractors that create works for this Agreement for Contractor are for and are the property of the Chancellor's Office. Contractor shall obtain an acknowledgement of the work for hire performed by these subcontractors that produce intellectual property pursuant to this Agreement, and all rights, title, and interests in such property shall be assigned to the Chancellor's Office from all subcontractors. Contractor shall incorporate the above applicable paragraphs, modified appropriately, into its agreements with subcontractors that create works for this Agreement. No unpaid volunteer or other person shall produce copyright materials under this Agreement without entering into a subcontract between such person(s) and Contractor giving the Chancellor's Office the foregoing rights in exchange for the payment of the sum of at least one dollar (\$1).

8. Public Hearings

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

9. Confidentiality of Data and Reports

- a. To the extent permissible by law, Contractor will not disclose data or disseminate the contents of the final or any preliminary report without the express written permission of the Project Monitor.
- b. Permission to disclose information on one occasion or at public hearings held by the Chancellor's Office relating to the same shall not authorize Contractor to further disclose such information or disseminate the same on any other occasion.
- c. Contractor will not comment publicly to the press or any other media regarding its report, or the actions of the Chancellor's Office on the same, except to Chancellor's Office staff, Contractor's own personnel involved in the performance of this

EXHIBIT D
(Standard Agreement)

SPECIAL TERMS AND CONDITIONS

Agreement, or at a public hearing, or in response to questions from a legislative committee.

- d. If requested by Chancellor's Office, Contractor shall require each of its employees or officers who will be involved in the performance of this Agreement to agree to the above terms in a form to be approved by Chancellor's Office and shall supply Chancellor's Office with evidence thereof.
- e. Each subcontract shall contain provisions similar to the foregoing related to the confidentiality of data and nondisclosure of the same.

10. Provisions Relating to Data

- a. "Data" as used in this Agreement means recorded information, regardless of form or characteristic, of a scientific or technical nature. It may for example, document research or experimental, developmental or engineering work, or be used to define a design or process or to support a premise or conclusion asserted in any deliverable document called for by this Agreement. The data may be graphic or pictorial delineations in media, such as drawings or photographs, charts, tables, mathematical models, collections or extrapolations of data or information, etc. It may be in machine form such as punched cards, magnetic tape or computer printouts, or may be retained in computer memory.
- b. "Proprietary data" is such data as the Contractor has identified in a satisfactory manner as being under Contractor's control prior to commencement of performance of this Agreement, and which Contractor has reasonably demonstrated as being of a proprietary nature either by reason of copyright, patent or trade secret doctrines in full force and effect at the time when performance of this Agreement is commenced. The title to "proprietary data" shall remain with the Contractor throughout the term of this agreement and thereafter. As to "proprietary data," the extent of Chancellor's Office access to the same and the testimony available regarding the same shall be limited to that reasonably necessary to demonstrate in a scientific manner to the satisfaction of scientific persons the validity of any premise, postulate or conclusion referred to or expressed in any deliverable hereunder.
- c. "Generated data" is that data which a Contractor has collected, collated, recorded, deduced, read out or postulated for utilization in the performance of this Agreement. Any electronic data processing program, model or software system developed or substantially modified by the Contractor in the performance of this

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Agreement at the expense of the Chancellor's Office, together with complete documentation thereof, shall be treated hereunder in the same manner as "generated data." "Generated data" shall be the property of the Chancellor's Office unless and only to the extent that it is specifically provided otherwise herein.

- d. "Deliverable data" is that data which under the terms of this Agreement is required to be delivered to the Chancellor's Office and shall belong to the Chancellor's Office.
- e. As to "generated data" which is reserved to Contractor by the express terms hereof and as to any preexisting or "proprietary data" which has been utilized to support any premise, postulate or conclusion referred to or expressed in any deliverable hereunder, Contractor shall preserve the same in a form which may be introduced as evidence in a court of law at Contractor's own expense for a period of not less than three years after receipt by the Chancellor's Office of the final report herein.
- f. Prior to the expiration of such time and before changing the form of or destroying any such data, Contractor shall notify the Chancellor's Office of any such contemplated action and Chancellor's Office may, within thirty (30) days after said notification, determine whether it desires said data to be further preserved. If Chancellor's Office so elects, the expense of further preserving said data shall be paid for by the Chancellor's Office. Contractor agrees that Chancellor's Office may at its own expense have reasonable access to said data throughout the time during which said data is preserved. Contractor agrees to use his or her best efforts to furnish competent witnesses or to identify such competent witnesses to testify in any court of law regarding said data.

11. Ownership of Data And Reports

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

12. Approval of Products and Deliverables

- a. Each deliverable to be provided under this Agreement shall be submitted to and approved by the Project Monitor. All products, documents and published materials, including multimedia presentations, shall be approved by the Project Monitor prior to distribution.

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- b. All products resulting from this Agreement or its subcontracts in whole or in part shall reference the Chancellor's Office, California Community Colleges and the specific funding source.
- c. All references to the project shall include the phrase, "funded in part by the Chancellor's Office, California Community Colleges."

13. Waiver

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

14. Work by Chancellor's Office Personnel

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

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

15. Changes in the Timing of Performance of Tasks

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

16. Travel and Per Diem

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- a. For purposes of payment, Contractor's headquarters shall be the city designated in the signature block. Travel outside the State of California shall not be reimbursed without the prior written authorization of the Project Monitor, or unless otherwise expressly so provided in the terms of this Agreement.
- b. The travel and per diem rates allowed for Contractor, staff, and subcontractors shall be those currently set forth by the Department of General Services (see State Administrative Manual (SAM) chapter 0700 and Appendix (Travel Guide, S-1)) and Department of Personnel Administration (DPA) Rules (Cal. Code Regs., §§ 599.615, et seq.). These Rules are subject to change at any time. Travel expenditures not listed in the DPA Rules cannot be reimbursed.
- c. Contractor must use the Contractor's formally printed invoice or letterhead, and must sign and date the claim prior to submission to the Chancellor's Office for payment.
- d. Questions regarding reimbursable items and/or limits may be directed to the Chancellor's Office Accounting Administrator at (916) 327-5355.
- e. Itemized invoices, prepared in triplicate, stating Agreement number and social security number or federal identification number, shall be submitted to:

Accounting Unit
Chancellor's Office
California Community Colleges
1102 Q Street
Sacramento, CA 95811-6549

17. Captions

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

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18. Accessibility for Persons with Disabilities

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

- a. Contractor shall, upon request by any person, make any materials produced with funds pursuant to this Agreement available in braille, large print, electronic text, or other appropriate alternate format. Contractor shall establish policies and procedures to respond to such requests in a timely manner.
- b. All data processing, telecommunications, and/or electronic and information technology (including software, equipment, or other resources) developed, procured, or maintained by Contractor, whether purchased, leased or provided under some other arrangement for use in connection with this Agreement, shall comply with the regulations implementing Section 508 of the Rehabilitation Act of 1973, as amended, set forth at 36 Code of Federal Regulations, part 1194.
- c. Design of computer or web-based materials, including instructional materials, shall conform to guidelines of the Web Access Initiative (see <http://www.w3.org/TR/WAI-WEBCONTENT/>) or similar guidelines developed by the Chancellor's Office.
- d. Contractor shall respond, and shall require its subcontractors to respond to and resolve any complaints regarding accessibility of its products and services as required by this section.
- e. Contractor and its subcontractors shall indemnify, defend, and hold harmless the Chancellor's Office, its officers, agents and employees, from any and all claims by any person resulting from the failure to comply with the requirements of this section.
- f. Contractor shall incorporate the requirements of this section into all subcontracts.

19. Eligibility for Noncitizens

Funds provided under this Agreement shall only be used to employ, contract with, or provide services to citizens of the United States or noncitizens who are eligible to receive

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public benefits pursuant to Section 401 (with respect to federally funded activities) or Section 411 (with respect to state funded activities) of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (P.L. 104-193, codified at 42 U.S.C. §§ 601 and 611, respectively). Contractor certifies that all of its employees and/or subcontractors are qualified pursuant to these provisions.

20. Performance Evaluation

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

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

21. Commissions and Contingency Agreements

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

22. Licenses and Permits

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

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

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to the Chancellor's Office a copy of your business license or incorporation papers for your respective state showing that your company is in good standing in that state.

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

23. Standards of Conduct

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

- a. Every reasonable course of action will be taken by Contractor in order to maintain the integrity of this expenditure of public funds and to avoid any favoritism or questionable or improper conduct. The Agreement will be administered in an impartial manner. The Contractor, and its officers and employees, in administering this Agreement, will avoid situations which give rise to a suggestion that any decision was influenced by prejudice, bias, or special interest.
- b. Conducting Business with Relatives. No relative by blood, adoption, or marriage of any officer or employee of Contractor will receive favorable treatment in the award of subcontracts or in educational or employment opportunities funded by this Agreement.
- c. Conducting Business Involving Close Personal Friends and Associates. In administering this Agreement, officers and employees of Contractor will exercise due diligence to avoid situations which may give rise to an assertion that favorable treatment is being granted to friends and associates.
- d. In the interest of avoiding conflicts of interests involving friends or associates of Chancellor's Office employees, in administering this Agreement, officers and employees of Contractor will exercise due diligence to avoid situations which may

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give rise to an assertion that favorable treatment is being granted to friends and associates of Chancellor's Office employees.

- e. Contractor shall not enter into any subcontract of the types described below and any such agreement which may be executed is null and void and of no force or effect.
 - 1. A former state employee (including a Chancellor's Office employee, or a district employee who worked for the Chancellor's Office on an Interjurisdictional Exchange (IJE)) cannot enter into a subcontract under this Agreement with Contractor if that employee was engaged in the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to this Agreement while employed by the state. (Gov. Code, §§ 1090, et seq., 87100, and 87400 et seq.; Cal. Code Regs., tit. 5, §§ 18741.1 and 18747.)
 - 2. A current state employee (including a current Chancellor's Office employee or district employee working for the Chancellor's Office on an Interjurisdictional Exchange (IJE)) cannot enter into a subcontract with Contractor, with the exception of rank-and-file employees of the California State University and the University of California. (Pub. Contr. Code, § 10410.)
 - 3. The spouse or immediate family of a current Chancellor's Office employee (including a current Chancellor's Office employee or district employee working for the Chancellor's Office on an Interjurisdictional Exchange (IJE)) may not enter into a subcontract with Contractor if the Chancellor's Office employee or person on an IJE was engaged in the negotiations, transactions, planning, arrangement or any part of the decision making process relevant to this Agreement or the subcontract, or had any influence whatsoever in the making of this Agreement or the subcontract. (Gov. Code, §§ 1090, et seq.; and 87100.)
24. Follow-on Contracts
- a. By signing this Agreement, Contractor certifies that neither the Contractor nor any of its affiliates or subcontractors previously received a consulting services contract from the Chancellor's Office which resulted in a recommendation by Contractor, its affiliates or subcontractors for the provision of services, procurement of goods or

EXHIBIT D
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supplies, or any other related action which is now to be provided or performed under this Agreement. (Pub. Contr. Code, § 10365.5.)

- b. For purposes of this section, "affiliates" are employees, directors, partners, joint venture participants, parent corporations, subsidiaries, or any other entity controlled by, controlling, or under common control with the Contractor. Control exists when an entity owns or directs more than fifty percent (50%) of the outstanding shares or securities representing the right to vote for the election of directors or other managing authority.
 - c. Should the Chancellor's Office determine, at any time, that the certification contained in paragraph a. is false or inaccurate, the Chancellor's Office may deem contractor to be in breach of this Agreement and may terminate the Agreement as provided in the Termination provisions of section 6.c. of Exhibit C to the Agreement. However, to the extent permissible by law, the Chancellor's Office or its designee, may waive the restrictions set forth in this section by written notice to the Contractor if the Chancellor's Office determines their application would not be in the best interest of the Chancellor's Office.
 - d. Except as prohibited by law, the restrictions of this section will not apply to a Contractor, including any person, firm, or affiliate, that is awarded a subcontract of a consultant services contract which amounts to no more than 10 percent of the total monetary value of the consultant services contract.
 - e. The restrictions set forth in this section are in addition to conflict of interest restrictions imposed on public Contractors by California law. In the event of any inconsistency, such conflict of interest laws override the provisions of this section, even if enacted after execution of this Agreement.
25. Statewide or Regional Projects

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

Contractor shall require all employees, consultants, and subcontractors to disclose any employment or contractual relationships they may have with other colleges being served under a statewide or regional contract or grant. Such relationships are prohibited and shall

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be promptly terminated unless, after being fully informed of the circumstances, the Project Monitor determines that the services being provided to the other college by the employee, consultant, or contractor are above and beyond or unrelated to those provided under this Agreement.

26. Surveys

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

27. Safety and Accident Prevention

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

California Community Colleges Agreement for the
CalWORKs Program
Riverside Community College District
Contract Agreement No. C09-0031

2009-10 Work Statement

Exhibit F

Of the amount approved in the 2009-10 State Budget Act for the provision of specialized services for CalWORKs students, \$150,000 has been set-aside for statewide activities in support of local community college CalWORKs program operations. These funds will be used to engage in a variety of local technical assistance projects and activities.

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

1. New CalWORKs Directors/Coordinators Training

1.1 New CalWORKs Directors/Coordinators Training

Conduct new CalWORKs directors/coordinators training in September in Sacramento. Cover costs of up to 55 CalWORKs Directors/Coordinators including per diem, travel expenses, lodging, hotel set-up fee, and training materials.

2. Program Evaluations and Technical Assistance

2.1 Consulting Services

Conduct on-site targeted technical assistance and support for up to ten college visits. As well as provide consulting services to the community college system. Consulting service covers consultant fees, travel and per diem expenses to be paid through this agreement.

3. Miscellaneous Activities

3.1 Statewide Training, CalWORKs State Advisory Committee and Ad Hoc Task Groups Training and/or technical assistance on regulations, reporting procedures, budget, accountability, audit issues, best practices, technology, and any other CalWORKs related issues. Support four annual meetings for CalWORKs state advisory; and support for ad hoc task force group meetings as needed to discuss, review, and recommend policy/issues related to CalWORKs. Meeting costs, travel and per diem expenses will be paid through this agreement.

3.2 Reproduction and Dissemination

Support the reproduction and distribution of reports and other materials, for CalWORKs programs. This may include, but is not limited to, reproduction and dissemination of flyers, brochures, posters, manuals and technology mediated devices.

4. Administrative Support

4.1 Administrative Expenses

Provide necessary administrative and fiscal oversight to support the above activities. All participants attending meetings/trainings/program reviews who require travel reimbursement will receive the current state approved rates for lodging, meals, automotive and other transportation expenses.

California Community Colleges Agreement for the
CalWORKs Program
Riverside Community College District
Agreement No. C09-0031

2009-10 GRANT BUDGET

Exhibit G

1.	New Directors/Coordinators Training	\$60,000	
2.	Program Evaluation and Technical Assistance	\$55,000	
3.	Miscellaneous Activities	\$20,000	
	Subtotal		\$135,000
4.	Administrative Support	\$15,000	
	Grand Total		\$150,000

California Community Colleges Agreement for the
CalWORKs Program
Riverside Community College District
Agreement No. C09-0031

2008-09 GRANT BUDGET SPECIFICS

Exhibit G

1. New CalWORKs Directors/Coordinators Training

1.1 New CalWORKs Directors/Coordinators Training

New CalWORKs Directors/Coordinators Training in September 2009 in Sacramento to cover costs of up to 55 CalWORKs Directors/Coordinators including per diem, travel expenses, lodging, hotel set-up fee, and training materials.

Total \$60,000

2. Program Evaluations and Technical Assistance

2.1 Consulting Services

On-Site targeted technical assistance and support for up to 10 college site visits. As consulting fees to provide consulting services to the community college system. Consulting service covers consultant fees, travel and per diem expenses to be paid.

Total \$55,000

3. Miscellaneous Activities

3.1 Statewide Training, CalWORKs State Advisory Committee and Ad Hoc Task Groups Training and/or technical assistance on regulations, reporting procedures, budget, accountability, audit issues, best practices, technology, and any other CalWORKs related issues. Support four annual meetings for CalWORKs state advisory; and support for ad hoc task force group meetings as needed to discuss, review, and recommend policy/issues related to CalWORKs. Meeting costs, travel and per diem expenses will be paid through this agreement.

3.2 Reproduction and Dissemination

Support the reproduction and distribution of reports and other material, which would be of value to CalWORKs programs. This may include, but is not limited to, reproduction and dissemination of flyers, brochures, posters, manuals, and technology mediated devices.

Total \$20,000

4. Administrative Support

4.1 Administrative Expenses

Provide necessary administrative and fiscal oversight to support the above activities. Contractor shall receive 10% of this grant funding for administrative purposes.

Total \$15,000

GRAND TOTAL \$150,000

CCC- 1005 (Chancellor's Office, California Community Colleges)
 Contractor Certification Clauses (Rev. 12/06)

CERTIFICATION

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized to legally bind the prospective Contractor to the clause(s) listed below. This certification is made under the laws of the State of California.

<i>Contractor/Bidder Firm Name (Printed)</i>		<i>Federal ID Number</i>
<i>By (Authorized Signature)</i>		
<i>Printed Name and Title of Person Signing</i>		
<i>Date Executed</i>	<i>Executed in the County of</i>	

CONTRACTOR CERTIFICATION CLAUSES

1. Statement of Compliance (Nondiscrimination)

Contractor has, unless exempted, complied with the nondiscrimination program requirements. (Gov. Code, § 12990 (a-f) and Cal. Code Regs., tit. 2, § 8103.) (Not applicable to public entities.)

2. Drug-Free Workplace Requirements

Contractor will comply with the requirements of the Drug-Free Workplace Act of 1990 (Gov. Code, §§ 8350 et seq.) and will provide a drug-free workplace by taking the following actions:

- a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.

Contractor Certification Clauses (Rev. 12/06)

- b. Establish a Drug-Free Awareness Program to inform employees about:
 - 1. The dangers of drug abuse in the workplace;
 - 2. The person's or organization's policy of maintaining a drug-free workplace;
 - 3. Any available counseling, rehabilitation and employee assistance programs;and,
 - 4. Penalties that may be imposed upon employees for drug abuse violations.

- c. Every employee who works on the proposed or resulting Agreement will:
 - 1. Receive a copy of the company's drug-free workplace policy statement; and,
 - 2. Agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and Contractor may be ineligible for award of any future state contracts or agreements if the Chancellor's Office determines that any of the following has occurred: (1) the Contractor has made false certification, or (2) violated the certification by failing to carry out the requirements as noted above. (Gov. Code, §§ 8350 et seq.)

3. National Labor Relations Board Certification

Contractor certifies that no more than one (1) final unappealable finding of contempt of court by a federal court has been issued against Contractor within the immediately preceding two-year period because of Contractor's failure to comply with an order of a federal court, which orders Contractor to comply with an order of the National Labor Relations Board. (Pub. Contr. Code, § 10296.) (Not applicable to public entities.)

4. Contracts or Agreements for Legal Services \$50,000 or More – Pro Bono Requirement

Contractor hereby certifies that Contractor will comply with the requirements of section 6072 of the Business and Professions Code, effective January 1, 2003.

Contractor agrees to make a good faith effort to provide a minimum number of hours of pro bono legal services during each year of the Agreement equal to the lesser of either:

Contractor Certification Clauses (Rev. 12/06)

under penalty of perjury that it adheres to the Sweatfree Code of Conduct as set forth on the California Department of Industrial Relations website located at www.dir.ca.gov, and Public Contract Code Section 6108.

b. Contractor agrees to cooperate fully in providing reasonable access to the Contractor's records, documents, agents or employees, or premises if reasonably required by authorized officials of the Chancellor's Office, the Department of Industrial Relations, or the Department of Justice to determine the Contractor's compliance with the requirements under paragraph a.

7. Debarment, Suspension, And Other Responsibility Matters

If the Agreement for which this Certification is being executed is funded in whole or in part with federal funds, Executive Order 12549, Debarment and Suspension, and the implementing regulations set forth at 34 Code of Federal Regulations part 85, require that prospective participants in covered transactions, as defined at 34 Code of Federal Regulations part 85, sections 85.105 and 85.110, provide the certification set forth in paragraph a. or the explanation required by paragraph b. below.

- a. Contractor certifies that Contractor and its principals:
1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 2. Have not within a three-year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of

Contractor Certification Clauses (Rev. 12/06)

embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph 8(a)(2) of this certification; and
4. Have not within a three-year period preceding this Agreement had one or more public transactions (federal, state, or local) terminated for cause or default.

b. Where Contractor is unable to certify to any of the statements in this certification, Contractor shall attach an explanation to this Certification.

8. Domestic Partners

If the amount of this Agreement equals or exceeds \$100,000 or if this Agreement, together with any other contracts Contractor may have with the Chancellor's Office, equals or exceeds \$100,000 during any fiscal year, then Contractor certifies that it will provide the same benefits to an employee with a registered domestic partner that it provides to an employee with a spouse in accordance with the provisions of Public Contract Code section 10295.3. For any Agreement not covered by these requirements, Contractor may elect to offer domestic partner benefits to Contractor's employees in accordance with Public Contract Code section 10295.3. However, Contractor cannot require an employee to cover the costs of providing any benefits that have otherwise been provided to all employees regardless of marital or domestic partner status. (Pub. Contr. Code, § 10295.3(d).)

DOING BUSINESS WITH THE STATE OF CALIFORNIA

The following laws apply to persons or entities doing business with the Chancellor's Office.

1. Conflicts of Interests

Contractor needs to be aware of the following provisions regarding current or former state employees, including current or former Chancellor's Office employees or district employees working at the Chancellor's Office on an Interjurisdictional Exchange (IJE). If Contractor has any questions on the status of any person rendering services or involved with the Agreement, the Chancellor's Office must be contacted immediately for clarification.

Contractor Certification Clauses (Rev. 12/06)

Current State Employees (Pub. Contr. Code, § 10410):

1. No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.
2. No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.

Former State Employees (Pub. Contr. Code, § 10411):

1. For the two-year period from the date he or she left state employment, no former state officer or employee may enter into a contract or agreement in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to the contract or agreement while employed in any capacity by any state agency.
2. For the twelve-month period from the date he or she left state employment, no former state officer or employee may enter into a contract or agreement with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed contract or agreement within the 12-month period prior to his or her leaving state service.

If Contractor violates any provisions of above paragraphs, such action by Contractor shall render this Agreement void. (Pub. Contr. Code, § 10420.)

Members of boards and commissions are exempt from this section if they do not receive payment other than payment of each meeting of the board or commission, payment for preparatory time and payment for per diem. (Pub. Contr. Code, § 10430(e).)

2. Labor Code/Workers' Compensation

Contractor needs to be aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of the Labor Code, and Contractor affirms it will comply with such provisions before commencing the performance of the work of this Agreement. (Lab. Code, § 3700.)

Contractor Certification Clauses (Rev. 12/06)

3. Americans With Disabilities Act

Contractor assures the Chancellor's Office that it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. §§ 12101 et seq.)

4. Contractor Name Change

An Amendment is required to change the Contractor's name as listed on this Agreement. Upon receipt of legal documentation of the name change the Chancellor's Office will process the Amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said Amendment.

5. Corporate Qualifications to Do Business in California

a. When agreements are to be performed in the state by corporations, the contracting agencies will be verifying that the contractor is currently qualified to do business in California in order to ensure that all obligations due to the state are fulfilled.

b. "Doing business" is defined in Revenue & Tax Code section 23101 as actively engaging in any transaction for the purpose of financial or pecuniary gain or profit. Although there are some statutory exceptions to taxation, rarely will a corporate contractor performing within the state not be subject to the franchise tax.

c. Both domestic and foreign corporations (those incorporated outside of California) must be in good standing in order to be qualified to do business in California. Agencies will determine whether a corporation is in good standing by calling the Office of the Secretary of State.

Contractor Certification Clauses (Rev. 12/06)

6. Resolution

A county, city, district, or other local public body must provide the Chancellor's Office with a copy of a resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an agreement, authorizing execution of the agreement.

7. Air or Water Pollution Violation

Under the state laws, the Contractor shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution. (Gov. Code, § 4477.)

8. Payee Data Record Form (Std. 204)

This form must be completed by all contractors that are not another state agency or other government entity.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No. V-A-6-c

Date: September 15, 2009

Subject: Extend Contract-Printing of Schedules, Academic and Community Education

Background: On August 23, 2005, the Board of Trustees awarded a competitive bid to Valley Printers for the printing of schedules for academic classes and community education. Ed Code 81644 authorizes public agencies to extend contracts with multi-year options for up to five years. This contract is renewable on a yearly basis subject to annual Board approval.

District staff recommends extending the contract for the final one-year period, which will include the printing of academic class and community education schedules for the 2009/2010 Fiscal Year. Options noted in the attached pricing schedule give the District flexibility in adjusting page counts and print quantities based upon enrollment management information and strategies.

Recommended Action: It is recommended that the Board of Trustees approve the extension of the contract with Valley Printers for the printing of academic class and community education schedules, and approve the attached pricing schedule for other available options throughout the year.

Gregory W. Gray
Chancellor

Prepared by: Jim Parsons
Associate Vice Chancellor
Public Affairs and Institutional Advancement

Doretta Sowell
Purchasing Manager

2010 schedules (updated August 2009)

Riverside Community College District

Valley Printers Price Schedules

Academic Class Schedules									
60,000 each printing	Winter '09-'10		Spring '10		Summer '10		Fall '10		
Trim Size	8 1/8" x 10"		8 1/8" x 10"		8 1/8" x 10"		8 1/8" x 10"		
Binding	Stitch		Stitch		Stitch		Stitch		
Description (text k + 1, cover 4/c)	76p. NP + 4p. 80# cover		176p. NP + 4p. 80# cover		84p. NP + 4p. 80# cover		176p. NP + 4p. 80# cover		
Base Bid	\$15,744		\$28,118		\$16,828		\$28,118		
	<u>60M</u>	<u>Add'l*</u>	<u>60M</u>	<u>Add'l*</u>	<u>60M</u>	<u>Add'l*</u>	<u>60M</u>	<u>Add'l*</u>	
Additional 4 pages	450	5.89	694	7.48	450	5.89	694	7.48	
Additional 8 pages	1,084	13.37	1,084	13.37	1,084	13.37	1,084	13.37	
Additional 12 pages	1,578	20.83	1,578	20.83	1,578	20.83	1,578	20.83	
Additional 16 pages	1,968	26.72	1,968	26.72	1,968	26.72	1,968	26.72	
Reduce 4 pages	(444)	(7.46)	(390)	(5.89)	(444)	(7.46)	(390)	(5.89)	
Reduce 8 pages	(884)	(13.37)	(884)	(13.37)	(884)	(13.37)	(884)	(13.37)	
Reduce 12 pages	(1,327)	(20.83)	(1,274)	(19.24)	(1,327)	(20.83)	(1,274)	(19.24)	
Reduce 16 pages	(1,668)	(26.72)	(1,668)	(26.72)	(1,668)	(26.72)	(1,668)	(26.72)	
Additional 1000 base	\$185.56/M		\$354.45/M		\$198.93/M		\$354.45/M		
Less 1000 for base between 50M and 60M	(\$167.00)/M		(\$319.00)/M		(\$179.00)/M		(\$319.00)/M		
Less 1000 for base below 50M	(\$157.73)/M		(\$301.28)/M		(\$169.09)/M		(\$301.28)/M		

* For Less M quantities between 60M and 50M: use 90% of prices above for additional and reduced page counts.

* For Less M quantities below 50M: use 85% of prices above for additional and reduced page counts.

Price includes trucking to college.

2010 schedules (updated August 2009)

Community Education Schedules									
295,000 each printing	Winter '09-'10		Spring '10		Summer '10		Fall '10		
Trim Size	6" x 10"		6" x 10"		6" x 10"		6" x 10"		
Binding	Stitch		Stitch		Stitch		Stitch		
Description (text k + 1, cover 4/c)	52p. 34/72 e-brite + 4p. 60# cover		52p. 34/72 brite + 4p. 60# cover		52p. 34/72 brite + 4p. 60# cover		52p. 34/72 brite + 4p. 60# cover		
Base Bid	\$41,896		\$41,896		\$41,896		\$41,896		
	<u>295M</u>	<u>Add'l*</u>	<u>295M</u>	<u>Add'l*</u>	<u>295M</u>	<u>Add'l*</u>	<u>295M</u>	<u>Add'l*</u>	
Additional 4 pages	1,815	6.03	1,815	6.03	1,815	6.03	1,815	6.03	
Additional 8 pages	4,094	13.60	4,094	13.60	4,094	13.60	4,094	13.60	
Additional 12 pages	5,905	19.62	5,905	19.62	5,905	19.62	5,905	19.62	
Additional 16 pages	8,393	27.22	8,393	27.22	8,393	27.22	8,393	27.22	
Reduce 4 pages	(2,088)	(7.60)	(2,088)	(7.60)	(2,088)	(7.60)	(2,088)	(7.60)	
Reduce 8 pages	(3,753)	(13.60)	(3,753)	(13.60)	(3,753)	(13.60)	(3,753)	(13.60)	
Reduce 12 pages	(5,493)	(19.62)	(5,493)	(19.62)	(5,493)	(19.62)	(5,493)	(19.62)	
Reduce 16 pages	(7,693)	(27.22)	(7,693)	(27.22)	(7,693)	(27.22)	(7,693)	(27.22)	
Additional 1000 (base)	\$130.64/M		\$130.64/M		\$130.64/M		\$130.64/M		
Less 1000 for base between 295M and 275M	\$117.58/M		\$117.58/M		\$117.58/M		\$117.58/M		
Less 1000 for base below 275M	(\$111.04)/M		(\$111.04)/M		(\$111.04)/M		(\$111.04)/M		

* For Less M quantities between 295M and 275M: use 90% of prices above for additional and reduced page counts.

* For Less M quantities below 275M: use 85% of prices above for additional and reduced page counts.

Price includes trucking to college.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-7-a

Date: September 15, 2009

Subject: Rescission of Approved Dates for the 2009-2010 Budget Inspection, Public Hearing and Adoption and Establishment and Approval of Revised Dates

Background: At the June 16, 2009 meeting of the Board of Trustees, the Board approved the following time lines for budget adoption: 1) the proposed 2009-2010 Budget would be available for public inspection beginning September 8, 2009; and 2) the public hearing would be held at 6:00 p.m. at the Board meeting on September 15, 2009, to be followed by the adoption of the 2009-2010 Budget. However, the State Chancellor's Office has now advised us that budget adoption has been extended to October due to "...the lateness of the State Budget."

Staff is proposing that the 2009-2010 Budget Adoption process be moved from September to October. It is therefore necessary to rescind the earlier September timeline. Staff recommends that the Board set October 20, 2009 at 6:00 p.m. as the date for the public hearing and adoption of the 2009-2010 Budget. Also, and pursuant to Title 5, Section 58301, staff is proposing that the final budget proposal be made available for inspection beginning October 6, 2009, and we again plan to use the Office of the Vice Chancellor, Administration and Finance, for this purpose. Finally, this information will be published in The Press-Enterprise.

Recommended Action: It is recommended that the Board of Trustees rescind both the September 8, 2009 availability date for public inspection of the 2009-2010 Budget and the September 15, 2009 date for the Public Hearing and Adoption of the 2009-2010 Budget.

It is further recommended that the Board of Trustees announce that: 1) the proposed 2009-2010 Budget will be available for public inspection beginning October 6, 2009, at the Office of the Vice Chancellor, Administration and Finance; and 2) the public hearing will be held at 6:00 p.m. at the Board's regular meeting on October 20, 2009, to be followed by the adoption of the 2009-2010 Budget.

Gregory W. Gray
Chancellor

Prepared by: Dr. James L. Buysse
Vice Chancellor, Administration & Finance

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-7-b

Date: September 15, 2009

Subject: Surplus Property

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

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

Gregory W. Gray
Chancellor

Prepared by: Bill J. Bogle, Jr.
Controller

Surplus Property

QUANTITY	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	CISCO	6-SLOT STOR ARRAY	MKJ214	IRE1433CA3973	019659
1	CISCO	CONTECT ENGINE	560AV	44406120427	019658
1	CISCO	CONTENT ENGINE	560	44406120429	019660
1	CANON	COPIER	NP2120	ZBI15041	008973
1	GESTETNER	COPIER	DSM618D	J9237202130	023302
1	SHARP	COPIER	AL1661CS	55004062	025783
1	RECOUNT	COPIER	DANYI-8PE	41907	014304
1	GATEWAY	CPU	E4200-700	0018726565	015245
1	GATEWAY	CPU	E4200-700	0018726592	015259
1	GATEWAY	CPU	E4200-700	0018726571	015223
1	GATEWAY	CPU	E4200-700	0018726573	015289
1	GATEWAY	CPU	E4200-700	0018726600	015239
1	GATEWAY	CPU	E4200-700	0018726608	015253
1	GATEWAY	CPU	E4200-700	0018726609	015248
1	GATEWAY	CPU	E4200-700	0018726663	015251
1	GATEWAY	CPU	E4200-700	0018726667	015236
1	GATEWAY	CPU	E4400-XL	0022873475	017728
1	GATEWAY	CPU	E4400-XL	0022873480	017740
1	DELL	CPU	1300 GX400	C4X1N01	018103
1	DELL	CPU	XPS B800	4702701	016705
1	GATEWAY	CPU	E1400-850	0022513947	018692
1	GATEWAY	CPU	E4650	0026177983	018810
1	GATEWAY	CPU	E3400-933	0022996121	016980
1	GATEWAY	CPU	E3400-933	0022996128	016992
1	GATEWAY	CPU	E3400-933	0022996158	016982
1	GATEWAY	CPU	E3400-933	0022996168	016978
1	GATEWAY	CPU	E3400-933	0022996170	016990
1	GATEWAY	CPU	E3400-933	0022996171	016985
1	GATEWAY	CPU	E3400-933	0022996172	016983
1	GATEWAY	CPU	E3400-933	0022996176	016988
1	GATEWAY	CPU	E3400-933	0022996187	016986
1	GATEWAY	CPU	E3400-933	0022996188	016989
1	GATEWAY	CPU	E3400-933	0022996190	016987
1	GATEWAY	CPU	E3400-933	0022996200	016996
1	GATEWAY	CPU	E3400-933	0022996201	016997
1	GATEWAY	CPU	E3400-933	0022996202	016979
1	GATEWAY	CPU	E3400-933	0022996204	016993
1	GATEWAY	CPU	E3400-933	0022996205	016984
1	GATEWAY	CPU	E3400-933	0022996206	016995
1	GATEWAY	CPU	E3400-933	0022996207	016994
1	GATEWAY	CPU	E3400-933	0022996208	016991
1	GATEWAY	CPU	E4200-700	0018327838	014599
1	GATEWAY	CPU	E4200	0011288446	011707
1	GATEWAY	CPU	ARL 7200	0015716246	014190
1	GATEWAY	CPU	E4200-700	0018726611	015324
1	DELL	CPU	XPS B800	FPXZ601	016182
1	GATEWAY	CPU	E3400-933	0022996174	016981
1	DELL	CPU	XPS B800	8LL0701	016706
1	DELL	CPU	XPS B800	2702701	016707
1	DELL	CPU	XPS B800	C051701	016708
1	DELL	CPU	XPS B800	J602701	016710
1	DELL	CPU	XPS B800	FV41701	016711

Surplus Property

QUANTITY	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	DELL	CPU	XPS B800	2LL0701	016719
1	DELL	CPU	XPS B800	FML0701	016722
1	DELL	CPU	XPS B800	1ZA1701	016723
1	DELL	CPU	XPS B800	8051701	016724
1	DELL	CPU	XPS B800	C602701	016725
1	DELL	CPU	XPS B800	C6Z1701	016380
1	DELL	CPU	XPS B800	5GL0701	016390
1	DELL	CPU	XPS B800	7702701	016376
1	GATEWAY	CPU	E6100	0032667240	022911
1	GATEWAY	CPU	E6100	0032667238	022900
1	GATEWAY	CPU	E6100	0032667250	022901
1	GATEWAY	CPU	E4200	0011137945	012214
1	GATEWAY	CPU	E3400	0020074217	020850
1	GATEWAY	CPU	E3400	0023033066	023601
1	GATEWAY	CPU	E4200	0019113447	015172
1	GATEWAY	CPU	E3100	0020074217	015520
1	GATEWAY	CPU	E4650	0026959314	019052
1	GATEWAY	CPU	E4650	0026959316	019058
1	GATEWAY	CPU	E4200-700	0018726575	015279
1	DELL	CPU	XPS B800	8812701	016422
1	DELL	CPU	XPS B800	HFL0701	016442
1	DELL	CPU	XPS B800	6C12701	016424
1	DELL	CPU	XPS B800	2221701	016448
1	DELL	CPU	XPS B800	F912701	016364
1	GATEWAY	CPU	E3400-933	0022996138	018845
1	GATEWAY	CPU	E3100	0008413029	010313
1	DELL	CPU	GX280	57S8761	038219
1	BROTHER	FAX MACHINE	2750	US6359E99187059	014305
1	BROTHER	FAX MACHINE	575	U61227A5K098747	034987
1	GATEWAY	LAPTOP	SOLO 2500	0011785601	011729
1	GATEWAY	MONITOR	VX720	P005024953	015351
1	GATEWAY	MONITOR	VX720	P005024952	015356
1	GATEWAY	MONITOR	VX720	P005025177	015381
1	GATEWAY	MONITOR	VX720	P005025209	015385
1	GATEWAY	MONITOR	VX720	P005025181	015393
1	GATEWAY	MONITOR	VX720	P005025062	015394
1	GATEWAY	MONITOR	VX720	P005024948	015395
1	GATEWAY	MONITOR	VX720	P005025293	015398
1	GATEWAY	MONITOR	VX720	P005024810	015418
1	GATEWAY	MONITOR	FPD1570	KUL5033D0017764	019271
1	GATEWAY	MONITOR	EV700	17014D669090	023215
1	DELL	MONITOR	E173FPF	CN0D54287287254S973I	031065
1	DELL	MONITOR	E173FPF	CN0D54287287254s974I	031074
1	GATEWAY	MONITOR	VX700	P910144200	014452
1	SAMSUNG	MONITOR	214T	BR21HCHL200170	031837
1	SAMSUNG	MONITOR	214T	BR21HCHL200033	031838
1	DELL	MONITOR	M991	MX049VYR478010BGH0X8	016726
1	DELL	MONITOR	M991	MX049VYR478010BGH085	016729
1	DELL	MONITOR	M991	MX049VYR478010BGH0LW	016727
1	DELL	MONITOR	M991	MX049VYR478010BGH094	016731
1	DELL	MONITOR	M991	MX049VYR478010BGH093	016732
1	DELL	MONITOR	M991	MX049VYR478010BGH0M3	016735

Surplus Property

QUANTITY	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	DELL	MONITOR	M991	MX049VYR478010BGH09R	016736
1	DELL	MONITOR	M991	MX049VYR478010BGH09M	016738
1	DELL	MONITOR	M991	MX049VYR478010BGH0M0	016744
1	DELL	MONITOR	M991	MX049VYR478010BGH0MC	016745
1	DELL	MONITOR	M991	MX049VYR478010BGH0LV	016740
1	HP	PRINTER	LASERJET 5L	USCB210226	008158
1	HP	PRINTER	LJ5	JPHK018261	012915
1	XEROX	PRINTER	PH860	C5N045720	023669
1	HP	PRINTER	LJ8000DN	USBC041896	013884
1	HP	PRINTER	LJ8000DN	USDD010133	013885
1	COMPAQ	SERVER	ML370	08FRY1K360	020955
1	COMPAQ	SERVER	PROML570	D041CXG1K171	020288
1	COMPAQ	SERVER	PROI2500	3740HWA36037	020943

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-7-c

Date: September 15, 2009

Subject: Safety & Site 3rd Street Improvements Project, Norco Campus - Subcontractor Substitution

Background: On August 18, 2009, the Board of Trustees awarded a contract to Meadows Construction to provide general contracting services for the Safety & Site 3rd Street Improvements Project, Norco Campus. Facilities Planning, Design & Construction is requesting that the Board of Trustees approve the requested substitution of the concrete subcontractor, IMAC Construction, with Beta Construction, as subcontractor on the Safety & Site 3rd Street Improvements Project, Norco Campus.

The substitution is in accordance with California Public Contract Code section 4107(a)(1). During the Subcontractor Agreement process, IMAC Construction withdrew its bid with Meadows Construction. As a result, Beta Construction has submitted a consent letter to Meadows Construction requesting a subcontractor substitution.

Recommended Action: It is recommended that the Board of Trustees approve the substitution of the concrete subcontractor, IMAC Construction with Beta Construction, as subcontractor on the Safety & Site 3rd Street Improvements Project, Norco Campus and authorize the Vice Chancellor, Administration and Finance to sign the Consent to Substitution of Subcontractor agreement with Meadows Construction.

Gregory W. Gray
Chancellor

Prepared by: Orin L. Williams
Associate Vice Chancellor
Facilities Planning, Design and Construction

Doretta Sowell
Purchasing Manager

CONSENT TO SUBSTITUTION OF SUBCONTRACTOR

This CONSENT TO SUBSTITUTION OF SUBCONTRACTOR entered into the 15th day of September, 2009, by and between the Riverside Community College District (Owner) and Meadows Construction (Contractor).

WHEREAS, the Owner and Contractor entered into an agreement for the construction of Safety & Site 3rd Street Improvements, Norco Campus Project; and

WHEREAS, Contractor's Bid, which was accepted by Owner for said project, listed IMAC Construction as Subcontractor for concrete described by the specifications and drawings; and

WHEREAS, Contractor has represented and does hereby represent to District that IMAC Construction has, in good faith, requested to be substituted;

NOW THEREFORE, Owner agrees and does hereby consent to the substitution of IMAC Construction doing business at 19740 Jolora Avenue, Colton, CA 92881 for Beta Construction doing business at 1415 East 3rd Street, Pomona, CA 91766 as Subcontractor to provide concrete called for by the specifications and drawings for the Safety & Site 3rd Street Improvements, Norco Campus Project.

IN WITNESS WHEREOF, the Owner and Contractor have executed this Consent to Substitution of Subcontractors as of the above date.

MEADOWS CONSTRUCTION

RIVERSIDE COMMUNITY
COLLEGE DISTRICT

Rebecca Brown
President

James L. Buisse
Vice Chancellor, Administration & Finance



1691 Jenks Dr. Corona, CA 92880

Tel: 951/271-3500 Fax: 951/271-3513

August 20, 2009

Riverside Community College District
4800 Magnolia Ave.
Riverside, CA 92506

Attn: Calvin Belcher

Project: 3478-1 Norco 3rd Street Improvements

Subject: Request for Substitution of a Listed Subcontractor

Dear Mr. Belcher

Meadows Construction Services, Inc. respectfully requests that the Riverside Community College District allow us to substitute Beta Construction, Inc. in lieu of the listed subcontractor IMAC Construction, Inc. for the Concrete Walks and Mow Strip portion of the above referenced project.

IMAC Construction, Inc. is requesting to withdraw their bid due to unforeseen circumstances. We believe that the replacement of IMAC Construction, Inc. with Beta Construction, Inc. is in the District's best interest.

Please forward your written acceptance of this substitution, at your earliest convenience by fax (951) 271-3513 or email to ereynoso@meadowscsi.com.

Sincerely,

A handwritten signature in cursive script that reads 'Ernie Reynoso'.

Ernie Reynoso
Sr. Project Manager
Meadows Construction Services, Inc.

cc: Ian Wicklow
Rebecca Brown

Imac construction, inc.

19740 Inlora Ave. • Corona, CA 92881-4600

ph. (951) 520-9753 fx. (951) 520-9756

Lic. No. 744267

August 18, 2009

Mr. Ernie Reynoso
Meadows Construction Services, Inc.
1691 Jenks Dr.
Corona, CA 92880

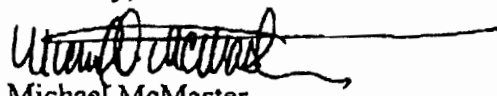
RE: RCCD Norco Campus 3rd Street Improvements

Dear Mr. Reynoso:

We have received your letter of intent for the above project but regretfully we will not be able to accept a contract for the work. Due to unforeseen circumstances we request Imac be released as the listed Subcontractor for the concrete work.

If you have any questions please feel free to call me any time.

Sincerely,



Michael McMaster
President

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-7-d

Date: September 15, 2009

Subject: Lion's Den Renovation Project, Moreno Valley Campus - Subcontractor
Substitution

Background: On August 18, 2009, the Board of Trustees awarded a contract to Hinkley & Associates to provide general contracting services for the Lion's Den Renovation, Moreno Valley Campus. Facilities Planning, Design & Construction is requesting that the Board of Trustees approve the requested substitution of the glazing subcontractor, Alumaglaze Corporation with Scoutlite Corporation, as subcontractor on the Lion's Den Renovation Project, Moreno Valley Campus.

The substitution is in accordance with California Public Contract Code section 4107(a)(1). During the Subcontractor Agreement process, Alumaglaze Corporation withdrew its bid with Hinkley & Associates. As a result, Alumaglaze Corporation has submitted a consent letter to Hinkley & Associates requesting a subcontractor substitution.

Recommended Action: It is recommended that the Board of Trustees approve the substitution of the glazing subcontractor Alumaglaze with Scoutlite Corporation, as subcontractor on the Lion's Den Renovation Project, Moreno Valley Campus and authorize the Vice Chancellor, Administration and Finance to sign the Consent to Substitution of Subcontractor agreement with Hinkley & Associates.

Gregory W. Gray
Chancellor

Prepared by: Orin Williams
Associate Vice Chancellor
Facilities Planning, Design and Construction

Doretta Sowell
Purchasing Manager

CONSENT TO SUBSTITUTION OF SUBCONTRACTOR

This CONSENT TO SUBSTITUTION OF SUBCONTRACTOR entered into the 15th day of September, 2009, by and between the Riverside Community College District (Owner) and Hinkley & Associates (Contractor).

WHEREAS, the Owner and Contractor entered into an agreement for the construction of Lion's Den Renovation, Moreno Valley Campus Project; and

WHEREAS, Contractor's Bid, which was accepted by Owner for said project, listed Alumaglaze Corporation as Subcontractor for glazing described by the specifications and drawings; and

WHEREAS, Contractor has represented and does hereby represent to District that Alumaglaze Corp has requested, in good faith, to be substituted;

NOW THEREFORE, Owner agrees and does hereby consent to the substitution of Alumaglaze Corporation doing business at 1910 E. Westward Avenue, Building A, Banning, CA 92220 for Scoutlite Corporation doing business at 12339 Byrant Street, Yucaipa, CA 92399, as Subcontractor to provide glazing called for by the specifications and drawings for the Lion's Den Renovation, Moreno Valley Campus Project.

IN WITNESS WHEREOF, the Owner and Contractor have executed this Consent to Substitution of Subcontractors as of the above date.

HINKLEY & ASSOCIATES

RIVERSIDE COMMUNITY
COLLEGE DISTRICT

Jeff Hinkley
President

James L. Buisse
Vice Chancellor, Administration & Finance

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-7-e

Date: September 15, 2009

Subject: Notices of Completion

Background: Facilities Planning, Design and Construction staff reports that the following projects, previously approved by the Board of Trustees, are now complete.

<u>Project</u>	<u>Contractor</u>	<u>Campus</u>
Phase III, Industrial Technology Center Project - Fixed Seating Trade Portion	Inland Empire Architectural	Norco
Phase III, Industrial Technology Center Project – Earthwork & Demolition Trade Portion	IAC Engineering	Norco

Recommended Action: It is recommended that the Board of Trustees: 1) accept the projects listed as complete; 2) approve the execution of the Notices of Completion (under Civil Code Section 3093 – Public Works); and 3) authorize the Board President to sign the Notices.

Gregory W. Gray
Chancellor

Prepared by: Orin Williams
Associate Vice Chancellor
Facilities Planning Design and Construction

Doretta Sowell
Purchasing Manager

Norm Godin
Vice President
Business Services, Riverside (Formerly Norco)

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

Name James L. Buysse,
Vice Chancellor, Admin. & Finance
Street Address 4800 Magnolia Ave.
City & State Riverside
CA 92506

S	R	U	PAGE	SIZE	DA	MISC	LONG	RFD	COPY
M	A	L	465	426	PCOR	NCOR	SMF	NCHG	EXAM
						T:	CTY	UNI	

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

NOTICE OF COMPLETION

Notice is hereby given that:

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

NAMES	ADDRESSES
<u>None</u>	
- A work of improvement on the property hereinafter described was completed on 09/15/2009. The work done was:
Phase III, Industrial Technology Center Project, Fixed Seating Trade Portion DSA A# 04-108588 File#33-C1
- The name of the contractor, if any, for such work of improvement was Inland Empire Architectural
(If no contractor for work of improvement as a whole, insert "none") (Date of Contract)
- The property on which said work of improvement was completed is in the city of Norco, County of Riverside, State of California, and is described as follows: Community College Campus
- The street address of said property is Riverside Community College, Norco Campus, 2001 Third Street, Norco, CA 92860
(If no street address has been officially assigned, insert "none")

Dated: _____

Riverside Community College District
President, Board of Trustees

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

VERIFICATION

I, the undersigned, say: I am the Vice Chancellor of Administration and Finance, Dr. James L. Buysse the declarant of the foregoing notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

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

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

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

Name James L Buysse,
Vice Chancellor, Admin. & Finance
Street Address 4800 Magnolia Ave.
City & State Riverside
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- The full address of the owner is 4800 Magnolia Avenue, Riverside, CA 92506
- The nature of the interest or estate of the owner is in fee.
Fee Simple
(If other than fee, strike "in Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:

NAMES	ADDRESSES
<u>None</u>	
- A work of improvement on the property hereinafter described was completed on 09/15/2009. The work done was:
Phase III, Industrial Technology Center Project, Earthwork & Demolition Trade Portion DSA A# 04-108588 File# 33-C1
- The name of the contractor, if any, for such work of improvement was IAC Engineering
(If no contractor for work of improvement as a whole, insert "none") (Date of Contract)
- The property on which said work of improvement was completed is in the city of Norco,
County of Riverside, State of California, and is described as follows: Community College Campus
- The street address of said property is Riverside Community College, Norco Campus, 2001 Third Street, Norco, CA 92860
(If no street address has been officially assigned, insert "none")

Dated: _____

Riverside Community College District
President, Board of Trustees

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

VERIFICATION

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I declare under penalty of perjury that the foregoing is true and correct.

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(Date of signature) (City where signed)

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

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-7-f

Date: September 15, 2009

Subject: Resolution Regarding Appropriations Subject to Proposition 4 Gann Limitation -
Resolution No. 03-09/10

Background: In November 1979, the voters passed Proposition 4, which imposes an annual appropriations limit on the District. This is known as the Gann Limit. Pursuant to Government Code Section 7910, the Board must approve the District's Gann Limit and make other necessary determinations for the succeeding fiscal year pursuant to Article XIIB of the California Constitution.

The District has developed the documentation used to determine the 2009-2010 Gann Limit and it is available for public inspection at the office of the Vice Chancellor, Administration and Finance, 3600 Prospect Avenue, Riverside, California, between 7:30 a.m. and 4:30 p.m. Monday through Friday. A copy of the worksheet used to compute the Gann Limit is attached for the Board's review and information. A resolution is required to establish the District's 2009-2010 Gann Limit.

Recommended Action: It is recommended that the Board of Trustees adopt resolution No. 03-09/10 which establishes the 2009-2010 Gann Limit for the Riverside Community College District at \$195,615,145.

Gregory W. Gray
Chancellor

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

CALIFORNIA COMMUNITY COLLEGES
GANN LIMIT WORKSHEET
2009-2010

DISTRICT NAME: _____ DATE: _____

I. 2009-10 APPROPRIATIONS LIMIT:

- A. **2008-09** Appropriations Limit \$ _____
- B. **2009-10** Price Factor: 1.0062
- C. Population factor:
 - 1. **2007-08** Second Period Actual FTES _____
 - 2. **2008-09** Second Period Actual FTES _____
 - 3. **2009-10** Population change factor _____
(line C.2. divided by line C.1.)
- D. **2008-09** Limit adjusted by inflation and population factors \$.....
(line A multiplied by line B and line C.3.)
- E. Adjustments to increase limit:
 - 1. Transfers in of financial responsibility \$.....
 - 2. Temporary voter approved increases _____
 - 3. Total adjustments - increase _____
 - Sub-Total \$.....
- F. Adjustments to decrease limit:
 - 1. Transfers out of financial responsibility \$.....
 - 2. Lapses of voter approved increases _____
 - 3. Total adjustments - decrease < _____ >
- G. **2009-10** Appropriations Limit \$ _____

II. 2009-10 APPROPRIATIONS SUBJECT TO LIMIT:

- A. State Aid (General Apportionment, Apprenticeship Allowance, Basic Skills, and Partnership for Excellence) \$ _____
- B. State Subventions (Home Owners Property Tax Relief, Timber Yield tax, etc.)
- C. Local Property taxes
- D. Estimated excess Debt Service taxes
- E. Estimated Parcel taxes, Square Foot taxes, etc.
- F. Interest on proceeds of taxes
- G. Local appropriations from taxes for unreimbursed State, court, and federal mandates < _____ >
- H. **2009-10** Appropriations Subject to Limit \$ _____

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-B-1

Date: September 15, 2009

Subject: CCFS-311Q – Quarterly Financial Status Report for the Quarter Ended
June 30, 2009

Background: Education Code Section 84040 specifies that financial information be periodically reported to the California Community Colleges Board of Governors. To comply with this requirement, the District prepares Form CCFS-311Q – Quarterly Financial Status Report each fiscal quarter for submission to the Chancellor’s Office. The Revenue, Expenditure and Fund Balance are the Unrestricted Funds of the General Fund. However, the Cash Balance reflects both Unrestricted and Restricted Funds.

The General Fund consists of the following:

Fund 11 – Unrestricted

Resource 1000 – General Unrestricted
Resource 1080 – Community Education
Resource 1090 – Performance Riverside
Resource 1110 – Bookstore (Contractor Operated)
Resource 1170 – Customized Solutions

Fund 12 – Restricted

Resource 1050 – Parking
Resource 1070 – Student Health
Resource 1180 – Redevelopment Pass-Through
Resource 1190 – Grants and Categorical Programs

Information Only.

Gregory W. Gray
Chancellor

Prepared by: Bill J. Bogle, Jr.
Controller

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

**Quarterly Financial Status Report, CCFS-311Q
CERTIFY QUARTERLY DATA**

CHANGE THE PERIOD

Fiscal Year: 2008-2009

Quarter Ended: (Q4) Jun 30, 2009

District: (960) RIVERSIDE

Your Quarterly Data is Certified for this quarter.

Chief Business Officer

CBO Name: James L. Buysse

CBO Phone: 951-222-8047

CBO Signature:

Date Signed:


9/4/09

Chief Executive Officer Name:

Gregory W. Gray

CEO Signature:

Date Signed:


9/4/09

Electronic Cert Date:

09/04/2009

District Contact Person

Name: Bill J. Bogle, Jr.

Title: Controller

Telephone: 951-222-8041

Fax: 951-222-8021

E-Mail: Bill.Bogle@rcc.edu

California Community Colleges, Chancellor's Office
1102 Q Street Sacramento, California 95814-6511

Send questions to:
Christine Atalig (916)327-5772 atalig@ccccc.edu or Glen Campora (916)323-6899 gcampora@ccccc.edu
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**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

**Quarterly Financial Status Report, CCFS-311Q
VIEW QUARTERLY DATA**

[CHANGE THE PERIOD ▾]

Fiscal Year: 2008-2009

Quarter Ended: (Q4) Jun 30, 2009

Line	Description	As of June 30 for the fiscal year specified			Projected 2008-2009
		Actual 2005-06	Actual 2006-07	Actual 2007-08	
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A. Revenues:					
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	119,560,718	136,328,169	140,056,553	142,429,004
A.2	Other Financing Sources (Object 8900)	-429,132	-965,504	-930,061	-814,022
A.3	Total Unrestricted Revenue (A.1 + A.2)	119,131,586	135,362,665	139,126,492	141,614,982
B. Expenditures:					
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	118,163,127	128,975,161	137,207,962	145,870,222
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	1,076,930	976,930	1,166,930	1,291,930
B.3	Total Unrestricted Expenditures (B.1 + B.2)	119,240,057	129,952,091	138,374,892	147,162,152
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	-108,471	5,410,574	751,600	-5,547,170
D.	Fund Balance, Beginning	12,344,738	12,638,845	18,049,419	18,801,019
D.1	Prior Year Adjustments + (-)	402,578	0	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	12,747,316	12,638,845	18,049,419	18,801,019
E.	Fund Balance, Ending (C. + D.2)	12,638,845	18,049,419	18,801,019	13,253,849
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	10.6%	13.9%	13.6%	9%

II. Annualized Attendance FTES:

Line	Description	As of the specified quarter ended for each fiscal year		
		2005-06	2006-07	2007-08
G.1	Annualized FTES (excluding apprentice and non-resident)	26,258	23,967	27,526
				31,111

III. Total General Fund Cash Balance (Unrestricted and Restricted)

H.1	Cash, excluding borrowed funds				22,443,900	9,764,402
H.2	Cash, borrowed funds only			0		0
H.3	Total Cash (H.1 + H.2)	14,873,393	19,788,197	22,443,900		9,764,402

IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
Revenues:					
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	147,364,597	147,434,597	142,429,004	96.6%
I.2	Other Financing Sources (Object 8900)	-944,036	-944,036	-814,022	86.2%
I.3	Total Unrestricted Revenue (I.1 + I.2)	146,420,561	146,490,561	141,614,982	96.7%
Expenditures:					
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	151,651,614	152,240,342	145,870,222	95.8%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	1,291,930	1,291,930	1,291,930	100%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	152,943,544	153,532,272	147,162,152	95.9%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	-6,522,983	-7,041,711	-5,547,170	
L.	Adjusted Fund Balance, Beginning	18,801,019	18,801,019	18,801,019	
L.1	Fund Balance, Ending (C. + L.2)	12,278,036	11,759,308	13,253,849	
M.	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	8%	7.7%		

V. Has the district settled any employee contracts during this quarter? **NO**

If yes, complete the following: (If multi-year settlement, provide information for all years covered.)

Contract Period Settled (Specify) YYYY-YY	Management		Academic		Classified
	Permanent	Temporary	Permanent	Temporary	
	Total Cost Increase	%*	Total Cost Increase	%*	Total Cost Increase %*
a. SALARIES:					
Year 1:					
Year 2:					

	Year 3:								
b. BENEFITS:	Year 1:								
	Year 2:								
	Year 3:								

* As specified in Collective Bargaining Agreement or other Employment Contract

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)? **YES**

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

The State's deferral of February through May apportionment funding until late July caused cash flow difficulties. The District was forced to seek emergency cash flow alternatives such as internal borrowing, and Tax and Revenue Anticipation Notes (TRAN).

VII. Does the district have significant fiscal problems that must be addressed? **YES**

This year? **YES**
Next year? **YES**

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)

FY 2008-2009

The State's mid-year budget cuts created unplanned financial stress in FY 08-09 which will carryover to FY 09-10.

FY 2009-2010

State budget cuts in FY 08-09 and FY 09-10 have left the District with a \$16.5 million budget shortfall. As a result, the District has been forced to make significant cuts in section offerings, decrease discretionary expenses, and enact a hiring freeze. In addition other budget strategies are being explored to resolve expected future budget deficits.

The State's action of deferring February through May apportionment until July 2010 will cause the District to experience cash flow shortages. The District was forced to secure a Tax and Revenue Anticipation Notes (TRAN) and implement internal borrowing measures to mitigate the impact of cash deficits as a result of the apportionment deferrals.

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
GENERAL FUND REVENUE AND EXPENDITURE REPORT
FOR THE PERIOD ENDED JUNE 30, 2009**

Cash Position - Unrestricted and Restricted

	YTD Activity
Beginning Cash, July 1, 2008	\$ 22,443,900
Net Change in Accounts Receivables	(9,470,249)
Net Change in Accounts Payables	(210,031)
Revenue and Other Financial Sources	175,997,249
Expenditures and Other Outgo	(178,996,467)
Ending Cash, June 30, 2009	\$ 9,764,402

Budget and Actual Activity - Unrestricted

	Adopted Budget	Revised Budget	YTD Activity
Revenues			
Federal	\$ 125,144	\$ 125,144	\$ 142,432
State	101,181,227	101,181,227	95,809,679
Local	46,058,226	46,128,226	46,476,893
Total Revenues	147,364,597	147,434,597	142,429,004
Other Financing Sources	(944,036)	(944,036)	(814,022)
Total Revenues	146,420,561	146,490,561	141,614,982
Expenditures			
Academic Salaries	\$ 70,433,845	\$ 70,335,765	\$ 69,645,019
Classified Salaries	32,085,805	32,300,237	31,013,644
Employee Benefits	26,985,192	27,233,174	26,232,388
Materials & Supplies	2,590,606	2,711,142	2,509,640
Services	17,064,950	16,554,238	14,221,229
Capital Outlay	2,491,216	3,105,786	2,248,302
Total Expenditures	151,651,614	152,240,342	145,870,222
Other Outgo - Objects	1,291,930	1,291,930	1,291,930
Total Expenditures and Other Outgo	152,943,544	153,532,272	147,162,152
Revenues Over (Under)			
Expenditures	(6,522,983)	(7,041,711)	(5,547,170)
Beginning Fund Balances	18,801,019	18,801,019	18,801,019
Ending Fund Balances	\$ 12,278,036	\$ 11,759,308	\$ 13,253,849
Contingency			
Unrestricted	\$ 11,378,036	\$ 10,859,308	\$ 12,353,849
Reserve	900,000	900,000	900,000
Total Contingency/Reserve	\$ 12,278,036	\$ 11,759,308	\$ 13,253,849

RIVERSIDE COMMUNITY COLLEGE DISTRICT
RESOURCES COMMITTEE

Report No.: VI-B-1

Date: September 15, 2009

Subject: Phase III-Norco/Industrial Technology Project – Change Orders

Background: On October 17, 2006, the Board of Trustees approved an agreement with ProWest Constructors to provide multiple prime construction management services for the Phase III-Norco Industrial Technology Project. On December 11, 2007, the Board of Trustees approved bids for thirty-two (32) construction prime trade contractors for the multiple prime delivery method. The individual contractors would complete construction services throughout the Phase III-Norco/Industrial Technology Project.

Staff is now requesting Board approval of Change Orders for modifications to the Phase III-Norco/Industrial Technology Building Project for the following contractors:

- | | |
|---|---------------|
| • Apex Plastering Co. | \$17,943.51 |
| • Budget Electrical Contractors, Inc. | \$13,792.65 |
| • Caston Plastering & Drywall, Inc. | \$21,236.80 |
| • Coutts Heating & Cooling Inc. | \$(50,922.84) |
| • Diversified Window Coverings, Inc. | \$(340.74) |
| • Pennsylvania Development Partners | \$8,284.89 |
| • Perfection Glass, Inc. | \$821.44 |
| • Risher Sutherland, dba United Contractors | \$1,912.21 |

A description of change order work is noted in the attached Change Order Summary.

To be funded from the Board approved project budget change order contingency State Construction Act Funds (Resource 4100) and District Measure “C” Funds (Resource 4160).

RIVERSIDE COMMUNITY COLLEGE DISTRICT
RESOURCES COMMITTEE

Report No.: VI-B-1

Date: September 15, 2009

Subject: Phase III-Norco/Industrial Technology Project – Change Orders (continued)

Recommended Action: It is recommended that the Board of Trustees approve the Change Orders for the Phase III-Norco/Industrial Technology Project for Apex Plastering Co. - \$17,943.51, Budget Electric Contractors, Inc. - \$13,792.65, Caston Plastering & Drywall, Inc. - \$21,236.80, Pennsylvania Development Partners - \$8,284.89, Perfection Glass, Inc. - \$821.44, Risher Sutherland, dba United Contractors - \$1,912.21; approve the deductive Change Orders for Coutts Heating & Cooling, Inc. - (\$50,922.84) and Diversified Window Coverings, Inc. - (\$340.74); and authorize the Associate Vice Chancellor of Facilities Planning, Design and Construction to sign the Change Orders.

Gregory W. Gray
Chancellor

Prepared by: Orin L. Williams
Associate Vice Chancellor
Facilities Planning, Design and Construction

Patti Braymer
Consultant, Business Services
Norco Campus

Riverside Community College District
Facilities, Planning, Design and Construction
Phase III-Norco/Industrial Technology Project

CHANGE ORDER SUMMARY

Change Order: 2
Contractor: Apex Plastering Co.

<i>Contract Amount:</i>	\$ 285,584.00
<i>Change Order No.1 Amount:</i>	\$ 10,599.28
<i>Change Order No.2 Amount:</i>	\$ 17,943.51
<i>Revised Contract Sum:</i>	\$ 314,126.79
<i>Original Contract Contingency:</i>	\$ 28,558.40
<i>Remaining Contract Contingency:</i>	\$ 15.61

Change Order Description:

Use Eisenwall Rapid Set plaster mix to increase cure time. \$9,139.62
The original plaster mix requires 7 days cure time, due to the delays caused by HP Construction & Management, Inc., the CM requested the use of a plaster curing accelerant to reduce the impact of the delay. This is a back charge to HP Construction & Management, Inc.
Requested by: District/CM
Accountability: Back charge to HP Construction.

Time and Material charges for patch-work damaged or left undone \$8,803.89
due to precast installation. Due to trade damage by HP Construction & Management, Inc.
Requested by: Owner/CM
Accountability: Back charge to HP Construction.

Change Order: 3
Contractor: Budget Electric Contractors, Inc.

<i>Contract Amount:</i>	\$ 3,890,000.00
<i>Change Order No. 1 Amount:</i>	\$ 44,911.49
<i>Change Order No. 2 Amount:</i>	\$ 33,899.40
<i>Change Order No. 3 Amount:</i>	\$ 13,792.65
<i>Revised Contract Sum:</i>	\$ 3,982,603.54
<i>Original Contract Contingency:</i>	\$ 389,000.00
<i>Remaining Contract Contingency:</i>	\$ 296,396.46

Change Order Description:

Add (1) dedicated circuit to provide power to uninterrupted Power Supply (UPS) in the Main Distribution Frame (MDF) Room. The drawings did not require the necessary power at the location of the UPS. The contractor installed new conduit and breaker to existing panel.

Requested by: District

Accountability: Errors and omissions.

\$4,156.14

Repair cable to exterior camera. The cable was burned through by a cutting torch during the installation of the precast panels. This is a back charge to HP Construction & Management, Inc.

Requested by: District

Accountability: Back charge to HP Construction.

\$2,307.63

Troubleshoot and repair 9 electrified locks and replace 2 electrified hinges. Doors would not operate properly and it was determined to be a security situation or door hardware situation. BEC was directed to troubleshoot the issues and make the necessary repairs. A back charge is being issued to Inland Building Companies for any door hardware related issues.

Requested by: District/CM

Accountability: Back charge to Inland Building Companies.

\$1,401.04

Time and Material cost to excavate vault to perform contract work. The existing communications vault was located underneath the only access ramp into the project site, during the course of construction, access to this vault was necessary to complete items that affected the final completion of the network systems.

Requested by: District

Accountability: Unforeseen

\$4,301.69

Furnish and install temporary phone line from telephone panel to emergency phone. The phone line was not shown on as-built drawings and was damaged during the over-excavation digging. It was important that this phone remain operational during construction.

Requested by: District

Accountability: Unforeseen

\$1,626.15

Change Order: 1
Contractor: Caston Plastering & Drywall, Inc.

<i>Contract Amount:</i>	\$ 1,285,585.00
<i>Change Order No.1 Amount:</i>	\$ 21,236.80
<i>Revised Contract Sum:</i>	\$ 1,306,821.80
<i>Original Contract Contingency:</i>	\$ 128,558.50
<i>Remaining Contract Contingency:</i>	\$ 107,321.70

Change Order Description:

Replace insulation removed during precast installation and welding. Due to a lack of coordination from HP Construction & Management, Inc. This is a back charge to HP Construction & Management, Inc. \$2,417.94

Requested by: District/CM

Accountability: Back charge to HP Construction.

Cut and remove metal studs and drywall for HP Construction & Management to gain access to precast connections. Replace studs and drywall after precast work is complete caused by delays created by HP Construction & Management regarding precast design and installation. \$3,286.06

Requested by: District/CM

Accountability: Back charge to HP Construction.

Install shaft wall between precast panel and second floor decking to provide fire protection from floor to floor. The architectural drawings differ from the structural drawings which is what was followed during structural steel installation. The extended gap did not allow the architectural detail to be followed and therefore RFI 258 created a new design for floor to floor fire protection. \$5,569.64

Requested by: Architect

Accountability: Errors and omissions.

Time and material to repair drywall in North Building damaged by HP Construction & Management, Inc. during the course of precast installation. These areas required access for precast installation after drywall was installed per the Master Project Schedule. \$8,294.24

Requested by: District/CM

Accountability: Back charge to HP Construction.

Time and Material to repair damaged wall where tack board was removed. Inland Building Companies installed tack board in wrong location, this was removed and installed correctly. The area where the tack board was originally located was damaged due to the glue used in installation. This is a back charge to Inland Building Companies. \$335.47

Requested by: CM

Accountability: Back charge to Inland Building Companies.

Furnish and install access panels. The architect requested access to space under the stairs. Another access was required above the Intermediate Distribution Frame (IDF) Room on the second floor added for future cabling requirements.
Requested by: Architect/Information Technology Consultant
Accountability: Unforeseen

\$1,333.45

Change Order: 1
Contractor: Coutts Heating & Cooling, Inc.

<i>Contract Amount:</i>	\$ 1,633,000.00
<i>Change Order No.1 Amount:</i>	\$ (50,922.84)
<i>Revised Contract Sum:</i>	<u>\$ 1,582,077.16</u>
<i>Original Contract Contingency:</i>	\$ 163,300.00
<i>Remaining Contract Contingency:</i>	\$ 163,300.00

Change Order Description:

Remove allowance from Contract. Allowance not used. (\$50,922.84)
Requested by: District
Accountability: Credit to contract.

Change Order: 1
Contractor: Diversified Window Coverings, Inc.

<i>Contract Amount:</i>	\$ 14,335.00
<i>Change Order No.1 Amount:</i>	\$ (340.74)
<i>Revised Contract Sum:</i>	<u>\$ 13,994.26</u>
<i>Original Contract Contingency:</i>	\$ 1,433.50
<i>Remaining Contract Contingency:</i>	\$ 1,433.50

Change Order Description:

Credit for deletion of window coverings at interior windows of administrative offices. Campus policy does not allow blinds in these offices. (\$340.74)
Requested by: District
Accountability: Provide campus access and accountability.

Change Order: 1
Contractor: Pennsylvania Development Partners

<i>Contract Amount:</i>	\$ 82,979.00
<i>Change Order No.1 Amount:</i>	\$ 8,284.89
<i>Revised Contract Sum:</i>	\$ 91,263.89
<i>Original Contract Contingency:</i>	\$ 8,297.90
<i>Remaining Contract Contingency:</i>	\$ 13.01

Change Order Description:

Paint concrete curb at Lecture Labs 1 and 2 at South Building. The drawings called for a concrete finish, however the District requested the concrete curbs match the adjacent walls. <i>Requested by:</i> District <i>Accountability:</i> Improve campus aesthetics.	\$784.35
Premium rates paid for overtime on Saturdays and Sundays, 5/2, 5/3, 5/10, 5/16 and 5/23. The delays to the schedule caused by the precast installation required other trades working weekends to recover the lost time. This is a back charge to HP Construction & Management, Inc. <i>Requested by:</i> District/CM <i>Accountability:</i> Back charge to HP Construction.	\$2,724.41
Repaint West 2 nd floor No. elevation. Due to the precast delays, water penetrated the temporary exterior protection and caused water damage to finished drywall. The drywall was replaced and refinished. This is a back charge to HP Construction & Management, Inc. <i>Requested by:</i> District <i>Accountability:</i> Back charge to HP Construction.	\$2,016.13
Additional cost associated with work completed out of sequence. Interior rooms were painted on 3 walls per schedule, the fourth wall was done at a later date after carpet was installed due to the delays by HP Construction & Management, Inc. These walls had to be rolled and not sprayed. This resulted in additional man-hours to complete the scope of work. <i>Requested by:</i> District <i>Accountability:</i> Action taken to minimize construction delays.	\$2,760.00

Change Order: 1
Contractor: Perfection Glass, Inc.

<i>Contract Amount:</i>	\$ 290,000.00
<i>Change Order No.1 Amount:</i>	\$ 821.44
<i>Revised Contract Sum:</i>	\$ 290,821.44
<i>Original Contract Contingency:</i>	\$ 29,000.00
<i>Remaining Contract Contingency:</i>	\$ 28,178.56

Change Order Description: \$821.44
Install closed cell sponge insulative material between window frame and south building second floor office divider walls. Prevent sound traveling from office to office, the contract drawings show a detail for this work, however it was not assigned to any scope of work.
Requested by: District
Accountability: CM/ Errors and omissions.

Change Order: 3
Contractor: Risher Sutherland, dba United Contractors

<i>Contract Amount:</i>	\$ 127,000.00
<i>Change Order No.1 Amount:</i>	\$ 1,945.00
<i>Change Order No.2 Amount:</i>	\$ 2,570.02
<i>Change Order No. 3 Amount:</i>	\$ 1,912.21
<i>Revised Contract Sum:</i>	\$ 133,427.23
<i>Original Contract Contingency:</i>	\$ 12,700.00
<i>Remaining Contract Contingency:</i>	\$ 6,272.77

Change Order Description: \$767.40
Furnish and install 60 linear feet of Z-bend metal at stairs. There is an elevation inaccuracy between the architectural and structural drawings. The stairs were built according to the structural drawings and the precast panels were designed per the architectural drawings. When the panels were placed on the stairs, there was a part of the concrete stair stringer that was left exposed due to the differential dimensions on the drawings. The metal was installed to finish this area and provide waterproofing.
Requested by: Architect
Accountability: Errors and omissions.

Repair backing metal of expansion joint damaged by HP Construction & Management, Inc. During the installation of the precast panes, the backing metal that was attached to the precast panel was damaged by HP Construction & Management, Inc. This is a back charge to HP Construction & Management, Inc. \$1,144.81
Requested by: District/CM
Accountability: Back charge to HP Construction.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
RESOURCES COMMITTEE

Report No.: VI-B-2

Date: September 15, 2009

Subject: Riverside Nursing/Science Building Project – Commissioning Amendment – Barnhart, Inc., a Heery International Company

Background: On January 17, 2009, the Board of Trustees approved an agreement with Barnhart, Inc., a Heery International Company to provide construction management services for the Riverside Nursing/Science Building project at the Riverside City College. On March 17, 2009, the Board approved an amendment to the agreement for a savings to the District of \$32,500 by making more efficient use of services provided.

Staff is now requesting approval of an additional amendment with Barnhart, Inc., a Heery International Company for commissioning services for the Riverside Nursing/Science Building project. Commissioning services will certify that all systems are complete and functioning properly prior to substantial completion of the project, provide services necessary for Leadership in Energy and Environmental Design (LEED) certification, and ensure the facility staff has adequate system documentation and training. Detailed services are identified in Exhibit I of the attached amendment. The amendment to the agreement is in an amount not to exceed \$117,000. Therefore, the complete compensation to Barnhart, Inc., a Heery International Company, including said amendment, is \$5,869,765.

To be funding by the Board approved project budget State Construction Act Funds (Resource 4100) and District Measure “C” Funds (Resource 4160).

Recommended Action: It is recommended that the Board of Trustees approve the amendment with Barnhart, Inc., a Heery International Company for additional compensation in an amount not to exceed \$117,000; and authorize the Vice Chancellor, Administration and Finance, to sign the amendment.

Gregory W. Gray
Chancellor

Prepared by: Orin L. Williams
Associate Vice Chancellor
Facilities Planning, Design and Construction

AMENDMENT TO AGREEMENT
BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT
AND
BARNHART, INC., A HEERY INTERNATIONAL COMPANY
(Riverside Nursing/Science Building Project)

This document amends the original and amended agreement between the Riverside Community College District and Barnhart, Inc., a Heery International Company, which was approved by the Board of Trustees on January 17, 2009 and March 17, 2009.

The agreement is hereby amended as follows:

- I. Additional compensation of this amended agreement shall not exceed \$117,000, with no reimbursable expenses. The term of this agreement shall be from the original agreement date of January 17, 2009, to the estimated completion date of September 1, 2011. Payments and final payment shall coincide with the original agreement.
- II. Additional scope of work shall be provided in Exhibit I, Attached.

All other terms and conditions of the original agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the date written below.

BARNHART, INC., A HEERY
INTERNATIONAL COMPANY

RIVERSIDE COMMUNITY COLLEGE
DISTRICT

By: _____

Eric Stenman
President
10760 Thornmint Rd.
San Diego, CA 92127

By: _____

James L. Buysse
Vice Chancellor
Administration and Finance

Date: _____

Date: _____

Exhibit I



Project: Nursing/Science Building Project
Riverside City Campus

1.0 General

Building Systems Commissioning is defined by the following tasks:

- Review design intent and basis of design documentation.
- Complete a focused design review of the construction documents.
- Develop and utilize a commissioning plan.
- Complete a selective submittal review for commissioned equipment.
- Verify installation, functional performance, training and documentation.
- Complete a commissioning report.
- Conduct a warranty or post occupancy review.

The Commissioning process shall oversee and coordinate the traditionally separate functions of design & operational review, equipment startup, system performance verification, testing and balancing, control system program testing and calibration, construction and system handover documentation, and facilities operations training.

Specific requirements of the Commissioning process and responsibilities, duties, and obligations of the Commissioning Authority (CxA) team are described in Section 2, Commissioning Tasks. To accomplish these tasks, the CxA shall be required to coordinate their activities with other members of the project team. The Commissioning process does not take away from or reduce the responsibility of the project designers or installing contractor to provide a finished and fully functioning product. It is noted that the services of the Owner, Design Professional, Prime Contractors, and various subcontractors are NOT provided for under this Scope of Work and the CxA is not responsible for providing their services.

The primary role of the CxA shall be to review the design documents, develop the Commissioning Plan and coordinate the execution of activities to meet that plan; observe and document the installation, verify checkout of installed components, witness & verify start-up and equipment / system testing to establish that equipment and systems are functioning in accordance with the owner's requirements and the Contract Documents. The CxA will undertake direct validation of the installing contractors test results by means of replicating an agreed percentage of tests using his own TAB staff and his own calibrated (to a nationally traced source) equipment. The CxA will assist the Owner in developing correct and complete documentation of the construction effort. The CxA will not be responsible for design concept, design criteria, compliance with codes, design, or general construction scheduling, cost estimating, construction management, or construction supervision. The CxA may assist the Design Team with design issues, problem solving, or the correction of construction non-conformance or deficiencies, but

ultimate responsibility for meeting the project objectives and requirements resides with the Architect/Engineering team and Prime Contractors.

2.0 Commissioning Tasks

The following tasks will be accomplished by the CxA to provide Commissioning during the construction, testing, acceptance, and warranty phases of the project. Barnhart, Inc. will provide the following outlined commissioning scope of work and adopted scope.

2.1 Design Phase

- The CxA shall prepare a draft Project Commissioning Plan to outline the process, relationships and scope of work for commissioning the project. The plan shall include:
 - Define the systems included in the project commissioning process,
 - Provide procedures for coordinating work to permit documented verification of installation and start up.
 - Define the scope & responsibilities for Operational & Functional Testing.
 - Provide a general schedule for commissioning milestones for incorporation into the master schedule.
 - Provide a time allocation estimate for commissioning support by the contractors for their budget and schedule.
 - Define scope & responsibilities for Owner's Operator Training
 - Define procedures for reporting, deficiency resolution, and testing methods.
- The CxA will conduct a constructability and commissioning-focused design review of the final bid set of Construction Documents. Focus shall be on commissioning requirements in contract documents, commissioning provisions included in the design, energy efficiency, maintainability and operations. To be effective the Design Team and Owner must review all commissioning comments and incorporate those that are agreed upon and incorporate into the prime contractor's scope of work.
- Prepare an outline set of equipment and system inspection documents to be used by the contractors for verification purpose during the construction phase of the project. These will include static & dynamic testing sheets for operational and functional testing of the systems prior to being commissioned, incorporated within the construction bid specifications.
- Prepare a draft outline set of equipment and system functional acceptance testing documents to be used by the commissioning team for verification purpose during the testing phase of the project, for inclusion into the contract bid documents. These will be finalized and issued to the design team and contractors for comment during construction and will form part of the project acceptance close out documentation.

2.3 Construction Phase

Commissioning during the construction phase is intended to verify for the Owner and the Using Department that the project requirements, as defined by the contract documents, are met. The CxA shall complete the following tasks during the construction phase:

- Conduct a partnering meeting with Owner, CM, Prime Trades and the construction team to discuss Commissioning scope, plan, and schedule.
- Coordinate the Commissioning work and, with the Prime Contractors, define the estimated durations or milestones of Commissioning activities that are being input into the master schedule.
- Provide commissioning input to the construction schedule. Monitor the continuous update of the schedule and commissioning coordination throughout construction.
- Submit final Commissioning Plan for construction with coordination and activities for Owner, CM and Contractor review.
- Review and comment on normal contractor submittals applicable to systems being commissioned for compliance with Commissioning needs, concurrent with the A/E reviews. This material will be needed to assist in finalizing start-up and testing procedures.
- Review training plans by contractors and vendors.
- Prepare pre-functional and final functional test procedures for the equipment and systems.
- Submit finalized Functional Acceptance Test procedures to the Design team and contractor for comments on appropriate startup, operations, and systems safety.
- Perform independent pre-startup inspection checks. Coordinate with the contractor to witness and verify startup of major equipment by manufacturer's reps or specialist contractors.
- Review and approve TAB execution plan prepared by the Contractor.
- Perform site inspections during rough-in of systems and equipment for observation reports and installation verification of commissioning equipment and testing arrangements.
- Maintain & distribute a Commissioning Observation Deficiency log of any items or potential issues found to be a problem, poorly installed, or discrepancies.

- Attend Monthly on-site meetings during the Construction phase for review of progress, coordination, and issues resolution.
- Witness a sample of pipe pressure tests and flushing procedure, sufficient to be confident that proper test pressures, velocity measurements, clean & dirty samples and chemical cleaning procedures were followed.
- Witness a sample of electrical mains and distribution cable end-to-end testing, Fire Alarm checkout, HVAC TAB, BAS point by point and calibration of controls. The % sample to be agreed with the client for the correct Cx time allowance to be made.

2.4 Acceptance Phase

Commissioning during the acceptance phase is intended to demonstrate and verify, by replicating the installing contractors tests, the performance of the equipment and systems installed during the construction phase operate and meet the requirements of the Design Intent and Contract Documents. The CxA shall complete the following tasks during the acceptance phase:

- Continue to monitor the master schedule and coordination throughout construction with CM and multi-prime Contractors.
- Obtain pre-functional reports from Contractors with inspection sign-offs that the systems have been checked out.
- Oversee the Test, Adjust and Balance (TAB) of the hydronic and air systems, including witnessing checks of flow and pressure readings at circuit setters, terminal devices, AHU's, fans, pumps, and main plant equipment, and document the findings. Review and discuss the preliminary and final TAB report and resolve any discrepancies found during the sample readings for contractor resolution.
- Validate the contractors TAB commissioning results by independently replicating separately an agreed percentage of recorded tests utilizing the CxA's own staff and equipment calibrated to nationally traceable standards or by direct witnessing of TAB as it happens. The CxA shall replicate a minimum of 20% of tests.
- Direct and verify / witness Functional Acceptance Testing of each system and major piece of equipment to demonstrate that each item of equipment and system is operating according to the Design Intent and contract documents. Functional Acceptance Testing shall include operating the system and components through each of the written sequences of operation. Tests on respective HVAC equipment shall be executed during both heating and cooling seasons in Normal and alternative operating modes.
- Provide troubleshooting to assist in resolving commissioning and control problems, as they are uncovered. Functional testing shall be performed on all control points once the contractor's point by point records have been submitted and reviewed.

- Check the system graphics to verify all graphic pages are developed and display the data in a format that is easily understood and useful to the operations department. Check a sample of points mapped to the graphics to confirm they are correct and units and system descriptors are displayed correctly. At a minimum all of the major equipment / system pages will be verified and 10% of the terminal units.
- Keep a detailed report audit log of testing for each piece of equipment.
- Maintain a commissioning observation deficiency log of any items found to be a problem, poorly installed, or discrepancies. Provide the log and test results to the Owner, CM, and Contractors with recommended actions. Keep the Actions Required AR log in a format that records the closeout of the issues identified.
- Coordinate retesting as necessary. One retest will be provided as part of normal checkout. More than one retest will be considered work outside the normal scope of work and will be duly compensated.
- Notify the Owner, CM, Design Professional and Contractor of the unacceptable findings if 10% of identical pieces of equipment that fail to perform to the requirements of the contract documents because of manufacturing or installation defects which do not allow it to meet the submitted performance spec, request an explanation of the problem and proposed solution from the Contractor; and then review the proposed solutions.
- Chair and hold regular meetings while on-site for functional acceptance testing.
- Review O & M documentation for commissioning information completeness. This review shall be in parallel with the A/E team's review of the O & M documentation for conformance to the project specification.
- Provide the user staff with a period of overall facility operations training on "how the building is supposed to operate by design intent."
- Review equipment training of the operating and maintenance personnel by the contractor. Comment on appropriate level, documentation and thoroughness of training.
- Perform opposite seasonal testing checkout of equipment – in summer for cooling systems and in winter for heating systems. This systems operational check can be supplemented at the prior to warranty period expiration inspection period.
- Provide two hard copies and one menu driven CD-ROM electronic copy of the Commissioning Final Report. The report shall include an executive summary, list of participants and roles, brief system description, and the following sections:
 - a. Design Intent and Basis of design
 - b. Commissioning Agents Design review reports
 - c. Pre-functional checklists completed

- d. Functional checklists completed
 - e. TAB reports
 - f. System schematics
 - g. Control point by point records, control program strategies and set points
 - h. Commissioning Observation Deficiency Log highlighting any AR's outstanding
 - i. Guidelines for energy efficiency and usage analysis
- This report is utilized as the recommissioning management manual.

2.5 Warranty Phase

Commissioning during the warranty period is intended to assist the Owner, Using Agency and facility operating staff in identifying any defects in the installed equipment or system operation. The CxA shall complete the following tasks during the contractual warranty period:

- Return to the site at 6 and 10 months after completion and review with facility staff the current building operation and the condition of any outstanding issues related to the original and opposite seasonal commissioning. Review shall include checking a selective portion of the recorded DDC Controls trends or TAB results.
- Interview facility staff and identify problems or concerns they have with operating the building as originally intended. Report these findings to the Owner.
- Identify deficiencies that may come under warranty or under the original construction contract.
- Provide one-half day of additional training for users and staff in building system operations.
- Prepare a detailed evaluation after ten months on the status of warranty issues for the Using Agency and Owner.

2.1 Typical Systems to Commission

The specific systems that shall be commissioned include, but are not limited to:

- Incoming Utility Systems.
- Backup Utility System.
- Ventilation Systems.
- Air Handler Units.
- Ductwork systems.
- VAV Terminal Units.
- Air distribution devices.
- Boilers
- Chillers
- Pumps

- Toilet and kitchen exhaust systems.
- Building automation systems, including linkages to remote monitoring and control interfaces to other energy monitoring & management systems.
- Domestic cold water systems.
- Domestic hot water systems.
- Drainage and sanitary systems.
- Plumbing fixtures.
- Snow Melt Systems.
- Fire Sprinkler systems and monitoring.
- Lighting systems including lighting controls.
- Fire alarm system.
- Security Access and CCTV systems.

3.0 Schedule

The duration of services to be provided is from Spring 2009 through to owner occupation anticipated at Summer 2010. The Warranty Phase of the project shall run through to 10 months post occupation anticipated to be Spring 2011. Extension to the project duration shall be compensated by negotiation with the Owner.

4.0 Test Equipment

The installing contractors shall provide all tools or the use of tools required to start, checkout, and functionally test equipment and systems, except for specified testing with supplemental portable data-loggers, which shall be supplied and installed by the CxA.

Data-logging equipment, monitoring devices, specialized equipment, and software not required to be provided by the installing contractor in the Contract Documents, and provided by the CxA to monitor, confirm, or verify the contractor's testing procedures, shall remain the property of the CxA. Equipment provided shall meet the minimum accuracy, calibration, and performance standards required by the performance test.

5.0 Compensation

Total cost for services identified is not to exceed \$117,000 (One Hundred Seventeen Thousand Dollars and No Cents). Billing Rates are as follows:

POSTION	RATE	TOTAL HOURS	COST
Commissioning Executive	\$165.00	45	\$7,425.00
Sr. Commissioning Agent	\$115.00	860	\$98,900.00
Lead Commissioning Agent	\$105.00	80	\$8,400.00
Administrator	\$65.00	35	\$2,275.00
TOTAL COST			\$117,000.00

RIVERSIDE COMMUNITY COLLEGE DISTRICT
GOVERNANCE COMMITTEE

Report No.: VI-D-1

Date: September 15, 2009

Subject: Revised and New Board Policies – First Reading

Background: In keeping with our current process of updating our current Board Policies and Administrative Procedures and adopting new Policies, the items below come before the Board for first reading.

General Institution

3810 – Claims Against the District – This is a revision of the Policy which was adopted by the Board on May 19, 2009.

Human Resources

7230 – Classified Employees. This is a new Policy for the District.

Recommended Action: It is recommended that the Board of Trustees accept for first reading Board Policies 3810 and 7230.

Gregory W. Gray
Chancellor

Prepared by: Ruth W. Adams, Esq.
Director, Contracts, Compliance and Legal Services

Riverside Community College District Policy

No. 3810

General Institution

BP 3810 CLAIMS AGAINST THE DISTRICT

References:

Education Code Section 72502;
Government Code Sections 900 et seq. and 910, et seq.

Any claims against the District for money or damages, which are not governed by any other statutes or regulations expressly relating thereto, shall be presented and acted upon in accordance with Title I, Division 3.6, Part 3, Chapter 1 (commencing with Section 900) and Chapter 2 (commencing with Section 910) of the California Government Code.

Claims must be presented according to this policy and related procedures as a prerequisite to filing suit against the District.

Claims that are subject to the requirements of this policy include, but are not limited to, the following:

- Claims by public entities: claims by the state or by a state department or agency or by another public entity.
- Claims for fees, wages and allowances: claims for fees, salaries or wages, mileage, or other expenses and allowances.
- Claims for damages for death, injury to person or personal property.

Notwithstanding the exceptions listed in Section 905 of the Government Code of the State, all claims by public officers or employees for fees, salaries, wages, overtime pay, holiday pay compensating time off, vacation pay, sick leave pay, and any other expenses or allowances claimed due from the District, when a procedure for processing such claims is not otherwise provided by State or local laws, shall be presented within the time limitations and in the manner prescribed by Sections 910 through 915.2 of the Government Code of the State. Such claims shall further be subject to the provisions of Section 945.4 of the Government Code of the State relating to the prohibition of suits in the absence of the presentation of claims and action thereon by the District.

The designated place for service of claims, lawsuits or other types of legal process upon the District is:

Riverside Community College District
Office of the Chancellor
1533 Spruce St., Ste. 210
Riverside, CA 92507

Date Adopted: May 19, 2009

Revised:

**Human Resources
DRAFT as of 6/30/09**

BP 7230 CLASSIFIED EMPLOYEES

References:

Education Code Sections 88003, 88004, 88009, and 88013

Classified employees are those who are employed in positions that are not academic positions. The employees and positions shall be known as the classified service.

The Chancellor shall establish procedures to assure that the requirements of state law and regulations regarding the classified service are met.

The classified service does not include:

- **Substitute and short-term employees who are employed and paid for less than 75 percent of the fiscal year.**
- **Part-time apprentices and professional experts employed on a temporary basis for a specific project, regardless of length of employment.**
- **Full time students employed part time, and part-time students employed part time in any college work-study program or in a work experience education program conducted by the District.**

NOTE: *This policy is **legally required/legally advised**. The **bold type** is language recommended by the Community College League and legal counsel (Liebert Cassidy Whitmore). The information in **italic type** is additional language to consider including in this policy. There does not appear to be a current policy that addresses this issue.*

Date Adopted:

(This is a new policy recommended by the CC League and the League's legal counsel)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
GOVERNANCE COMMITTEE

Report No.: VI-D-2

Date: September 15, 2009

Subject: Revised and New Board Policies – Second Reading

Background: In keeping with our current process of updating our current Board Policies and Administrative Procedures and adopting new Policies, the items below come before the Board for second reading and approval.

General Institution

3505 C – Disaster Service Worker – This is a new Policy for the District.

3551 – Drug Prevention Program – This is a new Policy for the District.

3570 – Smoking on Campus – Replaces current Policies 3230, 4230 and 6230.

Academic Affairs

4250 – Probation, Dismissal, and Readmission – Replaces current Policy 6066.

Student Services

5110 – Counseling – This is a revision of the Policy which was originally adopted by the Board on March 17, 2009.

Human Resources

7232 – Classification Review – Replaces current Policy 4045.

Recommended Action: It is recommended that the Board of Trustees approve Board Policies 3505C, 3551, 3570, 4250, 5110, and 7232.

Gregory W. Gray
Chancellor

Prepared by: Ruth W. Adams, Esq.
Director, Contracts, Compliance and Legal Services

Riverside Community College District Policy

No. 3505C

**General Institution
DRAFT**

BP 3505C DISASTER SERVICE WORKER

References:

California Government Code Section 3100-3109

All employees of the District are declared to be disaster service workers subject to such disaster service activities as may be assigned to them by their supervisors or by law.

NOTE: This Policy is legally advised. Language in ***bold italic type*** has been prepared by RCCD staff.

Date Adopted:

(This is a new Policy for the District)

Riverside Community College District Policy

No. 3551

**General Institution
DRAFT**

BP 3551 *DRUG PREVENTION PROGRAM*

References:

Drug Free Schools and Communities Act, 20 U.S.C. Section 1145g;
34 C.F.R. Sections 86.1 et seq.;
Drug Free Workplace Act of 1988, 41 U.S.C. Section 702

The Chancellor shall develop procedures to inform students and employees about the dangers associated with alcohol and substance abuse, and the availability of prevention and treatment information and services throughout the District.

NOTE: The language in ***bold italic type*** is provided by RCCD staff.

Date Adopted:

This is a new policy for the District

Riverside Community College District Policy

No. 3570

**General Institution
DRAFT**

BP 3570 SMOKING ON CAMPUS

References:

Education Code Section 76030, et seq;
Government Code Sections 7596, 7597, and 7598;
Labor Code Section 6404.5;
California Code of Regulations, Title 8, Section 5148

❖ From Riverside CCD Policy 3230/4230/6230 titled Smoking/Non-Smoking

~~Upon recommendation of the Associated Students of Riverside Community College Student Senate, the Tobacco-Free Environment Committee (consisting of members from Health Services, College Safety and Police and Student Services Offices), and with the concurrence of the Academic Senate, the Board of Trustees of Riverside Community College District~~ ***The Board of Trustees, students and staff of the District*** recognizes the serious health problems associated with smoking ***tobacco or other non-tobacco products*** and the use of smokeless tobacco. ~~The Board of Trustees~~ ***It is also recognized*** that tobacco smoke poses a health risk to non-smokers. ~~To this end, the Board of Trustees desires to maintain a tobacco-free environment. effective January 4, 2003.~~ ***Although it is desired that the District maintain a smoke free environment, the Board recognizes the need for each campus to determine whether or not their campus should be completely smoke free or have designated smoking areas. Therefore, each campus, through their Strategic Planning Committees, will make that determination for themselves. District Administration will make the determination for all buildings that house District services (currently RCCSO, North Hall, College House, Alumni House and Spruce St. Offices)***

~~This policy will be implemented at each entity with participants of all relevant constituencies.~~

NOTE: The **bold type** signifies language that is legally advised. The language in **regular type** is current Riverside CCD Policies 3230/4230/6230 titled Smoking/Non-Smoking adopted on 6-5-90 and amended on 11-19-02. The language in **bold italic type** is provided by RCCD staff.

Date Adopted:

*(Replaces current Riverside CCD Policies
3230/4230/6230)*

**Academic Affairs
DRAFT**

BP 4250 PROBATION, DISMISSAL, AND READMISSION

References:

Education Code Section 70902(b)(3);
Title 5 Sections **55030 - 55034**

Probation

A student shall be placed on academic probation if he or she has attempted a minimum of 12 semester units of work and has a grade point average of less than a "C" (2.0).

A student shall be placed on progress probation if he or she has enrolled in a total of at least 12 semester units and the percentage of all units in which the student has enrolled, for which entries of "F", "W," "I", "NC", and "NP" were recorded exceeds fifty percent.

A student who is placed on probation may submit an appeal in accordance with procedures to be established by the Chancellor.

A student on academic probation shall be removed from probation when the student's accumulated grade point average is 2.0 or higher. A student on progress probation shall be removed from probation when the percentage of units in the categories of "F", "W," "I", "NC", and "NP", drops below fifty percent.

Dismissal

A student who is on academic probation shall be subject to dismissal if the student has earned a cumulative grade point average of less than 2.0 in all units attempted in each of *two* consecutive semesters.

A student who is on progress probation shall be subject to dismissal if the cumulative percentage of units in which the student has been enrolled for which entries of "F", "W," "I", "NC", and "NP", are recorded in at least *two* consecutive semesters exceeds fifty percent.

A student who is subject to dismissal may submit a written appeal in compliance with administrative procedures. Dismissal may be postponed and the student continued on probation if the student *is able to provide evidence that his/her personal and/or academic circumstances have changed in a positive manner.*

Readmission

A student who has been dismissed may be reinstated after an absence of one semester. Readmission may be granted, denied or postponed according to criteria contained in administrative procedures.

The Chancellor shall develop procedures for the implementation of this policy that comply with the Title 5 requirements.

~~❖ From RCCD Policy 6066, titled Probation and Dismissal~~

~~In accordance with Title V regulations, students are required to maintain academic standards and to make progress toward their educational goals. Students whose grade point average falls below 2.0, or whose percentage of units with entries of "W," "I," "NC" and "NP" reaches or exceeds 50%, shall be subject to probation. Students placed on probation for three consecutive semesters shall be subject to dismissal.~~

NOTE: This policy is **legally required**. The language in **bold type** is recommended from the Community College League and legal counsel (Liebert Cassidy Whitmore). The information in **italic type** is additional language to consider including in this policy. The language in **regular type** is current Riverside CCD Policy 6066 titled Probation and Dismissal adopted on 4-26-94.

Date Adopted:

(Replaces current Riverside CCD Policy 6066)

**Student Services
DRAFT**

BP 5110 COUNSELING

References:

Title 5 Section 51018

Counseling services are an essential part of the educational mission of the District.

Pre-enrollment counseling shall be required of all first-time college students who have declared one of the educational goals delineated in AP 5110. ~~The Chancellor shall assure the provision of counseling services including academic, career, and personal counseling that is related to the student's education.~~

Counseling **services** shall be required for all first-time students ***who have earned an academic standing of either academic dismissal or progress dismissal.*** ~~enrolled in six or more units, students enrolled provisionally, and students on academic or progress probation.~~

Date Adopted: March 17, 2009

Revised:

Riverside Community College District Policy

No. 7232

**Human Resources
DRAFT**

BP 7232 CLASSIFICATION REVIEW

References:

Education Code Sections 88001 and 88009

❖ **From current Riverside CCD Policy 4045 titled Reclassification of Classified Positions**

Position classifications will be reviewed annually in accordance with ***the Administrative Procedures*** established in the regulations of **for** this Policy.

NOTE: The information in **regular type** is current Riverside CCD Policy 4045 titled Reclassification of Classified Positions adopted on 4-1-75, re-adopted on 5-7-75 and 9-13-95.

Date Adopted:

(Replaces current Riverside CCD Policy 4045)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
BUSINESS FROM BOARD MEMBERS

Report No.: X-B

DATE: September 15, 2009

Subject: Appointment of Individuals to the Measure C Citizens' Bond Oversight Committee

Background: When vacancies occur on the RCCD Measure C Citizens' Bond Oversight Committee—either through resignation or the completion of a member's term—it is the responsibility of the Board of Trustees to select and appoint individuals to fill those vacancies.

In 2008/09, four committee members completed their terms of service, which created vacancies in the following categories: a member representing a retired citizens' organization; a community-at-large member; a member representing the business community; and a member representing local labor organizations. Notices advertising the vacancies were placed on the District website and affiliated social media sites, in local print media, on local cable and radio broadcast channels (public service announcements), and through contacts chambers of commerce, former CBOC members, and local community and business sources. Applications, which were accepted through September 4, 2009, have been forwarded to the Board of Trustees for consideration.

Recommended Action: It is recommended that the Board of Trustees consider the applications submitted by individuals interested in serving on the Measure C Citizens' Bond Oversight Committee for appointments in the four vacant categories for initial two-year terms of service.

Gregory W. Gray
Chancellor

Prepared by: Jim Parsons
Associate Vice Chancellor
Public Affairs & Institutional Advancement
(staff to Citizens' Bond Oversight Committee)

**Application for Appointment
Citizens' Bond Oversight Committee
Riverside Community College District**

California law requires certain persons to be represented on the Citizens' Bond Oversight Committee (Committee). Please indicate all Committee designations for which you are qualified:

- **Business Representative** Company Name: KBR Global Strategies LLC
- **Active Member of a Senior Citizen Group** Group Name: AARP & AARP Riverside Chapter
- **Member of a Taxpayer Organization** Organization Name: _____
- **RCCD Student Organization/Student Club** Org. Name: _____
- **Member of a College Support Organization** Org. Name: _____
- **Member of the San Bernardino and Riverside Counties Central Labor Council**
- **At-Large Community Member** SCORE Counselor - Inland Empire Chapter

If possible, please provide a contact person and phone number for the organization in which you are active. The College District may contact these organizations to verify your participation. Attach extra sheets, if necessary, to complete this application.

General Information:

Name: Roderic O. Ballance
Home Address: 5950 Intervale Drive Riverside, CA 92506
Home Telephone: (951) 784-8686 E-mail: rballance@kbrltd.com

Employer Information:

Name of Employer: Retired
Work Address: _____
Work Telephone: _____ E-mail: _____

Educational Background (optional; you may attach a resume or additional pages, if needed):

College and/or University: University of San Francisco
Degree/Major: BS Business Administration
Vocational and/or Other Institution: Prior FAA Certifications
Certificate/Technical Training: _____

Additional Information:

1. Have you been a member of any College District committee? Yes No If yes, if what capacity?
2. Are you or have you or anyone in your immediate family ever been employed by the District? Yes
 No If yes, please explain: Grant for Global Trade Center
3. List present or past membership in any community service (e.g., volunteer, civic or youth) organizations: See Attached

4. List participation in professional seminars, workshops or organizations: _____

See Attached

Qualifications:

Describe your training and experience in finance, facilities, and/or construction. (Attach a resume or additional pages, if needed.) _____

See Attached

Please answer the following questions:

5. How long have you been a resident within the College District? 10 Years ___ Months

6. Do you have any family members who now attend (or have attended) one of the RCCD campuses or educational centers? ___ Yes X No If yes, which campus or center: _____

7. Do you know of any reason, such as a potential conflict of interest, which would adversely affect your ability to serve on the Citizens' Bond Oversight Committee? ___ Yes X No If yes, please explain: _____

8. Why you would like to be appointed to this Committee? (Attach additional pages, if needed.) _____

See Attached

Are you a vendor, contractor or consultant of the College District? ___ Yes X No If yes, please explain: _____

9. Are you available to attend Committee meetings on weeknights? X Yes ___ No If no, please explain. _____

Certificate of Applicant:

All answers and statements in this document are true and complete to the best of my knowledge and belief.

Signature: Roderic O. Ballance Date: July 24, 2009

Completed signed applications should be returned to the the RCCD Office of Public Affairs, 4800 Magnolia Ave., Riverside, CA 92506 or fax to (951) 682-5943. Please be aware that completed applications are public records available for public review. If you have any questions, please call 951-222-8857.



RODERIC O. BALLANCE

Biography

Roderic O. "Rod" Ballance was the Managing Director of KBR (Holdings) Ltd. LLC, a U.S. based international advisory firm with liaison offices throughout Asia and the Middle East until his retirement in November 2007.

Mr. Ballance had more than thirty- five years experience in international sales and marketing. Prior to moving to Riverside in August 1999, he was Manager, Contracts/Operations for the Saudi Arabian National Guard (SANG) in Riyadh, Saudi Arabia. Additional senior level international assignments included Warner-Lambert Corporation, Sunbeam Corporation and Schick Safety Razor Company.

While under contract to the Metro Riverside International Cabinet (MRIC) he founded the Global Trade Center of the Inland Empire® (GTCIE) a public-private partnership serving the international business needs of the Inland Southern California.

Educational credentials include an undergraduate degree in Business Administration from the University of San Francisco. Mr. Ballance served on the Board of the International Relations Council IRC. He is a member of the Riverside, Moreno Valley Chambers of Commerce, Riverside Rotary Club, Silver Eagles, March ARB Honorary Commanders, World Affairs Council of Inland Southern California and a former Marine. He also served as Chairman of the Inland Empire Installation Support Committee (IEISC) and was the 2005/2006 Chairman of the March Forum and a 2004 delegate to the Fifty-First National Security Forum at the Air War College. Mr. Ballance was the 2006 recipient of the California Chamber of Commerce's "Business Advocacy Award.

Professional affiliations include the National Foreign Trade Association (NAFTZ), The International Air Cargo Association (TIACA), Distribution Management Association (DMA), Protocol Officers Association, Hong Kong Trade Association of Southern California (HKASC), San Diego World Trade Center (SDWTC) and the Military Affairs Committee (MAC). He is the past Chairman of the City of Riverside Airport Commission and current Vice Chairman of the Riverside County Airport Land Use Commission (ALUC) and a counselor for SCORE.

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Professional References Contact Sheet

Karen Diamond, Professional Programs Coordinator
International Education Programs
University of California, Riverside
1200 University Avenue
Riverside, CA 92507
kdiamond@ucx.ucr.edu
www.ucx.ucr.edu
(951) 827-1700 Direct
(951) 787-5796 Fax

Cindy Roth, President/CEO
Greater Riverside Chambers of Commerce
3985 University Avenue
Riverside, CA 92501-3256
(951) 683-7100 ext. 219
(951) 683-2670 Fax
croth@riverside-chamber.com
www.riverside-chamber.com

Dr. Lawrence Geraty, President Emeritus
LaSierra University
4700 Pierce Street
Riverside, CA 92515
(951) 785-2020
lgeraty@lasierra.edu
www.lasierra.edu

Additional references available upon request

**Application for Appointment
Citizens' Bond Oversight Committee
Riverside Community College District**

California law requires certain persons to be represented on the Citizens' Bond Oversight Committee (Committee). Please indicate all Committee designations for which you are qualified:

- Business Representative Company Name: _____
- ✓Active Member of a Senior Citizen Group Group Name: AARP
- Member of a Taxpayer Organization Organization Name: _____
- RCCD Student Organization/Student Club Org. Name: _____
- ✓Member of a College Support Organization Org. Name: Charter Hill Society (Berkeley) Citizens Univ Comm. (UCUC)
- Member of the San Bernardino and Riverside Counties Central Labor Council
- ✓At-Large Community Member

If possible, please provide a contact person and phone number for the organization in which you are active. The College District may contact these organizations to verify your participation. Attach extra sheets, if necessary, to complete this application.

General Information:

Name: David E. Barnhart
 Home Address: 2680 Braden Pl., Riverside, Ca
 Home Telephone: 951/343-1167 E-mail: barnstri@pacbell.net

Employer Information:

Name of Employer: Retired since 2002 - see attached Resume
 Work Address: _____
 Work Telephone: _____ E-mail: _____

Educational Background (optional; you may attach a resume or additional pages, if needed):

College and/or University: U. C. Berkeley
 Degree/Major: B.S., M.S. Civil Engineering
 Vocational and/or Other Institution: _____
 Certificate/Technical Training: _____

Additional Information:

1. Have you been a member of any College District committee? __ Yes No If yes, if what capacity?
 2. Are you or have you or anyone in your immediate family ever been employed by the District? __ Yes No If yes, please explain: _____
 3. List present or past membership in any community service (e.g., volunteer, civic or youth) organizations: Riverside Board of Public Utilities (2002-2009) - Chair-2008
Mayor's Air Quality Committee (2002-2009)
- (Note: I retired in 2002 to take care of my very ill wife who passed away in November 2008)

4. List participation in professional seminars, workshops or organizations: ITE, ASCE U.C. Berkeley Inst. of Transportation Studies League of California Cities, County Supervisors ASSOC. - Many Regional, State & National conferences throughout my career

Qualifications:

Describe your training and experience in finance, facilities, and/or construction. (Attach a resume or additional pages, if needed.) I was thoroughly involved in the planning, financing, design, construction and operation and citizen/political review/approval of countless projects throughout my career. - Roads, Bridges, parks & recreational facilities, transit facilities (Bus skai), parking structures (Old Pasadena)

Please answer the following questions:

5. How long have you been a resident within the College District? 15 Years 6 Months

6. Do you have any family members who now attend (or have attended) one of the RCCD campuses or educational centers? Yes No If yes, which campus or center: _____

7. Do you know of any reason, such as a potential conflict of interest, which would adversely affect your ability to serve on the Citizens' Bond Oversight Committee? Yes No If yes, please explain: _____

8. Why you would like to be appointed to this Committee? (Attach additional pages, if needed.) To use my experience and expertise to support RCC, an important community institution. The success and advancement of our community is directly tied to that of RCC

Are you a vendor, contractor or consultant of the College District? Yes No If yes, please explain: _____

9. Are you available to attend Committee meetings on weeknights? Yes No If no, please explain. _____

Certificate of Applicant:

All answers and statements in this document are true and complete to the best of my knowledge and belief.

Signature: David E. Bamhart Date: 8/28/05

Completed signed applications should be returned the the RCCD Office of Public Affairs, 4800 Magnolia Ave., Riverside, CA 92506 or fax to (951) 682-5943. Please be aware that completed applications are public records available for public review. If you have any questions, please call 951-222-8857.

Resume
David E. Barnhart

Previous Positions:

- 1993-2002 County Director of Transportation
Riverside County Transportation Department
Riverside, California
- 1990-1993 Director, Southeast Area
Los Angeles County Metropolitan Transportation Authority
Los Angeles, California
- 1986-1990 City Engineer/Transportation Manager
City of Pasadena
Pasadena, California
- 1971-1986 City Traffic Engineer
City of Pasadena
Pasadena, California
- 1966-1971 Assistant/Associate Traffic Engineer
City of Los Angeles Department of Traffic
Los Angeles, California

Professional Registrations:

Civil Engineer-----C.E. 19776, California
Traffic Engineer----T.E. 436, California

Education:

B.S. Civil Engineering; Univ. of California, Berkeley, 1966
M.S. Transportation Engineering; Univ. of California, Berkeley, 1967

Institute of Transportation Engineers:

President, Southern California Section, 1975-76
President, District 6 (13 western states), 1990-91

For additional information, call (951) 343-1167

**Application for Appointment
Citizens' Bond Oversight Committee
Riverside Community College District**

California law requires certain persons to be represented on the Citizens' Bond Oversight Committee (Committee). Please indicate all Committee designations for which you are qualified:

- Business Representative Company Name: _____
- Active Member of a Senior Citizen Group Group Name: X _____
- Member of a Taxpayer Organization Organization Name: _____
- RCCD Student Organization/Student Club Org. Name: _____
- Member of a College Support Organization Org. Name: _____
- Member of the San Bernardino and Riverside Counties Central Labor Council
- At-Large Community Member X

If possible, please provide a contact person and phone number for the organization in which you are active. The College District may contact these organizations to verify your participation. Attach extra sheets, if necessary, to complete this application.

General Information:

Name: Susan Cash
Home Address: 1475 Trenton Drive, Riverside CA. 92506
Home Telephone : (951) 686 7578 E-mail: s-cash@sbcglobal.net

Employer Information:

Name of Employer: retired – California State University, Los Angeles - Please see attached vita, University and Faculty Experience, pages 1-4
Work Address: _____
Work Telephone: _____ E-mail: _____

Educational Background (optional; you may attach a resume or additional pages, if needed):

College and/or University: Please see attached vita, Education, page 4.
Degree/Major: _____
Vocational and/or Other Institution: _____

Certificate/Technical Training:

Additional Information:

1. Have you been a member of any College District committee? __ Yes X No If yes, if what capacity?
2. Are you or have you or anyone in your immediate family ever been employed by the District? X Yes, __ No If yes, please explain: I was hired as a Part-time instructor 1986-1987
3. List present or past membership in any community service (e.g., volunteer, civic or youth) organizations: Advisory Board member, LA's Best (Better Educated Students for Tomorrow - is a nationally recognized after school education, enrichment and recreation program serving more than 28,000 children with the greatest needs and fewest resources throughout the City of Los Angeles); Mission Inn Foundation; Riverside Art Association and Art Alliance; President, Magnolia School PTA, Poly High School Band Booster

4. List participation in professional seminars, workshops or organizations: Please see attached vita, Selected Presentations, Lectures and Adjudication, page 6:

Qualifications:

Describe your training and experience in finance, facilities, and/or construction. (Attach a resume or additional pages, if needed.) As a university administrator my responsibilities included the following: Liaison to the Joint Powers Authority for the construction and operation of the Herzberg-Davis Forensic Crime Center, a State of California, LA County, City of Los Angeles, and CSULA collaboration to build and operate the largest crime lab and forensic science teaching facility west of the Mississippi; Chair, CSULA Space Management Committee - oversight of the use of campus space and construction; Member, CSULA Master Plan Committee; administered five million dollar annual budget.

Please answer the following questions:

5. How long have you been a resident within the College District? 61 Years 10 Months
6. Do you have any family members who now attend (or have attended) one of the RCCD campuses or educational centers? X Yes No If yes, which campus or center: I attended and received an AA degree from RCC in Riverside
7. Do you know of any reason, such as a potential conflict of interest, which would adversely affect your ability to serve on the Citizens' Bond Oversight Committee? Yes X No If yes, please explain: _____
8. Why you would like to be appointed to this Committee? (Attach additional pages, if needed.)
Please see Attachment A

Are you a vendor, contractor or consultant of the College District? Yes X No If yes, please explain:

9. Are you available to attend Committee meetings on weeknights? X Yes No If no, please explain. _____

Certificate of Applicant:

All answers and statements in this document are true and complete to the best of my knowledge and belief.

Signature: _____ Date: 8-14-2009

Completed signed applications should be returned the RCCD Office of Public Affairs, 4800 Magnolia Ave., Riverside, CA 92506 or fax to (951) 682-5943. Please be aware that completed applications are public records available for public review. If you have any questions, please call 951-222-8857.

Attachment A

8. Why you would like to be appointed to this Committee?

With a strong commitment to public education, I believe that I can bring my experience and expertise in support of public funding to Riverside Community College. I have extensive experience in accountability and assessment of effectiveness in higher education, planning and operations of educational facilities, collaboration with various stakeholders, and proven leadership.

On a personal level, RCC provided an opportunity for me as a young student to transition from high school to higher education, leading to a rewarding professional career. RCC modeled the role envisioned in the California Masterplan for Education, in that I was able to transfer my first two years of college at RCC to a four-year university, and later to graduate school at UC, Irvine. I am grateful for the role RCC played and would like an opportunity to provide service.

ACADEMIC VITAE (ABRIDGED)

SUSAN BETH CASH

Home Address:

1475 Trenton Drive
Riverside, CA 92506
(951) 686-7578
Email: s-cash@sbcglobal.net

Retired - July 2008

UNIVERSITY EXPERIENCE

Academic Administration, California State University, Los Angeles:

Associate Vice President for Academic Affairs (2005-2008)
Assistant Vice President for Academic Affairs (2003-2005)

Faculty Affairs

- Faculty Policy - Serves as the Executive Secretary of the Faculty Policy Committee of the Academic Senate.
- Policy and Contract - Assures implementation for faculty (Unit III).
- Appointment, Retention, Tenure and Promotion (ARTP) –
 - Provides orientation and training to:
 - New faculty
 - Department and College personnel committees.
- Department Chair Training – Provides annual training sessions on chair roles and responsibilities.
- Faculty Colloquium Series – Serves as Executive Secretary to Faculty Colloquium Committee, and provides administration of the series.
- Sabbatical Leave Awards – Serves as Executive Secretary of the University Sabbatical Leave Award Committee and provides administration of the leaves.
- Liaison to University Counsel – Works with Counsel on the resolution of legal issues regarding faculty, staff and students.
- Liaison to the Chancellor's Office - on matters of faculty collective bargaining.
- Academic Calendar – Coordinates the updating and reporting of the campus academic calendar.

Academic Programs

- Program Review - Serves as the Executive Secretary of the Program Review Subcommittee of the Academic Senate, and coordinates the campus program review process.
- Academic Master Plan – Serves as the Executive Secretary of the University Ad hoc Committee on the 5-year Masterplan, and coordinates updating and reporting to Chancellor's Office.
- Herzberg-Davis Forensic Science Center – Liaison to Operations Committee of Joint Powers Authority for building and operations.

- Student Learning Outcomes Assessment - Oversees implementation of campus student learning outcomes assessment policies.
- Strategic Planning - Coordinates the development of the Academic Affairs Strategic Plan.
- Accreditation - Serves as WASC Accreditation Liaison Officer and provides leadership in the WASC accreditation process and compliance.
- Accountability – Serves as the campus Accountability Officer and coordinates development of the accountability reporting to the Chancellor’s Office.
- Institutional Research – Supervises the Director of Institutional Research, and provides oversight of the office.
- CalState TEACH – Supervises the Regional Director of CalState TEACH and provides oversight of the office.
- Honors Convocations and Commencement – Serves as Executive Secretary of the University Honors Convocation and Commencement Committee, and administers the implementation of both ceremonies.
- Los Angeles High School for the Arts – Serves as liaison with high school in residence.
- California Regional Forensic Crime Lab – Serves as liaison with State, County and City representatives
- Mentor to new Dean of Extended Education and Dean of Health and Human Services.

Acting Associate Vice President for Academic Affairs - Academic Programs (Mar.–Sept. 2003)

- Interim Dean, Educational Support Services – Provided administrative leadership to new units until dean was selected, June 2003.
- Extended Education – Provided oversight to unit in interim periods between deans.
- University Catalog – Administrative oversight of catalog update and publication.
- Space Management – Coordinated Academic Affairs space and served as chair of the Space Management Committee.
- Instructionally Related Activities (IRA) funding – Coordinated procedures for awarding and administration of funds.
- LA’s BEST – CSULA liaison and member of Advisory Board.

Academic Programs

- Program Review - Served as the Executive Secretary of the Program Review Subcommittee of the Academic Senate, and coordinated the campus program review process.
- Academic Master Plan – Served as the Executive Secretary of the University Ad hoc Committee on the 5-year Masterplan, and coordinated updating and reporting to Chancellor’s Office.
- Student Learning Outcomes Assessment - Oversaw implementation of campus student learning outcomes assessment policies.
- Strategic Planning - Coordinated the development of the Academic Affairs Strategic Plan.
- Accreditation - Served as WASC Accreditation Liaison Officer and provided leadership in the WASC accreditation process and compliance.
- Accountability – Served as the campus Accountability Officer and coordinated development of the accountability reporting to the Chancellor’s Office.
- Institutional Research – Supervised the Director of Institutional Research, and provided oversight of the office.

- CalState TEACH – Supervised the Regional Director of CalState TEACH and provided oversight of the office.
- Honors Convocations and Commencement – Served as Executive Secretary of the University Honors Convocation and Commencement Committee, and administered the implementation of both ceremonies.
- Los Angeles High School for the Arts – Served as liaison with high school in residence.

Associate Dean, Undergraduate Studies – General Education and Articulation (2001-2003)

- Curriculum - Reviewed all University curricular initiatives.
- General Education – Served as Executive Secretary of the General Education Subcommittee of the Academic Senate, administered general education policies, and coordinated the scheduling of the upper division GE courses.
- Assessment of General Education – Administered the assessment of student learning outcomes for general education and supervised the General Education Assessment Faculty Coordinator.
- Articulation – Reviewed all requests for articulation, coordinated with community colleges, and administered full ASSIST implementation.

General Education Assessment Faculty Coordinator (2001)

- GE Assessment – Led development and implementation of assessment plan for the GE Program.
- GE Subcommittee - Provided resource information about GE assessment, and assistance in writing the finalized assessment plan.
- College Assessment – Met with College Assessment Coordinators, Associate Deans, and discussions with Deans, Chairs and faculty to communicate the status of GE assessment.
- Assessment Measure Implementation – Implemented two pilot studies 1) the assessment of upper-division themes, and 2) the WPE/Diversity pilot and report of the study's process, analysis, results and recommendations.
- GE workshop - Assisted in coordinating a workshop for faculty teaching GE courses to provide strategies for implementing active learning, writing, assessment, and developing syllabi for GE courses.
- CSU Assessment Council – Served as a campus representative to the council.

Director of Student Services, College of Arts and Letters (1997-98)

- Director of Student Services - reviewed and approved graduate programs, provided reviews required for waiver of numerous campus policies, worked with students who were having significant problems that brought them to the Associate Dean's office.

Acting Chair/Associate Chair, Department of Art (1993-95)

- Acting Chair – Supervision of department faculty and staff, scheduling of courses and assignment of faculty, facilitate resolution of faculty, staff and student issues and concerns
- Associate Chair of the Department of Art - Fulfilled the duties of the Chair in her absences from campus, facilitated the resolution of student and faculty problems, scheduled classes, assistance with management of the department, and upon the resignation of the Fine Arts Gallery Director, organized and curated exhibitions.

Faculty:

- o Professor Emeritus, California State University, Los Angeles, 2009
- o Professor, California State University, Los Angeles, 2000
- o Associate Professor, California State University, Los Angeles, 1995
- o Director of Student Services, College of Arts and Letters, California State University, Los Angeles, 1997-98
- o Associate Chair, Art Department, California State University, Los Angeles, 1993 -1995
- o Acting Chair, Art Department, California State University, Los Angeles, 1994
- o Assistant Professor, California State University, Los Angeles 1991

Part-time faculty positions:

- Assistant Professor, California State University, Los Angeles, 1982-91
- Lecturer, University of California, Irvine, 1982- 90
- Visiting Professor, Pitzer College, Claremont California, 1988
- Instructor, Riverside Community College, Riverside California, 1986-87
- Instructor, Cypress College, Cypress, California, 1985-86
- Visiting Professor, University of Southern California, Los Angeles, California, 1985
- Lecturer, Orange Coast College, Costa Mesa, California, 1983-8

EDUCATION

- 1982, M.F.A., Fine Art, University of California, Irvine
- 1980, B.A., Art, California State University, Fullerton

ACADEMIC ACTIVITY

University:

- Associate Vice President for Academic Affairs, 2005-2008
- Assistant Vice President for Academic Affairs, 2003-2005
- Acting Associate Vice President for Academic Affairs – Academic Programs, Mar. 2003 – Sept. 2003
- Associate Dean of Undergraduate Studies – General Education and Articulation, 2001 - 2003
- University General Education Assessment Coordinator, 2001
- Search Committee - Provost and Vice President for Academic Affairs, 2001
- Executive Committee, Academic Senate, 1997- 2001
- Secretary, Academic Senate, 1997 - 98, 1999- 2001
- Chair, University Educational Policy Committee, 1996 - 2001
- Strategic Planning Coordinating Committee, 2000 - 2001
- Academic Senate, 1994- 2001
- Ad Hoc General Education Assessment Faculty Working Group, 1999 - 2000
- Task Force, Curriculum Review Process for the Charter School of Education, 2000
- Steering Committee, University Academic Retreat Committee, 1999-2000
- Outstanding Professor Award Committee, 1999 - 2000
- Member, University-Wide, Non-School Based Lottery Advisory Committee, 2000
- Chair, Task Force, Student Outcomes Self-study, WASC, regional accreditation 1998-99
- Steering Committee, CSLA Self-study, WASC regional accreditation-1998-99
- Task Force, Student Academic Honesty, 1998-99

Ad Hoc Committee - University Faculty Retreat on Assessment, 1998
Facilitator - University Faculty Retreat on Assessment, 1998
Ad Hoc Committee – 50th Anniversary Faculty Retreat - 1998
Facilitator – 50th Anniversary Faculty Retreat - 1998
Ad Hoc Committee - Revision of the Program Review Handbook, 1998
Executive Secretary, Ad Hoc Committee - Evaluation of Administrators, 1998
Student Outcomes Assessment Subcommittee - 1996-97
CSLA Representative, Cornerstones Conference-Monterey Bay, 1997
Facilitator, CSLA Academic Retreat on General Education, 1997
CSLA Representative, Annual Meeting, National Council of the Schools of Art and Design, Houston Texas, 1996
Vice Chair, Educational Policy Committee 1994 - 96
Chair, Program Review Subcommittee, 1995-96
Chair, Ad Hoc Selection Committee, Dean of Arts and Letters, 1995-96
CSLA Representative, Annual Meeting, National Council of the Schools of Art and Design, Kansas City, MO, 1994
Ad Hoc Committee, PSSI - 1994
Continuing Education Subcommittee, 1993-1994
Marshall, Commencement and Graduation, 1994
Academic Senate, Alternate, 1994

College:

Retention Tenure and Promotions (RTP) Committee A, Department of Theatre Arts and Dance, 2001
Faculty Policy Committee - 1999-2000
Director of Student Services, 1997- 98
RTP Committee B, 1996-97
Chair, Executive Board, School of Arts and Letters, 1994-96
RTP Committee B, 1995-97
Faculty Affairs Committee, 1994
Ad Hoc Committee, Lottery Proposal Selection Committee, 1994

Department:

Chair, Instructional Affairs Committee, 1996- 2001
RTP Committee, 2000-2001
Search Committee - Studio Arts, 2001
Mentor, New Faculty Development - 1999-2000
Steering Committee - NASAD accreditation self-study - 1999-2000
Chair, Steering Committee, Innovative Instruction Award, 1998 - 99
Chair, Studio Art Option, 1997- 98
Chair, Graduate Screening Committee, 1997-98
Committee for Annual Review of the Department Chair, 1997
Acting Chair, Art Department, 1994
Associate Chair, Art Department, 1993-95
Ad Hoc Committee - Department Strategic Planning, 1995-96
Ad Hoc Committee, Core Curriculum Modification - 1995

Ad Hoc Committee, G. E. - 1995 - 96
Ad Hoc Committee, Program Review, 1994
Chair, Ad Hoc Committee, Dept. Chair Evaluation, 1994, 95
Chair, Exhibition and Community Affairs Committee, 1994
Studio Option Committee, 1991-present
Graduate Screening Committee, 1991-present
Head, Ceramics Area, Art Department, 1991-present

INSTRUCTIONAL AREAS

Survey and Studio: Ceramics, Drawing, Sculpture , Three-dimensional Design
Thesis Supervision

Faculty Mentor for *Grad Excel*, Graduate Teaching Assistanceship Program

Principle Graduate Advisor and Thesis/Project Committee member to over 30 graduate students

AWARDS AND RECOGNITION

Emeritus Professor, 2009
Phi Kappa Phi, Honor Society, Chapter President
Distinguished Women Award, CSULA, 2001
CSULA, Innovative Instruction Award, Level II, 2000 - 01
Sabbatical Leave, 1999 - Tokyo and Kyoto, Japan
CSULA, Innovative Instruction Award, Level II, 1999
Sasakawa Fellowship, American Association of State Colleges and Universities, 1998
Japanese Studies Institute, 1998
Affirmative Action Grant, California State University, Los Angeles, 1992
International Art Competition, 1984

PROFESSIONAL ACTIVITY

Areas of research: Studio Arts production and Japanese Art

Selected Presentations, Lectures and Adjudication:

- Presentation, "*Accreditation Strategies at CSULA*", Western Association of Schools and Colleges, Irvine, CA, 2008
- Presentation, "*Developing the Institutional Proposal at CSULA*", Western Association of Schools and Colleges, Pomona, CA 2007
- Presentation, "*The Relationship between Evidence, Process, and Change in Assessing Upper Division General Education*", AAHE Assessment Conference, Seattle, Washington.2003
- Presentation, "*GE Assessment at CSULA*", CSU Assessment Conference, Fullerton, 2003

- Presentation, "*The Role of the Faculty in the Assessment of General Education*", WASC Annual Meetings, Irvine, CA 2003.
- Presentation, "*Orientation to GE, GE Assessment*", GE Faculty Workshop, CSULA, 2001

- Presentation, "*GE Assessment*", GE Workshop for new and part-time faculty, CSULA, 2000
- Presentation, "*The development of assessment and pilot projects for GE at CSULA*", CSU Conference on GE Learning Outcomes - Crowne Plaza LAX 2000
- Presentation, "*Governance Structures at CSLA*", "*Restructuring of Committees*", CSLA Academic Retreat, 2000
- Lecture, "*Visions of Nature: The examination of environmental images in Japanese art as a tool for understanding Japanese perspectives.*" Japanese Studies Association, Annual Conference, Honolulu, Hawaii, 2000
- Lecture/ Workshop, "*The Use Of Personal Imagery In Art*", Verdugo Hills Art Association, 1996
- Juror, Los Angeles Unified School District High School Art Exhibit, CSLA, Los Angeles, 1996
- Lecture, Contemporary Crafts and the Saxe Collection, Newport Harbor Art Museum, 1994
- Faculty Lecture, The Italian Experience, California State University, Los Angeles. 1994
- Lecture/Workshop, Istituto d'Arte Ballardini, Faenza, Italy, 1994
- Juror, *Affairs In The Garden, 20 Platinum Celebration*, Beverly Hills, CA., 1993
- Juror, East Los Angeles College Student Art Exhibition, Los Angeles, CA, 1993
- Invited Lecture, "*Contemporary Art in Ceramics*", Rio Hondo College, Whittier, California, 1992
- Presentation, "*Presentation of Ideas in Ceramics*", California Association of Independent Schools, Southern Regional Meeting, 1990
- Invited Lecture, University of California, Irvine, 1989
- Master Mentor, "*Sequential Approaches in Ceramics*", California Art Education Association, State Conference, 1989
- Presentation, "*Basic Education in the 90's*", California Art Education Association, Southern Area, 1989
- Lecture, Artist Lecture Series, Rancho Santiago College, Santa Ana, California
- Lecture, Municipal Art Gallery, Los Angeles, California, 1984
- Lecture, Pitzer College, Claremont Colleges, Claremont, CA, 1984
- Lecture, University of Southern California, Los Angeles, California, 1983
- Lecture, Orange Coast College, Costa Mesa, California, 1982

Selected Exhibitions and Exhibition Curation and Gallery Organization: Available upon request

4. List participation in professional seminars, workshops or organizations: _____

Qualifications:

Describe your training and experience in finance, facilities, and/or construction. (Attach a resume or additional pages, if needed.)

*Director, Senior Program, Food Share
Inherit Aids Project, Director, Victrola Opera*

Please answer the following questions:

5. How long have you been a resident within the College District? ___ Years ___ Months *- wife*

6. Do you have any family members who now attend (or have attended) one of the RCCD campuses or educational centers? Yes ___ No If yes, which campus or center: *Riverside*

7. Do you know of any reason, such as a potential conflict of interest, which would adversely affect your ability to serve on the Citizens' Bond Oversight Committee? ___ Yes No If yes, please explain: _____

8. Why you would like to be appointed to this Committee? (Attach additional pages, if needed.)

*I feel, I can contribute for the betterment of
Riverside City College*

Are you a vendor, contractor or consultant of the College District? ___ Yes No If yes, please explain: _____

9. Are you available to attend Committee meetings on weeknights? Yes ___ No If no, please explain. _____

Certificate of Applicant:

All answers and statements in this document are true and complete to the best of my knowledge and belief.

Signature: *Richard Albert Choy* Date: *7/31/09*

Completed signed applications should be returned to the RCCD Office of Public Affairs, 4800 Magnolia Ave., Riverside, CA 92506 or fax to (951) 682-5943. Please be aware that completed applications are public records available for public review. If you have any questions, please call 951-222-8857.

**Application for Appointment
Citizens' Bond Oversight Committee
Riverside Community College District**

California law requires certain persons to be represented on the Citizens' Bond Oversight Committee (Committee). Please indicate all Committee designations for which you are qualified:

- Business Representative Company Name: _____
- Active Member of a Senior Citizen Group Group Name: Masters/Senior Citizens, F.M.C. Mt. San Jacinto
- Member of a Taxpayer Organization Organization Name: _____
- RCCD Student Organization/Student Club Org. Name: _____
- Member of a College Support Organization Org. Name: _____
- Member of the San Bernardino and Riverside Counties Central Labor Council
- At-Large Community Member

If possible, please provide a contact person and phone number for the organization in which you are active. The College District may contact these organizations to verify your participation. Attach extra sheets, if necessary, to complete this application.

General Information:

Name: Richard Alberto Chavez
Home Address: 5825 Intervale Dr. Riverside, CA 92506
Home Telephone: 951-788-6063 E-mail: N/A

Employer Information:

Name of Employer: Retired
Work Address: _____
Work Telephone: _____ E-mail: _____

Educational Background (optional; you may attach a resume or additional pages, if needed):

College and/or University: RCC, Cal State Long Beach, USC, & Cal State SB
Degree/Major: AA, BA, MPA, & MSW
Vocational and/or Other Institution: Fellowship - Dept of Ed. Washington DC
Certificate/Technical Training: Community College Counselor

Additional Information:

1. Have you been a member of any College District committee? __ Yes No If yes, if what capacity?
2. Are you or have you or anyone in your immediate family ever been employed by the District? __ Yes No If yes, please explain: _____

3. List present or past membership in any community service (e.g., volunteer, civic or youth) organizations: United Way Bd of Directors, Community Action Corps
Grand Jury

**Application for Appointment
Citizens' Bond Oversight Committee
Riverside Community College District**

California law requires certain persons to be represented on the Citizens' Bond Oversight Committee (Committee). Please indicate all Committee designations for which you are qualified:

- Business Representative Company Name: A to Z Printing, Co. Inc
- Active Member of a Senior Citizen Group Group Name: NA
- Member of a Taxpayer Organization Organization Name: _____
- RCCD Student Organization/Student Club Org. Name: _____
- Member of a College Support Organization Org. Name: _____
- Member of the San Bernardino and Riverside Counties Central Labor Council
- At-Large Community Member

If possible, please provide a contact person and phone number for the organization in which you are active. The College District may contact these organizations to verify your participation. Attach extra sheets, if necessary, to complete this application.

General Information:

Name: Allison Dale
 Home Address: 15834 Gila Way, Riverside, CA 92508
 Home Telephone: 951-538-6111 E-mail: allison@a-2printing.com

Employer Information:

Name of Employer: A to Z Printing Co, Inc
 Work Address: 4330 VAN BUREN BLVD. RIVERSIDE, CA 92503
 Work Telephone: 951-689-4411 E-mail: allison@a-2printing.com

Educational Background (optional; you may attach a resume or additional pages, if needed):

College and/or University: WESTERN STATE COLLEGE OF LAW, CAL. POLY POMONA, RCC
 Degree/Major: Juris Doctor, BS BUSINESS MANAGEMENT, AA
 Vocational and/or Other Institution: -
 Certificate/Technical Training: -

Additional Information:

1. Have you been a member of any College District committee? Yes No If yes, if what capacity?

2. Are you or have you or anyone in your immediate family ever been employed by the District? Yes No If yes, please explain: _____

3. List present or past membership in any community service (e.g., volunteer, civic or youth) organizations: ARLINGTON BUSINESS PARTNERSHIP-BID
WOODCREST MAC, RIVERSIDE EDUCATIONAL FUNDAMENT
FOUNDATION, AMERICAN RED CROSS
VOLUNTEER CENTER OF GREATER RIVERSIDE.

4. List participation in professional seminars, workshops or organizations: - Advisory Committee for RCC Graphics ARTS Dept.

Qualifications:

Describe your training and experience in finance, facilities, and/or construction. (Attach a resume or additional pages, if needed.)

Please answer the following questions:

5. How long have you been a resident within the College District? 50 Years ___ Months

6. Do you have any family members who now attend (or have attended) one of the RCCD campuses or educational centers? ___ Yes No If yes, which campus or center: _____

7. Do you know of any reason, such as a potential conflict of interest, which would adversely affect your ability to serve on the Citizens' Bond Oversight Committee? ___ Yes No If yes, please explain: _____

8. Why you would like to be appointed to this Committee? (Attach additional pages, if needed.)

It sounds interesting. I am anxious to learn about the RCCB District and how bonds function within the system.

Are you a vendor, contractor or consultant of the College District? Yes ___ No If yes, please explain:

I have been an advisor to RCC Graphics Dept.

9. Are you available to attend Committee meetings on weeknights? Yes ___ No If no, please explain.

Certificate of Applicant:

All answers and statements in this document are true and complete to the best of my knowledge and belief.

Signature: Allison Dal

Date: 8/11/09

Completed signed applications should be returned to the RCCD Office of Public Affairs, 4800 Magnolia Ave., Riverside, CA 92506 or fax to (951) 682-5943. Please be aware that completed applications are public records available for public review. If you have any questions, please call 951-222-8857.

Allison Dale

15834 Gila Way, Riverside, CA 92508
Cell: (951) 538-6111 • Work: (951) 689-4411
Email: allison@a-zprinting.com

Employment:

A to Z Printing Company

4330 Van Buren Blvd.
Riverside, CA 92503
October 1986 to Present

NCR Corporation

Account Manager
August 1984 to October 1986

Education:

Western State University College of Law

May 2000
Degree: Juris Doctor

California State Polytechnic University Pomona

March 1984
Degree: Bachelor of Science
Business Management

Riverside Community College

June 1980
Degree: Associate of Arts

Volunteer:

Arlington Business Partnership

Board of Directors
Past Board President for two terms

Alternatives to Domestic Violence

Board of Directors

Volunteer Center of Greater Riverside

Board of Directors

American Red Cross, Riverside County

Board of Directors

**Application for Appointment
Citizens' Bond Oversight Committee
Riverside Community College District**

California law requires certain persons to be represented on the Citizens' Bond Oversight Committee (Committee). Please indicate all Committee designations for which you are qualified:

- Business Representative Company Name: _____
- Active Member of a Senior Citizen Group Group Name: _____
- Member of a Taxpayer Organization Organization Name: _____
- RCCD Student Organization/Student Club Org. Name: _____
- Member of a College Support Organization Org. Name: _____
- Member of the San Bernardino and Riverside Counties Central Labor Council
- At-Large Community Member

If possible, please provide a contact person and phone number for the organization in which you are active. The College District may contact these organizations to verify your participation. Attach extra sheets, if necessary, to complete this application.

General Information:

Name: ILONA M. EMMERT (A.K.A. LONI EMMERT)
 Home Address: 3414 CAMPBELL ST. RIVERSIDE, CA 92509
 Home Telephone: 951-685-8590 E-mail: LONI_e2002@yahoo.com

Employer Information:

Name of Employer: Universal Music Group
 Work Address: 10 Universal City Plaza Universal City, CA 91608
 Work Telephone: 818-286-5477 E-mail: Loni.emmert@umusic.com

Educational Background (optional; you may attach a resume or additional pages, if needed):

College and/or University: RCC
 Degree/Major: AA Humanities / Fine Arts, A.S. Business / Marketing
 Vocational and/or Other Institution: _____
 Certificate/Technical Training: _____

Additional Information:

1. Have you been a member of any College District committee? Yes No If yes, if what capacity?
2. Are you or have you or anyone in your immediate family ever been employed by the District? Yes No If yes, please explain: I was adjunct faculty in Spring 2004, 2006
3. List present or past membership in any community service (e.g., volunteer, civic or youth) organizations: _____

4. List participation in professional seminars, workshops or organizations: _____

Qualifications:

Describe your training and experience in finance, facilities, and/or construction. (Attach a resume or additional pages, if needed.) 25 years administration experience which often included assisting with facilities management.

Please answer the following questions:

5. How long have you been a resident within the College District? 35 Years ___ Months
6. Do you have any family members who now attend (or have attended) one of the RCCD campuses or educational centers? Yes ___ No If yes, which campus or center: my nephew attends Riverside Campus, I have attended all three and online.
7. Do you know of any reason, such as a potential conflict of interest, which would adversely affect your ability to serve on the Citizens' Bond Oversight Committee? ___ Yes No If yes, please explain: _____

8. Why you would like to be appointed to this Committee? (Attach additional pages, if needed.) _____
please see attached.

Are you a vendor, contractor or consultant of the College District? ___ Yes No If yes, please explain: _____

9. Are you available to attend Committee meetings on weeknights? Yes ___ No If no, please explain. _____

Certificate of Applicant:

All answers and statements in this document are true and complete to the best of my knowledge and belief.

Signature: [Handwritten Signature] Date: 8-17-09

Completed signed applications should be returned to the RCCD Office of Public Affairs, 4800 Magnolia Ave., Riverside, CA 92506 or fax to (951) 682-5943. Please be aware that completed applications are public records available for public review. If you have any questions, please call 951-222-8857.

8. Why would you like to be appointed to this Committee?

As a current student, former adjunct faculty member, and ardent supporter of RCC, I am interested in joining the RCCD Citizen's Bond Oversight Committee as a way to become more involved in my college and in my community. After waiting many years myself to be able to return to college to continue my education, I am an enthusiastic advocate of higher education, continuing education, and adult education.

I have attended classes online and at all three campuses, taught a music class twice at the Riverside campus (spring semester of 2004 and 2006), graduated from RCC with my A.A. in 2006 and graduated with my A.S. from the Norco campus on June 11, 2009. I am extremely impressed and pleased with the projects that the Committee has accomplished (especially the Riverside campus parking structure – thank you so very much!). The Committee's future projects including the Nursing and Science Building are intriguing and a great step forward in our school's imminent evolution.

As a lifelong (well, nearly) resident of Riverside, I have had the pleasure of watching our college system grow but never as fast as the pace that it is currently growing. Even as I finish my last few transfer classes so that I can continue on and achieve my B.A. in English Literature, I plan to continue on as a student at RCC given the wonderful online classes that are offered. I would also like to remain active in the district by becoming a member on the RCCD Citizen's Bond Oversight Committee. I have 25 years of administrative and managerial experience as well as experience as both a student and a teacher at RCC that I can contribute as a member of the Committee. I submit my application and resume for your consideration and review at this time.

Loni Emmert
3414 Campbell Street, Riverside, CA 92509
951-685-8590 email: Loni_e2002@yahoo.com

Professional Experience

Spring, 2004, 2006 Adjunct Faculty, Riverside Community College
Riverside, CA

Instruction of "The Business of Music." Included intro to the music business; music publishing contracts, songwriting, song pitching, royalty income, and sheet music; record companies including A&R, recording contracts, legal & business affairs, CD production, radio and video promotion, and royalties. Lessons also included licensing, soundtracks, film scores, music marketing, music sampling, music magazines including charts and sales figures featuring Billboard, and music organizations (RIAA, NARAS, AIMP, CCC, ASCAP, BMI, and SESAC).

4/2003 to Present Senior Manager Royalties & Copyright, Universal Music Group
Universal City, CA

Manage the Shared Services area of the Royalty & Copyright Department. Oversee mechanical licensing; prepare and approve licenses for music releases. Interface daily with music publishers, the Harry Fox Agency, music attorneys, managers, and executives. Oversee a heavy volume of paperwork, legal documents, licenses, and files. Oversee several computer systems. Implement new systems and organizational strategies for the department. Supervise and train staff; conduct employee reviews and delegate work assignments.

6/2002 to 4/2003 Signatories Representative, Directors Guild of America
Hollywood, CA

Daily interface with major motion picture and television directors, producers, and crewmembers. Ensure that all movie productions were produced in accordance with Guild requirements. Performed paralegal work. Ensured that all documents were fully executed. Prepared Payroll Deposit Agreements and salary calculations.

11/2000 to 05/2002 Copyright Manager, Warner/Chappell Music, Inc.
Los Angeles, CA

Administration of music publishing catalog; supervised protection of intellectual property including ownership and collection of income. Oversaw performance society registrations (BMI, ASCAP, SESAC). Extensive contract analysis for all agreements. Heavy drafting of correspondence, reports, documents, and Copyright Applications. Delegated work to staff. Handled personnel issues such as hiring, training, terminations, employee reviews and evaluations. Oversaw extensive worldwide computer database. Administration of sampled songs, including determining usage, obtaining approvals, negotiating rates and fees. Reviewed and approved credits and package copy for music releases.

~Continued~

7/2000 to 12/2000 Legal & Business Affairs Manager, Virgin Records America, Inc.
Beverly Hills, CA

Executed and administered all mechanical, synchronization, and master use licenses. Prepared and approved copy and legal credits for release packages. Requested and negotiated reduced rates from music publishers, attorneys, and songwriters. Interpreted various recording and music publishing agreements, contracts, and legal documents. Drafted agreements, licenses, legal documents, and correspondence, and modified third party licenses. Assisted royalty department and music publishers in tracking and distribution of income. Cleared side-artist agreements for guest recording artists. Researched conflicts and copyright issues for attorneys.

12/1989 to 7/1999 Director of Copyright, PolyGram Music Publishing
Hollywood, CA

Administration of major music publishing catalog. Supervised protection of intellectual property including ownership and collection of income. Oversaw performance society registrations (BMI, ASCAP, SESAC). Extensive contract and contract brief analysis for all agreements. Tracked contract options. Heavy drafting of correspondence, reports, documents, Copyright Applications and Copyright Renewal Applications. Managed and delegated work to copyright, licensing, and document imaging staff. Handled all personnel issues. Oversaw extensive worldwide computer database. Extensive proofreading and preparing of credits and package copy for music releases. Coordinated with film companies to administer cue sheets, scores, and composer agreements.

6/1984 to 12/1989 Administrative Assistant, Island Records and Music Publishing
Hollywood, CA

Assisted with all aspects of A&R, artist promotion and artist relations, radio and video promotion and marketing. Organized and assisted with special events such as the U2 movie premiere of "Rattle & Hum" and Robert Palmer's "Addicted to Love" #1 Billboard Party. Worked backstage at major concerts and events for all touring artists. Assisted with press events, television appearances, and concert tours. Assisted managers with all facets of business including recording budgets, press, publicity, interviews, meeting and conference call schedules, coordinating calendars, and arranging travel plans. Organized all incoming work and requests. Assisted with pitching songs for artists, films, and television projects.

Academic Degrees

A.A. Humanities & Fine Arts, Riverside Community College, 2008
A.S. Business / Marketing, Riverside Community College, 2009

2810174
RECEIVED JUN 25 2004

Lived here since 1965.

Application for Appointment
Citizens' Bond Oversight Committee
Riverside Community College District
2004

still interested as of 7-13-09

California law requires certain persons to be represented on the Citizens' Bond Oversight Committee (Committee). Please indicate all Committee designation(s) for which you are qualified:

- Business Representative Company Name: _____
- Active Member of Senior Citizen Group Group Name: _____
- Member of Taxpayer Organization Group Name: _____
- RCC Student Organization/Student Club Name: _____
- Member of College Support Organization Org. Name _____
- Member of the San Bernardino and Riverside Counties Central Labor Council
- At-Large Community Member

If possible, please provide a contact person and phone number of the organization in which you are active. The College District may contact these organizations to verify your participation. Attach extra sheets, if necessary, to complete this application.

General Information:

Name: Thelma Louise ("Lou") Fawhey
Home Address: 6828 Abel Stearns Ave Riverside 92509
Home Telephone: 951 683-4820 E-mail: tlouecho@msn.com

Employer Information:

Name of Employer: Retired
Work Address: _____
Work Telephone: _____

Educational Background (Response optional; you may attach a resume or additional pages, if needed):

College and/or University: University of Tennessee
Degree/Major: BS / Education - Zoology
Vocational and/or Other Institution: _____
Certificate/Technical Training: Lifetime California Teaching Credential

Additional Information:

1. Have you been a member of any College District committees? Yes No If yes, in what capacity?

As an employer of IBM I served on a task committee to help better communication between business & college community needs.

2. Are you or have you or a member of your immediate family ever been employed by the District? Yes No If yes, please explain: _____

3. List present or past membership in any community service (e.g. volunteer, civic or youth) organizations.

Pres. of Deepcreek Flyfishers & board member for 10 yrs.
Presently Ambassador of Good Health (member of Inland Agency - Desert Sierra Partnership - Promoting Breast - Cervical Health).
Served on Susan G. Komen Breast Cancer Foundation.

4. List participation in professional seminars, workshops or organizations.

Esalen, Big Sur - CA: Studied environmental solutions developed for building energy efficient living communities.

Qualifications:

1. Describe your training and experience in finance, facilities, and/or construction. (Attach additional pages or resume, if needed.) As a high tech computer sales representative I have successfully worked with many NASA projects which includes: Responding to "Request for Quotes" bidding contracts, completing government procurement procedures and thereby working with many individuals to complete installation deadlines.

Worked w/ Total plan Inc. when Riverside City Hall was under construction - thereby worked/committed

Please Answer the Following Questions:

- How long have you been a resident within the College District? 39 Years Months
- Do you have any family members who now attend (or have attended) one of the RCC campuses or educational centers? Yes No Which campuses or centers:

- Do you know of any reason, such as a potential conflict of interest, which would adversely affect your ability to serve on the Citizens' Oversight Committee? Yes No If yes, please explain:

- Explain why you would like to be appointed to this Committee. (Attach additional pages, if needed.)

- Are you a vendor, contractor, or consultant of the College District? Yes No If yes, please explain:

- Are you available to attend Committee meetings on weeknights? Yes No If no, please explain:

with Ruhnau-Evans & Associates to do floorplan layouts and specifications of interior furnishings and accessories.

Certificate of Applicant:

All answers and statements in this document are true and complete to the best of my knowledge and belief.

Signature: _____

Helma Louise Lawley

Date: _____

June 23, 2004

Completed signed applications must be received by the President's Office, Riverside Community College District, 4800 Magnolia Ave., Riverside, CA 92506 or faxed to (909) 222-8035, no later than June 25, 2004, 5 p.m. Please be aware that completed applications are public records available for public review. If you have any questions, please call 909-222-8857.

Application for Appointment Citizens' Bond Oversight Committee Riverside Community College District

California law requires certain persons to be represented on the Citizens' Bond Oversight Committee (Committee). Please indicate all Committee designations for which you are qualified:

- Business Representative Company Name: MaDear Corporation
- Active Member of a Senior Citizen Group Group Name: _____
- Member of a Taxpayer Organization Organization Name: _____
- RCCD Student Organization/Student Club Org. Name: _____
- Member of a College Support Organization Org. Name: _____
- Member of the San Bernardino and Riverside Counties Central Labor Council
- At-Large Community Member

If possible, please provide a contact person and phone number for the organization in which you are active. The College District may contact these organizations to verify your participation. Attach extra sheets, if necessary, to complete this application.

General Information:

Name: Alesia Fuller
 Home Address: 3074 Kalei Court, Perris, CA 92571
 Home Telephone: 951 722-4388 E-mail: AllAlesiaDo@yahoo.com
 Cell: 951-591-2457

Employer Information:

Name of Employer: Mt. San Jacinto College
 Work Address: 28237 La Prieta Rd Menifee, CA 92584
 Work Telephone: 951 639-5685 E-mail: AFuller@msjc.edu

Educational Background (optional; you may attach a resume or additional pages, if needed):

College and/or University: CSUSB, San Bernardino
 Degree/Major: Masters Degree / Public Administration
 Vocational and/or Other Institution: _____
 Certificate/Technical Training: _____

Additional Information:

1. Have you been a member of any College District committee? Yes No If yes, if what capacity?
2. Are you or have you or anyone in your immediate family ever been employed by the District? Yes No If yes, please explain: _____
3. List present or past membership in any community service (e.g., volunteer, civic or youth) organizations: Board Membership - Cedric Young Youth Foundation
- MaDear Corporation

4. List participation in professional seminars, workshops or organizations:

Anger Management, Parenting Workshops

Qualifications:

Describe your training and experience in finance, facilities, and/or construction. (Attach a resume or additional pages, if needed.)

Please answer the following questions:

5. How long have you been a resident within the College District? 2 1/2 Years ___ Months

6. Do you have any family members who now attend (or have attended) one of the RCCD campuses or educational centers? Yes ___ No If yes, which campus or center: Riverside / Moreno Valley

7. Do you know of any reason, such as a potential conflict of interest, which would adversely affect your ability to serve on the Citizens' Bond Oversight Committee? ___ Yes No If yes, please explain: _____

8. Why you would like to be appointed to this Committee? (Attach additional pages, if needed.)

To assist in making sure the needs of students and for the community are being addressed and met

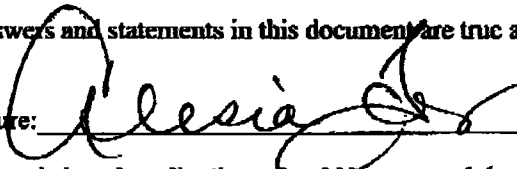
Are you a vendor, contractor or consultant of the College District? ___ Yes No If yes, please explain: _____

9. Are you available to attend Committee meetings on weeknights? Yes ___ No If no, please explain. _____

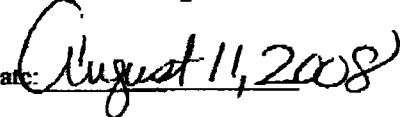
Certificate of Applicant:

All answers and statements in this document are true and complete to the best of my knowledge and belief.

Signature: _____



Date: _____



Completed signed applications should be returned to the RCCD Office of Public Affairs, 4800 Magnolia Ave., Riverside, CA 92506 or fax to (951) 682-5943. Please be aware that completed applications are public records available for public review. If you have any questions, please call 951-222-8857.

ALESIA N FULLER, MPA
3074 Kalei Court-Perris, CA 92571
Home (951) 722-4388 ~ Cell (951) 536-1516
AllAlesiaDo@yahoo.com

ADMINISTRATIVE LEADERSHIP TRAINING

CA State University, San Bernardino 06/2006

EDUCATION

CA State University, San Bernardino 12/2002
 Major: Public Administration
 Minor: Special Education

CA State University, San Bernardino 12/2000
 Major: Psychology
 Minor: Vocational Education

BOARD MEMBERSHIP

Youth Accountability 02/2007
 MaDear Corporation 05/1999
 Cedric Young Youth Foundation 11/1996

COMMUNITY CERTIFICATES

Anger Management 03/2005
 PRICE Parenting 01/2003

EXPERIENCE

Mt. San Jacinto Community College 08/07-current
Associate Instructor

- Provide instruction that includes lecture classes in accordance with established program approved curriculum and course outlines
- Inform students about course requirements, evaluation procedures, attendance and participation requirements in a course syllabus
- Effectively teach and communicate with students of diverse backgrounds
- Advise students on academic and career matters
- Assist in outreach and articulation and maintain adequate meeting hours
- Maintain necessary attendance, scholastic and student records, and submit them according to published guidelines
- Prepare and grade class assignments and evaluations according to course syllabus
- Interact with faculty and staff in other areas of instruction and participate in the development of instructional methods, technology, and materials

Alesia Fuller, MPA

Page 2

MaDear Corporation

05/99-07/08

Program Director

- Provided social services, child care, and individualized services
- Taught, developed, implemented, and evaluated education programs addressing needs of diverse groups
- Presented complex materials to specific audiences
- Maintained strict confidentiality regarding all file contents
- Worked independently, take initiative and use sound judgment
- Planned, organized, and coordinated behavioral programs
- Evaluated program effectiveness and compliance with regulations
- Supervised, selected, assigned, reviewed, and evaluated administrative and support staff
- Monitored program goals and productively statistics for state and local government compliance
- Communicated effectively and persuasively, both orally and in writing
- Established and maintained effective cooperative working relationships with others
- Evaluated and analyzed complex data and issues
- Prepared and presented comprehensive reports including analysis, conclusions, and recommendations
- Negotiated and defended recommendations and decisions
- Analyzed, interpreted, and prepared rules, regulations, policies and programs
- Provided management and leadership in the development and implementation of community education programs
- Coordinated with the county and local school districts and agencies in Inland Empire
- Understood and explained local, state, federal regulations, with thorough knowledge of effective management practices, techniques and principles;
- Understood community development; and knowledge of instructional and behavioral management practices and strategies; and knowledge of office computer programs.
- Established and maintained effective working relationships with staff, community based organizations and agencies
- Planned and implemented scheduled activities for at risk populations
- Gathered, collated, analyzed and/or classified data

Riverside Community College**Admissions/Enrollment Clerk**

11/93-02/96

- Provided timely student-centered service for areas assigned such as admissions, financial aid and general college information; as well as in the collection, accounting, registration, billing, and refunding of student fees.
- Registered students in accordance with Federal and State regulations and in compliance with college and departmental procedures.
- Scheduled and oversaw appointment systems and access and maintain student records.

**Application for Appointment
Citizens' Bond Oversight Committee
Riverside Community College District**

California law requires certain persons to be represented on the Citizens' Bond Oversight Committee (Committee). Please indicate all Committee designations for which you are qualified:

- Business Representative Company Name: NO BARRIERS Disabled Access CONSULTING + ADVOCACY SVCS
- Active Member of a Senior Citizen Group Group Name: _____
- Member of a Taxpayer Organization Organization Name: _____
- RCCD Student Organization/Student Club Org. Name: _____
- Member of a College Support Organization Org. Name: _____
- Member of the San Bernardino and Riverside Counties Central Labor Council
- At-Large Community Member

OV

If possible, please provide a contact person and phone number for the organization in which you are active. The College District may contact these organizations to verify your participation. Attach extra sheets, if necessary, to complete this application.

General Information:

Name: USA Ruthie Goldkorn
 Home Address: 24750 Fair Dawn Ln.
 Home Telephone: 951 247 8150 E-mail: knowbarriers@yahoo.com
 Moreno Valley, CA 92557

Employer Information:

Name of Employer: NO BARRIERS Disabled Access CONSULTING + ADVOCACY SVCS
 Work Address: _____
 Work Telephone: SAME E-mail: SAME

Educational Background (optional; you may attach a resume or additional pages, if needed):

College and/or University: _____
 Degree/Major: _____
 Vocational and/or Other Institution: BRYMAN School
 Certificate/Technical Training: Med ASST 1974, Dept of Rehab Facilities
Training, Fed & State DOJ
Facilitated Training

Additional Information:

1. Have you been a member of any College District committee? Yes No If yes, if what capacity?
2. Are you or have you or anyone in your immediate family ever been employed by the District? Yes No If yes, please explain: _____
3. List present or past membership in any community service (e.g., volunteer, civic or youth) organizations: _____

See Attached

4. List participation in professional seminars, workshops or organizations: _____

Qualifications:
Describe your training and experience in finance, facilities, and/or construction. (Attach a resume or additional pages, if needed.) _____

Please answer the following questions:

5. How long have you been a resident within the College District? 21 Years ___ Months

6. Do you have any family members who now attend (or have attended) one of the RCCD campuses or educational centers? Yes ___ No If yes, which campus or center: MV

7. Do you know of any reason, such as a potential conflict of interest, which would adversely affect your ability to serve on the Citizens' Bond Oversight Committee? ___ Yes No If yes, please explain: _____

8. Why you would like to be appointed to this Committee? (Attach additional pages, if needed.) _____

Are you a vendor, contractor or consultant of the College District? ___ Yes No If yes, please explain: _____

9. Are you available to attend Committee meetings on weeknights? Yes ___ No If no, please explain. _____

Certificate of Applicant:

All answers and statements in this document are true and complete to the best of my knowledge and belief.

Signature: _____ Date: Sept 10 2009

Completed signed applications should be returned to the RCCD Office of Public Affairs, 4800 Magnolia Ave., Riverside, CA 92506 or fax to (951) 682-5943. Please be aware that completed applications are public records available for public review. If you have any questions, please call 951-222-8857.

RUTHEE GOLDKORN
24750 FAIR DAWN LANE
MORENO VALLEY, CALIFORNIA 92557

Ph: 951.247.8150

Cell: 951.243.4895

Fax: 951.485.9088

e mail knowbarriers@yahoo.com

Ms. Wheelchair California 2001

Executive Director, Ms. Wheelchair California Pageant, Inc

July 10, 2009

Dear Review Committee,

It is my desire to serve on the Citizen's Bond Oversight Committee as I have a vested interest in the services provided by all of the campuses of the RCCD.

My daughter, her friends, the children of my friends are recipients of the services of RCCD and it is in no way an accident that they are all successful independent young adults some of whom have gone on to 4 year colleges and university including my daughter who graduated from Claremont McKenna College this past May and one of our "adopted" kids who excelling is at Walla Walla University. RCCD provides campus environments that do everything possible to see to it that every measure is taken to see to successful outcomes.

No, not everyone who comes to an RCCD campus will complete their mission but it is not because the staff and administration did not have the resources to meet the needs of that student, young or old.

It is my desire to serve on the Citizen's Bond Oversight Committee to help maintain this level of excellence and working with the Committee to ensure every possible resource is provided to the campuses.

Thank you for your consideration of this request to serve.

Respectfully,

Ruthee Goldkorn

RUTHEE GOLDKORN
MS. WHEELCHAIR CALIFORNIA 2001

**Executive Director,
Ms. Wheelchair California Pageant**

**24750 Fair Dawn Lane
Moreno Valley, California 92557**

951.247.8150

Fax 951.485.9088

Cell 951.243.4895

knowbarriers@yahoo.com

COMMUNITY SERVICE/PROFESSIONAL RESUME

Co-founder, Congregation Etz Chaim Synagogue, Moreno Valley, 1991
First female president Federation of Jewish Men's Clubs 1992/1994
Man of the Year, Federation of Jewish Men's Clubs 1992
Yom Ha'Shoah (Holocaust) Community events, 1992-1995 (including having
Counsel General's of Germany and Israel at Canyon Springs High School
Yom Ha'Shoah program, 1993)
Volunteer, MS Society, 1992-
Moreno Valley Traffic/Safety Advisory Committee 1992/1994
Wrote and MVUSD adoption of "Racism and the Holocaust" curriculum
which I teach as a volunteer at different sites, 1992-
Candidate, MVUSD School Board, 1992 and 2004
Member, Riverside County Democratic Central Committee, 1992-
Member, California Democratic Party, State Central Committee, 1992-
Delegate, California Democratic Party, State Central Committee, 1992-
Member, Disabilities Caucus, California Democratic Party, 1994-
Executive Board, Disabilities Caucus, California Democratic Party, 1996-
Member Moreno Valley Morning Optimists, 1992-1994
Established "Gail Snow Memorial Scholarship", Serrano Elementary,
1992-1997 (given every year to a 5th grade student based on academics and
achievements)
Multicultural Curriculum Committee, MVUSD 1993-1998
Eastern Municipal Water District Directors Advisory Committee, 1992-
Candidate, State Assembly, 65th. District, 1994
Member, California Democratic Council, 1994-1996

RUTHEE GOLDKORN
MS. WHEELCHAIR CALIFORNIA 2001

Executive Director,
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Strategic Planning Committee, MVUSD, 1995
Moreno Valley Accessibility Appeals Board, 1995-2004
Vice Chair, California Democratic Council 19th Region, 1996
North Ridge Magnet School PTA Board, 1995-1996
Established "O (No) Barriers" Disabled Access Consulting and Advocacy Services, 1995
State Department of Rehabilitation access specialist training, 1995
Organized Riverside County "Stand For Children Community Action Team" and first "Stand for Children" event in Moreno Valley, 1996
Riverside County Youth Accountability Board, Riverside Arlanza area, 1996-1997
Candidate, State Assembly, 65th Assembly District, 1996
Riverside County Youth Accountability Board, Moreno Valley Panel 1997-2004
Master Plan Advisory Committee, MVUSD 1998
Year 'Round Schools Subcommittee, MVUSD, 1997-2000
Multiple school site committees, North Ridge Magnet School, Vista Heights Middle School, Canyon Springs High School, 1994-2000
Member, Lexington Who's Who of Executive Professionals, 1998-
Member, National Association of Women Business Owners, 1998-
Member, Californians for Disability Rights, 1999-
Delegate to Executive Board, CDR, 1999-
Vice Chair, Riverside County Democratic Central Committee, 5th District, 1999- (district changed to Assembly District 65 then 63 by law)
Riverside and San Bernardino County Coordinator, Million Mom March 1999/2000
Vista Heights Middle School Promotion Committees, 2000

RUTHEE GOLDKORN
MS. WHEELCHAIR CALIFORNIA 2001

Executive Director,
Ms. Wheelchair California Pageant

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Moreno Valley, California 92557

951.247.8150

Fax 951.485.9088

Cell 951.243.4895

knowbarriers@yahoo.com

Founder, Western Riverside County Chapter Million Mom March, 2001
Winner, Ms. Wheelchair California Pageant, May 2001 (carried title to
March 2002)

Executive Director, Ms. Wheelchair California Pageant, 2001-
MVUSD High School #4 Naming Committee, 2001

MVUSD Attendance Boundary/Ed Specs Committee, 2001-

Crime Victims with Disabilities Initiative and Speakers Bureau, 2002-2003

MS Society Government Relations Committee, 2002-2004

MVUSD Budget Advisory Committee, 2002

Volunteer, Red Cross Fire Evacuation Center, San Bernardino, California
2003 and 2007

Member, Moreno Valley Chamber of Commerce, 1996-

Member, Moreno Valley Hispanic Chamber of Commerce, 1999, 2004-

Member, Moreno Valley Black Chamber of Commerce, 2004-

Member, United States Women's Chamber of Commerce, 2003-

Member, California Better Business Bureau, 2004-2007

Member, National Association of ADA Coordinators, 2004-2007

Member, Riverside County Superior Court-Community Committee, 2006-

Faculty, Riverside Temple Beth El Religious School Teacher, 2006-2007

Member, California Disabilities Chamber of Commerce, 2007-

Member, Kiwanis International Rose Float Committee Chapter, 2008-

Member, Riverside County Commission for Women, 5th District, 2008-2009

**Application for Appointment
Citizens' Bond Oversight Committee
Riverside Community College District**

California law requires certain persons to be represented on the Citizens' Bond Oversight Committee (Committee). Please indicate all Committee designations for which you are qualified:

- Business Representative** Company Name: J.D. Diffenbaugh, Inc.
- Active Member of a Senior Citizen Group** Group Name: _____
- Member of a Taxpayer Organization** Organization Name: _____
- RCCD Student Organization/Student Club** Org. Name: _____
- Member of a College Support Organization** Org. Name: _____
- Member of the San Bernardino and Riverside Counties Central Labor Council**
- At-Large Community Member** Yes

If possible, please provide a contact person and phone number for the organization in which you are active. The College District may contact these organizations to verify your participation. Attach extra sheets, if necessary, to complete this application.

General Information:

Name: Susanna M. Hughes
Home Address: 6860 Abel Stearns Avenue - Riverside, CA 92509
Home Telephone: 951-369-4022 E-mail: shughes@diffenbaugh.com

Employer Information:

Name of Employer: J.D. Diffenbaugh, Inc.
Work Address: 6865 Airport Drive - Riverside, CA 92504
Work Telephone: 951-906-8409 E-mail: shughes@diffenbaugh.com

Educational Background (optional; you may attach a resume or additional pages, if needed):

College and/or University: Riverside Community College, California Baptist University
Degree/Major: _____
Vocational and/or Other Institution: UCR Extension (currently enrolled in Construction Management Certification Program)
Certificate/Technical Training: Notary Public. Currently pursuing LEED Accreditation

Additional Information:

1. Have you been a member of any College District committee? __ Yes No If yes, if what capacity?
2. Are you or have you or anyone in your immediate family ever been employed by the District? __ Yes No If yes, please explain: _____
3. List present or past membership in any community service (e.g., volunteer, civic or youth) organizations: _____

4. List participation in professional seminars, workshops or organizations: _____
Vice President ACRE-IE (Commercial Trade Organization), San Bernardino Catholic Diocese Building
Society of Military Engineers Member, CREW-IE (Construction Real Estate Women) Member

Qualifications:

Describe your training and experience in finance, facilities, and/or construction. (Attach a resume or additional pages, if needed.) Over 20 years of experience in the construction industry. My knowledge base covers commercial construction from a general contractors perspective, and includes experience and familiarity with contracts (both prime and sub), design/build, design-bid-build and construction management processes, plan reading, understanding of specifications and building requirements, access to rough magnitude costs, unit costs, etc.

Please answer the following questions:

5. How long have you been a resident within the College District? 11 Years Months
6. Do you have any family members who now attend (or have attended) one of the RCCD campuses or educational centers? Yes No If yes, which campus or center: Riverside Campus

7. Do you know of any reason, such as a potential conflict of interest, which would adversely affect your ability to serve on the Citizens' Bond Oversight Committee? Yes No If yes, please explain: _____

8. Why you would like to be appointed to this Committee? (Attach additional pages, if needed.) _____
The ability to help make a difference in the community. Help to build more awareness to the advantages of the different types of construction methods. Increase personal exposure in the industry. Share my personal knowledge well as that of the organization I represent within the Riverside Community.

Are you a vendor, contractor or consultant of the College District? Yes No If yes, please explain: J.D. Diffenbaugh, Inc. my employer has supported construction efforts in the City of Riverside since 1950. Diffenbaugh is a general contractor specializing Commercial, Educational, Industrial, Healthcare, and many other industries

9. Are you available to attend Committee meetings on weeknights? Yes No If no, please explain. _____

Certificate of Applicant:

All answers and statements in this document are true and complete to the best of my knowledge and belief.

Signature: *Susan H. Hughes* Date: 7/22/09

Completed signed applications should be returned to the RCCD Office of Public Affairs, 4800 Magnolia Ave., Riverside, CA 92506 or fax to (951) 682-5943. Please be aware that completed applications are public records available for public review. If you have any questions, please call 951-222-8857.

**Application for Appointment
Citizens' Bond Oversight Committee
Riverside Community College District**

California law requires certain persons to be represented on the Citizens' Bond Oversight Committee (Committee). Please indicate all Committee designations for which you are qualified:

- Business Representative Company Name: ALEXANDER MADRID CPA ^{CA # 24175}
- Active Member of a Senior Citizen Group Group Name: _____
- Member of a Taxpayer Organization Organization Name: _____
- RCCD Student Organization/Student Club Org. Name: _____
- Member of a College Support Organization Org. Name: _____
- Member of the San Bernardino and Riverside Counties Central Labor Council
- At-Large Community Member

If possible, please provide a contact person and phone number for the organization in which you are active. The College District may contact these organizations to verify your participation. Attach extra sheets, if necessary, to complete this application.

General Information:

Name: ALEXANDER (MIKE) MADRID, JR.
Home Address: 27845 CIRRUS CIRCLE CORONA, CA 92883
Home Telephone: 951-674-0862 E-mail: _____

Employer Information:

Name of Employer: SELF EMPLOYED
Work Address: SAME AS ABOVE
Work Telephone: 909-631-0671 E-mail: MIKEMADRID@FASTMAIL.FM

Educational Background (optional; you may attach a resume or additional pages, if needed):

College and/or University: CALIF STATE AT LOS ANGELES
Degree/Major: ACCOUNTING
Vocational and/or Other Institution: _____
Certificate/Technical Training: CPA - CALIFORNIA #24175
SERIES 63, SERIES 6 REGISTERED SECURITIES REP - CA

Additional Information:

1. Have you been a member of any College District committee? Yes No If yes, if what capacity?
2. Are you or have you or anyone in your immediate family ever been employed by the District? Yes No If yes, please explain: _____
3. List present or past membership in any community service (e.g., volunteer, civic or youth) organizations: _____

4. List participation in professional seminars, workshops or organizations: _____

SEE ATTACHED

Qualifications:

Describe your training and experience in finance, facilities, and/or construction. (Attach a resume or additional pages, if needed.)

SEE ATTACHED

Please answer the following questions:

5. How long have you been a resident within the College District? 2 Years ___ Months

6. Do you have any family members who now attend (or have attended) one of the RCCD campuses or educational centers? ___ Yes No If yes, which campus or center: _____

7. Do you know of any reason, such as a potential conflict of interest, which would adversely affect your ability to serve on the Citizens' Bond Oversight Committee? ___ Yes No If yes, please explain: _____

8. Why you would like to be appointed to this Committee? (Attach additional pages, if needed.)

SEMI-RETIRED, INTERESTED IN GETTING INVOLVED IN CIVIC AFFAIRS + HAVE VALUABLE SKILLS I CAN PUT TO USE

Are you a vendor, contractor or consultant of the College District? ___ Yes No If yes, please explain: _____

9. Are you available to attend Committee meetings on weeknights? Yes ___ No If no, please explain. _____

Certificate of Applicant:

All answers and statements in this document are true and complete to the best of my knowledge and belief.

Signature: Alexander M. [Signature] Date: 8/19/09

Completed signed applications should be returned to the RCCD Office of Public Affairs, 4800 Magnolia Ave., Riverside, CA 92506 or fax to (951) 682-5943. Please be aware that completed applications are public records available for public review. If you have any questions, please call 951-222-8857.

Alexander A. (Mike) Madrid, Jr. CPA 27845 Cirrus Circle Corona, Ca. 92883
tel 909-631-0671 Fax 866-419-7614 E-Mail mikemadrid@fastmail.fm
Website: CFO-OnDemand.com

PROFESSIONAL SUMMARY

Self-employed CPA experienced in programming, accounting and management information systems, buying and selling of businesses, analysis of complex tax issues, and financial planning. 20 years experience in public accounting and 10 years as CFO in private industry.

MAJOR ACCOMPLISHMENTS

- Coordinated financial planning and retirement for CEO of successful steel manufacturing company.
 - Worked with estate attorney in setting up estate and business succession plan.
 - Over a 5 year period, worked with retirement experts and actuary to set up and administer defined benefit and profit sharing plans for the owners and employees.
 - Met periodically with money managers to review status of retirement assets and make changes when necessary.
 - In year 6, worked with retirement and investment experts to determine where to hold and invest the funds, and provide lifetime income for owner.

- Worked with Pasadena Public Schools as liaison with the business community.
 - Contacted business owners and community leaders to obtain support for the mentor program.
 - Numerous public speaking events at civic and professional groups to promote the program.

- Coordinated company-wide reorganization and restructuring for furniture chain with 150 employees and sales of \$35,000,000.
 - Supervision of all accounting, finance, and data processing functions.
 - Interfaced with outside CPAs, bankers, and attorneys.
 - Strategic planning & budgets.
 - Corporation tax planning & preparation.

- Controller for plastics mfg. firm (public company) with \$50 mil annual sales
 - Preparation of stockholder & SEC reports.
 - Supervision of all accounting functions.
 - Worked with outside CPA firm & attorneys in leveraged buyout. Private investor group bought out shareholders.
 - Worked with outside accounting firm in year-end audit.

- Coordinated the buyout of stockholders in C-Corporation, structured as a stock redemption. Involved in negotiations, tax planning, and tax filings.

- Involved in tax planning for investors involved in related C-Corporations, S-Corporations, and partnerships. Researched difficult tax issues including controlled groups, passive activity rules, at-risk rules, related party rules.
- Completed several due diligence engagements involving buyers of businesses ranging from \$ 1,000,000 to \$6,000,000 in annual sales. Researched difficult tax issues including stock redemptions, related party transactions, trust ownership of S-Corporation stock, intangible assets including goodwill, and allocation of selling price. I also compiled forecasts to be presented to the banks. Set up accounting systems.
- Worked with management of a retail company with approximately \$10 mil annual sales in setting up accounting systems. The company had used several systems and switched to a custom database system linking 7 locations, with emphasis on inventory control and cash management.

EDUCATION

- B.S. degree in accounting from California State University in Los Angeles.
- CPA state of California
- Registered Representative – H.D. Vest - State of California – Series 63, Series 6 Securities
- Strong in computer systems, programming (VBA, C++, Excel, Word, Access, VB, HTML, XHTML, CSS)
- Experience with Lacerte, Peachtree, Quickbooks, ACCPAC, and various accounting database systems.
- Experience with RIA Checkpoint, BNA, CCH (tax research)

INTERESTS

- Physical fitness – completed 2 L.A. marathons.
- Married, daughter, wife a schoolteacher.
- People-oriented. Entrepreneur approach to problem solving.
- Detail-oriented, thorough, organized.
- Programming

SKILLS

- Automating spreadsheets using Excel, VBA.
- Custom database systems for business using VB, My SQL.
- Web-based systems using HTML, XHTML, CSS, PHP.
- Accounting & management systems design and setup.
- Supervision & training.
- Design & preparation of budgets & forecasts.
- Participation in meetings with bankers, government agencies, employees.
- Analysis & evaluation of profits, cash flow & making recommendations to top management.
- Assisting top management in developing strategies to improve cash flow, profitability, and maximizing cash benefits.
- Mergers & acquisitions.
- Estate planning: Design & setup trusts, gifting stock, employment agreements, stock purchase plans, stock redemptions, buy-sell agreements, complex tax planning and preparation.
- Retirement plans, Business Plans.
- Transferring ownership using assumption of debt, forgiveness of debt, installment notes.
- Set up C-Corporations, S-Corporations, LLC's.

REFERENCES

- Provided upon request

**Application for Appointment
Citizens' Bond Oversight Committee
Riverside Community College District**

California law requires certain persons to be represented on the Citizens' Bond Oversight Committee (Committee). Please indicate all Committee designations for which you are qualified:

- Business Representative Company Name: _____
- Active Member of a Senior Citizen Group Group Name: CTA/NEA retired
- Member of a Taxpayer Organization Organization Name: _____
- RCCD Student Organization/Student Club Org. Name: _____
- Member of a College Support Organization Org. Name: _____
- Member of the San Bernardino and Riverside Counties Central Labor Council
- At-Large Community Member

If possible, please provide a contact person and phone number for the organization in which you are active. The College District may contact these organizations to verify your participation. Attach extra sheets, if necessary, to complete this application.

General Information:

Name: Joan V. Madrid
Home Address: 27845 Cirrus Cir. Corona, Ca. 92885
Home Telephone: 909-631-0671 E-mail: joanmadrid46@yahoo.com

Employer Information:

Name of Employer: Retired Rowland Unified School district
Work Address: 1830 Nogales St. Rowland Heights, Ca. 91748
Work Telephone: 626-965-2541 E-mail: _____

Educational Background (optional; you may attach a resume or additional pages, if needed):

College and/or University: See resume
Degree/Major: _____
Vocational and/or Other Institution: _____
Certificate/Technical Training: _____

Additional Information:

1. Have you been a member of any College District committee? Yes No If yes, if what capacity?
2. Are you or have you or anyone in your immediate family ever been employed by the District? Yes No If yes, please explain: _____
3. List present or past membership in any community service (e.g., volunteer, civic or youth) organizations: See resume

Joan V. Madrid

Professional Summary

I have taught 36 years in the public school system at the intermediate levels in Home Economic and history. During that time, I have gained experience in leadership at the school site and district level, as well in my professional organization. As of June, I am retired and have become a member of CTA/NEA retired.

Teaching Experience and Accomplishments

*1971-1975 Bassett Unified School District

Teacher – Home Economics & History

*1975-1979 ABC Unified School District

Teacher – Home Economics & History

*1980-2009 Rowland Unified School District (Retired)

Teacher-Home Economics, History, & Art

Dept Head-All elective classes at Rincon Intermediate

Dept Head-History Dept: Developed 36 week plans for 7th & 8th grades, monitored benchmark tests with reports and making recommendations for improvement to the school and district administrators.

Developed a standardized practice test for 7th & 8th graders to review and prepare for the California State history test.

Member of the leadership, and on-site committees

Member of Rowland District Secondary Council Committee representing Rincon Intermediate.

Participated in Rowland's very active teacher training programs.

-2-

Negotiation & Leadership Experience s

- *1995 CTA/ARE activities-Rincon representative
- *1996 Member of ARE's Executive Board representing
Intermediate Schools
- *1998-2005 ARE's Negotiation Committee
- *1998-2002 Continuing 4 years Leadership, School Budget, and
Health training by CTA at UCLA
- *2000-2005 Member of Rowland USD Budget , Health, and Calendar
Committees

Education

- 1967 Pasadena City College: Associated Arts degree
Major: Home Economics Minor : History
- 1969 Cal State L.A. : Bachelor of Arts Degree & Credential
Major: Home Economics Minor: History
- 1974 Cal State Long Beach-Continuing Education in Consumer Education
- 1984 Cal State L.A.- Continuing Education in History
- 2007 La Crosse University- Masters of Science in History
- 2008 Cal State University San Diego – CLAD Credential

Interests

- * Married, husband's a CPA and daughter
- * Love to cook
- * Avid reader
- * Helping my daughter start an internet business
- * Like people oriented activities
- * Strong believer in being a life time learner

**Application for Appointment
Citizens' Bond Oversight Committee
Riverside Community College District**

California law requires certain persons to be represented on the Citizens' Bond Oversight Committee (Committee). Please indicate all Committee designations for which you are qualified:

- Business Representative Company Name: _____
- Active Member of a Senior Citizen Group Group Name: _____
- Member of a Taxpayer Organization Organization Name: _____
- RCCD Student Organization/Student Club Org. Name: _____
- Member of a College Support Organization Org. Name: _____
- Member of the San Bernardino and Riverside Counties Central Labor Council
- At-Large Community Member

If possible, please provide a contact person and phone number for the organization in which you are active. The College District may contact these organizations to verify your participation. Attach extra sheets, if necessary, to complete this application.

General Information:

Name: Robert B. Taylor
Home Address: 6872 Wilding Place, Riverside, CA 92506
Home Telephone: 951 780 3204 E-mail: _____

Employer Information:

Name of Employer: Holstein, Taylor and Unitt
Work Address: 4300 Latham Street, Riverside, CA 92501
Work Telephone: 951-682-7030 E-mail: _____

Educational Background (optional; you may attach a resume or additional pages, if needed):

College and/or University: California Southern School of Law
Degree/Major: JD
Vocational and/or Other Institution: _____
Certificate/Technical Training: _____

Additional Information:

1. Have you been a member of any College District committee? Yes No If yes, if what capacity?
2. Are you or have you or anyone in your immediate family ever been employed by the District? Yes No If yes, please explain: _____
3. List present or past membership in any community service (e.g., volunteer, civic or youth) organizations: School Board St. Francis de Sales; Finance Committee
St Andrews Newman Center; Board of Goveners California
Applicants Attorneys' Association (CAAA)

4. List participation in professional seminars, workshops or organizations: CAAA Seminars,
Third Party Credit, LC 3201.5 Carve Outs, St. of Calif. State
Bar Association LC 3201.5

Qualifications:

Describe your training and experience in finance, facilities, and/or construction. (Attach a resume or additional pages, if needed.) St. Francis School Board, Finance Committee
St. Andrews, Board of Goveners CAAA, partner Holstein, Taylor
and Unitt

Please answer the following questions:

5. How long have you been a resident within the College District? 53 Years 3 Months

6. Do you have any family members who now attend (or have attended) one of the RCCD campuses or educational centers? Yes No If yes, which campus or center: _____

7. Do you know of any reason, such as a potential conflict of interest, which would adversely affect your ability to serve on the Citizens' Bond Oversight Committee? Yes No If yes, please explain: _____

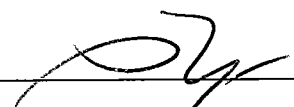
8. Why you would like to be appointed to this Committee? (Attach additional pages, if needed.) The
City of Riverside, and it's colleges have been very good to me
and my family. It would be an honor to give something back.

Are you a vendor, contractor or consultant of the College District? Yes No If yes, please explain: _____

9. Are you available to attend Committee meetings on weeknights? Yes No If no, please explain. _____

Certificate of Applicant:

All answers and statements in this document are true and complete to the best of my knowledge and belief.

Signature:  Date: Aug. 20, 2009

Completed signed applications should be returned to the RCCD Office of Public Affairs, 4800 Magnolia Ave., Riverside, CA 92506 or fax to (951) 682-5943. Please be aware that completed applications are public records available for public review. If you have any questions, please call 951-222-8857.



INTERNATIONAL
BROTHERHOOD of
ELECTRICAL
WORKERS

Local Union 440

1405 Spruce Street, Suite G
Riverside, CA 92507
TEL (951) 684-5665
FAX (951) 369-9032

September 4, 2009

Riverside Community College District
Office of Public Affairs
c/o: Beverly Buckley
4800 Magnolia Ave
Riverside, Ca 92506

Re; Application for appointment to Citizen's bond Oversight committee of RCCD

Dear Committee Members

IBEW Local Union 440 has had a long relationship with Riverside Community College since its inception. We are proud sponsors of educational and athletic programs on your campuses.

We thank for requesting us to sit on your board and regret that it could become a conflict of interest, if we were to be a seated member of the citizen's bond committee.

We are proud to say that we have a candidate that we put our full support behind who has applied. Mr. Robert Taylor is a strong representative of our Community and is well qualified to speak on labors behalf with out creating a conflict of interest. We believe he will do an outstanding job of being fair for both RCC and the community.

Respectfully,

A handwritten signature in black ink, appearing to read "Robert C. Frost", is written over a horizontal line.

Robert C. Frost
Business Manager

**Application for Appointment
Citizens' Bond Oversight Committee
Riverside Community College District**

California law requires certain persons to be represented on the Citizens' Bond Oversight Committee (Committee). Please indicate all Committee designations for which you are qualified:

- ✓ • **Business Representative** Company Name: McGladrey + Pullen, LLP
- **Active Member of a Senior Citizen Group** Group Name: _____
- **Member of a Taxpayer Organization** Organization Name: _____
- **RCCD Student Organization/Student Club** Org. Name: _____
- **Member of a College Support Organization** Org. Name: _____
- **Member of the San Bernardino and Riverside Counties Central Labor Council**
- ✓ • **At-Large Community Member**

If possible, please provide a contact person and phone number for the organization in which you are active. The College District may contact these organizations to verify your participation. Attach extra sheets, if necessary, to complete this application.

General Information:

Name: Matthew W. Tutor
Home Address: 3682 Oakwood Place, Riverside, CA 92506
Home Telephone: 951-283-7996 E-mail: Matthew.Tutor@rsmi.com

Employer Information:

Name of Employer: McGladrey + Pullen, LLP, certified Public Accountants
Work Address: 18401 Von Karman Ave., 5th Flr, Irvine, CA 92612
Work Telephone: 949-255-6678 E-mail: matthew.tutor@rsmi.com

Educational Background (optional; you may attach a resume or additional pages, if needed):

College and/or University: See resume attached
Degree/Major: _____
Vocational and/or Other Institution: _____
Certificate/Technical Training: _____

Additional Information:

1. Have you been a member of any College District committee? Yes No If yes, if what capacity?
2. Are you or have you or anyone in your immediate family ever been employed by the District? Yes
No If yes, please explain: Patricia Tutor (mother) currently employed
3. List present or past membership in any community service (e.g., volunteer, civic or youth) organizations: Treasurer - AYSO (Santa Barbara, CA) 2002-2003

4. List participation in professional seminars, workshops or organizations:

- (1) Member - American Institute of Certified Public Accountants
- (2) Member - California Society of Certified Public Accountants

Qualifications:

Describe your training and experience in finance, facilities, and/or construction. (Attach a resume or additional pages, if needed.) I have nine years experience working in public accounting and specializing in financial statement audits of manufacturing and construction companies. See attached resume for additional information.

Please answer the following questions:

5. How long have you been a resident within the College District? 29 Years 0 Months

6. Do you have any family members who now attend (or have attended) one of the RCCD campuses or educational centers? Yes No If yes, which campus or center: Riverside City Campus - none currently attending.

7. Do you know of any reason, such as a potential conflict of interest, which would adversely affect your ability to serve on the Citizens' Bond Oversight Committee? Yes No If yes, please explain:

8. Why you would like to be appointed to this Committee? (Attach additional pages, if needed.)

I feel this would be a great experience professionally, considering my career, but more importantly, I would like to use my skill to give back to my community.

Are you a vendor, contractor or consultant of the College District? Yes No If yes, please explain:

9. Are you available to attend Committee meetings on weeknights? Yes No If no, please explain.

Certificate of Applicant:

All answers and statements in this document are true and complete to the best of my knowledge and belief.

Signature: Matthew Tuta

Date: 8/24/09

Completed signed applications should be returned to the RCCD Office of Public Affairs, 4800 Magnolia Ave., Riverside, CA 92506 or fax to (951) 682-5943. Please be aware that completed applications are public records available for public review. If you have any questions, please call 951-222-8857.

Matthew W. Tutor
3682 Oakwood Place
Riverside, California 92506
(951) 283-7996
M2276@yahoo.com

WORK EXPERIENCE

McGladrey & Pullen, LLP, Irvine, CA
Supervisor, September 2004-Present

Lead teams in financial statement audit and review engagements of complex entities; specialize in construction and manufacturing companies with revenues of \$50M - \$500M; maximize electronic tools and knowledge of accounting principles to meet client needs and complete projects efficiently

Bartlett, Pringle & Wolf, LLP, Santa Barbara, CA
Senior Accountant, August 2002-July 2003

Prepared audited financial statements of various retail, manufacturing and not-for-profit organizations; completed income tax returns for individuals, corporations and not-for-profit entities; held volunteer position as Treasurer for American Youth Soccer Organization, Santa Barbara County Chapter

Lance, Soll & Lunghard, LLP, Brea, CA
Senior Accountant, June 1999-July 2002

Supervised teams in audits, compilations and reviews of auto dealership financial statements; prepared tax returns for various types of entities, specializing in auto dealership industry; interfaced continuously with owners and management of major clients; served as member and firm representative of Auto Dealer Office Management Association; worked extensively with Reynolds & Reynolds auto dealer software

PROFESSIONAL LICENSE

Certified Public Accountant, State of California

EDUCATION

Southwestern University School of Law, Los Angeles, CA
August 2003-July 2004
Member, Entertainment and Sports Law Society, 2003-2004
Member, Intellectual Property Law Society, 2003-2004

California State Polytechnic University, Pomona, CA
Bachelor of Science, Business Administration-Accounting, August 1999

**Application for Appointment
Citizens' Bond Oversight Committee
Riverside Community College District**

California law requires certain persons to be represented on the Citizens' Bond Oversight Committee (Committee). Please indicate all Committee designations for which you are qualified:

- **Business Representative** Company Name: _____
- **Active Member of a Senior Citizen Group** Group Name: _____
- **Member of a Taxpayer Organization** Organization Name: _____
- **RCCD Student Organization/Student Club** Org. Name: _____
- **Member of a College Support Organization** Org. Name: RCC-MORENO VALLEY COMMUNITY PARTNERS plus many
- **Member of the San Bernardino and Riverside Counties Central Labor Council** other committees.
- **At-Large Community Member**

If possible, please provide a contact person and phone number for the organization in which you are active. The College District may contact these organizations to verify your participation. Attach extra sheets, if necessary, to complete this application.

General Information:

Name: DR. RICHARD K. TWOREK
 Home Address: 5895 VIA COIBA, RIVERSIDE, CA 92506-3629
 Home Telephone: (951) 571-6400 (work mail) E-mail: RICHARD.TWOREK@RCC.EDU
(951) 684-7905 (HOME)

Employer Information:

Name of Employer: RETIRED - RCC-MORENO VALLEY CAMPUS
 Work Address: _____
 Work Telephone: _____ E-mail: _____

Educational Background (optional; you may attach a resume or additional pages, if needed):

College and/or University: SUNY at BUFFALO / UNIVERSITY of ILLINOIS at URBANA-CHAMPAIGN
 Degree/Major: BS., M.S., PH.D.
 Vocational and/or Other Institution: _____
 Certificate/Technical Training: FROM WHARTON SCHOOL of MANAGEMENT / UNIVERSITY of PENNSYLVANIA

Additional Information:

1. Have you been a member of any College District committee? Yes ___ No If yes, if what capacity? RCCD & MOVAL CAMPUS STRATEGIC PLANNING COMMITTEE.
2. Are you or have you or anyone in your immediate family ever been employed by the District? Yes ___ No If yes, please explain: WAS DEAN of INSTRUCTION, PROVOST & FOUNDING PRESIDENT of MORENO VALLEY CAMPUS
3. List present or past membership in any community service (e.g., volunteer, civic or youth) organizations: PAST President & CHAIRMAN of the BOARD of MORENO VALLEY CHAMBER of COMMERCE, MEMBER of RIVERSIDE COUNTY REGIONAL MEDICAL CENTER FOUNDATION BOARD, MEMBER of MARCH Field MUSEUM FOUNDATION BOARD, PAST EXECUTIVE BOARD of CALIFORNIA JUNIOR EMPIRE COUNCIL of Boy Scouts of America, & others - See page 9 of attached copy of my C.V.

4. List participation in professional seminars, workshops or organizations: See pages 7 to 11 of my Attached C.V.

Qualifications:

Describe your training and experience in finance, facilities, and/or construction. (Attach a resume or additional pages, if needed.) B.S. in Management - SUNY at Buffalo, Certificate from University of Pennsylvania - Wharton School of Management in Economics & Strategic Planning.

Please answer the following questions:

5. How long have you been a resident within the College District? 15 Years 10 Months
6. Do you have any family members who now attend (or have attended) one of the RCCD campuses or educational centers? Yes No If yes, which campus or center: _____

7. Do you know of any reason, such as a potential conflict of interest, which would adversely affect your ability to serve on the Citizens' Bond Oversight Committee? Yes No If yes, please explain: _____

8. Why you would like to be appointed to this Committee? (Attach additional pages, if needed.) As CEO of the RCC - Moreau Valley Campus, I oversaw the campaign for RCC's Measure C Bond Issue to encourage our community to support the bond issue at the ballot box. It would be my pleasure to oversee the utilization of our bond issue.

Are you a vendor, contractor or consultant of the College District? Yes No If yes, please explain: _____

9. Are you available to attend Committee meetings on weeknights? Yes No If no, please explain. _____

Certificate of Applicant:

All answers and statements in this document are true and complete to the best of my knowledge and belief.

Signature: [Signature] Date: August 25, 2009

Completed signed applications should be returned to the RCCD Office of Public Affairs, 4800 Magnolia Ave., Riverside, CA 92506 or fax to (951) 682-5943. Please be aware that completed applications are public records available for public review. If you have any questions, please call 951-222-8857.

CURRICULUM VITAE OF RICHARD KENNETH TWOREK

ADDRESS: 5895 Via Coiba
Riverside, CA 92506-3629

TELEPHONE: Home: (951) 684-7905
Office: (951) 571-6400

E-mail: richard.tworek@rcc.edu

<u>School</u>	<u>Program and Years of Attendance</u>	<u>Degree</u>
Hutchinson Central Technical High School, Buffalo, New York	Industrial Chemistry (college prep) 9/57 - 6/61	Diploma
State University of New York at Buffalo	Management 9/61 - 5/70	B.S.
State University of New York at Buffalo	Health Science Education and Health Behavioral Sciences 9/71 - 8/72	M.S. and Certification in Allied Health Education
State University of New York at Albany	Educational Administration 9/73 - 5/75	15 credit hours towards Doctorate
University of Illinois at Urbana-Champaign	Health Occupations and Higher Education 9/75 - 7/79	Ph.D.
University of Illinois at Chicago (Henrotin Health and Fitness Center, Chicago)	Cardiovascular Physiology and Sports Medicine Summer Quarter 1981	4 credit hours Postgraduate
University of Pennsylvania Wharton School of Management Leonard Davis Institute of Health Economics in cooperation with Temple University	Strategic Planning in Higher Education November, 1983	Certificate of Completion
City of Chicago Department of Human Resources City Hall, Chicago, Illinois	Intergovernmental Executive Development Program September 1990-March 1991	Certificate of Completion

<u>PROFESSIONAL EXPERIENCE:</u>	<u>FROM:</u>	<u>TO:</u>
Riverside Community College District Moreno Valley Campus 16130 Lasselle Street Moreno Valley, CA 92551-2045	10/93	11/06

Position and Duties:

11/06 - Present

President Emeritus. Appointed by the Board of Trustees, upon my retirement, as sitting president of the Riverside Community College - Moreno Valley Campus.

3/06 - 11/06

President. Chief Executive Officer, responsible for the academic leadership, administration, and supervision of the Moreno Valley Campus and assigned satellites, as well as having primary responsibility as liaison with the communities in the Moreno Valley service area. Recommend the annual budget, supervise expenditures and maintains fiscal controls. Serves as a member of the Chancellor's Cabinet. Participates in local, regional, state and national activities to promote the Riverside Community College District and the Community College movement.

4/98 - 3/06

Provost. Chief Executive Officer, responsible for the academic leadership, administration, and supervision of the Moreno Valley Campus and assigned satellites, as well as having primary responsibility as liaison with the communities in the Moreno Valley service area. Recommend the annual budget, supervise expenditures and maintains fiscal controls. Serves as a member of the Chancellor's Cabinet. Participates in local, regional, state and national activities to promote the Riverside Community College District and the Community College movement.

(6/97 - 4/98: Served as Interim Provost.)

10/93 - 6/97:

Dean of Instruction and Chair, Department of Health and Human Services. Chief Operational and Academic Officer of the campus, had responsibility for the quality and integrity of all aspects of the academic and instructional process. Provided leadership and direction for the development and modification of the campus educational programs. Provided District-wide leadership for the planning, development and implementation of health, human, public service and business technology programs, including the first community college-based physician assistant program west of the Mississippi River. Maintained District liaison with agencies, institutions and professional organizations involved with occupational programs. Supervised, monitored and ensured optimum use of District resources for the instructional process.

	<u>FROM:</u>	<u>TO:</u>
City Colleges of Chicago 226 West Jackson Blvd. Chicago, Illinois 60606	10/77	9/93

Position and Duties:

8/91 - 9/93

Dean of Health Sciences and Professional Studies (Malcolm X College). As a result of severe budget cuts and system-wide reorganization, became a member of the transition task force to facilitate the transfer of all health-related programs to Malcolm X College, which was designated by Board of Trustees approval in July 1991, as the "Beacon" College for Health Sciences Education for the City Colleges of Chicago System. Had administrative responsibility over four college departments (Health Sciences, The Whitney Young Business Institute, the Department of Nursing and the Child Development Department). Responsibilities also included managing the operation of the Child Care Center and the development and management of a variety of state and federal grants. Responsibilities also included the continued management of the medical center-based programs at Cook County Hospital, Humana-Michael Reese Medical Center/University of Chicago Medical Center and the Paramedic Program based at the Chicago Fire Academy. Also served as a member of numerous college committees including the Executive Council, Strategic Planning Committee, Sabbatical Committee, etc.

7/83 - 8/91:

Dean, Health Services Institute at Cook County Hospital (Chicago City-Wide College). Negotiated a contract with the Cook County Board of Commissioners to relocate the Health Services Institute to Cook County Hospital. Continued to plan, develop and implement new medical center-based programs, including the first Physician Assistant Program in Illinois. Submitted a successful grant proposal with the U.S. Department of Health and Human Services, having received over \$700,000 in funds over two, three-year grant cycles for the PA Program. Held a special assignment since 7/86 under the Central Administration Office of Academic Affairs, functioning as an Associate Vice Chancellor for Health Affairs, involving the central administration of the multi-college system's 42 allied health and nursing programs. Represented City Colleges System on numerous local, state and national boards, committees and agencies dealing with health affairs. Maintained a central clearing house on and negotiated over 240 clinical education contracts locally and throughout the United States. Chaired the College Sabbatical Committee and was a member of the Strategic Planning Committee for Institutional Accreditation, including Chair of the Subcommittee on Long Range Planning and Co-Chair of the Project Quality Task Force. Effective July 1990, due to administrative reorganization, also had administrative responsibility over the Public Service Institute, consisting of Police and Fire Science Programs; the Hospitality Institute, consisting of Hotel Management, Food Service Management, Meeting and Convention Planning and Travel-Tourism Planning, the Business Institute, and Dawson Technical Institute.

10/77 - 7/83:

Director of the Health Services Institute, Chicago City-Wide College. Planned, developed and implemented non-traditional, off-campus, medical center-based programs. Negotiated inter-institutional contract agreements with external agencies. Managed and administered educational programs, curricular development, recruited faculty, staff and students; developed and managed program budgets. Managed the Programs for the Military contract with the U.S. Department of Defense related to the Emergency Medical Services programs offered at over 50 sites throughout nine countries in Western Europe and the U.S. Navel contract for education programs on board the U.S. Naval Seventh Fleet throughout the Pacific Basin.

	<u>FROM:</u>	<u>TO:</u>
University of Illinois College of Medicine School of Basic Medical Sciences Basic Medical Science Building Urbana, Illinois 61801	7/75	10/77

Position and Duties:

Staff Associate, School of Basic Medical Sciences. Duties included: Chairman of Consortium Planning Committee. Facilitated the planning, development and implementation of a regionalized allied health education consortium among four colleges in a 22 county-wide area of east-central Illinois. Participated on the committee to evaluate the feasibility of developing physician extender-manned rural satellite clinics in east-central Illinois. Conducted other evaluative research in health related education.

	<u>FROM:</u>	<u>TO:</u>
Albany Medical College of Union University 47 New Scotland Avenue Albany, New York 12208	8/72	7/75

Position and Duties:

Program Coordinator, Physician Assistant Program; Instructor, Department of Medicine; Adjunct Professor in Health Sciences at Hudson Valley College. Duties included: Budgeting, purchasing, hiring new staff, investigating funding, public relations and program evaluation. Recruited and selected student preceptor sites. Provided remedial instruction in Basic Sciences. Taught Clinical Pathology (Department of Medicine), consisting of 75 contact hours in clinical hematology (didactic and lab); clinical chemistry (didactic); pathology of inflammation, repair and regeneration (didactic). Also taught course in Medical Ethics. Coordinated course preparation for Clinical Sessions and rotations in medicine, surgery, obstetrics-gynecology, pediatrics, psychiatry and physical medicine and

rehabilitation. Participated as a member of the following committees: Admissions, Advisory, Discipline, Promotions and Graduation, and the Albany Medical College Planning Group Committee on Allied Health Education. Planned postgraduate education programs and National Board Examination Review sessions, and acted as chief proctor for the PA National Board Certifying Examination.

	FROM:	TO:
	9/66	8/72
Mercy Hospital		
565 Abbott Road		
Buffalo, New York 14200		

Position and Duties:

Medical Laboratory Technician - Biochemistry. Performed instrumental analysis in enzyme chemistry for diagnosis of cardiac and liver disorders. Set up and programmed automated clinical instruments.

	FROM:	TO:
	11/65	9/71
American Optical Corporation		
Eggert and Sugar Roads		
Buffalo, New York 14200		

Position and Duties:

Product Marketing Specialist - Scientific Instrument Division. Responsible to the Manager of Product Planning and Market Development. Had internal marketing responsibilities for Reichert Research Instruments of Vienna, Austria; also acted in consultant capacity in marketing research and development of analytical instruments such as the Bilirubinometer. Other responsibilities included providing technical instruction for training sales dealer representatives in product knowledge, and attending national exhibits to investigate and evaluate new competitive products.

	FROM:	TO:
	6/65	11/65
General Medical Towers		
Diagnostic Laboratory		
50 High Street		
Buffalo, New York 14200		

Position and Duties:

Private Medical Laboratory Technician. Performed all phases of clinical laboratory analysis in biochemistry, hematology, microbiology, and urinalysis.

	<u>FROM:</u>	<u>TO:</u>
Roswell Park Memorial Hospital 666 Elm Street Buffalo, New York 14200	4/65	5/66

Position and Duties:

Emergency Medical Laboratory Technician (New York State Civil Service). Prepared blood compatibility analysis for emergency transfusions and surgery. Duties also covered emergency analysis in hematology, microbiology, urinalysis, and platelet therapy (Plasmapheresis). Half-Time Employment.

	<u>FROM:</u>	<u>TO:</u>
Millard Fillmore Hospital 3 Gates Circle Buffalo, New York 14200	2/64	6/66

Position and Duties:

Emergency Technician. Performed "STAT" analysis in biochemistry, hematology, blood bank, microbiology, and urinalysis. Half-Time Employment.

TEACHING EXPERIENCE:	<u>FROM:</u>	<u>TO:</u>	<u>POSITION:</u>
University of Illinois at Chicago, College of Education Box 4348 Chicago, Illinois 60680	2/82	12/82	Visiting Full Professor in the Graduate College of Education
Albany Medical College 47 New Scotland Avenue Albany, New York 12208	2/73	7/75	Instructor in Department of Medicine
Hudson Valley College 80 Vandenberg Avenue Troy, New York 12180	2/74	7/75	Adjunct Professor in Health Sciences
Erie Community College Main Street & Young Roads Williamsville, New York 14221	1/72	6/72	Lecturer in Hematology for Medical Laboratory Technician Program, as a Graduate School

Intern at SUNY Buffalo

PROFESSIONAL MEMBERSHIPS:

American Society of Allied Health Professions – Elected to the Council of Individual Members Nominations and Elections Committee, 1975-1976, Membership Services Committee, 1981-1982, Task Force for Membership Outreach, 1981-1982. Elected to CIM-Steering Committee-Member-at-Large and ASAHP Board of Directors, 1981-1983, appointed to the Editorial Board of the Journal of Allied Health.

1982-1985, reappointed to a second term: 1985-1989. Appointed to the National Accreditation Study Committee, 1989-1990. Appointed to the Dean's Memorial Lecture Committee, the 1991 Deans' Winter Conference Planning Committee, and the ASAHP Government Relations Committee, 1991-1993.

Association of Physician's Assistant Program – Appointed to the National Curriculum and Testing Committee, 1975-1976.

Health Technologies Association of State University of New York – Appointed to the Policy Advisory Committee, 1972-1974. Name changed to Allied Health Association of New York State – Elected Treasurer, 1974-1975.

Illinois Association of Allied Health Professions – Appointed to Credentials and Membership Committee. 1981-1984. (I was also one of the founders of this organization).

National Network of Health Career Programs in Two-Year Colleges, 1992 - present.

Association of California Community College Administrators, 1994 - present.

AWARDS & HONORS:

Recipient of W. K. Kellogg Foundation Fellowship for the SUNY at Buffalo Master of Science Degree Program in preparing two-year community college teachers in Allied Health Education, (1971-1972).

Outstanding Teaching Intern of Graduate Class of 1972, Department of Health Sciences Education and Evaluation, State University of New York at Buffalo, May 1972.

Nominated for Outstanding Journal Article of the Year (1977-1978) by the Editorial Board of the Journal of Allied Health, "Unit Cost Analysis: A Decision Making Process for Planning Health Occupations." Nomination took place at the 11th Annual Meeting of the American Society of Allied Health Professions in Miami, Florida, on November 28, 1978.

Chancellor's Merit Bonus Award for outstanding administrative services to the City Colleges of Chicago, January 1981.

Appreciation Award presented by the Illinois Academy of Physician Assistant at its annual meeting on November 8, 1985, for service provided to the Physician Assistant Profession.

Recognition award presented by the Physician Assistant Class of 1989, during the graduation ceremony, for leadership in establishing Physician Assistant Education in Illinois - January 27, 1989.

Nominated for the Association of American Colleges, Charles A. Dana Awards in Higher Education for innovation in planning, developing and implementing an inter-institutional, medical-center based academic health education program, May 1991.

Listed in the Official Registry of the Who's Who of American Business Leaders, 1991 Edition.

Listed in the Official Registry of Who's Who in the Midwest, 23rd Edition, 1992.

Listed in the Official Registry of Who's Who in America, 46th & 49th Editions, 1992 and 1995.

Listed in the Official Registry of Who's Who in the World, 12th Edition, 1995.

Listed in the Official Registry of Who's Who in the West, 16th Edition, 1997.

Recognition award presented by the Associated Students of Riverside Community College in Support Services for contributions to ASRCC above and beyond the call of duty, Spring 1998 and Fall 1999.

PROFESSIONAL COMMUNITY ACTIVITIES:

Beverly Hills-Morgan Park Civic Association—Member of Board of Directors (Chicago, Illinois), 1978-1985, Delegate to the Beverly Area Planning Association, 1979-1982, Chairman of BAPA Task Force for Community Transportation, 1980-1982.

Appointed to the Board of Directors of the Norman J. LaHarry Scholarship Foundation of Chicago (provides scholarships for black minorities in medicine, nursing and allied health) 1984-1987.

Appointed to the Scholarship Committee of Mt. Sinai Hospital and Medical Center (providing scholarships to employees and their families in health-related education), 1984-1985.

Nominated and Elected to the Board of Trustees of the Michael Reese Hospital and Medical Center Health Plan (multi-agency HMO in the Chicago Metropolitan Area), 1984-1987.

Appointed as Vice Chairman of the Humana-Michael Reese Health Plan Subscriber Review Committee, to oversee patient grievance hearings, management plan reviews and subscriber impact to the HMO, 1987-1991.

Founding member and Board Director of the Moreno Valley March Field Rotary Club, February 14, 1994 to present.

Member of the City of Moreno Valley Image Forum, 1994 - present.

Member of City of Moreno Valley's Leadership Moreno Valley Planning Committee and Chair of Education Day Subcommittee, 1995 - present.

Bee Master for Moreno Valley Unified School District-Wide Spelling Bee, 1996.

Appointed to the Val Verde Unified School District Superintendent Advisory Committee, 1995 - present.

Appointed to the Moreno Valley Unified School District/Moreno Valley Educator's Association Future Search Forum on Quality Education for the Community, 1995 - 1997.

Appointed member of the Board of Directors of the Moreno Valley Community Hospital Foundation, 1997 - present.

Member of the Inland Empire Technology Consortium, CORE 21 (Connecting Research and Development for the 21st Century), 1997 - 2002.

Elected to the Board of Directors of the Moreno Valley Chamber of Commerce, 1998 - 2000; President, 2000-2001; Vice President, 1999 - 2000, re-elected to the Board of Directors for 2001-2003.

Appointed member of the Moreno Valley Cultural Arts Foundation Board, 1999 - present.

Member of the Inland Empire United Way Needs Assessment Steering Committee, 1998-1999.

Member of City of Moreno Valley Mayor's Community Relations Task Force, 1998 - 2000.

Appointed to the Board of Directors of the Riverside County Regional Medical Center Foundation, 2001-present.

Appointed to the Executive Board of the California Inland Empire Council of the Boy Scouts of America, 2002-present.

Appointed to the Executive Board of the Riverside County Health Science Industry Council, 2002-present.

Appointed to the Board of Directors of the March Field Museum Foundation, 2006 - present.

OTHER PROFESSIONAL ACTIVITIES:

Participated in an invitational conference sponsored by the Study of Allied Health Education, American Association of Community and Junior Colleges, Washington, D.C., November 12 and 13, 1973, under the direction of Dr. Warren Perry, to investigate how to best assist community and junior colleges in strengthening and expanding their capacity as major national resources for educating manpower for the health delivery system in the United States.

Participated in the New York State Academy of Family Physicians - Second Annual Workshop for Teachers of Family Medicine, April 4-6, 1975, American Inn, Albany, New York. The major topic was Preceptorship Methodology.

Participated in an Invitational Conference on "Issues in the Education of Physician's Assistants and of Nurses with Expanded Roles." Sponsored by the Illinois Board of Higher Education, Department of Health Affairs, Springfield, Illinois, December 4, 1975.

Certified as a University of Illinois PLATO (Programmed Logic for Automated Teaching Operations) Author - May 13, 1976.

Participated on the Advisory Committee for developing an Articulation Model for the K-14 Health Occupations, prepared for the Illinois Office of Education (Adult, Vocational and Technical Education) by Success Research Consultants, Inc., 113 W Main Street, West Dundee, Illinois 60118, 1977-1981.

Participated in the Executive Committee for the Cooperative Health Occupations Assistant Program (CHOAP) for the City of Chicago Board of Education, 1977-1984.

Received HEW Traineeship Grant to participate in an invitational Allied Health Administrators' Training Institute sponsored by the American Association of State Colleges and Universities, May 20-26, 1979, Chicago Illinois.

Appointed as an evaluation team member for the Illinois Office of Education to evaluate and assess health occupations programs in Illinois educational institutions, 1979-1984.

Appointed as an advisor to the State of Illinois Task Force on Allied Health Education.

Evaluation sponsored by the Illinois Office of Education and the Southern Illinois University School of Medicine in Springfield, Illinois, to identify future needs for allied health education in Illinois, 1979-1981.

Appointed as a member of the Legislative Committee of the Illinois Health Occupations Association, 1981-1984.

Appointed to the Ad Hoc Committee to the Illinois Health Occupations Education Joint Staff, Illinois State Board of Education-DAVTE, Springfield, Illinois, 1983-1985.

Participated as a Resource Advisor for the Interest Group on Cost Containment, Cost Effectiveness at the Interprofessional Health Leadership Symposium, sponsored by the American Society of Allied Health Professions and the W.K. Kellogg Foundation, Hotel Continental, Chicago, Illinois, September 22-24, 1983.

Participated on a site visit team for the American Council on Education, Office on Educational Credit and Credentials, to evaluate programs offered at the U.S. Naval School of Health Sciences at Portsmouth, Virginia. The credit recommendations which resulted from the evaluation were published in the Guide to the Evaluation of Educational Experiences in the Armed Services. The programs, which help service members obtain academic recognition for formal military course work and for successful performance in military operations, was conducted in April, 1985.

Participated on a site visit team for the American Council on Education, Office on Educational Credit and Credentials to evaluate programs and courses offered at the U.S. Army Academy of Health Sciences at Fort Sam Houston, San Antonio, Texas. The on-site visit and evaluation was conducted in September 1985 and a second on-site visit was made in March 1990.

Appointed in January 1986, to the Illinois Council of Presidents of Public Community Colleges State-Wide Steering Committee to investigate statutory legislation affecting the professional entry level of Associate Degree Registered Nurses in Illinois, 1986-1987.

Appointed in August 1986 to the American Medical Association Council on Allied Health Education and Accreditation (CAHEA) Task Force on Financing Allied Health Accreditation.

Participated as a facilitator and recorder for the American Medical Association national meeting of the Committee on Allied Health Education and Accreditation Assembly of Institutional Administrators and Professional Program Review Committee chairs held at the Chicago Palmer House Hotel, April 23-24, 1987.

Appointed in August 1987 as a consultant to the Institute of Medicine of the National Academy of Sciences Committee to Study the Role of Allied Health Personnel, Washington, D.C.

Appointed in February 1988 to the Nursing and Health Manpower Shortage Task Force of the Metropolitan Chicago Healthcare Council, which represents 105 member hospitals and other healthcare facilities in the Chicago Metropolitan area.

Participated on a site visit team for the American Council on Education, Office on Educational Credit and Credentials to evaluate programs and courses offered through the Extension Course Institute at Gunter Air Force Station in Montgomery, Alabama. The on-site visit and evaluation was conducted in May 1988.

Appointed in March 1989 as an Advisory Board Member to the Illinois Geriatric Education Center at the University of Illinois at Chicago Medical Center.

Participated as a consultant to the U.S. Department of Education as Coordinator of a Panel of Field Readers for the Title III Higher Education Strengthening Institutions Grants, April 30 - May 5, 1989, Washington, D.C.

Participated as a consultant to the American Association of Community and Junior Colleges National Task Force to identify issues and recommend solutions on allied health and nursing education, Fall 1989.

Invitational member of the Illinois Board of Higher Education/Illinois Community College Board Ad Hoc Committee on Nursing Articulation 1989-1990.

Participated as a consultant to the Midwest AIDS Training & Education Center (MATEC) at the University of Illinois at Chicago Medical Center to assist in developing a funding proposal to establish a pilot program for supplemental training of direct care personnel to develop enhanced skills in caring for persons with HIV infection in home-based, nursing home, and other health care settings, 1990-1991.

Participated as a consultant to the Riverside Community College District in Riverside, California, to design a Master Plan for Health Sciences Education for the multi-college system. The consultation planning meetings were held April 25-28, 1992, in California.

Participated on a site visit team for the American Council on Education office on Education Credit and Credentials to evaluate programs and courses offered at the California College for Health Sciences in National City, CA. The on-site visit and evaluation was conducted on June 27, 1997.

Participated on a site visit team for the Western Association of Schools and Colleges to evaluate Santiago Canyon College, Orange, California, October, 1999.

PUBLICATIONS AND RESEARCH DOCUMENTS:

Campbell E.L. and Tworek R.K. A Regional Need Assessment Survey to Determine Interest and Support for Community College-Based Programs in Dietetic Technician (Food Services Management Option) and Medical Laboratory Technician Preparation.

Community Colleges Consortium Study Group. University of Illinois College of Medicine - Area Health Education System, Region 3-B, Champaign, Illinois, February, 1976.

Fellars R.J., Tworek R.K., Campbell E.L. and Cowen J.B. A Survey of Illinois Primary Care Physicians on Possible Delegation of Health Tasks to Physician's Assistants. In S. Foster, J. Cowen, D. Frate, V. Frew, and K. Gallagher, (eds) Health Care Research in Illinois Volume I. The Proceedings of the First Annual Illinois Health Care Research Symposium, Rockford, Illinois, November 1976, 443-453.

Schimmel R.J., Tworek R.K. and Campbell E.L. Emergency Medical Services in East-Central Illinois. Community Colleges Consortium Study Group. University of Illinois College of Medicine - Area Health Education System, Region 3-B, Champaign, Illinois, May, 1977.

Tworek R.K., A Linear Programmed Instruction on the Morphology and Pathology of Leukocytes in the Peripheral Blood. Unpublished Master's Thesis. Department of Health Sciences Education and Evaluation, State University of New York at Buffalo, Buffalo, New York, 1972.

Tworek R.K., A Search for C-Type Virus Particles in Osteogenic Sarcoma Tumor Cells Treated with 5-iododeoxyuridine and Dimethyl Sulfoxide. Unpublished Graduate Research Project in Cancer Biology. Cell-Virus Facility of Roswell Park Memorial Institute, Buffalo, New York, 1972.

Tworek R.K., A Study on the Legal and Ethical Aspects of Medicine Course Offerings by the APAP Member Programs. Paper presented at the Fourth Annual Conference on New Health Practitioners, Atlanta, Georgia, April 1976.

Tworek R.K., Developing and Organizing a Physician's Assistant Preceptorship Program. The P.A. Journal, Fall 1976,6(3), 147-154.

Tworek R.K., Interinstitutional Cooperation: A Working Model for Training New Health Care Practitioners. Journal of Medical Education, February 1977, 52(2), 143-144.

Tworek R.K., Unit Cost Analysis: A Decision Making Process for Planning Health Occupations Programs. Journal of Allied Health, Fall 1977,6 (4), 40-45.

Tworek R.K., Availability and Scope of Allied Health Professional Schools: Future Educational and Employment Trends for Health Professionals. Paper presented at the Second Annual Meeting of the Chicago Metropolitan Cardiology Technologists Association, Chicago, Illinois, August 24, 1979.

Tworek R.K., Planning and Developing a Regional Community College Allied Health Consortium: A

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RIVERSIDE COMMUNITY COLLEGE DISTRICT
BUSINESS FROM BOARD MEMBERS

Report No.: X-C

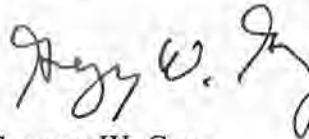
Date: September 15, 2009

Subject: Resolution No. 04-09/10 Support for H.R. 3221 The Student Aid and Fiscal Accountability Act of 2009.

Background: As part of President Obama's American Graduation Initiative, H.R. 3221, The Student Aid and Fiscal Accountability Act of 2009 is heading to the House of Representatives, sometime this week. H.R. 3221, as proposed represents the largest single federal investment in community colleges totally \$9.5 billion. H.R. 322, introduced by Congressman George Miller (CA-D) supports the goals outlined by President Obama in his initiative by providing funding for community college modernization and program improvement. It also challenges community colleges to meet ambitious goals with the intent of graduating more students and meeting national needs as outlined by President Obama.

The bill is over a 180 pages; however, a 4-page summary by the National Council of Higher Education Loan Programs, Inc. (NCHELP) is attached, which highlights the key elements of the bill. Another 4-page summary of the elements of the College Access and Completion Innovation Fund included within H.R. 3221 is also included for your reference.

Recommended Action: It is recommended that the Board of Trustees consider Resolution No. 04-09/10 declaring the District's support for the passage of H.R. 3221.



Gregory W. Gray
Chancellor

Prepared by: Chris Carlson
Chief of Staff

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION OF SUPPORT OF THE BOARD OF TRUSTEES FOR THE
RIVERSIDE COMMUNITY COLLEGE DISTRICT FOR H.R. 3221,
THE STUDENT AID AND FISCAL ACCOUNTABILITY ACT OF 2009

RESOLUTION No. 04-09/10

WHEREAS, H.R. 3221 is known as the Student Aid and Fiscal Accountability Act of 2009; and

WHEREAS, H.R. 3221 supports the goals outlined by President Obama in his American Graduation Initiative by providing substantial funding for community college modernization and program involvement, while challenging community colleges to meet ambitious goals; and

WHEREAS, H.R. 3221 includes provisions for \$2.5 billion for community college modernization representing critical funding for renovation, repair and modernization; and

WHEREAS, with the rapid rise in community college enrollments and a huge backlog of unaddressed facilities needs, federal funding is critical in helping the institutions educate and train the citizens of the 21st Century; and

WHEREAS, the American Graduation Initiative includes provisions for a historic, \$6.8 billion in federal aid to community colleges and states to assist community colleges nationwide to strengthen academic programs, developmental education offerings, job training programs, student support services, articulation agreements and dual enrollment courses; and

WHEREAS, Pell Grants serves 7 million students annually and the majority of these students come from families with very modest incomes and in most instances could not otherwise afford to attend college; and

WHEREAS, H.R. 3221 could substantially increase the maximum Pell Grant each year, with a projected \$6,910 maximum grant in FY 2019. provisions for increasing Pell Grant programs, which remains essential for providing higher education access for low income students; and

WHEREAS, H.R. 3221 includes provisions to streamline the Free Application for Federal Student Aid (FAFSA), which is too long and complicated thereby proving to be a barrier for access to critical federal student aid, particularly for community college students.

NOW, THEREFORE, BE IT UNDERSTOOD that the Board of Trustees of the Riverside Community College District hereby resolve its strong support for H.R. 3221, the Student Aid and Fiscal Responsibility Act of 2009 and urge its passage by the House of Representatives.

PASSED AND ADOPTED this 15th day of September 2009, at the regular meeting of the Riverside Community College District Board of Trustees.

President of the Board of Trustees
Riverside Community College District

Student Aid and Fiscal Responsibility Act of 2009 (H.R. 3221) **NCHELP Summary of Select Provisions**

A summary of selected sections of H.R. 3221, as introduced in the House by Representative George Miller (D-CA) on 7/15/2009.

Federal Pell Grants

- Provides that the amount of the Federal Pell Grant available to an eligible student will be the maximum grant award specified in the last appropriation act, plus a mandatory amount of
 - \$490 for award years 2008-2009 and 2009-2010,
 - \$690 for the award year 2010-2011, and
- for subsequent years, an amount determined by taking the greater of \$5500 or the maximum Pell Grant for the previous year, increased by a percentage equal to the estimated percentage change in the Consumer Price Index plus one percent, and reduced by the greater of \$4860 or the maximum Pell Grant for the prior year as specified in the last appropriation act.

College Completion and Innovation Fund

- Appropriates \$600 million for each fiscal year during the period of 2010 through 2014 for a College Completion and Innovation Fund.
 - Of this amount, 25% shall be allocated to the College Access Grant Challenge Program previously authorized, 50% shall be allocated to State Innovation Completion Grants, 24% shall be allocated to innovation in college access and completion national activities' and 1% for evaluation.
 - The \$300 million for "State Innovative Completion Grants" is to be allocated toward carrying out state innovation and completion grants awarded by the Secretary to states on a competitive basis to promote college persistence and completion.
 - Federal share will amount to two thirds of the cost of activities and services carried out under the grant.
 - Non-federal share will be equal to one third of the cost of activities and services carried out under the grants.
 - States must submit an application for each fiscal year for which they want to receive a grant.
 - A state agency with jurisdiction over higher education or another agency designated by the Governor or Chief Executive of the state will administer the grant program and submit an application to the Secretary.
 - Application should include a description of the state's plan for using the grant, particularly how the state will make special efforts to provide benefits to students in the state who are from underrepresented groups.
- Also,
- Description of how state will provide for non-federal share of grant (i.e. from state resources, private contributions or both.)
 - Explanation of administrative system that state has in place to administer services or plans to develop such a system.

- Description of data system that the state has or will have in place to measure performance and progress.
 - States must submit an Access and Completion Plan by no later than July 1, 2011 to include annual and long-term goals, information on various postsecondary measures (enrollment, persistence, completion, etc.), and evidence of targeting education and training programs to address labor market needs of the state, among others.
- States receiving grants shall use the funds for (1) financial literacy, education and counseling to enrolled students; (2) programs to assist students with reducing the amount of loan debt; (3) making LEAP grants; (4) making SLEAP grants.
 - Funds cannot be used to promote any lender's services.
 - Activities must supplement and not supplant state and private resources that would otherwise be expended.
 - A state receiving a grant may elect to make a subgrant to one or more nonprofit organizations, including guaranty agencies in place on the date of enactment, or a partnership of such organizations, provided the subgrantee was providing services related to promotion of persistence on the date of enactment.
 - In awarding grants, the Secretary shall give priority to states that partner with philanthropic organizations and guaranty agencies in existence on the date of enactment.

Student Loan Reform

- No new FFEL loans will be made after June 30, 2010.
- Beginning July 1, 2010, a FFEL consolidation borrower who does not have a Direct Consolidation Loan may obtain a subsequent Direct Consolidation Loan.
- A revised special allowance formula becomes effective for special allowance payments for the calendar quarter ending December 31, 2009. Under this change, the special allowance for all loans disbursed after enactment of the bill (and before July 1, 2010) shall be computed using 1-month LIBOR instead of the 3-month commercial paper (financial) rate, beginning with the special allowance payment for calendar quarter ending December 31, 2009.
- Beginning with the special allowance payment for the calendar quarter ending December 31, 2009, lenders also have the option of being paid using this revised index on all loans disbursed on or after January 1, 2000 and before the date of enactment of the bill if lender waives all rights under the current formula. Such waiver would apply to future payments on all loans disbursed in this time period that are held by any lender identification number associated with the lender and applies to future payments on loans subsequently acquired by the lender.
- Beginning January 1, 2010, the Secretary's participant yield under the ECASLA loan participation program shall be determined by using 1-month LIBOR in substitution for the index in the participation agreement.
- Direct Loans for students and parents attending institutions located outside of the United States will be disbursed by a financial institution designated by the Secretary to serve as an agent of such institutions.

- The Secretary shall, if practicable, award multiple contracts through competitive bidding to entities, including not-for-profit servicers, to service Direct Loans. The bidding process shall take into account price, servicing capacity, and capability, and may also take into account the capacity and capability to provide default aversion services.
- In any contract awarded for servicing of loans, the Secretary shall provide a job incentive payment, in an amount determined by the Secretary, if the servicer agrees to give priority in hiring for positions created by the contract to those geographical locations at which the entity performed loan origination and servicing activities under the FFELP on the date of enactment. Also, in determining allocation of loans to be serviced by entities awarded contracts, the Secretary shall consider the retention of highly qualified employees as a positive factor.
- Not-for-profit servicers are specifically listed as entities with which the Secretary may contract for services, along with guaranty agencies with which the Secretary has agreements under sections 428(b) and (c) on the date of enactment, provided such servicers and agencies meet qualifications determined by the Secretary. The legislation directs the Secretary, to the extent practicable, to give special consideration to State agencies and not-for-profit servicers with a history of high quality performance and demonstrated integrity. Guaranty agencies and not-for-profit servicers can enter into consortium agreement for such agreements with the Secretary.
- In each State where one or more eligible not-for-profit servicer has its principal place of business, the Secretary shall contract with each such servicer to service loans originated under this part on behalf of borrowers attending institutions located within such State, provided that the servicer demonstrates that it meets the standards for servicing Federal assets and agrees to service the loans at a competitive market rate, as determined by the Secretary. In determining such a competitive market rate, the Secretary may take into account the volume of loans serviced by the servicer. Contracts awarded under this paragraph shall be subject to the same requirements for quality, performance and accountability as contracts awarded to other entities for similar activities.
- In each State, the Secretary shall allocate to such not-for-profit servicers, on an annual basis, a minimum of the lesser of the loans for 100,000 borrowers or the loans of all borrowers who attended institutions located in the State involved. If there is more than one eligible not-for-profit servicer in a State, each gets an equal share of the servicing to the extent there are not enough borrower accounts to give each 100,000 accounts.
- The Secretary may allocate additional servicing rights to not-for-profit servicers based on performance, including performance in customer service and default aversion.
- Notwithstanding these allocation rules, the Secretary may transfer loans among servicers to ensure that the loans of a single borrower remain with a single servicer.
- Not later than three years after enactment, the Secretary shall prepare a report evaluating the performance of not-for-profit servicers.

- An eligible not-for-profit servicer is a not-for-profit holder defined in section 439(p) of the HEA (this is used for the purpose of determining eligibility for the higher special allowance), or an affiliated not-for-profit entity.
- The interest rate on Stafford loans made on or after July 1, 2012 is a variable annual rate equal to the 91-day Treasury bill rate determined at the last T-Bill auction in May plus 2.5 percent, capped at 6.8 percent.

Perkins Loan Program

- Section 455A added to Part D to create a new program called Federal Direct Perkins Loans.
- Unless otherwise specified, terms and conditions of Federal Direct Unsubsidized Stafford Loans apply to the new Federal Direct Perkins Loans.
- Eligible borrowers include graduate and professional students attending eligible institutions.
- Annual and aggregate loans limits are unchanged and aggregate limits include loans made under the current Perkins Loan Program.
- A new section 462A is added, entitled Federal Direct Perkins Allocations, to allocate funds going forward. This section:
 - Authorizes loan authority not to exceed \$6 billion annually, from funds made available under part D, for Federal Direct Perkins Loans.
 - Directs the Secretary to allocate not more than ½ of funds to the adjusted self-help need amount of the institution; ¼ to the low tuition incentive amount of the institution; and, ¼ of the amount based on the calculation of the Federal Pell Grant and degree recipient amount of the institution. No amounts are made available to “non-participating institutions”.
 - Defines average cost of attendance to include tuition and fees, standard living expenses and books and supplies, all of which are defined in this new section.
- Section 463 is amended to modify the allocation of recoveries of defaulted loans that have been assigned to the Secretary and allocation of payments on non-defaulted accounts voluntarily assigned to the Secretary.
- Section 463 is amended to set a new administrative expense of 0.50 percent of the outstanding principal and interest balance of Perkins Loans made prior to July 1, 2010, that are being serviced by an institution as of September 30 of each fiscal year.
- The authority of institutions to compromise on the repayment of defaulted loans is repealed in its entirety.
- Section 465 is amended to modify how an institution is reimbursed for cancellations based on public service.
- Section 466, Distribution of Assets from Student Loan Funds, is rewritten to establish the amount the Secretary is paid in quarterly capital distributions. A provision is included to accommodate institutions that have made short-term, interest free loans to the institution’s student loan fund prior to enactment of the Student Aid and Fiscal Responsibility Act.

H.R. 3221

Title I – College Access and Completion Innovation

Fund (*Title I, Subtitle A, Sec. 102*)

(pages 10 – 28)

Amends the Higher Education Act to provide continued funding for “College Access Challenge Grants” and to authorize new “State Innovation Completion Grants” and “Innovation in College Access and Completion Grants”.

Purposes of this section:

1. To promote innovation in postsecondary education practices and policies by institutions of higher education, States, and nonprofit organizations to improve student success, completion, and post-completion employment, particularly for students from groups that are underrepresented in postsecondary education; and
2. To assist States in developing longitudinal data systems, common metrics, and reporting systems to enhance the quality and availability of information about student success, completion, and post-completion employment.

Appropriation: \$600 million per year – FY 2010 – FY 2014.

- 25% for College Access Challenge Grants (as currently authorized in Sec. 781 of HEA).
- 50% for “State Innovation Completion Grants”
- 24% for “Innovation in College Access and Completion National Activities”

State Innovation Completion Grants – Authorizes the Secretary of Education to award \$300 million per year in competitive grants to States to promote student persistence in, and completion of, postsecondary education

Federal Share/Non-Federal Share

Federal Share = 2/3; Non-Federal Share = 1/3; resources shall be used to supplement and not supplant.

Authorized uses of the Funds

States may use the funds to:

- Provide programs that increase persistence in, and completion of, post-secondary education, which may include:
 - Financial literacy education and counseling
 - Programs to assist students in reducing loan debt
 - Providing grants to LEAP students, and
 - Carrying out LEAP activities
- And/or support the development and implementation of a statewide longitudinal data system. (not more than 10% of the total Federal and Non-Federal Funds to the State may be used for this).

- Not more than 6% for grant administration.

In addition, at least 1/3 of the funds must be used to benefit students in community colleges, or other two-year public institutions (including two-year programs at four-year colleges). States may also sub-grant with a non-profit organization to perform these activities.

Application and Selection

State higher education agency (or other agency designated by the Governor) shall apply for and administer the grant program at the State level. Priority will be given to States that partner with philanthropic organizations or eligible lenders/guaranty agencies under the student loan insurance program.

The Secretary of Education shall administer the program federally, and among other things, the application shall include state assurances of the following:

- Assurance the State will submit, by July 1, 2011; an Access and Completion Plan to increase the State's rate of persistence in and completion of postsecondary education. The plan will include:
 - The State's annual and long-term quantifiable goals with respect to the rates of postsecondary enrollment, persistence and completion disaggregated by student demographics; closing the gaps for students underrepresented in higher education; targeting education and training programs to address State labor market needs; improving coordination and comprehensive articulation agreements between two-year and four-year institutions.
 - The State's plan to develop a statewide longitudinal data system that is transparent and user-friendly and will:
 - Collect, maintain disaggregate and analyze postsecondary education and workforce information including enrollment, persistence and completion information; employment outcomes of students enrolled in training programs offered by eligible WIA training providers; and education and employment outcomes of students who move out of the state.
- Assurance that the State has a comprehensive planning or policy formulation process for increasing postsecondary enrollment, persistence and completion that:
 - Encourages coordination between these grant activities and other state programs
 - Considers the postsecondary education needs of students underrepresented in higher education;
 - Considers the resources of public and private institutions of higher education, organizations and agencies capable of providing access to postsecondary education opportunities in the State;

- Provides for direct, equitable, and active participation in the policy formulation process by representatives of higher education (including at least 1 community college representative); students, other providers of postsecondary education services, and the general public.
- Assurance the State will incorporate practices determined to be effective during this grant period to ensure the benefits continue beyond the grant period.

Annual Report

Each State shall submit an annual report to the Secretary of Education to include the activities conducted, their effectiveness and measurable progress toward the State's Access and Completion Plan.

Innovation in College Access and Completion National Activities

Authorizes the Secretary of Education to award grants on a competitive basis to "conduct innovative programs that advance knowledge about, and adoption of, policies and practices" that increase postsecondary success.

Eligible Entities

- Institutions of higher education
- States
- Nonprofit organizations experienced in increasing postsecondary success
- Philanthropic organizations
- Entities receiving grants under the federal TRIO programs, and
- Consortia of any of these entities

Minimum Award

\$1 million

Grant Uses

- To match private funds received by an eligible entity to conduct innovative programs to increase the number of individuals with postsecondary degrees and certificates
- To allow an eligible entity to develop 2-year programs that provide supplemental grant or loan benefits to increase completion and lower student debt.

- The Secretary may reserve up to \$50 million per year for technical assistance to grantees.

Priority Awards

Priority will be given to applications from eligible entities with demonstrated experience in serving underrepresented students, institutions that do not predominantly award bachelor's degrees, a philanthropy that provides scholarship support to underrepresented students, activities that increase STEM degrees or certificates, or that encourage partnerships between low and high graduation-rate institutions.