

**Board of Trustees - Regular Meeting
August 16, 2011 - 6:00 p.m. - Center for Student
Success, Room 217 Norco College,
2001 Third Street, Norco California**

ORDER OF BUSINESS

Pledge of Allegiance

Anyone who wishes to make a presentation to the Board on an agenda item is requested to please fill out a "REQUEST TO ADDRESS THE BOARD OF TRUSTEES" card, available from the Public Affairs Officer. However, the Board Chairperson will invite comments on specific agenda items during the meeting before final votes are taken. Please make sure that the Secretary of the Board has the correct spelling of your name and address to maintain proper records. Comments should be limited to five (5) minutes or less.

Anyone who requires a disability-related modification or accommodation in order to participate in any meeting should contact the Chancellor's Office at (951) 222-8801 as far in advance of the meeting as possible

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

- I. APPROVAL OF MINUTES
 - A. [Minutes of the Board of Trustees Regular/Committee Meeting of June 7, 2011](#)
Recommend approving minutes prepared for the June 7, 2011 Regular/Committee meeting.
 - B. [Minutes of the Board of Trustees Special Meeting of June 8, 2011](#)
Recommend approving minutes prepared for the June 8, 2011 Special meeting.
 - C. [Minutes of the Board of Trustees Regular Meeting of June 21, 2011](#)
Recommend approving minutes prepared for the June 21, 2011 Regular meeting.
- II. PUBLIC HEARING (NONE)
- III. CHANCELLOR'S REPORTS
 - A. [Chancellor's Communications](#)
Information Only
 - B. [Student Success Stories](#)
Information Only
 - C. [Resolution No. 03-11/12 Recognizing Dell Roberts at his 75th Birthday](#)
Recommend adopting Resolution recognizing Dell Roberts
 - D. [Future Monthly Committee Agenda Planner and Annual Master Planning Calendar](#)
Information Only
- IV. STUDENT REPORT (NONE)
- V. COMMENTS FROM THE PUBLIC
- VI. CONSENT AGENDA ACTION
 - A. Diversity/Human Resources

1. [Academic Personnel](#)
Recommend approving/ratifying academic personnel actions.
 2. [Classified Personnel](#)
Recommend approving/ratifying classified personnel actions.
 3. [Other Personnel](#)
Recommend approving/ratifying other personnel actions.
- B. District Business
1. [Purchase Order and Warrant Report - All District Resources](#)
Recommend approving/ratifying Purchase Orders, Purchase Order Additions, and District Warrant Claims issued by the Business Office.
 2. Budget Adjustments (None)
 3. Resolution(s) to Amend Budget (None)
 4. Contingency Budget Adjustments (None)
 5. Bid Awards
 - a. [Purchase and Delivery of Office Supplies from Reliable Office Solutions, Utilizing Competitively Bid Mt. San Jacinto Community College District Contract No. 2010-101](#)
Recommend approving purchase and delivery of office supplies using a competitively bid contract.
 - b. [Purchase Janitorial Supplies from Waxie Sanitary Supply, Utilizing the Western States Contracting Alliance \(WSCA\) Contract No. 102-5031-5](#)
Recommend approving purchase of janitorial supplies.
 - c. [Ratification of Bid Awards for the Moreno Valley College Dental Education Center - Categories 3 and 5-14](#)
Recommend ratifying bid awards for Moreno Valley College Dental Education Center.
 - d. [Ratification of Bid Awards for the Citrus Belt Savings & Loan Art Gallery, Categories 1 and 3](#)
Recommend ratifying award of bids.
 6. Grants, Contracts and Agreements
 - a. [Contracts and Agreements Report Less than \\$78,900 - All District Resources](#)
Recommend ratifying of contracts.
 - b. [Agreement for Information Technology Services with the Riverside County Superintendent of Schools](#)
Recommend approving agreement for information technology services.
 - c. [Contract for paymaster services for Performance Riverside with O.D. Music, Inc](#)
Recommend approving of contract with OD Music for Performance Riverside.
 7. [Out-of-State Travel](#)
Recommend approving out-of-state travel.
 8. Other Items
 - a. [Resolution Number 02-11/12 for Appropriations Subject to Proposition 4 Gann Limitation](#)
Recommend adopting resolution for 2011-12 Gann Limit for District.
 - b. [Surplus Property](#)
Recommend declaring of surplus property and authorizing consignment.
- VII. CONSENT AGENDA INFORMATION (NONE)
- VIII. BOARD COMMITTEE REPORTS
- A. Governance (None)
 - B. Teaching and Learning
 1. [Award of Mental Health Fellowship Program](#)

Agenda Item (I-A)

Meeting	8/16/2011 - Regular
Agenda Item	Approval of Minutes (I-A)
Subject	Minutes of the Board of Trustees Regular/Committee Meeting of June 7, 2011
College/District	District
Funding	n/a
Recommended Action	It is recommended that the Board of Trustee review and approve the minutes prepared for the June 7, 2011 Regular/Committee meeting.

Background Narrative:

Minutes of the Board of Trustees Regular/Committee Meeting of June 7, 2011, are presented to the Board.

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

Attachments:

[June 7, 2011 Minutes](#)

MINUTES OF THE BOARD OF TRUSTEES REGULAR
AND COMMITTEE MEETINGS OF THE GOVERNANCE,
TEACHING AND LEARNING, PLANNING AND OPERATIONS,
FACILITIES AND RESOURCES COMMITTEES
OF JUNE 7, 2011

President Green called the Board of Trustees meeting to order at 6:00 p.m., in Student Services Room 101, Moreno Valle College, Moreno Valley, California.

CALL TO ORDER

Trustees Present

Ms. Virginia Blumenthal
Mr. Sam Davis
Ms. Mary Figueroa
Mrs. Janet Green
Mr. Mark Takano

Staff Present

Dr. Gregory W. Gray, Chancellor
Ms. Melissa Kane, Vice Chancellor, Diversity and Human Services
Dr. Ray Maghroori, Provost/Vice Chancellor, Educational Services
Dr. Cynthia Azari, President, Riverside City College
Dr. Brenda Davis, President, Norco College
Dr. Lisa Conyers, Vice President, Academic Affairs, Moreno Valley College
Ms. Chris Carlson, Chief of Staff
Mr. Aaron Brown, Associate Vice Chancellor, Finance
Mr. Jim Parsons, Associate Vice Chancellor, Strategic Communications
and Relations

Mr. Norm Godin, Vice President, Business, Riverside City College, led the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

CHANCELLOR'S REPORTS

Mr. Takano, seconded by Dr. Davis, moved that the Board of Trustees approve the budget augmentation in the amount of \$1.2 million for the Moreno Valley College Dental Education Center project using Program Contingency Measure C funds, increasing the tentative budget to a total amount of \$10,700,181. Motion carried. (4 ayes, 1 no [Blumenthal])

Moreno Valley College Dental
Education Center – Budget
Augmentation

The Governance Committee Chair Mary Figueroa convened the meeting at 6:40 p.m. Committee members in attendance: Chancellor Gregory Gray; Academic Senate Representatives: Dr. Sharon Crasnow (Norco College), Dr. Travis Gibbs, and Moreno Valley College); CTA

GOVERNANCE COMMITTEE

Representative: Dr. Dariush Haghighat and Dr. Mark Sellick(Riverside City College); CSEA Representative: Mr. Gustavo Segura; Confidential Representative: Ms. Angie Arballo.

Ms. Figueroa and Ms. Carlson led the discussion regarding proposed legislation that would affect AB 540 and other legislation on the topics of unlawful immigration, student tuition and non-residency, and financial aid eligibility. Discussion followed.

Legislation Affecting AB 540 Students During 2011 Legislative Year

The committee adjourned the meeting at 7:09 p.m.

Adjourned

The Teaching and Learning Committee Chair Sam Davis convened the meeting at 7:12 p.m. Committee members in attendance: Dr. Ray Maghroori, Provost/Vice Chancellor, Educational Services; Academic Senate Representatives: Dr. Travis Gibbs and Mr. Sal Soto (Moreno Valley College) CSEA Representative: Mr. Gustavo Segura (Moreno Valley College); Confidential Representative: Ms. Angie Arballo; and Management Representative: Ms. Terry Welker.

TEACHING AND LEARNING COMMITTEE

Dr. Gray and Dr. Maghroori led the discussion on the proposed agreement between the District and the Centers for Academic Programs Abroad to provide educational services for the program. The agreement will be considered for approval at the June 21, 2011, Board meeting. Discussion followed.

Academic Programs Abroad, Florence, Italy, Fall 2011

Dr. Maghroori reviewed curricular changes for the catalog and schedule of class offerings that will be considered for approval on June 21st by the Board of Trustees. Discussion followed.

Proposed Curricular Changes

Dr. Maghroori and Dr. Conyers led the discussion about submitting notification to the Accrediting Commission for Community and Junior Colleges regarding location change for three dental programs currently housed at the March Dental Education Center. The programs are being moved to a site at Moreno Valley College. The Board will consider the item at its June 21st meeting. Discussion followed.

Substantive Change Proposal – Change in Location of Dental Programs

Dr. Maghroori and Dr. Conyers led the discussion about submitting notification to the Accrediting Commission for Community and Junior Colleges to inform them of the addition of courses that will be presented to the Board on the 21st of June. Discussion followed.

Substantive Change Proposal – Distance Education (50% or more of a Program Offered through a Mode of Distance or Electronic Delivery)

The committee adjourned at 7:24 p.m.

Adjourned

The Planning and Operations Committee Chair Janet Green convened the meeting at 7:26 p.m. Committee members in attendance: Ms. Chris Carlson, Chief of Staff; Academic Senate Representatives: Dr. Sharon Crasnow (Norco College), Dr. Travis Gibbs and, Mr. Sal Soto (Moreno Valley College); CTA Representative: Dr. Dariush Haghighat (Riverside City College); CSEA Representative: Mr. Gustavo Segura (Moreno Valley College) Confidential Representative: Ms. Angie Arballo; and Management Representative: Mr. Henry Bravo.

PLANNING AND OPERATIONS
COMMITTEE

Mr. Orin Williams led the committee's review of the construction plan that includes three initial project proposals: Center for Human Performance and Kinesiology (Phase II) and the Visual/Performing Arts Center at Norco College, and the Student Services and Workforce Development building at Riverside City College. And, for further review were the four final projects: Center for Human Performance and Library Learning Center at Moreno Valley College, and the Cosmetology building and Life Science/Physical Science reconstruction at Riverside City College. The Board will consider approval of the plans at the June 21st Board meeting. Discussion followed.

2013-2017 Five-Year Capital
Construction Plan, Initial Project
Proposals and Final Project
Proposals

Mr. Bart Doering, Director, Construction Facility Planning and Development, accompanied by Mr. Mark Schoeman, architect associate, and Mr. Dennis Tanida, principal, WWCOT, made a presentation to the committee on the project facility design that will be presented to the Board of Trustees on June 21st. Discussion followed.

Phase III Student Academic
Services Facility at Moreno Valley
College – Design Presentation

Chancellor Gray discussed new future strategic planning for the District and the three colleges, and stressed the importance that plans be thoughtfully and carefully undertaken. Discussion followed.

Planning for 2016 and Beyond;
Our Next Century of Service

The committee adjourned at 7:58 p.m.

Adjourned

The Facilities Committee Chair Virginia Blumenthal convened the meeting at 8:00 p.m. Committee members in attendance: Mr. Orin Williams, Associate Vice Chancellor, Facilities Planning, Design and Construction; Academic Senate Representatives: Dr. Sharon Crasnow (Norco College), and Dr. Travis Gibbs and Mr. Sal Soto (Moreno Valley College); CTA Representatives: Mr. Steve Brewster (Riverside City College); CSEA Representatives: Mr. Gustavo Segura; Confidential

FACILITIES COMMITTEE

Representative: Ms. Angie Arballo.

Mr. Doering led the review of ten construction project categories for the dental education center. The Board will consider approving the construction projects on June 21st. Discussion followed.

Moreno Valley College Dental Education Center – Award Bids for Construction Categories

Mr. Doering presented information to the committee regarding award of bids for 21 construction project categories for the Learning Gateway Building that will be submitted to the Board on June 21st. Discussion followed.

Learning Gateway Building at Moreno Valley College – Award Bids for Construction Categories

Mr. Williams reviewed a proposed amendment for consultant services to provide the District with supplemental services through 2011-2012 that will be presented to the Board for approval on June 21st. Discussion followed.

Consultant Services – Amendment No. 3 with Facilities Planning and Consulting Services

The committee adjourned at 8:14 p.m.

Adjourned

The Resources Committee Chair Mark Takano convened the meeting at 8:16 p.m. Committee members in attendance: Mr. Aaron Brown, Associate Vice Chancellor, Finance; Academic Senate Representatives: and Dr. Travis Gibbs and Mr. Sal Soto (Moreno Valley College); Confidential Representative: Ms. Angie Arballo; and Management Representative: Ms. Cid Tenpas.

RESOURCES COMMITTEE

Mr. Brown discussed with the committee the tentative budget and notice of public hearing that will be presented to the Board of Trustees on June 21st. Discussion followed.

Tentative Budget for 2011-2012 and Notice of Public Hearing on the 2011-2012 Budget

Mr. Doering led the discussion regarding budget augmentations for the centers at the two colleges that will be presented to the Board of Trustees. Discussion followed.

Network Operations Center at Moreno Valley College and Norco

Mr. Rick Herman, Director, Software Development, reviewed with the committee a request to purchase services and additional software that will be presented to the Board on June 21st. Discussion followed.

Document Imaging Services and Software



Agenda Item (I-A)

Meeting	8/16/2011 - Regular
Agenda Item	Approval of Minutes (I-A)
Subject	Minutes of the Board of Trustees Regular/Committee Meeting of June 7, 2011
College/District	District
Funding	n/a
Recommended Action	It is recommended that the Board of Trustee review and approve the minutes prepared for the June 7, 2011 Regular/Committee meeting.

Background Narrative:

Minutes of the Board of Trustees Regular/Committee Meeting of June 7, 2011, are presented to the Board.

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

Attachments:

[June 7, 2011 Minutes](#)



Agenda Item (I-B)

Meeting	8/16/2011 - Regular
Agenda Item	Approval of Minutes (I-B)
Subject	Minutes of the Board of Trustees Special Meeting of June 8, 2011
College/District	District
Funding	n/a
Recommended Action	It is recommended that the Board of Trustees review and approve the minutes prepared for the June 8, 2011 Special meeting.

Background Narrative:

Minutes of the Board of Trustees Special Meeting of June 8, 2011 are presented to the Board.

Prepared By: Greg Gray, Chancellor
Heidi Wills, Executive Administrative Assistant, Office of Chancellor/Bot

Attachments:

[June 8, 2011 Minutes](#)

MINUTES OF THE SPECIAL BOARD OF TRUSTEES
MEETING OF JUNE 8, 2011

President Green called the special meeting of the Board of Trustees to order at 6:00 p.m., in the Alumni House, 3564 Ramona Drive, Riverside, California.

CALL TO ORDER

Trustees Present

Ms. Virginia Blumenthal
Dr. Sam Davis
Ms. Mary Figueroa
Ms. Janet Green
Mr. Mark Takano

Trustees Absent

Mr. Alexis Amor, Student Trustee

Staff Present

Dr. Gregory W. Gray, Chancellor

Guest(s)

Dr. Cindra Smith, Consultant

Dr. Smith led the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

The Board members conducted their annual self-evaluation, facilitated by Dr. Cindra Smith, reviewing the highlights developed from the self-assessment document completed and submitted by each Board member.

BOARD OF TRUSTEES ANNUAL
SELF-EVALUATION

The Board adjourned the meeting at 9:00 p.m.

ADJOURNMENT



Agenda Item (I-C)

Meeting	8/16/2011 - Regular
Agenda Item	Approval of Minutes (I-C)
Subject	Minutes of the Board of Trustees Regular Meeting of June 21, 2011
College/District	District
Funding	n/a
Recommended Action	It is recommended that the Board of Trustees review and approve the minutes prepared for the June 21, 2011 Regular meeting.

Background Narrative:

Minutes of the Board of Trustees Regular Meeting of June 21, 2011 are presented to the Board.

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

Attachments:

[June 21, 2011 Minutes](#)

MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING
OF JUNE 21, 2011

President Green called the regular meeting of the Board of Trustees to order at 6:00 p.m., in Room 101, Student Services, Moreno Valley College, 16130 Lasselle, Moreno Valley, California.

CALL TO ORDER

Trustees Present

Ms. Virginia Blumenthal
Mr. Sam Davis
Ms. Mary Figueroa
Mrs. Janet Green
Mr. Mark Takano
Mr. Alexis Amor, Student Trustee
Mr. Nick Bygon, Newly-Elected Student Trustee

Staff Present

Dr. Gregory W. Gray, Chancellor
Ms. Melissa Kane, Vice Chancellor, Diversity and Human Resources
Dr. Ray Maghroori, Provost/Vice Chancellor, Educational Services
Dr. James Buysse, Vice Chancellor, Administration and Finance
Dr. Cynthia Azari, President, Riverside City College
Dr. Brenda Davis, President, Norco College
Ms. Chris Carlson, Chief of Staff
Mr. Jim Parsons, Associate Vice Chancellor, Strategic Communications and Relations
Dr. Lisa Conyers, Vice President, Academic Affairs, Moreno Valley College
Dr. Travis Gibbs, President, Academic Senate, Moreno Valley College

Student Trustee Alexis Amor led the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

Ms. Blumenthal, seconded by Ms. Figueroa, moved that the Board of Trustees approve the minutes of the Board of Trustees Regular/Committee meeting of May 3, 2011. Motion carried. (5 ayes)

MINUTES OF THE
REGULAR/COMMITTEE MEETINGS
OF MAY 3, 2011

Ms. Figueroa, seconded by Mr. Takano, moved that the Board of Trustees approve the minutes of the special Governance committee of May 11, 2011. Motion carried. (5 ayes)

MINUTES OF THE SPECIAL
GOVERNANCE COMMITTEE
MEETING OF MAY 11, 2011

Ms. Figueroa, seconded by Ms. Blumenthal, moved that the Board of Trustees approve the minutes of the special meeting of May 16, 2011. Motion carried. (5 ayes)

MINUTES OF THE SPECIAL
MEETING OF MAY 16, 2011

Ms. Figueroa, seconded by Mr. Takano, moved that the Board of Trustees approve the minutes of the special meeting of May 17, 2011. Motion carried. (5 ayes)

MINUTES OF THE SPECIAL MEETING OF MAY 17, 2011

Ms. Blumenthal, seconded by Mr. Takano, moved that the Board of Trustees approve the minutes of the regular meeting of May 17, 2011. Motion carried. (5 ayes)

MINUTES OF THE REGULAR MEETING OF MAY 17, 2011

CHANCELLOR'S REPORTS

Presentations

Chancellor Gray swore in Mr. Bygon as the 2011-12 student trustee.

Special Presentation –
“Administration of Oath of Office to Student Trustee” – Chancellor Gregory W. Gray

Chancellor Gray presented Student Trustee Alexis Amor with a \$300 Spring 2011 scholarship award for serving as the District's student trustee during 2010-11.

Special Presentation –
“Presentation of Spring 2011 Scholarship Award to Student Trustee” – Chancellor Gregory W. Gray

Chancellor Gray recognized Supervisor Marion Ashley for the many donations made to the District over the years that benefitted Riverside Community College District students.

Special Presentation –
“Presentation to Supervisor Marion Ashley” – Chancellor Gregory W. Gray

Chancellor Gray congratulated Ms. Maureen Chavez, Associate Dean, Grants and College Support Program; Mr. Art Alcaraz, Director, Diversity and Human Resources; and Mr. Gustavo Segura, CSEA President/Instructional Media/Broadcast Coordinator, for their part in developing the first Leadership Academy designed to prepare participants to be successful. Several alumni spoke regarding their accomplishments and praised the program.

Special Presentation – “Leadership Academy” – Chancellor Gregory W. Gray

Ms. Blumenthal, seconded by Dr. Davis, moved that the Board of Trustees approve Resolution No. 67-10/11 recognizing Norco College President Brenda Davis for her service to Norco College and the District. And, congratulated her upon her retirement as President of Norco College. Motion carried. (5 ayes)

Resolution No. 67-10/11 in Recognition of Brenda Davis

Ms. Figueroa, seconded by Ms. Blumenthal, moved that the Board of Trustees approve the revised Resolution No. 56-10/11, relative to the Agreement for Administrative Services with Phase II Systems dba Public Agency Retirement Services with additional Exhibits 1B and 1C to implement the supplementary retirement plans for faculty, classified, management and confidential employees and authorize the Vice Chancellor, Administration and Finance, to sign implementing documents. Motion carried. (5 ayes)

Proposed Public Agency Retirement Services (PARS) - Retirement Incentive

Dr. Davis, seconded by Mr. Takano, moved that the Board of Trustees approve Resolution No. 68-10/11, for the Retirement Incentive Program with CalSTRS. Motion carried. (5 ayes)

California State Teachers' Retirement System Retirement Incentive Program

Information Only

Ms. Carlson and Mr. Darren Dong, Director, Web Development, provided an overview and presentation on the conversion of the Board books created for committee and regular Board of Trustees meetings from a paper (hard copy) to an electronic form.

Electronic Board Book

Student Kushang Patel presented the report about recent and future student activities at Moreno Valley College, and Mr. Bygon presented district-wide reports on recent and future student activities.

STUDENT REPORT

Mr. Jimmie Brown, Chief of Police, Cal State San Bernardino, commented on the proposed agreement with Cal State San Bernardino for dispatch services, noting their professionalism, cost savings for the District, post-certification of the unit, and improved quality of services and communication for the District.

COMMENTS FROM THE PUBLIC

CONSENT ITEMS

By consensus of the Board, Item No. V-A-6-g was pulled from the agenda.

Action

Agreement for Childcare Program with the Child Care Amenity Group, the National Pediatric Support Services, Inc. (CCAG/NPSS), Alvard Unified School District and Riverside Community College District,"

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

Approve the amended listed academic and classified appointments, and assignment and salary adjustments; (Appendix No. 71)

Academic and Classified Personnel

Approve/ratify the Purchase Orders and Purchase Order Additions totaling \$11,854,074 and District Warrant Claims totaling \$9,843,994; (Appendix No. 72)

Purchase Order and Warrant Report – All District Resources

Approve the budget transfers as listed, and authorize making the necessary balancing transfers among the various accounts and funds of the District; (Appendix No. 73)

Budget Adjustments

Approve adding the revenue and expenditures of \$188,959 to the budget, and authorize the Vice Chancellor, Administration and Finance, to sign the resolution;

Resolution to Amend Budget – Resolution No. 62 -10/11 2010-2011 Resource 1080 Community Education

Approve adding the revenue and expenditures of \$144,900 to the budget, and authorize the Vice Chancellor, Administration and Finance, to sign the resolution;

Resolution to Amend Budget – Resolution No. 63-10/11 2010-2011 Riverside Aquatics Complex – Southern California Gas Company Energy Rebates

Approve adding the revenue and expenditures of \$10,000 to the budget, and authorize the Vice Chancellor, Administration and Finance, to sign the resolution;

Resolution to Amend Budget – Resolution No. 64-10/11 2010-2011 State Transition to Nursing Practice Program

Approve adding the revenue and expenditures of \$20,000 to the budget, and authorize the Vice Chancellor, Administration and Finance, to sign the resolution;

Resolution to Amend Budget – Resolution No. 65-10/11 2010-2011 Kaiser Permanente Grant for Dental Hygiene

Approve the contingency budget transfers as presented, by a two-thirds vote;

Contingency Budget Adjustments

Approve the purchase of synthetic turf for Wheelock Stadium in the amount of \$378,640 from General Sports Turf, Inc, dba AstroTurf, using competitively bid U.S. Communities Government Purchasing Alliance Contract No. 0139-08-TF-000/A and the use of RCC's Measure C allocation to the extent FEMA/CalEMA funds do not fully cover the costs

Wheelock Stadium Synthetic Turf Replacement Project Utilizing the U.S. Communities Government Purchasing Alliance Contract No. 0139-08-TF-000/A

of this project;

Approve the purchase of foods and food service supplies from Premier/U.S. Foodservice, using the competitively bid U.S. Communities Government Purchasing Alliance Contract No. 13924;

Food and Food Service Supply Purchases Utilizing the U.S. Communities Government Purchasing Alliance Contract No. 13924

Ratify the award of Bid Number 2010/11-36 – MVC Dental Education Center, Category 2 – Site Utilities Electrical, in the total amount of \$1,218,000 to Morrow-Meadows Corporation;

Award of Bid Ratification Bid Number 2010/11-36 – MVC Dental Education Center, Category 2 – Site Utilities Electrical

Ratify the award of Bid Number 2010/11-38 – MVC Dental Education Center, Category 4 – Dental Lab Casework, in the total amount of \$624,996 to Dow Diversified, Inc;

Award of Bid Ratification Bid Number 2010/11-38 – MVC Dental Education Center, Category 4 – Dental Lab Casework

Ratify the award of Bid Number 2010/11-45 – Culinary Arts Academy and District Office Building Project, Category 1 – Exterior/Interior Demolition, in the total amount of \$347,500 to US Demolition;

Award of Bid Ratification Bid Number 2010/11-45 – Culinary Arts Academy and District Office Building Project, Category 1 – Exterior/Interior Demolition

Ratify the award of Bid Number 2010/11-43 – Citrus Belt Savings & Loan Art Gallery, Category 7 – Mechanical (HVAC), in the total amount of \$297,000 to Arrowhead Mechanical;

Award of Bid Ratification Bid Number 2010/11-43 – Citrus Belt Savings & Loan Art Gallery, Category 7 – Mechanical (HVAC)

Ratify the award of Bid Number 2010/11-44 – Citrus Belt Savings & Loan, Art Gallery, Category 9 – Electrical, in the total amount of \$508,368 to West Coast Electric, Inc.;

Award of Bid Ratification Bid Number 2010/11-44 – Citrus Belt Savings & Loan art Gallery, Category 9 - Electrical

Approve the purchase of information technology goods and services from Govplace, utilizing CMAS Contract No. 3-11-70-0920L;

Approval to Purchase Information Technology Goods and Services from Govplace, Utilizing the California Multiple Award Schedules (CMAS) Contract No. 3-11-70-0920L

Reject all bids for Bid Category 11 – Underground Plumbing and Pipeline, combine the scope of work with Category 32 – Building Plumbing and re-bid the project;

Bid Rejection Bid Number 2010/11-11 – MVC Learning Gateway Building Utility Relocation Project, Category 11- Underground Plumbing and Pipeline

Reject all bids for Bid Category 12 – Underground Electrical, combine the scope of work with Category 34 – Building Electrical and re-bid the project;

Bid Rejection Bid Number 2010/11-12 – MVC Learning Gateway Building Utility Relocation Project, Category 12 – Underground Electrical

Grant out-of-state travel requests; (Appendix No. 74)

Out-of-State Travel

Ratify the contracts totaling \$571,859; (Appendix No. 75)

Contracts and Agreements Report Less than \$78,900 – All District Resources

Accept the term of the extension from the Office of Statewide Planning and Development in the reduced amount of \$92,202.00;

Amendment to Song Brown Mental Health Special Project Agreement Contract No. 09-9068

Accept the award from the Office of Statewide Planning and Development in the amount of \$100,000.00 to pay salary and benefits for one full-time faculty;

Agreement with Office of Statewide Planning and Development

Approve the agreement with Cal State San Bernardino for dispatch services, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with Cal State San Bernardino for Dispatch Services

Approve the amendment to the agreement with Professional Personnel Leasing, Inc., to provide professional and administrative services to the President of Norco College and other College and District personnel in matters pertaining to the financial and administrative services of Norco College until June 30, 2012 at a cost of \$143,232.50;

Agreement with Professional Personnel Leasing, Inc.

Approve the agreement, from July 1, 2011 through June 30, 2013, for hourly rates plus work-related expenses and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Renewal of Agreement with County of Riverside, Sheriff's Department

Approve Resolution No. 61-10/11 authorizing temporary loans for FY 2011-2012 from Fund 41 (Resource 4130 – La Sierra Capital) in an amount not to exceed \$5,000,000 and an amount not to exceed \$6,000,000 from Fund 61 (Resources 6100 and 6110 – Self-Insurance Funds) to cover cash deficits in the Unrestricted and Restricted Operating Funds (Funds 11 and 12) as needed to mitigate cash shortages arising from apportionment deferrals and a potential late State budget, including interest at a rate equal to that received by the District on its short-term investments with the Riverside County Treasurer, with said loans to be repaid to Fund 41 (Resource 4130 – La Sierra Capital) and Fund 61 (Resources 6100 and 6110 – Self-Insurance Funds) from the District’s apportionment allocations;

Temporary Loans – Potential General Fund Cash Shortage Arising from State Apportionment Deferrals – Resolution No. 61-10/11

Approve Resolution No. 66-10/11 authorizing temporary loans in FY 2011-2012 from Fund 11, Resource 1000 (Unrestricted General Operating) to Fund 33, Resource 3300 (Child Care) in the aggregate amount not to exceed \$100,000 as needed to mitigate cash shortages arising from the timing of cash receipts and cash disbursements, including interest at a rate equal to that received by the District on its short-term investments with the Riverside County Treasurer, with said loans to be repaid to Fund 11, Resource 1000 from the subsequent cash receipts received in the Child Care Fund;

Temporary Loans – Potential Child Care Fund Cash Shortage – Resolution No. 66-10/11

Authorize the following District Administrators to sign the list; (Appendix No. 76)

Signature Authorization

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. 77)

Surplus Property

Motion carried. (5 ayes)

Information

In accordance with Board Policy 7350, the Chancellor has accepted the resignations of the following: Mr. Doug Beckstrom, Associate Professor, Dental Technology, June 9, 2011; Dr. Daria Burnett, Dean, Student Support Services, June 30, 2011; Mr. Michael Chaks, Associate

Separations

Professor, Accounting, June 10, 2011; Dr. Achinta Chatterjee, Associate Professor, English, effective June 10, 2011; Dr. Brenda Davis, President, Norco College, effective June 30, 2011; Ms. Joanne Dierdorff, Associate Professor, Dance; effective June 10, 2011; Ms. Katheryn Farris, Associate Professor, Physical Education, effective June 10, 2011; Ms. Susan Ingham, Associate Professor, English, June 30, 2011; Ms. Paula McCroskey, Dean, Counseling and Specialty-Funded Programs, effective June 29, 2011; Mr. Alfred Parker, Associate Professor, History, effective June 10, 2011; Mr. August Tedesco, Assistant Professor, Career and Technical Education, Film/TV/Video, effective June 30, 2011; Mr. Edward Wales, Associate Professor, Drafting, effective June 30, 2011; Dr. Ronald Yoshino, Associate Professor, History, effective June 30, 2011; Mr. John Young, Associate Professor, Economics, June 10, 2011; Ms. Deborah Barrozo, Tutorial Services Specialist, effective June 30, 2011; Mr. Fred Benson, Custodian, effective June 30, 2011; Mr. Richard Bowen, Maintenance Mechanic (Carpenter), effective June 30, 2011; Ms. Ann Chambers, Administrative Assistant II, effective May 27, 2011; Ms. Maria Chavez, Executive Administrative Assistant, effective June 30, 2011; Ms. Penny Davis, Director, Foster and Kinship Care, effective June 30, 2011; Ms. Shirley Davis, Support Center Technician, effective June 30, 2011; Ms. Victoria Diaz, Gymnasium Attendant, June 30, 2011; Ms. Terri Erickson, Administrative Assistant IV, effective June 30, 2011; Mr. Mitchell Gonzalez, Groundsperson, effective June 30, 2011; Ms. Harriet Holmes, Clerk Typist, effective June 30, 2011; Ms. Cassandra Hunter, Administrative Assistant I, effective May 13, 2011; Ms. Mary Lou Martin, Cashier/Clerk, effective June 30, 2011; Ms. Teresa Morton, Administrative Assistant II, effective June 30, 2011; Mr. Juan Najar, Custodian, effective May 27, 2011; Mr. Robert Rey, Groundsperson, effective June 30, 2011; Ms. Sandra Roberson, Help Desk Support Technician, effective June 30, 2011; Ms. Carmen Smith, Outreach Specialist, effective June 30, 2011; Ms. Charlotte Zambrano, Executive Administrative Assistant, effective June 30, 2011.

The Board received the summary of financial information for the period July 1, 2010 through May 31, 2011.

Monthly Financial Report

BOARD COMMITTEE REPORTS

Governance Committee

Ms. Figueroa, seconded by Ms. Blumenthal, moved that the Board of Trustees accept Board Policy 3550 for second reading. Motion carried. (5 ayes)

Revised and New Board Policies
– Second Reading

Ms. Figueroa, seconded by Ms. Blumenthal, moved that the Board of Trustees accept Board Policy 7250 for second reading. Motion carried. (5 ayes)

Teaching and Learning Committee

Dr. Davis, seconded by Mr. Takano, 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 August 31, 2011, through November 23, 2011, for an amount not to exceed \$1,000.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement. Motion carried. (5 ayes)

Academic Programs Abroad,
Florence, Italy, Fall 2011

Dr. Davis, seconded by Mr. Takano, moved that the Board of Trustees approve the curricular changes for inclusion in the catalog and in the schedule of class offerings. Motion carried. (5 ayes)

Proposed Curricular Changes

Dr. Davis, seconded by Ms. Blumenthal, moved that the Board of Trustees approve the substantive change proposal and authorize the Moreno Valley College administration to forward the approved document to the ACCJC. Motion carried. (5 ayes)

Substantive Change Proposal –
Change in Location of Dental
Programs

Dr. Davis, seconded by Mr. Takano, moved that the Board of Trustees approve the substantive change proposal and authorize the Moreno Valley College administration to forward the approved document to the ACCJC. Motion carried. (5 ayes)

Substantive Change Proposal –
Distance Education (50% or
more of a Program Offered
through a Mode of Distance or
Electronic Delivery)

Planning and Operations Committee

Ms. Green, seconded by Mr. Takano, moved that the Board of Trustees approve the 2013-2017 Five-Year Capital Construction Plan; the Initial Project Proposals: Center for Human Performance and Kinesiology – Phase II (Norco College), Visual/Performing Arts Center (Norco College), Student Services and Workforce Development Building (Riverside City College); and the Final Project Proposals; Center for Human Performance (Moreno Valley College), Library Learning Center (Moreno Valley College), Cosmetology Building (Riverside City College), and Life Science/Physical Science Reconstruction (Riverside City College); and authorize the Chancellor and Board of Trustees' President to sign the California Community College Chancellor's Office approval letter (Exhibit II). Motion carried. (5 ayes)

2013-2017 Five-Year Capital Construction Plan, Initial Project Proposals and Final Project Proposals

Facilities Committee

Ms. Blumenthal, seconded by Ms. Figueroa, moved that the Board of Trustees approve the Moreno Valley College Dental Education Center award of bids for ten construction project categories (Categories 5-14); and award to the lowest responsive/responsible bidders as long as bids are within the project budget; authorize the issuance of notices to proceed for the ten construction categories; permit project bid ratification at a subsequent Board of Trustees meeting; and authorize the Vice Chancellor, Administration and Finance, to sign the associated agreements. Motion carried. (5 ayes)

Moreno Valley College Dental Education Center – Award Bids for Construction Categories

Ms. Blumenthal, seconded by Dr. Davis, moved that the Board of Trustees approve the Moreno Valley College Learning Gateway Building award of bids for twenty-one construction project categories as listed above (Categories 13-16, 19-35) and award to the lowest responsive/responsible bidder as long as bids are within the project budget; authorize the ratification at a subsequent Board of Trustee meeting; and authorize the Vice Chancellor, Administration and Finance, to sign the associated agreements. Motion carried. (5 ayes)

Learning Gateway Building at Moreno Valley College –Award Bids for Construction Categories

Ms. Blumenthal, seconded by Dr. Davis, moved that the Board of Trustees approve the proposed consulting services Amendment No. 3 with Facilities Planning and Consulting Services in an amount not to exceed \$85,000 using Measure C funds; and authorize the Vice Chancellor, Administration and Finance, to sign the amendment. Motion carried. (5 ayes)

Consultant Services –
Amendment No. 3 with Facilities
Planning and Consulting Services

Resources Committee

Ms. Blumenthal, seconded by Dr. Davis, moved that the Board of Trustees approve the 2011-2012 Tentative Budget consisting of the funds and accounts noted therein, and authorize staff to forward a copy to the Riverside County Superintendent of Schools; and, announce (1) the proposed 2011-2012 budget will be available for public inspection beginning September 15, 2011, at the office of the Vice Chancellor, Administration and Finance; and (2) the public hearing will be held at 6:00 p.m. at a Board meeting on September 20, 2011, followed by the adoption of the 2011-2012 Final Budget; and authorize the Chancellor to sign a notice relative to these dates. Motion carried. (5 ayes)

Tentative Budget for 2011-2012
and Notice of Public Hearing on
the 2011-2012 Budget

Mr. Takano, seconded by Ms. Figueroa, moved that the Board of Trustees approve the budget augmentation in the amount of \$80,000 for the Network Operations Center project at Moreno Valley College; approve the budget augmentation in the amount of \$80,000 for the Norco Operations Center at the Norco College; and approve using the IT Upgrade project budget, Centrally Controlled Measure C funds. Motion carried. (5 ayes)

Network Operations Center at
Moreno Valley College and
Norco Operations Center at
Norco College – Budget
Augmentation

Mr. Takano, seconded by Ms. Blumenthal, moved that the Board of Trustees approve the purchase of services and additional software from Hyland Software in the amount of \$43,000 and approve using the IT Upgrade project budget, Centrally Controlled Measure C funds. Motion carried. (5 ayes)

Document Imaging Services and
Software

Mr. Takano, moved by Ms. Blumenthal, moved that the Board of Trustees approve the expenditure of the IT Upgrade project budget, Centrally Controlled Measure C funds in the amount of \$93,168.62, to purchase replacement servers for the Office of

Purchase District Web Server
Upgrade Equipment from Dell
Using Western States Contracting
Alliance (WSCA) Agreement
#B27160

Strategic Communications and Relations using approved WSCA Agreement #B27160. Motion carried. (5 ayes)

Mr. Takano, seconded by Dr. Davis, moved that the Board of Trustees approve Amendment No. 1 with C.W. Driver for the Learning Gateway Building project at Moreno Valley College in an amount not to exceed \$89,215; and authorize the Vice Chancellor, Administration and Finance, to sign the amendment. Motion carried. (5 ayes)

Learning Gateway Building at Moreno Valley College – Construction Management Amendment No. 1

Mr. Takano, seconded by Ms. Blumenthal, moved that the Board of Trustees approve a tentative project budget in an amount not to exceed \$100,000 for the Groundwater Monitoring Wells – Disposition project at the Norco College. Motion carried. (5 ayes)

Groundwater Monitoring Wells – Disposition at Norco College – Tentative Project Budget

Mr. Takano, seconded by Ms. Figueroa, moved that the Board of Trustees approve Amendment No. 7 with GKK Works for the Riverside Nursing/Science Building project in an amount not to exceed \$30,670, and authorize the Vice Chancellor, Administration and Finance, to sign the amendment. Motion carried. (5 ayes)

Riverside Nursing/Science Building Project – Design Amendment No. 7

Mr. Takano, seconded by Ms. Figueroa, moved that the Board of Trustees approve the following: (1) project budget augmentation in the amount of \$2,125,000 using Riverside City College Measure C Allocated Funds, totaling the tentative project budget to \$21,136,120; (2) Amendment No. 1 with Tilden Coil Constructors, Inc., in an amount not to exceed \$330,000 for construction management services; (3) Amendment No. 1 with Inland Inspection and Consulting in an amount not to exceed \$54,696 for inspection services; (4) Amendment No. 1 with VBS Leasing in an amount not to exceed \$90,419 for additional lease of interim facility; and authorize the Vice Chancellor, Administration and Finance, to sign the amendments. Motion carried. (5 ayes)

Wheelock Gymnasium, Seismic Retrofit at Riverside City College – Budget Augmentation and Amendments to Agreements

ADMINISTRATIVE REPORTS

Mr. Takano, seconded by Dr. Davis, moved that the Board of Trustees approve the 2011-2012 Moreno Valley catalog as submitted. Motion carried. (5 ayes)

2011-2012 Moreno Valley College Catalog

Mr. Takano, seconded by Dr. Davis, moved that the Board of Trustees approve the 2011-2012 Norco catalog as submitted. Motion carried. (5 ayes)

2011-2012 Norco College Catalog

Mr. Takano, seconded by Dr. Davis, moved that the Board of Trustees approve the 2011-2012 Riverside City College catalog as submitted. Motion carried (5 ayes)

2011-2012 Riverside City College Catalog

ACADEMIC SENATE REPORTS

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

Moreno Valley College

BARGAINING UNIT REPORTS

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

CTA – California Teachers Association

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

CSEA – California Schools Employee Association

BUSINESS FROM BOARD MEMBERS

Ms. Blumenthal, seconded by Ms Figueroa, moved that the Board of Trustees approve the self-evaluation objectives established at the June 8, 2011 special meeting for this next 12-month period. Motion carried. (5 ayes)

Board of Trustees Annual Self-Evaluation

The Board adjourned the meeting to closed session at 9:08 p.m., pursuant to Government Code Section 54957.6, conference with Labor Negotiator; Agency Designated Representative: Brad Neufeld, Gresham Savage Nolan & Tilden; Unrepresented employee: Chancellor; and Government Code Section 54957(b)(1), Public employee, discipline/dismissal/release, Complaint #-1667688994

CLOSED SESSION

The Board reconvened to open session at 11:13 p.m., announcing that upon a motion by Ms. Blumenthal, seconded by Dr. Davis, the Board of Trustees unanimously voted to approve extending Chancellor Gregory W. Gray's contract for one year, to June 30, 2015; and upon a motion by Ms. Blumenthal, seconded by Ms. Green, the Board of Trustees approved providing the Chancellor a retention bonus in the amount of \$20,000 if he continues in his position as Chancellor until June 30, 2014. Motion carried. (3 ayes; 2 noes [Takano/Figueroa]).

RECONVENED/ADJOURNED

The Board of Trustees also announced, pursuant to Government Code Section 54957(b)(1), Public employee, discipline/dismissal/release, Complaint #-1667688994, to uphold the administrative determination for Complaint # - 1667688994, and adjourned the meeting at 11:15 p.m.



Agenda Item (III-A)

Meeting 8/16/2011 - Regular
Agenda Item Chancellor's Reports (III-A)
Subject Chancellor's Communications
College/District District

Information Only

Background Narrative:

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

Prepared By: Greg Gray, Chancellor



Agenda Item (III-B)

Meeting 8/16/2011 - Regular
Agenda Item Chancellor's Reports (III-B)
Subject Student Success Stories
College/District Norco

Information Only

Background Narrative:

Presentations on "Pro Tools," the industry-standard recording software used in music production, film scoring and video game sound design, and the "Step Ahead" summer program designed to help students transition to college will be presented.

Prepared By: Debbie DiThomas, Interim President, Norco College

Attachments:

[Student Success Stories](#)

COMMERCIAL MUSIC

Student Success

Board of Trustees

August 16, 2011

Brady Kerr, Instructor

Michael Perez, Student

Matt Posner, Student

NORCO
COLLEGE

In partnership with:



Commercial Music News

June 21, 2011 Nr.001

The best place for what's happening!

www.norcocollege.edu

Students Earn Pro Tools Certification!



Students Earn Industry Certification in Pro Tools at Norco College!

Norco College began offering courses in Commercial Music in Fall of 2010. Since that time, over 75 students have been certified in Pro Tools 101. This is an industry certification which can lead to employment in the entertainment field and more. Future certifications are in development right now offering students more skills in this emerging field. This Pro Tools course is part of a certificate and degree at the college. This certificate will allow students the opportunity to learn industry-standard skills and software to help them compete in today's job market. Additionally, this certificate provides a new opportunity for emerging vocalists and musicians with little or no experience transitioning into the workforce. This program reflects Norco College's mission to provide high-quality programs in work-force development and emerging technologies.

Music Production • Film Audio • Video Game Audio

Music@NORCO
Pro Tools
Industry-Standard

NORCO
COLLEGE

In partnership with:



Music Production • Film Audio • Video Game Audio

Industry Certification

- 75 students certified in Pro Tools 101
- 100% student success rate, Spring 2011

NORCO
COLLEGE

In partnership with:



Music Production • Film Audio • Video Game Audio

Career Kickstart!

Prepares students for jobs in the industry:

- Internships
- Professional recording studios
- Radio air time
- Composing music/designing sound for games
- Composing soundtracks for Independent Films

NORCO
COLLEGE

In partnership with:



Music Production • Film Audio • Video Game Audio

Recording Artists

Justin Timberlake

Beyoncé

Lady Gaga

Maroon 5

Sugarland

Katy Perry

NORCO
COLLEGE

In partnership with:



Music Production • Film Audio • Video Game Audio

Movies

Captain America

Rise of the Planet of the Apes

Transformers

Avatar

Titanic

Thor

NORCO
COLLEGE

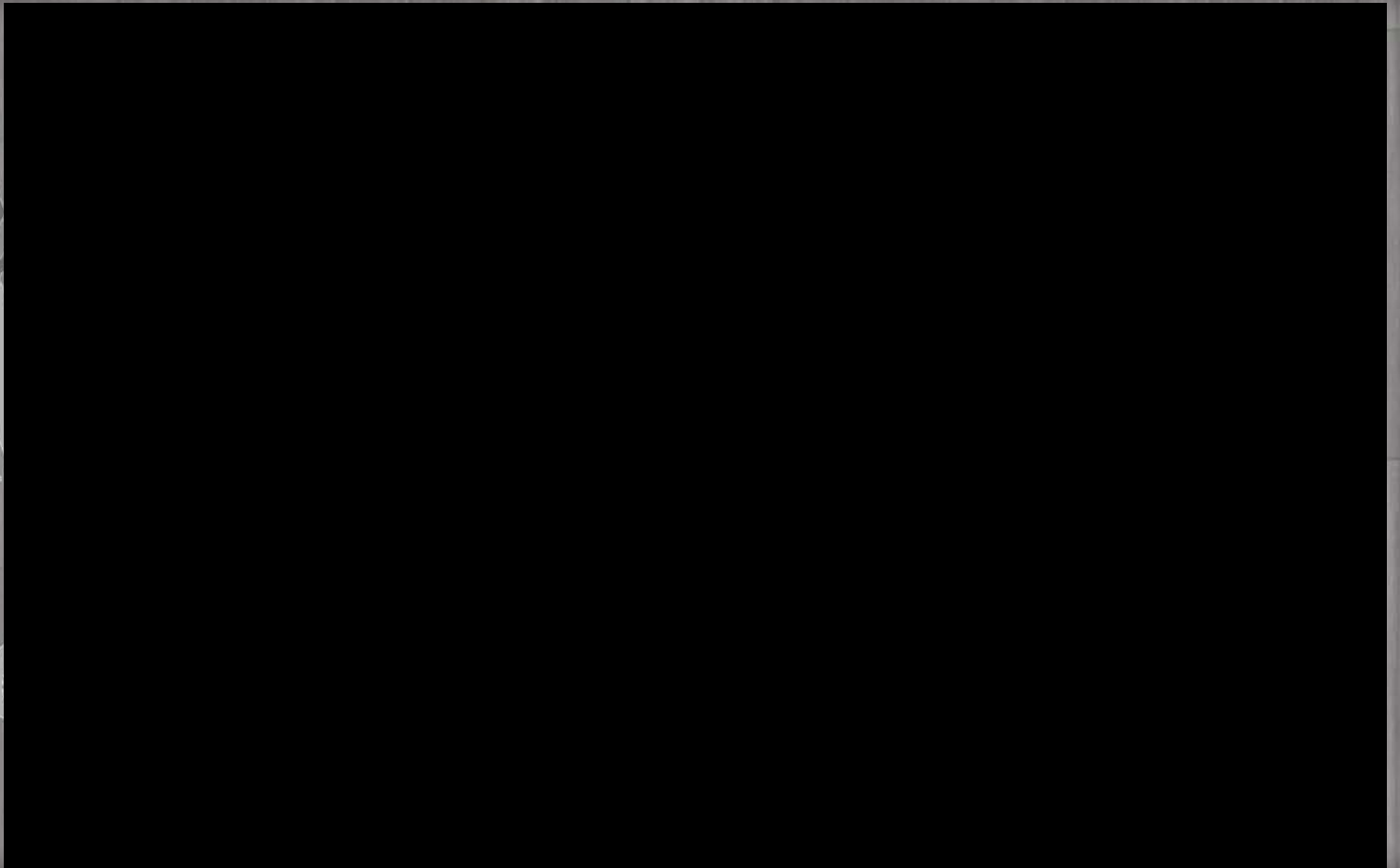
In partnership with:



Music Production • Film Audio • Video Game Audio

Matt Posner

Solitude



NORCO
COLLEGE

In partnership with:



Music Production • Film Audio • Video Game Audio

Music@#
Michael Perez

That Art Thou Without Me Around

NORCO
COLLEGE

In partnership with:



Music Production • Film Audio • Video Game Audio

Music@#
Michael Perez

That Art Thou Without Me Around



NORCO
COLLEGE

In partnership with:



Music Production • Film Audio • Video Game Audio

Music@#
Thank You
NORCO

NORCO
COLLEGE

In partnership with:



INTRODUCING

STEP AHEAD PROGRAM



NORCO
COLLEGE

Presenters:

Gustavo Ocegüera, Associate Dean, Grants & College Support Programs

Dr. Greg Aycock, Dean, Student Success

WHAT IS STEP AHEAD?

Step Ahead is a summer program that provides English and math sessions to review key concepts necessary for students to retake the Accuplacer placement exam. The program also provides workshops and a guidance course to improve students' transition from high school to college.



PROGRAM COMPONENTS

- Instruction in English and Math (non-credit)
 - Guidance 45 course (for credit)
 - Daily supplemental instruction sessions (SI)
 - College transition and career exploration workshops
 - Assistance with the college enrollment process
- WORKSHOP TOPICS
 - Testing Strategies
 - Counseling Services/Orientation
 - Campus Resources
 - Financial Literacy
 - Financial Aid Application
 - Scholarship Applications
 - Web Advisor/ Blackboard
 - Career Exploration
 - Degrees/ Transfer Process
 - Special Funded Programs
 - Student Employment
 - Faculty Panel

PROGRAM BENEFITS

- *Individualized assistance with the college enrollment process and financial aid application*
- *Ability to retake the Accuplacer*
- *Customized Student Education Plan (SEP)*
- *Priority registration for fall semester*
- *Individualized assistance with course selection and registration process*
- *Free use of books and instructional materials*
- *Daily lunch provided at no cost to participants*



STEP AHEAD OUTCOMES

Reading Placement		
	1st Test (%)	Retest (%)
REA-81	51.9	34.6
REA-82	20.4	21.2
REA-83	20.4	28.8
Competency	7.4	15.4
Total	100.0	100.0

Math Placement		
	1st Test (%)	Retest (%)
MAT-63	52.7	16.4
MAT-64	3.6	.0
MAT-52	23.6	36.4
MAT-35/53	20.0	47.3
Total	100.0	100.0

STEP AHEAD OUTCOMES

English Placement		
	1st Test (%)	Retest (%)
ENG-60A	35.2	24.1
ENG-60B	5.6	5.6
ENG-50	14.8	33.3
ENG-1A	.0	3.7
ESL Rec	44.4	.0
ESL-54	.0	5.6
ESL-55	.0	27.8
Total	100.0	100.0

- How did the average student do overall?
 - Combining all areas, students improved approximately 3 levels → (3 semesters of course work)
 - 3 students went up 7 levels → (7 semesters of course work)

CONCLUSION

- Student perspective:
Christina Cover
- 2012 Step Ahead
Program



2011 Step Ahead Program Personnel

Shigueru Tsuha-Coordinator

Terrie Hawthorne-Counselor/Coordinator

Nikki Thurston-Program Assistant

Chris Cotton- English Instructor

Daniel Wood- Math Instructor

Gabby Ramirez-Student Success Specialist

Jose Alamilla, Alitza Mendoza, Ramon Rubalcava, Israel Gomez- SI Leaders



Agenda Item (III-C)

Meeting	8/16/2011 - Regular
Agenda Item	Chancellor's Reports (III-C)
Subject	Resolution No. 03-11/12 Recognizing Dell Roberts at his 75th Birthday
College/District	District
Funding	n/a
Recommended Action	It is recommended that the Board of Trustees adopt Resolution Number 03-11/12 Recognizing Dell Roberts at his 75th Birthday

Background Narrative:

Dell Roberts, is a noted alumnus of Riverside City College that has served the community and Riverside Community College District in many capacities. His commitment has extended to his establishment of an endowed scholarship to perpetuate his impact to youth of our area. Dell will be celebrating his 75th birthday. A resolution recognizing Dell Roberts for his many contributions has been prepared for the board's consideration.

Prepared By: Chris Carlson, Chief of Staff

Attachments:

[Resolution 03-11/12 Dell Roberts](#)

RESOLUTION NUMBER 03-11/12

RESOLUTION OF THE BOARD OF TRUSTEES OF THE
RIVERSIDE COMMUNITY COLLEGE DISTRICT
IN RECOGNITION OF THE 75th BIRTHDAY OF DELL ROBERTS

WHEREAS, in 1945, Adrian “Dell” Roberts moved from Houston, Texas to Riverside, California, attending Longfellow Elementary, University Middle School, Poly High School, graduating in 1955 after lettering in swimming, football and track; and

WHEREAS, Dell Roberts attended Riverside City College from 1955–1957 showing his talents on the football field and his school spirit as a member of Kappa Upsilon; and

WHEREAS, in 1965, Dell Roberts, while working full-time at Butcher Boy’s Food, began coaching football and track at Poly High, the beginning of a 38-year career with Riverside Unified School District; and

WHEREAS, throughout his career, Dell Roberts served as an advocate for youth and community, dedicating himself to the needs of the youth of Riverside; and

WHEREAS, Dell Roberts has provided outstanding leadership to the RCCD Foundation for more than 15 years, serving as a Board member and assuming the Presidency in 2001; and

WHEREAS, while an RCCD Foundation Board member, Dell Roberts assumed a leadership role in the community-wide Passport to College Initiative; and

WHEREAS, upon his retirement in 2003, Dell Roberts established the Dell Roberts Endowed Scholarship, assisting graduates of local high schools who are attending Riverside City College ensuring that his legacy of service to youth will continue in perpetuity; and

WHEREAS, today, Dell continues his service to the RCCD Foundation as a member of the RCCD Foundation Scholarship committee; and

WHEREAS, On August 23, Dell will celebrate his 75th birthday, earning a reputation as a champion for education, and one of our community’s most influential role models for youth;

NOW THEREFORE THE BOARD OF TRUSTEES OF RIVERSIDE COMMUNITY COLLEGE DISTRICT DOES HEREBY RESOLVE TO RECOGNIZE AND CELEBRATE RCC ALUMNUS ADRIAN DELL ROBERTS UPON THE OCCASION OF HIS 75TH BIRTHDAY.

PASSED AND ADOPTED this 16th day of August, 2011 by Riverside Community College District Board of Trustees.



Agenda Item (III-D)

Meeting 8/16/2011 - Regular

Agenda Item Chancellor's Reports (III-D)

Subject Future Monthly Committee Agenda Planner and Annual Master Planning Calendar

College/District District

Information Only

Background Narrative:

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

Prepared By: Greg Gray, Chancellor
Chris Carlson, Chief of Staff

Attachments:

[Recommended 2011-12 Gov Bd Agenda Master Planning Calendar Planning Worksheet Sept. 2011](#)

RECOMMENDED 2011-12 GOVERNING BOARD AGENDA MASTER PLANNING CALENDAR

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

A. Governance	B. Teaching and Learning	C. Planning and Operations	D. Facilities	E. Resources
Chancellor	Vice Chancellor, Academic Affairs	Chief of Staff	Associate Vice Chancellor, Facilities Planning, Design & Construction	Vice Chancellor, Admin. & Finance; Vice Chancellor, Diversity and Human Resources
<p>✓ Revised and New Board Policies – First Reading BP 4000 (Gray/Adams)</p>	<p>✓ Board report & backup materials attached for review by the Cabinet.</p> <p>■ Board report and/or backup not yet complete – review pending.</p> <p>★ Approved by the Cabinet for placement on the Board agenda.</p> <p>ALL FINAL REPORTS DUE TO THE CHANCELLOR'S OFFICE BY 08/30/11 & 09/13/11.</p>	<ul style="list-style-type: none"> ■ Culinary Arts Academy District Office Parking (off-site) Acquisition (Gray/Carlson) ■ BCTC Ground Lease Agreement (Gray/Carlson) ■ Presentation for Energy Efficiency Concepts (Williams/Ellis) 	<ul style="list-style-type: none"> ■ Change Orders for RCC Nursing/Science Building Project (Azari/Williams) ■ Amendment to Agreement with WWCOT for MV Phase III – Student Academic Services Facility (Bobbit/Williams) ■ Amendment to Agreement with HCA for MV Network Operations Center/Norco Operations Center (Bobbit/DiThomas/Williams) ■ Amendment to Agreement with Facilities Planning and Program Services, Inc. (Williams) ■ Bidder Status for Project Labor Agreement (Williams) ■ 2011 Project Savings Reconciliation/Capital Program Executive Summary Update (Williams) 	<ul style="list-style-type: none"> ■ Tentative Project Budget for MVC Emergency Phones (Bobbit/Williams) ■ Tentative Project Budget for MVC A/V & Lighting in Humanities 129 and Student Services 101 (Bobbit/Williams) ■ Tentative Project Budget for District Design Standards (Williams) ■ Alumni Carriage House Restoration – Budget Augmentation and Amendment No. 2 with Broeske Architects & Associates (Williams)



Agenda Item (VI-A-1)

Meeting	8/16/2011 - Regular
Agenda Item	Consent Agenda Action (VI-A-1)
Subject	Academic Personnel
College/District	District
Funding	n/a
Recommended Action	It is recommended that the Board of Trustees approve/ratify the academic personnel actions

Background Narrative:

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

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

Attachments:

[20110816_Academic Personnel](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
DIVERSITY AND HUMAN RESOURCES

Subject: Academic Personnel

Date: August 16, 2011

1. Appointments

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

The Chancellor recommends approval/ratification for the following appointments:

a. Management

<u>Name</u>	<u>Position</u>	<u>Term of Employment</u>	<u>Salary Placement</u>
NORCO COLLEGE			
Monica Green	Interim Vice President, Student Services	08/01/11-06/30/12	AB-5

b. Contract Faculty
(None)

c. Long-Term, Temporary Faculty

<u>Name</u>	<u>Discipline</u>	<u>Date</u>	<u>Placement</u>
MORENO VALLEY COLLEGE			
VISITING INSTRUCTOR			
Wayne Dewri	Physician Assistant	08/23/11	E-4

d. Department Chairs and Stipends, Academic Year 2011-12
Revisions/additions to the list submitted/approved by the Board of Trustees on June 21, 2011.

RIVERSIDE CITY COLLEGE			
<u>Department</u>		<u>Name</u>	<u>Stipend</u>
Business and Information Systems & Technology			
Assistant Chair		Paul Herzig	\$0.00 (addition)

1. Appointments (Continued)

- e. Department Chairs and Stipends, Academic year 2010-11
Revisions/additions to the list submitted/approved by the Board of Trustees on June 15, 2010.

NORCO COLLEGE

<u>Department</u>	<u>Name</u>	<u>Stipend</u>
Arts, Humanities and World Languages	Dominique Hitchcock	\$3,110.30 (revision)
Arts, Humanities and World Languages	Dina Humble	\$2,221.70 (revision)

- f. Coordinator Assignments, Academic Year 2010-11
Revisions/additions to the list submitted/approved by the Board of Trustees on June 15, 2010.

<u>Activity</u>	<u>Name</u>	<u>Effective</u>
Faculty Development, Moreno Valley	Daniel Clark	Spring 2011

- g. Extra-Curricular Activities, Academic Year 2011-12
Revisions/additions to the list submitted/approved by the Board of Trustees on June 21, 2011.

<u>Activity</u>	<u>Name</u>	<u>Stipend</u>
Assistant Track Coach	Damien Smith	\$0.00 (revision)

2. Salary Placement Adjustment

At their meeting of June 21, 2011, the Board of Trustees approved the appointment of the following faculty members. The employees have provided appropriate verification of experience and/or coursework completed that will affect their salary placement.

It is recommended the Board of Trustees approve the adjustment of salary placement for the faculty members listed below, effective August 23, 2011.

<u>Name</u>	<u>From Column/Step</u>	<u>To Column/Step</u>
Terrie Hawthorne	D-3	E-6
Carmen Perches	C-5	D-5

3. Request for Leave Under the California Family Rights Act (CFRA) and the Federal Family and Medical Leave Act (FMLA)

It is recommended the Board of Trustees approve/ratify the 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 Date/ Retroactive to:</u>
Cindy Bendshadler	Associate Professor, English	FMLA/CFRA	August 25, 2011
Richard Keeler	Director, Grants	FMLA/CFRA	August 12, 2011
Ana-Marie Olaerts	Associate Professor, Speech Comm	FMLA/CFRA	September 1, 2011
Nicholas Sinigaglia	Associate Professor, Philosophy	FMLA/CFRA	November 21, 2011

4. Request for Unpaid Leaves of Absence

The Agreement between Riverside Community College District and the Riverside Community College Chapter CCA/CTA/NEA provides for unpaid leaves of absence; and, the departments have reviewed and support the requests.

It is recommended the Board of Trustees approve the requests of the following faculty for an unpaid leave of absence during the dates indicated.

<u>Name</u>	<u>Title</u>	<u>Effective</u>
Cindy Bendshadler	Assoc Prof, English	11/18/11 – 12/16/11
Ana-Marie Olaerts	Assoc Prof, Speech Communication	11/25/11 – 12/16/11

5. Emeritus Award, Faculty

Board Policy and Administrative Procedure 4000 authorizes the rank of Professor Emeritus to any faculty member who has earned retirement. The Academic Senate voted in 2010 to recommend emeriti status to Judy Haugh but was not included in the list of names forwarded for Board approval. It is recommended that the Board of Trustees award the title of Professor Emeritus to Judy Haugh in recognition for her many years of outstanding service at Riverside City College, effective the date of her retirement.



Agenda Item (VI-A-2)

Meeting	8/16/2011 - Regular
Agenda Item	Consent Agenda Action (VI-A-2)
Subject	Classified Personnel
College/District	District
Funding	n/a
Recommended Action	It is recommended that the Board of Trustees approve/ratify the classified personnel actions.

Background Narrative:

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

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

Attachments:

[20110816_Classified Personnel](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
DIVERSITY AND HUMAN RESOURCES

Subject: Classified Personnel

Date: August 16, 2011

1. Appointments

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

- a. Management/Supervisory
(None)
- b. Management/Supervisory – Categorically Funded
(None)
- c. Classified/Confidential

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Salary</u>	<u>Action</u>
RIVERSIDE CITY COLLEGE				
Alexis Brucks	Clerk Typist (48.75%) – Facilities	07/01/11	E-2	Transfer
Greta Cohen	Administrative Assistant II – DSPS	08/06/11	17-5	Transfer
Maureen Paul	Administrative Assistant III – Library & Learning Resources	08/01/11	I-LS4	Transfer
TBA	Chief Photographer (Part-Time, 48.75%)	TBA	TBA	TBA

- d. Classified/Confidential – Categorically Funded

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Salary</u>	<u>Action</u>
NORCO COLLEGE				
Neal, Udawna	Administrative Assistant I (Part-time, 48.75%)	07/01/11	E-3	Transfer
TBA	Grants Administrative Specialist (Title V)	TBA	TBA	TBA

2. Request for Permanent Increase in Workload for Categorically-Funded Management Position

The President of Moreno Valley College has requested a permanent increase in workload for the categorically-funded, part-time management position of Director, Student Support Services. This position is currently held by Lisa Chavez.

It is recommended the Board of Trustees approve the permanent increase in workload for the categorically-funded, management position of Director, Student Support Services from 50% to 75%, starting August 17, 2011.

3. Request to Extend Temporary Increase in Workload

At its meeting of January 25, 2011, the Board of Trustees approved an extension of the temporary increase in workload for Linda Martinez from 75% to 100% effective January 25, 2011 through June 30, 2011. The department has requested an additional extension through December 31, 2011.

It is recommended the Board of Trustees approve the second extension for Linda Martinez, Administrative Assistant I, through December 31, 2011. The request has the approval of the Provost/Vice-Chancellor, Educational Services.

4. Position Reclassified Due to Significant Job Content Changes

In accordance with Board Policy 7232, classified, confidential and management are provided an opportunity to participate in the classification review process. These requests for classification review were initiated by the employee or the manager in accordance with the provisions of the administrative procedure and recommended for reclassification by the District Classification Committee. The District Classification Committee is a representative group for classified, confidential and management personnel given the responsibility and authority to conduct the classification review process. Recommendations were forwarded to the Executive Cabinet for review and approval. Based on this process, it is recommended the Board of Trustees approve the salary grade changes and/or title reclassifications for the employee listed below effective July 1, 2011.

<u>Change in Grade and/or Title</u>	<u>Employee</u>
Student Financial Services Support Specialist	Olayide Coston
Change in title to Financial Aid Advisor, Grade H	

5. Request 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 June 4-18, and July 7, 2011 (a total of 11 working days). Mr. Puzzuto meets the college service requirements.

6. Request for Health Leave Without Pay

Under the Agreement between Riverside Community College District and the Riverside Community College District Employees Chapter #535, the Board of Trustees may grant a leave of absence for health reasons to a permanent employee for illness or injury which extends beyond the expiration of all other paid leaves. The following employee has exhausted all paid leaves and has requested a leave without pay due to continued illness.

It is recommended the Board of Trustees approve/ratify the request for leave without pay due to extended illness for classified employee Joyce Whalen-Turner, Instructional Department Specialist, effective June 14, 2011 through June 23, 2011. The employee has exhausted all paid leaves and has requested additional leave under non-paid status.

7. Rescind Placement on 39-Month Reemployment List and Bumping Due to Seniority Rights

On May 17, 2011, and June 21, 2011, the Board approved several employees to be placed on the 39-Month Reemployment List due to bumping rights of another employee who had more seniority, effective July 1, 2011. It is recommended the Board of Trustees rescind the action that was originally approved.

Rescind Placement on 39-Month Reemployment List – Effective 7/1/11

<u>Name</u>	<u>Position Title</u>
Minkler, Dinah	Adaptive Technology Specialist – 100%
Pezant, Catrina	Support Services Specialist – 100%
Alcaraz, Theresa	Support Services Specialist – 62.5%
Perez, Christel	Clerk Typist – 100%

Rescind Bumping due to Seniority Rights – Effective 7/1/11

Schultz, Garth	From: Counselor/STEM – Riverside City College To: Adaptive Technology Specialist – 100% - Riverside City College
Minkler, Dinah	From: Adaptive Technology Specialist – 100% - Riverside City College To: Support Services Specialist – 100% - Riverside City College
Pezant, Catrina	From: Support Services Specialist – 100% - Riverside City College To: Support Services Specialist – 62.5% - Riverside City College
Perez, Christel	From: Clerk Typist – 100% - Riverside City College (STEM) To: Administrative Assistant I – 48.75% - Norco College (CalWorks)

8. Change to Effective Date of Elimination of Position Due to Lack of Funds

On June, 21 2011, the Board approved the reduction in funding for Tara McCarthy, Education Advisor (Academic Support) from 100% to 30%, effective September 14, 2011 and to place her on the 39-Month Reemployment List. The department has funding to continue the position at 100% until November 14, 2011. It is recommended the Board of Trustees rescind the action that was originally approved and make the effective date of the reduction to 30%, November 14, 2011.

9. Request for Temporary Reduced Workload During the 4/10 Work Schedule

The following classified employee has requested a temporary reduced workload during the 4/10 work schedule beginning June 13, 2011 through August 19, 2011. There will be no impact to employee medical benefits during this period.

It is recommended the Board of Trustees approve a temporary reduced workload beginning June 13, 2011 through August 19, 2011, for Howaida Al-Ali, Laboratory Technician II, from 100% to 80%.

10. Requests to Adjust Dates for Temporary Reduced Workload During the 4/10 Work Schedule

At its meeting of June 21, 2011, the Board of Trustees approved a temporary reduced workload during the 4/10 work schedule beginning June 13, 2011 through August 19, 2011.

It is recommended the Board of Trustees approve the dates to begin on June 27, 2011 through August 19, 2011, for the following classified employees:

<u>Name</u>	<u>Title</u>	<u>From</u>	<u>To</u>
RIVERSIDE CITY COLLEGE			
Dassow, Michelle	Student Services Technician	100%	90%
Delgadillo, Lupe	Matriculation Specialist	100%	90%
Hernandez, Stefanie	Counseling Clerk I	100%	80%
Rochin, Bernadette	Student Services Technician	100%	90%

11. 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/ Retroactive to:</u>
Aldasoro, Jessica	Payroll Technician	CFRA/FMLA	June 20, 2011
Anderson-McDade, Meriel	Occupational Education Assistant	CFRA/FMLA	August 8, 2011
Arellano, Michael	Student Employ Personnel Spec	CFRA/FMLA	August 15, 2011
Brosious, Nancy	Production Graphic Designer	CFRA/FMLA	July 13, 2011
Casas, Norma	Food Service Worker III	CFRA/FMLA	July 9, 2011
Garcia, John	Athletic Equipment Manager	CFRA/FMLA	June 1, 2011
Hermosillo, Abigail	Food Service Worker III	CFRA/FMLA	July 21, 2011
Martinez, Lily	Counseling Clerk II	CFRA/FMLA	June 7, 2011
McDonald, Sheila	Executive Administrative Asst	CFRA/FMLA	July 5, 2011
Mendoza, Rene	Custodian	CFRA/FMLA	June 3, 2011
Perez, Rita	Counseling Clerk II	CFRA/FMLA	May 26, 2011
Pollard, Christy	Student Services Technician	CFRA/FMLA	August 1, 2011
Sands, Eva	Reading Paraprofessional	CFRA/FMLA	July 21, 2011
Valdez, Alicia	Warehouse Assistant	CFRA/FMLA	June 13, 2011

12. Request to Rescind Approval for Temporary Reduced Workload During the 4/10 Work Schedule

At its meeting of June 21, 2011, the Board of Trustees approved the request for a temporary reduced workload for Tanya Wilson, Administrative Assistant IV, from 100% to 90% for the dates of July 11, 2011 through August 19, 2011. Ms. Wilson is requesting the approval be rescinded. This request has the approval of the Vice President, Student Services, Norco College.

Subject: Classified Personnel

Date: August 16, 2011

13. Separation(s)

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

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

<u>Name</u>	<u>Position</u>	<u>Last Day of Employment</u>	<u>Reason</u>
Alvarez, Rafael	Senior Tool Room Assistant	December 14, 2011	Personal
Brooks, Stefini	Administrative Assistant IV	July 14, 2011	Personal
Craig, Paul	Assistant Manager, Food Services	August 1, 2011	Career Advancement
Landin, Daniel	College Receptionist (Part-time)	August 22, 2011	Personal
Moore, Leeshawn	Institutional Research Specialist	July 28, 2011	Career Advancement
Robb, Brandy	Computer Laboratory Assistant	July 21, 2011	Non-Continuance of Probationary Period
Stearns, Liané	Instructional Department Specialist	May 20, 2011	Personal



Agenda Item (VI-A-3)

Meeting	8/16/2011 - Regular
Agenda Item	Consent Agenda Action (VI-A-3)
Subject	Other Personnel
College/District	District
Funding	n/a
Recommended Action	It is recommend that the Board of Trustees approve/ratify the other personnel actions

Background Narrative:

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

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

Attachments:

[20110816_Other Personnel](#)
[20110816_Other Personnel_Backups](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
DIVERSITY AND HUMAN RESOURCES

Subject: Other Personnel

Date: August 16, 2011

1. Substitute Assignments

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

2. Short-term Positions

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

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

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

SUBSTITUTE ASSIGNMENTS

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
2010/2011 ACADEMIC YEAR				
DISTRICT				
Vega-Castillo, Jose	Warehouse Assistant	Warehouse	06/01/11-06/30/11	\$16.07

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
2011/2012 ACADEMIC YEAR				
DISTRICT				
Anderson, Bernadina	Clerical	RCCD Foundation	07/01/11-06/30/12	\$22.28
Ariza, Oscar	Warehouse Assistant	Warehouse	07/25/11-12/07/11	\$16.07
Chavez, Maria	Clerical (Confidential)	Educational Svcs.	08/02/11-06/30/12	\$33.65
Cook, Erin	Safety & Police Dispatch Clerk	Safety and Police	07/28/11-06/30/12	\$18.51
Scott-Demery, Sabeen	Clerical	RCCD Foundation	07/01/11-06/30/12	\$27.12

MORENO VALLEY COLLEGE

Gomez, Raul	Instructional Media Asst	Library	07/01/11-06/30/12	\$22.28
Martinez, Jimmy	Instructional Media Asst	Library	07/01/11-06/30/12	\$22.28
Martinez, Jimmy	Inst. Media/Broad Coord	Library	07/01/11-06/30/12	\$29.45
Martinez, Jimmy	Inst. Media/Broad Tech.	Library	07/01/11-06/30/12	\$24.55
Posada, Elizabeth	Library Tech Asst II	Library	07/01/11-06/30/12	\$21.29
Posada, Elizabeth	Library Ops Asst	Library	07/01/11-06/30/12	\$20.39
Velarde, Heidi	Inst. Media/Broad Coord	Library	07/01/11-06/30/12	\$29.45
Velarde, Heidi	Instructional Media Asst	Library	07/01/11-06/30/12	\$22.28

NORCO COLLEGE

Gamboa, Paul	Custodian	Facilities	07/11/11-12/31/11	\$15.45
Medina De Cervantes, Margarita	Custodian	Facilities	07/11/11-12/31/11	\$15.45
Porter, Elizabeth	Clerical	CalWORKs	07/01/11-08/30/11	\$16.89
Sumuano Rodriguez, Margarita	Custodian	Facilities	07/11/11-12/31/11	\$15.45

RIVERSIDE CITY COLLEGE

Alvarez, Steve	Groundsperson	Facilities	07/01/11-06/30/12	\$18.51
Blessum, Froke	Admin Asst I	Academic Senate	08/17/11-10/15/11	\$16.89
Brown, Leslie	Art Gallery Coord	Art	08/22/11-10/20/11	\$23.61
Curiel, Roberto	Groundsperson	Facilities	07/01/11-06/30/12	\$18.51
Hampton, Bradley	Accompanist	Performing Arts	08/29/11-10/31/11	\$24.55
Holland, Stephanie	Journalism Program Support Specialist	English Department	08/07/11-10/14/11	\$20.39

SUBSTITUTE ASSIGNMENTS

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
RIVERSIDE CITY COLLEGE (Continued)				
Martinez, Steven	Groundsperson	Facilities	07/01/11-06/30/12	\$16.89
Scanlan, David	Sr. Tool Room Asst	Applied Technology	07/01/11-06/30/12	\$18.51
Seitz-Vega, Monica	Photo Lab Asst	Applied Technology	08/29/11-10/27/11	\$20.39
West, Irene	Clerical	Health Services	07/27/11-09/15/11	\$17.67
Zarate, Ruben	Custodian	Facilities	07/01/11-06/30/12	\$15.45
TBA	TBA	TBA	TBA	TBA

SHORT-TERM POSITIONS

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
2010/2011 ACADEMIC YEAR				
NORCO COLLEGE				
Ramirez Prieto, Lorena	*Office Asst. II	Outreach/CalWORKs	05/01/11-06/30/11	\$10.50*
Why, Adena	Special Projects Employee	Title V	04/20/11-06/01/11	\$0.00
RIVERSIDE CITY COLLEGE				
Rader, Marilyn	Accompanist III	Performing Arts	06/21/11-06/30/11	\$30.00
Reprieto, Adriana	Computer Technician	Library/Learning Res.	06/10/11-06/30/11	\$10.00
2011/2012 ACADEMIC YEAR				
DISTRICT				
Balboa, Daniel	Chief Photographer	Strategic Communicat.	07/05/11-09/05/11	\$28.50
Barber, Debbie	Interpreter III	Disabled Student Svcs	07/01/11-06/30/12	\$27.00
Burns, Sharon	Intterpreter III	Disabled Student Svcs	07/01/11-06/30/12	\$27.00
Castaneda, Alexandra	Interpreter II	Disabled Student Svcs	07/01/11-06/30/12	\$23.00
Eddy, Carmen	Interpreter II	Disabled Student Svcs	07/01/11-06/30/12	\$23.00
German, Jonathan	Reserve Officer	Safety & Police	08/17/11-06/30/12	\$15.65
Lopez, Joseph	Interpreter II	Disabled Student Svcs	07/01/11-06/30/12	\$23.00
Molina, Victoria	Interpreter I	Disabled Student Svcs	07/01/11-06/30/12	\$18.00
Noltmann, Kelly	Interpreter I	Disabled Student Svcs	07/01/11-06/30/12	\$18.00
MORENO VALLEY COLLEGE				
Brown, Trever	Custodian Assistant	Facilities	08/08/11-11/30/11	\$12.50
Booth, Marsha	RN II	Health Services	08/17/11-06/30/11	\$37.00
Martinez, William	Custodian Assistant	Facilities	08/17/11-11/30/11	\$12.50
NORCO COLLEGE				
Gonzalez, Cinthya	Tutor IV	TRIO/Upward Bound	09/01/11-06/30/12	\$10.00
Kanda, Shilpy	Tutor IV	TRIO/Upward Bound	09/01/11-06/30/12	\$10.00
Rubio Gonzalez, Lissette	Tutor IV	TRIO/Upward Bound	09/01/11-06/30/12	\$10.00
RIVERSIDE CITY COLLEGE				
Acevedo, Yessica	Supplemental Inst. Leader	Academic Support	08/25/11-06/30/12	\$12.00
Alcantar, Angelina	Supplemental Inst. Leader	Academic Support	08/25/11-06/30/12	\$12.00
Beemer-McGuire, Andrea	Box Office Specialist	Landis Perf Arts Center	08/22/11-12/23/11	\$13.00
Blair, Trina	Box Office Specialist	Landis Perf Arts Center	08/22/11-12/23/11	\$13.00

*Correction

SHORT-TERM POSITIONS

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
RIVERSIDE CITY COLLEGE (Continued)				
Calitri, Angela	Supplemental Inst. Leader	Academic Support	08/23/11-06/30/12	\$12.00
Campbell, Jessica	Tutor III	Tutorial Services	08/29/11-06/30/12	\$9.25
Clark, Desmond	Stage Technician II	Landis Perf Arts Center	09/26/11-12/22/11	\$9.55
Gallardo, Amanda	Box Office Specialist	Landis Perf Arts Center	08/22/11-12/23/11	\$13.00
Navarro, Jordan	Supplemental Inst. Leader	Academic Support	08/25/11-06/30/12	\$12.00
Rader, Marilyn	Accompanist III	Performing Arts	07/01/11-07/28/11	\$30.00
Reyes, Dinorah	Supplemental Inst. Leader	Academic Support	08/25/11-06/30/12	\$12.00
Scarborough, Marques	Assistant Basketball Coach	Athletics	10/15/11-04/15/12	\$3,898.00
Smith, John	Coach, Summer Act	Athletics	07/05/11-08/14/11	\$17.54
Stowe, Kellie	Special Project Employee	Center for Int'l Students	08/17/11-06/30/12	\$0.00
Tadlock, Jan	Tutor IV	Tutorial Services	07/01/11-06/30/12	\$10.00
TBA	TBA	TBA	TBA	TBA

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

Backup Other Personnel
August 16, 2011
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DISTRICT FUNDS

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
RIVERSIDE COMMUNITY COLLEGE DISTRICT				
Davis, Sharon	Student Aide III	DSPS / Workability	07/01/11	\$ 10.50
Deleon, Monica	Student Aide V	Diversity and HR	07/01/11	\$ 12.50
Fishel, Amy	Student Aide V	Diversity and HR	07/01/11	\$ 12.50
McDaniel, Patricia	Student Aide III	DSPS / Workability	07/01/11	\$ 10.50
Vito, Carissa	Student Aide II	Career and Tech Ed	07/01/11	\$ 9.00
Wohlk, Heather	Student Clerical Worker	Foundation Office	06/07/11	\$ 8.00
MORENO VALLEY COLLEGE				
Abdulla, Dalia	Student Aide I	Assessment Center	07/01/11	\$ 8.50
Acosta Carlos, Pedro	Student Aide I	Counseling	07/01/11	\$ 8.00
Al Mousawi, Al	Student Aide II	Tutorial Services	07/01/11	\$ 9.00
Al Mousawwi, Fatima	Student Aide I	Tutorial Services	07/01/11	\$ 9.00
Angel, Luciana	Student Aide III	Tutorial Services	07/01/11	\$ 10.25
Belmonte, Manuel	Student Aide I	Writing & Reading Center	07/01/11	\$ 8.00
Biggs, Jessica	Student Aide I	Assessment Center	07/01/11	\$ 8.50
Boerum, Andrea	Student Aide II	Tutorial Services	07/01/11	\$ 10.00
Bokelman, Daniel	Student Aide I	Food Services	07/25/11	\$ 8.00
Butler, Aryle	Student Aide I	Writing & Reading Center	07/25/11	\$ 8.00
Carrion, Jonathan	Student Aide I	Food Services	07/01/11	\$ 8.00
Castillo, Elizabeth	Student Aide I	ECE	07/01/11	\$ 8.75
Chandler-Coleman, Keena	Student Aide I	ECE	07/01/11	\$ 8.50
Coats, David	Student Aide III	Tutorial Services	07/01/11	\$ 10.00
Collins, Derron	Student Aide I	Writing & Reading Center	07/01/11	\$ 8.00
Cruz, Hezron	Student Aide I	ECE	07/01/11	\$ 8.50
Davidson, Mister	Student Aide I	Library	07/01/11	\$ 8.25
Edgerson, Louis	Student Aide I	IMC	07/01/11	\$ 9.00
Esqueda, Mayra	Student Aide I	ECE	07/01/11	\$ 8.50
Franklin, Jaysmine	Student Aide I	Counseling	07/01/11	\$ 8.00
Gamboa, Lauren	Student Aide I	Tutorial Services	07/01/11	\$ 8.75
Gist, Kiarra	Student Aide I	Writing & Reading Center	07/01/11	\$ 8.00
Godoy, Karla	Student Aide I	Food Services	07/01/11	\$ 8.00
Gomez, Raul	Student Aide II	IMC	07/01/11	\$ 10.00
Hands, Chaketha	Student Aide I	ECE	07/01/11	\$ 8.50
Hernandez, Jerry	Student Aide I	Food Services	07/25/11	\$ 8.00
James, Shawnette	Student Aide II	Tutorial Services	07/01/11	\$ 9.25
Jenkins, Kristopher	Student Aide I	Career / Transfer Centter	07/01/11	\$ 9.00
Johansen, Timothy	Student Aide I	Tutorial Services	07/01/11	\$ 8.75
Kaplan, Kevin	Student Aide II	Tutorial Services	07/01/11	\$ 9.50
Lara, Alicia	Student Aide I	Counseling	07/01/11	\$ 8.00

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

Backup Other Personnel
August 16, 2011
Page 2 of 7

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
MORENO VALLEY COLLEGE (Continued)				
Lopez, Joe	Student Aide I	Food Services	07/25/11	\$ 8.00
Marquez, Elizabeth	Student Aide I	ECE	07/01/11	\$ 8.50
Martinez, Annabel	Student Aide I	ECE	07/01/11	\$ 8.50
McKinney, Devon	Student Aide II	Tutorial Services	07/01/11	\$ 9.50
McKinney, Kevon	Student Aide I	Food Services	07/01/11	\$ 8.00
Million, Kristian	Student Aide I	ECE	07/01/11	\$ 8.50
Minnifield, Shonna	Student Aide I	Food Services	07/01/11	\$ 8.00
Morales, Cathleen	Student Aide I	ECE	07/01/11	\$ 8.50
Neal, La'Mar	Student Aide I	Admissions & Records	07/25/11	\$ 9.00
Nelson, Jonathan	Student Aide I	Food Services	07/01/11	\$ 8.00
Ogden, Nancy	Student Aide I	ECE	07/01/11	\$ 8.50
Pardee, Eric	Student Aide I	Food Services	07/25/11	\$ 8.00
Posada, Elizabeth	Student Aide III	Library	07/01/11	\$10.50
Roby, Wendy	Student Aide I	Food Services	07/01/11	\$ 8.00
Roden, Benjamin	Student Aide II	Tutorial Services	07/01/11	\$ 9.50
Roman, Jesus	Student Aide I	Assessment Center	07/01/11	\$ 8.50
Rosa, Alvin	Student Aide I	Library	07/01/11	\$ 8.00
Rosas, Leticia	Student Aide III	Tutorial Services	07/01/11	\$11.00
Soroka, Martin	Student Aide I	IMC	07/01/11	\$ 8.00
Stinson, Edward	Student Aide I	Writing & Reading Center	07/01/11	\$ 8.00
Thorton, Joseph	Student Aide I	Food Services	07/01/11	\$ 8.00
Villa, Michelle	Student Aide I	Writing & Reading Center	07/01/11	\$ 8.00
Wade, Darren	Student Aide I	Food Services	07/25/11	\$ 8.00
Wison, Kristian	Student Aide I	ECE	07/01/11	\$ 8.50
Womack, Laurel	Student Aide I	Writing & Reading Center	07/01/11	\$ 8.00
NORCO COLLEGE				
Alatorre, Geneva	Student Aide I	Library	07/14/11	\$ 8.00
Anguiano, Shannon	Student Aide I	Library	07/14/11	\$ 8.00
Beverly, Thomas	Student Aide III	Tutorial Services	07/06/11	\$10.00
Bourquet, Arlena	Student Aide I	Food Services	07/05/11	\$ 8.00
Brode, Crystal	Student Aide I	Tutorial Services	07/06/11	\$ 9.00
Caffrey, Lauren	Student Aide I	Library	07/13/11	\$ 8.00
Capellan, Emely	Student Aide I	Food Services	07/14/11	\$ 8.00
Dervenev, Alexander	Student Aide II	Tutorial Services	07/06/11	\$ 9.50
Elick, Connie	Student Aide III	Tutorial Services	07/06/11	\$10.00
Esquivel, Erika	Student Aide II	Student Support Services	07/12/11	\$ 9.00
Goodale, Cody	Student Aide I	Food Services	07/05/11	\$ 8.00
Hinojosa, Michelle	Student Aide II	Tutorial Services	07/06/11	\$ 9.00
Hurtado, Mark	Student Aide I	Food Services	07/05/11	\$ 8.00
Iravani, Arman	Student Aide III	Tutorial Services	07/06/11	\$10.00

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

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<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
NORCO COLLEGE (Continued)				
Jacobs, Joshua	Student Aide I	Food Services	07/21/11	\$ 8.00
Kupis, Debra	Student Aide III	Tutorial Services	07/06/11	\$ 10.00
Long, Dominique	Student Aide I	Food Services	07/05/11	\$ 8.00
Navarro, Ernesto	Student Aide III	Tutorial Services	07/06/11	\$ 10.00
Newell, Adam	Student Aide II	Tutorial Services	07/06/11	\$ 9.50
Ponce, Isaias	Student Aide I	Food Services	07/05/11	\$ 8.00
Ramos, Jonathan	Student Aide III	Tutorial Services	07/06/11	\$ 10.25
Rodriguez, Joel	Student Aide II	Tutorial Services	07/12/11	\$ 9.00
Roman, Perla	Student Aide II	Student Support Services	07/12/11	\$ 9.00
Rubio, Erika	Student Aide II	Outreach	07/12/11	\$ 9.00
Snipes, Jeremiah	Student Aide I	Food Services	07/05/11	\$ 8.00
Verso, Phillip	Student Aide I	Food Services	07/14/11	\$ 8.00
Walter, Araya	Student Aide I	Food Services	07/05/11	\$ 8.00
Williams, Darryl	Student Aide III	Tutorial Services	07/06/11	\$ 10.00
Younathan, Rebecca	Student Aide III	Title V	07/12/11	\$ 10.00
RIVERSIDE CITY COLLEGE				
Acevedo-Duran, Yessica	Student Aide II	Applied Tech / FTV Student Services/	08/02/11	\$ 10.00
Adams, Lee	Student Aide I	PE / Football	07/01/11	\$ 8.00
Aguilar, Jose	Student Aide V	STEM Program	07/14/11	\$ 12.50
Allen, Rachelle	Student Aide I	Early Childhood Studies	07/01/11	\$ 8.50
Alvarez, Adran	Student Aide I	Food Services	07/01/11	\$ 8.00
Andres, Danilu	Student Aide I	Writing and Reading Ctr	07/01/11	\$ 8.00
Apodaca, Rebecca	Student Aide I	Library	07/06/11	\$ 8.00
Ashemi, Nedi	Student Aide I	Food Services	07/01/11	\$ 8.00
Ataman, Jerome	Student Aide I	Tutorial Services	08/02/11	\$ 8.75
Bennett, Cassandra	Student Aide I	Tutorial Services	07/19/11	\$ 8.25
Bottini, Gina	Student Aide II	Outreach	07/01/11	\$ 9.25
Briguglio, Mathew	Student Aide I	Tutorial Services	07/19/11	\$ 8.25
Cabrera, Javier	Student Aide I	Journalism	07/19/11	\$ 8.00
Campbell, Jessica	Student Aide I	Tutorial Services	07/01/11	\$ 9.00
Carr, Brittany	Student Aide I	Library	07/19/11	\$ 8.00
Cespedes-Manyari, Grezia	Student Aide I	Food Services	07/01/11	\$ 8.00
Chavez, Christopher	Student Aide II	Assessment Center	07/01/11	\$ 9.50
Cisneros, Anthony	Student Aide I	Counseling	07/01/11	\$ 8.25
Coats, James	Student Aide III	Tutorial Services	07/01/11	\$ 10.75
Coles, Suzanne	Student Aide II	Math Learning Center	07/25/11	\$ 10.00
Contreras, Lizette	Student Aide I	IMC	07/06/11	\$ 9.00
Cook, Morgan	Student Aide I	Writing and Reading Ctr	07/01/11	\$ 8.00
Crane, Velina	Student Aide I	DSPS	07/01/11	\$ 8.00

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RIVERSIDE CITY COLLEGE (Continued)				
Curriel, Adriana	Student Aide V	STEM Program	07/14/11	\$ 12.50
Dake, Nickolas	Student Aide I	Tutorial Services	07/01/11	\$ 8.25
Davalos, Sylvia	Student Aide I	Writing and Reading Ctr	08/02/11	\$ 8.00
DeCastro, Diana	Student Aide I	Counseling	07/01/11	\$ 10.00
Diaz, Jessica	Student Aide I	Writing and Reading Ctr	07/01/11	\$ 8.00
Domingos, Dennis	Student Aide IV	Math Learning Center	07/01/11	\$ 12.00
Dorsey, Lanelle	Student Aide I	Food Services	07/01/11	\$ 8.00
Duran, Anthony	Student Aide II	Math Learning Center	07/01/11	\$ 10.00
		Student Services/		
Fenumiai, Lawrence	Student Aide I	PE / Football	07/01/11	\$ 8.00
Figueroa, Doug	Student Aide I	DSPS	07/05/11	\$ 8.50
Flores, Bianca	Student Aide I	Food Services	07/01/11	\$ 8.50
Flores, Jose	Student Aide II	Art Gallery	08/02/11	\$ 9.25
Fukui, Koji	Student Aide I	Tutorial Services	07/01/11	\$ 8.25
Garcia, Anthony	Student Aide I	Library	07/06/11	\$ 8.00
Garcia, Benney	Student Aide II	Math Learning Center	07/01/11	\$ 10.00
Gomak, Demet	Student Aide V	STEM Program	07/14/11	\$ 12.50
Green, Kasandra	Student Aide II	STEM Program	07/14/11	\$ 10.00
Heard, Qualanique	Student Aide I	Food Services	07/01/11	\$ 8.00
Hernandez, Jeannette	Student Aide I	Writing and Reading Ctr	07/01/11	\$ 8.00
Heublein, Kelsey	Student Aide I	Writing and Reading Ctr	08/02/11	\$ 8.00
Howell, Daniel	Student Aide I	Food Services	07/01/11	\$ 8.00
Humenik, Michael	Student Aide I	Food Services	07/01/11	\$ 8.00
Huynh Tong, Linh	Student Aide II	STEM Program	07/18/11	\$ 10.00
Jayasekera, Lisa	Student Aide I	Library	07/01/11	\$ 9.00
Jones, Michael	Student Aide I	Tutorial Services	07/25/11	\$ 8.25
Kamoto, Kristin	Student Aide I	Food Services	07/01/11	\$ 8.00
Keesling, Anastasia	Student Aide II	Upward Bound	07/01/11	\$ 10.00
Keesling, Paul	Student Aide I	Writing and Reading Ctr	07/01/11	\$ 8.50
Kim, Dong Yoon	Student Aide II	STEM Program	07/14/11	\$ 10.00
Kim, Joonhee	Student Aide II	STEM Program	07/14/11	\$ 10.00
Koch, Daren	Student Aide I	Business Admin / IST	07/01/11	\$ 8.25
Kokkos, Dimitris	Student Aide I	International Student Ctr	07/01/11	\$ 8.00
Kota, Lakshminaryana	Student Aide V	STEM Program	07/14/11	\$ 12.50
Lakes, Ryan	Student Aide II	Applied Tech / Welding	07/01/11	\$ 9.00
Lawton, Yvette	Student Aide I	Writing and Reading Ctr	07/01/11	\$ 8.00
Lecoeure-Baidoo, Linda	Student Aide I	Tutorial Services	07/01/11	\$ 8.50
Lilie, Sheri	Student Aide I	Student Financial Services	07/06/11	\$ 8.50
Lin, Yingyi	Student Aide I	International Student Ctr	07/01/11	\$ 8.00
		Student Services/		
Lipano, Joseph	Student Aide I	PE / Football	07/01/11	\$ 8.00

FULL-TIME STUDENTS EMPLOYED PART-TIME AND
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<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
RIVERSIDE CITY COLLEGE (Continued)				
Liu, Li	Student Aide I	Tutorial Services	07/01/11	\$ 8.25
Lopez, Samuel	Student Aide I	Art Department	07/01/11	\$ 8.00
Lor, Bounroeun	Student Aide II	Applied Tech / FTV	08/03/11	\$ 10.00
Luebrun, Alysia	Student Aide I	Food Services	07/01/11	\$ 8.00
Luna, Pamela	Student Aide II	Outreach	07/01/11	\$ 9.25
Lyder, Nadine	Student Aide I	DSPS	07/01/11	\$ 8.00
Madrid, Marinna	Student Aide V	STEM Program	07/14/11	\$ 12.50
Maldonado, Italia	Student Aide II	Math Learning Center	07/01/11	\$ 9.00
Mangram, JzaQuise	Student Aide II	Tutorial Services	07/01/11	\$ 9.00
Martinez, Melissa	Student Aide II	Applied Tech / FTV	07/01/11	\$ 10.00
Martinez, Monique	Student Aide I	Early Childhood Studies	07/01/11	\$ 8.50
May, Mary	Tutor	Upward Bound	06/20/11	\$ 10.00
May, Mary	Student Aide II	Upward Bound	07/06/11	\$ 10.00
McEvoy, Clayton	Student Aide I	Tutorial Services	07/19/11	\$ 8.75
McKennan, Kristina	Student Aide I	Library	07/06/11	\$ 8.00
Melendrez, Cynthia	Tutor	Upward Bound	06/14/11	\$ 10.00
Melendrez, Cynthia	Student Aide II	Upward Bound	07/01/11	\$ 10.00
Menendez, Jorge	Student Aide II	Applied Tech / FTV	08/03/11	\$ 10.00
Mitchell, Michael	Student Aide II	Math Learning Center	07/01/11	\$ 10.00
Molinar, Dannie	Student Aide I	PE / Pool	08/02/11	\$ 8.00
Moore, Casey	Student Aide I	Tutorial Services	07/01/11	\$ 8.25
Morales, Hector	Student Aide II	Applied Tech / FTV	08/02/11	\$ 10.00
Murillo, Brian	Student Aide V	STEM Program	07/14/11	\$ 12.50
Murphy, Lindsay	Student Aide I	Food Services	07/01/11	\$ 8.00
Nasim, Nancy	Student Aide I	Business Admin / IST	07/01/11	\$ 8.50
Navarro, Jordan	Student Aide II	Applied Tech / FTV	08/03/11	\$ 10.00
Ndreka, Redi	Student Aide I	International Student Ctr	07/01/11	\$ 8.00
Negrete, Rocio	Student Aide I	Early Childhood Studies	08/02/11	\$ 8.25
Ng, Yuk Ching	Student Aide I	Tutorial Services	08/02/11	\$ 8.25
Nguyen, Minh	Student Aide II	STEM Program	07/14/11	\$ 10.00
Norris, Dana	Student Aide II	Outreach	07/01/11	\$ 9.25
Owens, Andrane	Student Aide II	Outreach	07/01/11	\$ 9.25
Pallotto, Jessica	Student Aide I	Writing and Reading Ctr	07/06/11	\$ 8.00
Parfitt, Joshua	Student Aide I	Counseling	07/01/11	\$ 8.25
Park, Ju	Student Aide I	Writing and Reading Ctr	07/01/11	\$ 8.00
Paschke, Joshua	Student Aide II	Outreach	07/01/11	\$ 9.25
Pasillas, Jose	Student Aide I	Food Services	07/01/11	\$ 8.00
Perez, Brian	Student Aide V	STEM Program	07/14/11	\$ 12.50
Pesqueira, Alejandra	Student Aide V	STEM Program	07/14/11	\$ 12.50
Pfeifer, Danae	Student Aide I	Writing and Reading Ctr	08/02/11	\$ 8.00
Porter, Elizabeth	Student Aide III	Transfer Center	07/06/11	\$ 10.50

FULL-TIME STUDENTS EMPLOYED PART-TIME AND
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RIVERSIDE CITY COLLEGE (Continued)				
Pulu, Simei	Student Aide II	Applied Tech / FTV	08/03/11	\$ 10.00
Ramirez, Miguel	Student Aide I	Food Services	07/01/11	\$ 8.00
		Student Services/		
Rayside, Justin	Student Aide I	PE / Football	07/19/11	\$ 8.00
Reed, Shannon	Student Aide II	STEM Program	07/14/11	\$ 10.00
Reyes, Cesar	Student Aide III	Upward Bound	07/06/11	\$ 10.50
Reyes, Dinorah	Student Aide II	Applied Tech / FTV	08/03/11	\$ 10.00
Ribis, Gina	Student Aide V	STEM Program	07/14/11	\$ 12.50
Rivas, Dora	Student Aide I	Math Learning Center	07/01/11	\$ 9.00
Rodriguez, Josue	Student Aide IV	Math Learning Center	07/25/11	\$ 12.00
Rodriguez, Maria	Student Aide IV	Math Learning Center	07/01/11	\$ 11.25
Rodriguez, Melissa	Student Aide I	Counseling	08/03/11	\$ 8.25
Rodriguez, Rodolfo	Student Aide V	STEM Program	07/14/11	\$ 12.50
Rogers, Brandon	Student Aide V	STEM Program	07/14/11	\$ 12.50
Roque, Edwin	Student Aide III	Upward Bound	07/06/11	\$ 10.50
Rosas Lopez, Suleyma	Student Aide I	Math Learning Center	07/01/11	\$ 8.50
Rusk, Ronald	Student Aide II	Library	07/01/11	\$ 10.00
Salvetti, Jamie	Student Aide I	Food Services	08/02/11	\$ 8.00
Sanchez, Nicholas	Student Aide II	Outreach	07/01/11	\$ 9.25
Sedillo, Mitzi	Student Aide I	DSPS	07/01/11	\$ 8.00
Shenefield, Yvette	Student Aide II	Math Learning Center	07/25/11	\$ 9.00
Shepherd, Ryan	Student Aide V	STEM Program	07/14/11	\$ 12.50
Singh, Jasmeet	Student Aide I	Tutorial Services	08/02/11	\$ 8.75
Smith, Jazzy	Student Aide III	Upward Bound	07/06/11	\$ 10.50
Snyder, Evan	Student Aide V	STEM Program	07/14/11	\$ 12.50
Soares, Troy	Student Aide V	STEM Program	07/14/11	\$ 12.50
Sosa, Roberto	Student Aide I	Food Services	07/01/11	\$ 8.00
Spieler, Troy	Student Aide I	STEM Program	07/18/11	\$ 8.00
Steele, Prince	Student Aide II	Tutorial Services	08/02/11	\$ 9.50
Summers, Tanner	Student Aide I	Writing and Reading Ctr	07/06/11	\$ 8.00
Talamaivao, Elaine	Student Aide I	DSPS	07/19/11	\$ 8.00
Tan, Meanop	Student Aide V	STEM Program	07/14/11	\$ 12.50
Tatunay, Maribel	Student Aide I	Tutorial Services	07/01/11	\$ 8.50
Taylor, Mia	Student Aide V	Auxiliary Business Svcs	07/01/11	\$ 12.00
Thompson, Cheyenne	Student Aide I	Tutorial Services	07/01/11	\$ 8.25
Tippie, Zachary	Student Aide II	Early Childhood Studies	07/01/11	\$ 9.00
Tom Hoon, Tracy	Student Aide I	Performing Arts / Dance	07/19/11	\$ 8.00
Ugen, Omatseye	Student Aide I	Writing and Reading Ctr	07/01/11	\$ 8.00
Urzua, Cindy	Student Aide I	Tutorial Services	07/19/11	\$ 8.25
Vasquez, Marcus	Student Aide II	STEM Program	07/18/11	\$ 10.00
Vazquez Rodriguez, Maricruz	Tutor	Upward Bound	06/14/11	\$ 10.00

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RIVERSIDE CITY COLLEGE (Continued)				
Villasenor Jr., Jose	Student Aide II	Library	07/01/11	\$ 10.00
Wahyunani, Sri	Student Aide I	Early Childhood Studies	07/01/11	\$ 8.50
Walters, Howard	Student Aide II	Applied Tech / FTV	08/03/11	\$ 10.00
Weng, Huabin	Student Aide I	Tutorial Services	07/01/11	\$ 8.50
		Student Services/ PE / Football	08/02/11	\$ 8.00
Williams, Casey	Student Aide I	Business Admin / IST	07/01/11	\$ 8.25
Womack, Michael	Student Aide I	Writing and Reading Ctr	07/01/11	\$ 8.50
Woolfork, Tynesha	Student Aide I	Writing and Reading Ctr	07/01/11	\$ 8.00
Yap, Krizia	Student Aide I	Tutorial Services	08/02/11	\$ 9.00
Ybarra, Allyssa	Student Aide I			



Agenda Item (VI-B-1)

Meeting	8/16/2011 - Regular
Agenda Item	Consent Agenda Action (VI-B-1)
Subject	Purchase Order and Warrant Report - All District Resources
College/District	District
Funding	n/a
Recommended Action	It is recommended that the Board of Trustees approve/ratify the Purchase Orders and Purchase Order Additions totaling \$30,519,660 and District Warrant Claims totaling \$27,036,787.

Background Narrative:

The attached Purchase Order and Warrant Report - All District Resources is submitted to comply with Education Code Sections 81656 and 85231. The Purchase Orders and Purchase Order Additions, totaling \$30,519,660 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 175968-179770) totaling \$27,036,787 have been reviewed by the Business Office to verify that monies are available in the appropriate funds for payment of these warrants. These claims also have been reviewed, on a sample basis, by the Riverside County Office of Education through its claim audit process.

Prepared By: Jim Buysse, Vice Chancellor, Administration & Finance
Majd Askar, Purchasing Manager

Attachments:

[Purchase Order Report \(June 2011\) - August 2011](#)
[Purchase Order Report \(July 2011\) - August 2011](#)

Purchase Order Report - All District Resources
Purchases Over \$78,900
6/01/11 thru 6/30/11

PO#	Department	Vendor	Description	Amount
C0003437	Workforce Preparation	Alvord Unified School District	Clip Program	\$ 105,000
C0003438	Workforce Preparation	Riverside Unified School District	Clip Program	88,159
C0003439	Accounting Services	Vavrinek, Trine, Day & Co, LLP	Audit Services	82,022
C0003448	FPD&C	Morrow-Meadows Corporation	MVC Dental Ed Center Bid Award	1,218,000
C0003451	FPD&C	Dow Diversified, Inc	MVC Dental Ed Center Bid Award	624,996
C0003453	FPD&C	US Demolition, Inc	Culinary Arts/District Office Bid Award	347,500
P0028971	Facilities-Moreno Valley	Division of the State Architect	Architect's Fees	86,592
P0028979	Facilities-Norco	Lenovo Direct	Comp Equip Additional \$200-\$4999	114,400
<u>Additions to Approved/Ratify Purchases of \$78,900 and Over</u>				
C0002560	Facilities	Tilden-Coil Constructors, Inc	CM for Seismic Retrofit	2,347,253
C0002924	FPD&C	Marina Landscape Inc	Nursing/Sciences Building	763,921
C0002930	FPD&C	Perfection Glass, Inc	Nursing/Sciences Building	892,689
C0002931	FPD&C	Sierra Lathing Company, Inc	Nursing/Sciences Building	2,351,065
C0002934	FPD&C	Premier Tile & Marble	Nursing/Sciences Building	915,530
C0002937	FPD&C	Pecoraro, Inc	Nursing/Sciences Building	474,269
C0002938	FPD&C	RVH Constructors, Inc.	Nursing/Sciences Building	1,546,607
			Total	\$ 11,958,003
<u>All Purchase Orders, Contracts, and Additions for the Period of 6/01/11 - 6/30/11</u>				
			Contracts- C3428 - C3464	\$ 968,294
			Contract Additions- C1141 - C3420	
			Purchase Orders- P28965 - P29383	1,233,259
			Purchase Order Additions- P25152 - P28918	
			Blanket Purchase Orders- B8361 - B8398	457,819
			Blanket Purchase Order Additions- B6764 - B8359	
			Total	\$ 2,659,372
			Grand Total	\$ 14,617,375

Purchase Order Report - All District Resources
Purchases Over \$78,900
7/01/11 thru 7/31/11

PO#	Department	Vendor	Description	Amount
B0008864	Food Services-Norco	US Food Service	Food	\$ 100,000
B0008867	Food Services	US Food Service	Food	290,000
B0008868	Food Services	Pepsi-Cola	Food	130,000
C0003465	Facilities	AstroTurf	Astroturf Replacement	384,319
C0003466	Information Services	SK Telecon, Inc.	Voice Data Cabling RFP	176,800
C0003467	Facilities	Mike's Custom Flooring	Remodel Projects	94,000
C0003468	Facilities	Dalke & Sons Construction, Inc	Remodel Projects	85,890
C0003469	Health Services	Loma Linda University Medical Center	Physician Coverage Services	136,000
C0003470	College Safety & Police	California State University San Bernardino	CAD/RMS Service at CSUSB	212,152
C0003475	Facilities	AMP Mechanical, Inc.	HVAC, Pool Pump, Boiler Replacement Bid Ward	104,800
C0003481	FPD&C	Southern California West Coast Electric Inc	Citrus Belt Savings & Loan	508,368
C0003482	FPD&C	Arrowhead Sheet Metal	Citrus Belt Savings & Loan Bid Award	297,000
C0003484	Facilities-Moreno Valley	Inland Building Construction Companies, Inc.	MVC Dental Education Center	93,100
C0003509	Facilities-Moreno Valley	Pro-Craft Plumbing Company, Inc	MVC Dental Ed Center	950,000
C0003517	Information Services	Western Data Enterprises, Inc	Maintenance Agreement	165,000
P0029398	Finance	Union Bank	Other Benefits, Other Ce Employees	1,349,230
P0029421	Information Services	Datatel, Inc.	Computer Software Maint/Lic	295,918
P0029429	Institutional Research	Dell Computers	Dell Server Upgrade	93,169
P0029438	Information Services	Datatel, Inc.	Computer Software Maint/Lic	79,624
P0029458	Facilities-Moreno Valley	Govplace	Comp Equip Additional \$5000 >	198,310
P0029566	Facilities-Moreno Valley	Eastern Municipal Water District	MVC Dental Education Center	101,942
P0029658	Risk Management	Hub International Insurance Services Inc	Liability Insurance	89,886
Additions to Approved/Ratify Purchases of \$78,900 and Over				
C0001233	FPD&C	Barnhart, Inc	Pre-Construction Services for Nursing/Science Bldg	1,622,228
C0002560	FPD&C	Tilden-Coil Constructors, Inc	CM for Seismic Retrofit	330,000
C0002677	Culinary Academy	Blue Mountain Two LP	Culinary Lease	320,808
C0002757	FPD&C	Facilities Planning & Consulting Svcs	Consulting Services	85,000
C0002823	FPD&C	Quip-Con, Inc	Nursing/Sciences Building	152,741
C0002824	Facilities	Kar Construction, Inc	Nursing/Sciences Building	473,751
C0002825	Facilities	Columbia Steel, Inc	Nursing/Sciences Building Bid Award	82,142
C0002826	FPD&C	Inland Empire Architectural Specialties, Inc	Nursing/Sciences Building Bid Award	273,629
C0002832	Facilities-Moreno Valley	CW Driver	Moval Parking Structure & Surge Space	89,215
C0002927	FPD&C	Dow Diversified, Inc	Nursing/Sciences Building	655,628
C0002929	Facilities	Roy E Whitehead, Inc	Nursing/Sciences Building	211,908
C0002931	Facilities	Sierra Lathing Company, Inc	Nursing/Sciences Building	179,465
C0002933	Facilities	United Contractors	Nursing/Sciences Building	367,808
C0002937	FPD&C	Pecoraro, Inc	Nursing/Sciences Building	80,070

Purchase Order Report - All District Resources
Purchases Over \$78,900
7/01/11 thru 7/31/11

PO#	Department	Vendor	Description	Amount
C0002939	Facilities	Alpha Mechanical Heating & Air	Nursing/Sciences Building	152,741
C0002941	Facilities	BEC, Inc	Nursing/Sciences Building	518,550
C0002943	FPD&C	Communication Wiring Specialists, Inc	Nursing/Sciences Building	100,625
C0003010	Facilities	Vision Building Rentals, LLC	Wheelock Gymnasium Siesmic Retrofit Project	90,419
C0003069	Information Services	NEC Unified Solutions, Inc.	Maintenance	129,831
C0003099	Information Services	Secure Content Solutions, Inc.	Anti-Virus Protection	83,268
C0003335	Campus Business Operations-Norco	Professional Personnel Leasing Inc	Administrative Services	143,233
			Total	\$ 12,078,568
			All Purchase Orders, Contracts, and Additions for the Period of 7/01/11 - 7/31/11	
			Contracts- C3465 - C3517	\$ 891,252
			Contract Additions- C1233 - C3438	
			Purchase Orders- P29385 - P29684	1,001,265
			Purchase Order Additions- P24892 - P29384	
			Blanket Purchase Orders- B8399 - B8887	1,931,200
			Blanket Purchase Order Additions- None	
			Total	\$ 3,823,717
			Grand Total	\$ 15,902,285



Agenda Item (VI-B-5-a)

Meeting	8/16/2011 - Regular
Agenda Item	Consent Agenda Action (VI-B-5-a)
Subject	Purchase and Delivery of Office Supplies from Reliable Office Solutions, Utilizing Competitively Bid Mt. San Jacinto Community College District Contract No. 2010-101
College/District	District
Funding	Various Resources
Recommended Action	It is recommended that the Board of Trustees approve the purchase and delivery of office supplies from Reliable Office Solutions, using competitively bid Mt. San Jacinto Community College District Contract No. 2010-101.

Background Narrative:

Mt. San Jacinto Community College District (MSJC) has awarded a competitively bid contract to Reliable Office Solutions for the purchase and delivery of office supplies. School district governing boards have the authority to piggyback on bid proposals properly advertised and awarded by other public entities, per Public Contract Code Section 20652. Piggybacking reduces the cost of procurement and often provides lower prices than a single jurisdiction would be able to obtain.

Riverside Community College District utilizes multiple vendors for providing office supplies. Staff recommends use of the MSJC awarded Contract No. 2010-101, as needed throughout the District, with Reliable Office Solutions as one of the sources for providing office supplies. The term of the contract is from September 11, 2009 through September 10, 2012, with an option to extend the term for two (2) additional one (1) year terms. District staff has reviewed available cooperative purchasing agreements and other formal purchasing options and found that this contract best meets the needs of the District.

Prepared By: Jim Buysse, Vice Chancellor, Administration & Finance
Majd Askar, Purchasing Manager



Agenda Item (VI-B-5-b)

Meeting	8/16/2011 - Regular
Agenda Item	Consent Agenda Action (VI-B-5-b)
Subject	Purchase Janitorial Supplies from Waxie Sanitary Supply, Utilizing the Western States Contracting Alliance (WSCA) Contract No. 102-5031-5
College/District	District
Funding	n/a
Recommended Action	It is recommended that the Board of Trustees approve the purchase of janitorial supplies from Waxie Sanitary Supply, utilizing WSCA contract number 102-5031-5.

Background Narrative:

The Western States Contracting Alliance (WSCA) is comprised of 15 western states, including California. The purpose of WSCA is to achieve price discounts by combining the bidding requirements of multi-state governmental agencies and to cost effectively and efficiently acquire quality products and services through cooperative procurement. All governmental entities within WSCA states, as well as authorized governmental entities in non-WSCA states, may use the approved agreements. Public Contract Code 20652 authorizes state and local agencies to contract with suppliers awarded WSCA contracts without further competitive bidding.

Riverside Community College District utilizes multiple vendors for providing janitorial supplies. Staff recommends use of the WSCA contract, as needed throughout the District, with Waxie Sanitary Supply as one of the sources for providing janitorial supplies. The term of the contract is from July 30, 2007 through July 30, 2012. District staff has reviewed available cooperative purchasing agreements and other formal purchasing options and found that this contract best meets the needs of the District.

Prepared By: Jim Buysse, Vice Chancellor, Administration & Finance
Majd Askar, Purchasing Manager



Agenda Item (VI-B-5-c)

Meeting	8/16/2011 - Regular
Agenda Item	Consent Agenda Action (VI-B-5-c)
Subject	Ratification of Bid Awards for the Moreno Valley College Dental Education Center - Categories 3 and 5-14
College/District	District
Funding	Measure C
Recommended Action	It is recommended that the Board of Trustees ratify the award of bids for the eleven construction project categories listed below.

Background Narrative:

On March 15 and June 21, 2011, the Board of Trustees pre-approved bid awards to the lowest responsive/responsible bidders for the Moreno Valley College Dental Education Center project, which included Category 3 - Site Utilities Plumbing; Category 5 - Site Concrete; Category 6 - AC Paving; Category 7 - Miscellaneous Metal; Category 8 - Sheet Metal/Flashing; Category 9 - Masonry; Category 10 - Landscape and Irrigation; Category 11 - Specialties; Category 12 - Medical/Dental Equipment Moving/Relocation; Category 13 - Doors, Frames and Hardware; Category 14 - Painting. The Board also authorized the issuance of Notices of Award for the construction categories; permitted project bid ratification at a subsequent Board of Trustees meeting; and authorized the Vice Chancellor, Administration and Finance to sign the associated agreements.

On May 4 and June 7, 2011, the District received bids in response to an Invitation for Bid solicitation for the categories listed below. A summary of the bid results is attached. The lowest responsive and responsible bidders were as follows:

<u>Bid Category</u>	<u>Company Name</u>	<u>Business Location</u>	<u>Total Bid</u>
3 - Site Utilities Plumbing	Pro-Craft Construction	Redlands	\$950,000
5 - Site Concrete	J&M Contractors, Inc.	Orange	\$532,218
6 - AC Paving	Terra Pave, Inc.	Whittier	\$159,000
7 - Miscellaneous Metal	Brunton Enterprises, Inc.	Santa Fe Springs	\$145,200
8 - Sheet Metal/Flashing	Best Contracting Services	Gardena	\$39,000
9 - Masonry	WM Winegardner Masonry	Yucaipa	\$33,435
10 - Landscaping and Irrigation	Marina Landscape	Anaheim	\$172,300
11 - Specialties	Inland Building Construction	San Bernardino	\$93,100
12 - Medical/Dental Equipment Moving	Graebel LA Movers, Inc.	Corona	\$47,147
13 - Doors, Frames and Hardware	Whitehead Construction, Inc.	Riverside	\$9,900
14 - Painting	Painting & Décor, LTD	Orange	\$12,890

On May 20 and June 22, 2011, staff issued the Notice of Awards for the eleven construction project categories, as listed above. References for all listed contractors were checked by District staff and found to be satisfactory.

Majd Askar, Purchasing Manager

Attachments:

[Bid Awards - Moreno Valley College Dental Education Center - August 2011](#)

Bid Awards
Moreno Valley College Dental Education Center Project
Categories 3 and 5-14
August 2011

Bid Category	Company Name	Business Location	Total Bid
<i>Category 3 - Site Utilities Plumbing - Bid Number 2010/11-37</i>			
	Pro-Craft Construction	Redlands	\$950,000
<i>Category 5 - Site Concrete - Bid Number 2010/11-50</i>			
	ACR Concrete & Asphalt	Huntington Beach	Withdrew bid due to clerical error
	J & M Contractors	Orange	\$532,218
	Rossi Concrete, Inc.	Temecula	\$695,000
<i>Category 6 - AC Paving - Bid Number 2010/11-51</i>			
	Terra Pave, Inc.	Whittier	\$159,000
<i>Category 7 - Miscellaneous Metal - Bid Number 2010/11-52</i>			
	Brunton Enterprises, Inc.	Santa Fe Springs	\$145,200
<i>Category 8 - Sheet Metal/Flashing - Bid Number 2010/11-53</i>			
	Best Contracting Services	Gardena	\$39,000
<i>Category 9 - Masonry - Bid Number 2010/11-54</i>			
	WM Winegardner Masonry	Yucaipa	\$33,435
	Kretschmar & Smith, Inc.	Riverside	\$35,000
<i>Category 10 - Landscaping and Irrigation - Bid Number 2010/11-55</i>			
	Marina Landscape	Anaheim	\$172,300
<i>Category 11 - Specialties - Bid Number 2010/11-56</i>			
	Inland Building Construction	San Bernardino	\$93,100
<i>Category 12 - Medical/Dental Equipment Moving - Bid Number 2010/11-57</i>			
	Graebel LA Movers, Inc.	Corona	\$47,147
<i>Category 13 - Doors, Frames, and Hardware - Bid Number 2010/11-58</i>			
	Whitehead Construction, Inc.	Riverside	\$9,900
<i>Category 14 - Painting - Bid Number 2010/11-59</i>			
	Painting & Décor, LTD	Orange	\$12,890
	Triumph Painting	Riverside	\$16,800
	GT Georgiou Painting	Wilmington	\$18,000



Agenda Item (VI-B-5-d)

Meeting	8/16/2011 - Regular
Agenda Item	Consent Agenda Action (VI-B-5-d)
Subject	Ratification of Bid Awards for the Citrus Belt Savings & Loan Art Gallery, Categories 1 and 3
College/District	District
Funding	Redevelopment Pass-Through funds
Recommended Action	It is recommended that the Board of Trustees ratify the award of bids for the two construction project categories, as listed below.

Background Narrative:

On May 17, 2011, the Board of Trustees pre-approved bid awards to the lowest responsive/responsible bidders for the Citrus Belt Savings & Loan Art Gallery project consisting of four categories: Category 1 - Exterior Demolition and New Façade; Category 3 - Interior and Exterior Improvements; Category 7 - Mechanical (HVAC); Category 9 - Electrical. The Board also authorized the issuance of Notices of Award; permitted project bid ratification at a subsequent Board of Trustees meeting; and authorized the Vice Chancellor, Administration and Finance to sign the associated agreements. On June 13, 2011, the District received bids in response to an Invitation for Bid solicitation for the construction categories listed below. A summary of the bid results is attached. The lowest responsive and responsible bidders were as follows:

Bid Category - Company Name Business - Location - Total Bid
1 - Ext.Demo.& New Facade - US Demolition - Anaheim - 78,151
3 - Int & Ext Impr. - Dalke and Sons Const.-Riverside - \$948,480

On June 13, 2011, staff issued the Notice of Awards for the two construction project categories as listed above. References for all listed contractors were checked by District staff and found to be satisfactory.

Prepared By: Jim Buysse, Vice Chancellor, Administration & Finance
Majd Askar, Purchasing Manager

Attachments:

[Bid Awards - Citrus Belt Savings & Loan Art Gallery - August 2011](#)

Bid Awards
Citrus Belt Savings & Loan Art Gallery Project
Categories 1 and 3
August 2011

Bid Category	Company Name	Business Location	Total Bid
<i>Category 1 - Exterior Demolition & New Facade - Bid Number 2010/11-62 (Re-bid)</i>			
	US Demolition	Anaheim	\$78,151
	Specialized Environmental	Buena Park	\$115,000
<i>Category 3 - Interior & Exterior Improvements - Bid Number 2010/11-63 (Re-bid)</i>			
	Dalke and Sons Construction	Riverside	\$948,480
	JM Builders	Redlands	\$1,041,000
	Sanders Construction	Lake Forest	\$1,100,000



Agenda Item (VI-B-6-a)

Meeting	8/16/2011 - Regular
Agenda Item	Consent Agenda Action (VI-B-6-a)
Subject	Contracts and Agreements Report Less than \$78,900 - All District Resources
College/District	District
Funding	n/a
Recommended Action	It is recommended that the Board of Trustees ratify contracts totaling \$1,859,546.

Background Narrative:

On September 11, 2007, the Board of Trustees authorized delegating authority to the Chancellor to enter into contractual agreements and the expenditure of funds pursuant to the Public Contract Code Section 20650 threshold, currently set at \$78,900. The attached listing of contracts and agreements under \$78,900 requested by college and District staff has been reviewed and verified that budgeted funds are available in the appropriate categories of expenditure. The contracts and agreements have been executed pursuant to the Board's delegation of authority and are presented on this agenda for ratification.

Prepared By: Jim Buysse, Vice Chancellor, Administration & Finance
Majd Askar, Purchasing Manager

Attachments:

[Contracts and Agreements Less than \\$78,900 \(June 2011\) - August 2011](#)
[Contracts and Agreements Less than \\$78,900 \(July 2011\) - August 2011](#)

Contracts and Agreements Report - All District Resources
 \$78,900 and Under
 6/01/11 thru 6/30/11

PO#	Department	Vendor	Business Location	Description	Amount
C0003428	Administrative Support Center	Hasler Financial Services	Milford, CT	Rents and Leases	\$ 27,973
C0003429	Community & Senior Citizen Education	D & D's Dance Center	Riverside	Community Ed Presenter	4,422
C0003430	Community & Senior Citizen Education	National Training Centers	Corona	Community Ed Presenter	778
C0003432	Workforce Preparation	Foot Solutions	Riverside	Work Study Reimbursement	1,890
C0003433	Community & Economic Development	Behavioral Momentum Associates, LLC	Corona	Training & Development	2,400
C0003434	Community & Economic Development	Softskills	Chatsworth	Training & Development	3,900
C0003435	Community & Economic Development	Gereau, Servando	Redlands	Training & Development	2,000
C0003436	President - Norco Campus	Lake Arrowhead Resort	Lake Arrowhead	Other Travel Expenses	7,111
C0003440	Board of Trustees	Vicenti, Lloyd & Stutzman, LLP	Glendora	Auditing Services	14,300
C0003441	FPD&C	The Gas Company	Milford, CT	MVC Dental Ed Center	4,967
C0003442	President - Norco Campus	ADT Security	Indianapolis, IN	Fixtures & Fixed Equip	11,093
C0003443	President - Norco Campus	ADT Security	Pittsburgh, PA	Pedestal Security Door	10,614
C0003444	Community & Economic Development	Softskills	Chatsworth	Training & Development	5,300
C0003445	Community & Economic Development	Gereau, Servando	Redlands	Training & Development	5,100
C0003446	President - Norco Campus	Ramona Munsell & Associates	Rogers, AZ	Consultants	77,413
C0003447	Customized Solutions	Gereau, Servando	Redlands	Lecturers	19,200
C0003449	Community & Senior Citizen Education	Infinity Billing Service	Corona	Community Ed Presenter	3,198
C0003450	Community & Senior Citizen Education	Terry S Rowen, Inc.	Folsom	Community Ed Presenter	1,442
C0003452	Facilities-Moreno Valley	Card Integrators	Los Alamitos	Card Access Security System	8,465
C0003454	CTE Projects	Pala Mesa Resort	Fallbrook	Meeting Expenses	6,353
C0003455	Academic Affairs	Sudden Monkey Strategic Marketing	Seattle, WA	Professional Services	37,250
C0003456	Campus Police - Moreno Valley	Market-Based Solutions, Inc	Los Angeles	Registration	1,325
C0003457	President - Riverside Campus	Center for Community College	Austin, TX	Student Engagement Survey	8,865
C0003458	Human Resources & Diversity	Professional Personnel Leasing Inc	South Lake Tahoe	Finders Fee	19,500
C0003459	Health Sciences Programs-Moreno Valley	Adame, James	Yucaipa	Consultant Services	48,000
C0003461	Community & Senior Citizen Education	Riverside Unified School District	Riverside	Facility Usage	9,860
C0003462	Administration & Finance	Capitol Alliance Consulting, LLC	Newport Beach	Federal Representation	75,000
C0003463	Customized Solutions	Gereau, Servando	Redlands	Lecturers	1,200
C0003464	President - Norco Campus	Lake Arrowhead Resort	Lake Arrowhead	Other Travel Expenses	3,000
N/A	HHPS-Moreno Valley	Office of Statewide Health Planning	Sacramento	Reduction in Song Brown Grant Award	No Cost
N/A	HHPS-Moreno Valley	Office of Statewide Health Planning	Sacramento	Grant Award	No Cost
N/A	Accounting Services	TLC Auctions	Fontana	Auction Sales for Surplus Property	No Cost
N/A	Customized Solutions	San Bernardino Community College District	San Bernardino	Logistics Training Collaborative Grant	No Cost
N/A	Facilities-Norco	CNUSD Special Ed	Norco, CA	Special Ed Students to Work on Norco Campus	No Cost
N/A	Business Services-Moreno Valley	The City of Moreno Valley	Moreno Valley	Use of City Property	No Cost
N/A	Applied Technology	Cabrillo College	Aptos	Entrepreneurship Grant	No Cost
N/A	Customized Solutions	Ben Hudnall Memorial Trust	Riverside	Anatomy & Physiology 10 Instruction	No Cost
N/A	HHPS-Moreno Valley	Office of Statewide Health Planning	Sacramento	Grant Award for PA Mental Health Fellowship Program	No Cost
N/A	Tri Tech	CSUF Auxiliary Services Corporation	Fullerton	Small Business Jobs Act-Subcontract	No Cost
N/A	Student Services-Moreno Valley	Brandman University	Moreno Valley	Early Advantage Transfer	No Cost

Contracts and Agreements Report - All District Resources
\$78,900 and Under
6/01/11 thru 6/30/11

PO#	Department	Vendor	Business Location	Description	Amount
N/A	HHPS-Moreno Valley	Pioneers Memorial Hospital	Brawley	Affiliation Agreement	No Cost
N/A	Dean of Student Services-Norco	Athens Services	Riverside	Recycling Rebates	No Cost
Additions to Approved/Ratify Contracts of \$78,900 and Under					
C0001141	Facilities	FKK Works	Irvine	Amendment #7	30,670
C0002150	Facilities	Adecco USA, Inc.	Ontario	Transportation Services	27,241
C0002520	FPD&C	LPA Inc.	Irvine	Design Moval Parking Structure	25,500
C0002527	Community & Economic Development	Image IV Systems, Inc.	Burbank	Maintanance Agreement	225
C0002609	Health Services	Loma Linda University Medical Center	Loma Linda	Physician Services	383
C0002618	Facilities	Orkin, Inc.	Colton	Pest Control	675
C0002677	Culinary Academy	Blue Mountain Two LP	Irvine	Culinary Lease	684
C0002822	FPD&C	Mckenna General Engineering, Inc	Corona	Nursing/Sciences Building	48,908
C0002824	FPD&C	Kar Construction, Inc	Ontario	Nursing/Sciences Building	799
C0002880	Board of Trustees	Public Interest Investigation Inc	Los Angeles	Investigative Services	3,500
C0002926	FPD&C	Roy E Whitehead, Inc	Riverside	Nursing/Sciences Building	2,675
C0002929	FPD&C	Roy E Whitehead, Inc	Riverside	Nursing/Sciences Building	14,323
C0002932	FPD&C	Advanced Systems	San Diego	Nursing/Sciences Building	39,182
C0003036	Performance Riverside	Samuel French, Inc.	Hollywood	Royalties for 'Little Shop of Horrors'	3,076
C0003038	Human Resources & Diversity	Macnaughton Associates	Riverside	Search for RCC President	1,233
C0003060	Board of Trustees	Clayson Mann Yaeger & Hansen	Corona	Legal Services	19,500
C0003063	HHPS-Moreno Valley	Adame, James	Yucaipa	Consultant Fees	1,362
C0003064	Chancellor's Office	Burke, Williams and Sorensen LLP	Los Angeles	Legal Services	20,000
C0003065	Board of Trustees	Gresham Savage Nolan & Tilden, APC	San Bernardino	Legal Services	20,000
C0003066	Chancellor's Office	Best, Best & Krieger	Riverside	Legal Services	18,000
C0003070	Facilities	Kone, Inc.	Riverside	Maintenance	523
C0003088	HHPS-Moreno Valley	Vaezazizi, Reza	Temecula	Consulting Services	34,000
C0003091	Institutional Effectiveness	Acorn Technology Corporation	Riverside	Managed It Services	8,265
C0003092	Chancellor's Office	Liebert Cassidy Whitmore	Los Angeles	Legal Services	3,000
C0003114	Workforce Preparation	Stephan, Victoria	Corona	Amends/Adds \$1037.50 to Contract	1,038
C0003123	President's Office-Norco	OCE Financial Services / Leases	Chicago, IL	Copier Lease	1,108
C0003124	President's Office-Norco	OCE Financial Services / Leases	Chicago, IL	Copier Maintenance Agreement	729
C0003126	Health Services	Psychological Services Clinic	Loma Linda	Psychological Counseling Services	8,308
C0003128	Public Affairs & Institutional Advancement	Regus, Margaret Elaine	San Dimas	Media Services	4,000
C0003132	Board of Trustees	Atkinson, Andelson, Loya, & Ruud	Cerritos	Legal Services	20,000
C0003142	Workforce Preparation	Crain, Dan	Yucaipa	Amends/Adds \$475 to Contract	475
C0003147	International Students	Jang, Dr. John	Walnut	Recruiting Services	397
C0003149	HHPS-Moreno Valley	March Joint Powers Authority	Riverside	Dental Lease Agreement	8,240
C0003152	Communications Center - Moreno Valley	OCE Financial Services / Leases	Chicago, IL	Lease Agreement	7,986
C0003162	Community & Senior Citizen Education	Wentz, Thomas L	Palm Desert	Presenter	3,100
C0003167	HHPS-Moreno Valley	Thermal Combustion Innovators, Inc.	Colton	Medical Waste Pick Up	733
C0003171	Chancellor's Office	Currier & Hudson, a Professional Corporation	San Diego	Agreement - Legal	10,000

Contracts and Agreements Report - All District Resources
 \$78,900 and Under
 6/01/11 thru 6/30/11

PO#	Department	Vendor	Business Location	Description	Amount
C0003215	Tutorial Services	Konica Minolta Business Solutions	San Bernardino	Maintenance Agreement	115
C0003257	Community Education	Eydie's Office	Corona	Commty Ed Class	266
C0003258	Community & Senior Citizen Education	California Mind Institute	La Quinta	Commty Ed Class	25,811
C0003260	Community Education	Edwards, Nancy F.	Riverside	Community Ed Class	443
C0003263	Community Education	Boston Reed College	Napa	Community Ed Classes	6,200
C0003268	Open Campus	Blackboard Inc	Washington, DC	Consent Item 12/14/10	7,000
C0003277	Culinary Academy	Socal Office Technologies, Inc	Cypress	Maintenance Agreement	60
C0003278	Community & Senior Citizen Education	Youngerman, Stephen	Riverside	Community Ed Classes	2,862
C0003282	Community & Economic Development	Vantages	Newport Beach	Consulting Services	5,775
C0003284	Community & Economic Development	Resonnect Marketing	Carlsbad	Consulting Services	9,625
C0003300	Allied Health	Linda Caputi, Inc	Saint Charles, IL	Consultant	9,000
C0003307	FPD&C	RIS Electrical Contractors, Inc	Riverside	Moreno Valley Parking Structure - Lion's Lot	5,244
C0003323	Finance	Magnon Property Management	Riverside	Property Management of District Offices	4,565
C0003329	Diversity, Equity & Compliance	Titan Empire Inc	Redlands	Investigation Services	5,000
C0003358	Community Education	Spiers, John Wiley	Seattle, WA	Community Ed Presenter	20
C0003377	Community Education	Wits	Virginia Beach, VA	Community Ed Presenter	3,778
C0003406	FPD&C	GDA Incorporated	Yucaipa	Wheelock Gym Seismic Retrofit	70,023
C0003407	Customized Solutions	Behavioral Momentum Associates, LLC	Corona	Training & Development	150
C0003420	Community & Economic Development	Napoli, William	Alta Loma	Training	600
N/A	Customized Solutions	El Camino Community Collge District	Hawthorne	Amends/Extends Date to 6/30/12	No Cost
N/A	PAC	Defense Logistics Agency SBP	Ft. Belvoir, VA	Amends Funding	No Cost
N/A	Information Services	Wells Fargo Bank	Riverside	Amends/Extends Date to 9/30/12	No Cost
N/A	Campus Safety & Police	City of Inglewood	Inglewood	Amends/Extends Date to 6/30/11	No Cost
N/A	Nursing	Corona Regional Medical Center	Corona	Amends/Adds Clinical Sites for Nursing Students	No Cost
N/A	Customized Solutions	City of Riverside	Riverside	Amends/Extends Date to 6/30/12	No Cost
N/A	FPD&C			Total	<u>\$ 968,294</u>

Contracts and Agreements Report - All District Resources
\$78,900 and Under
7/01/11 thru 7/31/11

PO#	Department	Vendor	Business Locations	Description	Amount
C0003472	Workforce Preparation	Davis, Penny G	Mentone	Workshops for FKCE Program	\$ 52,500
C0003473	Risk Management	Grant Thornton LLP	Oakbrook Terrace, IL	Professional Services	8,000
C0003474	Risk Management	Grant Thornton LLP	Oakbrook Terrace, IL	Professional Services	16,000
C0003476	Communications-Moreno Valley	OCE Financial Services / Leases	Chicago, IL	Rents and Leases	25,000
C0003477	Facilities-Moreno Valley	City of Moreno Valley	Moreno Valley	MVC Parking Structure - Learning Gateway	24
C0003479	Workforce Preparation	Wells, Joan A.	Redlands	Development of Completion Counts Initiative	10,000
C0003480	Facilities-Norco	Courtney Inc.	Irvine	Re-Roofing Bookstore & CATC Bid Award	60,152
C0003483	Board of Trustees	Burke, Williams and Sorensen LLP	Los Angeles	Legal Services	15,000
C0003485	Workforce Preparation	Riverside County Office of Education	Riverside	Workshop for 'Strengthening Mathematics Instruction'	2,700
C0003486	Board of Trustees	Gresham Savage Nolan & Tilden, APC	San Bernardino	Legal Services	10,000
C0003487	Board of Trustees	Jones & Mayer	Fullerton	Legal Services	2,500
C0003488	Board of Trustees	Railsback Jr, Joe O	Riverside	Complaint Investigative Services	5,000
C0003489	Board of Trustees	Titan Empire Inc	Redlands	Complaint Investigative Services	5,000
C0003490	Board of Trustees	Collopy Investigations	Riverside	Complaint Investigative Services	2,500
C0003491	Board of Trustees	Community College League of California	Sacramento	Consulting Services	3,500
C0003492	Board of Trustees	Best, Best & Krieger	Riverside	Legal Services	15,000
C0003493	Information Services	Facilities Protection Systems, Inc.	Brea	Maintenance	1,072
C0003494	Workforce Preparation	Friend, Cherie L	Murrieta	Foster Parent Workshops	1,125
C0003495	Workforce Preparation	Williams, Michaela J	Moreno Valley	Foster Parent Workshops	1,400
C0003496	Workforce Preparation	Victoriano, Eutimio	Moreno Valley	Foster Parent Workshops	1,525
C0003497	Workforce Preparation	Dewitt, Kathleen	Riverside	Foster Parent Workshops	475
C0003498	Workforce Preparation	Phillips, Carol J	Riverside	Foster Parent Workshops	500
C0003499	Workforce Preparation	Mocete, Luz	Moreno Valley	Foster Parent Workshops	875
C0003500	Workforce Preparation	Stephan, Victoria	Corona	Foster Parent Workshops	3,275
C0003501	Workforce Preparation	Crain, Dan	Yucaipa	Foster Parent Workshops	3,075
C0003502	Workforce Preparation	Samano, Teresa	Hemet	Foster Parent Workshops	1,750
C0003503	Board of Trustees	Public Interest Investigation Inc	Los Angeles	Legal Investigative Services	5,000
C0003504	Board of Trustees	Clayson Mann Yaeger & Hansen	Corona	Legal Services	25,000
C0003505	Board of Trustees	Liebert Cassidy Whitmore	Los Angeles	Legal Services	15,000
C0003506	Math, Science, & Physical Ed	Fitness 19, LLC	Moreno Valley	Facilities USAge	21,400
C0003507	Board of Trustees	Oaks, Robin L	Goleta	Legal Services	3,500
C0003508	FPD&C	River City Testing	Riverside	Citrus Belt Savings & Loan	39,067
C0003510	Food Services-Moreno Valley	Culligan	Ontario	Soft Water Tank Service	960
C0003511	Food Services	Bryan Exhaust Service Inc.	Burbank	Exhaust Cleaning Services	3,750
C0003512	Student Financial Services-Norco	Careeramerica LLC	Boulder, CO	Online Video Basic Service	7,500
C0003513	Food Services	Culligan	Ontario	Soft Water Service	1,440
C0003514	President's Office-Norco Campus	OCE Financial Services / Leases	Chicago, IL	Lease Agreement	11,664
C0003515	Life Sciences	Steris Corporation	Erie, PA	Autoclave Maintenance	2,406
C0003516	HHPs-Moreno Valley	Loo, Lawrence	Redlands	Medical Director Services	17,000
N/A	Workforce Preparation	Riverside County Depart. of Public Social Services	Riverside	Provide ILP Services	No Cost

Contracts and Agreements Report - All District Resources
\$78,900 and Under
7/01/11 thru 7/31/11

PO#	Department	Vendor	Business Locations	Description	Amount
N/A	Early Childhood Studies	Temple Beth El Child Development Center	Riverside	Supervised Practice Teaching	No Cost
N/A	TriTech	CSUF Auxiliary Services Corporation	Fullerton	TriTech 2012 Commitment Form	No Cost
N/A	Nursing	Liguori, Ellen	Yucca Valley	Practical Experience in Nursing Education	No Cost
N/A	Academic Affairs	San Francisco State University	San Francisco	Social Innovation Generation Grant	No Cost
N/A	CITD	California Community Colleges	Sacramento	Grant Award	No Cost
N/A	Customized Solutions	El Camino Community College District	Torrance	ETP Green Training Funds	No Cost
N/A	Workforce Preparation	UC Regents	Riverside	Allows FWS Students to work at UCR Artblock	No Cost
N/A	Dean of Instruction-Moreno Valley	Foundation Research Administration	San Bernardino	Grant Sub Award	No Cost
N/A	Workforce Preparation	YWCA of Riverside County	Riverside	Allows FWS Students to work at YWCA	No Cost
Additions to Approved/Ratify Contracts of \$78,900 and Under					
C0001631	PSET	Riverside County	Riverside	Facilities Rental/Ben Clark	35,888
C0002144	Open Campus	The Koll Company	Riverside	Office Space Lease	8,264
C0002373	FPD&C	AVRP Studios, Inc	San Diego	Design Services Riverside Aquatics Center	37,990
C0002614	Performance Riverside	BRB Hayden Loop LLC	Irvine	Storage Unit Rental	12,600
C0002692	President's Office-Riverside Campus	PHSI-Pure Water Finance	Atlanta, GA	Pure Water System	770
C0002796	President's Office-Norco Campus	Ramona Munsell & Associates	Rogers, AR	Consultants	28,000
C0002821	FPD&C	Crew, Inc	Rancho Dominguez	Nursing/Sciences Building	10,000
C0002822	FPD&C	McKenna General Engineering, Inc	Corona	Nursing/Sciences Building	34,830
C0002827	FPD&C	JPI Development Group, Inc	Murrieta	Nursing/Sciences Building Bid Award	64,720
C0002831	Information Services	US Bank	St Louis, MO	Copier	2,349
C0002880	Chancellor's Office	Public Interest Investigation Inc	Los Angeles	Investigative Services	1,595
C0002881	FPD&C	Cardinal Environmental Consultants, Inc	Tustin	Hazardous Materials Survey	8,046
C0002928	Facilities	Best Contracting Services, Inc	Gardena	Nursing/Sciences Building	41,073
C0002988	Social & Behavioral Sciences-Norco	Corona - Norco Unified School District	Norco	Use of Classrooms at JFK	2
C0003121	College Safety & Police	City of Inglewood	Inglewood	Processing Citations	49,440
C0003124	President's Office-Norco Campus	OCE Financial Services / Leases	Chicago, IL	Copier Maintenance Agreement	7,458
C0003132	Chancellor's Office	Atkinson, Andelson, Loya, Ruud	Cerritos	Legal Services	42,327
C0003170	Finance	Riverside County Office of Education	Riverside	Information Systems Support Services	1,149
C0003180	FPD&C	Inland Inspections & Consulting	Riverside	Wheelock Gym Seismic Retrofit	54,696
C0003184	Title V	UC Regents	Santa Barbara	Grant Partnership	5,358
C0003287	Community & Economic Development	Kasle, Donald H	Dove Canyon	Consulting Services	17,765
C0003289	FPD&C	LSA Associates, Inc	Irvine	Culinary/DO Project	2,217
C0003338	Chancellor's Office	WMWD	Riverside	Amends Wording Only	No Cost
C0003364	Administrative Support Center	Sharp Electronics Corp.	Mahwah, NJ	Repairs - Service	109
C0003367	Administrative Support Center	De Lage Landen Public Finance, LLC	Wayne, PA	Copier Lease	1,664
C0003397	Performance Riverside	Rodgers & Hammerstein Organization	New York, NY	License Fees for Production of 'Oklahoma'	4,500
C0003424	Early Childhood Studies	Alvord Unified School District	Riverside	Facilities Use	13,617
C0003438	Workforce Preparation	Riverside Unified School District	Riverside	Clip Program	3,190
N/A	Workforce Preparation	California Family Life Center	Hemet	Amends/Extends Date to 9/30/11	No Cost
N/A	Finance	Sallie Mae Business Office Solutions	Swansea, MA	Amends/Adds Names to Authorized Reps. List	No Cost

Contracts and Agreements Report - All District Resources
 \$78,900 and Under
 7/01/11 thru 7/31/11

PO#	Department	Vendor	Business Locations	Description	Amount
N/A	FPD&C	Hill Partnership, Inc	Newport Beach	Amends/Extends Date to 12/31/12	No Cost
N/A	FPD&C	Leighton Consulting, Inc	Rancho Cucamonga	Amends/Extends Date to 12/31/12	No Cost
				Total	<u>\$ 891,252</u>



Agenda Item (VI-B-6-b)

Meeting	8/16/2011 - Regular
Agenda Item	Consent Agenda Action (VI-B-6-b)
Subject	Agreement for Information Technology Services with the Riverside County Superintendent of Schools
College/District	District
Funding	General Operating - Unrestricted (Fund 11, Resource 1000)
Recommended Action	It is recommended that the Board of Trustees approve the agreement between Riverside Community College District and the Riverside County Superintendent of Schools for the period July 1, 2011 through June 30, 2012.

Background Narrative:

Attached for the Board's review and consideration is a continuing agreement between Riverside Community College District and the Riverside County Superintendent of Schools (RCSS) to provide the District with information technology support services related to RCSS's Galaxy System. The District uses the Galaxy System to process purchase orders, payroll, accounts payable, accounts receivable, and risk management transactions. In addition, the Galaxy System is used for position control; to prepare and monitor the District's budget; and fiscal reporting. The term of the agreement is from July 1, 2011 through June 30, 2012. The fee for this service is based on the District's Full-Time Equivalent Student (FTES) count measured at the first principal apportionment date. During fiscal year 2008-2009, RCSS formed the Galaxy Development Council consisting of representatives from various K-12 and Community Colleges within Riverside County. The purpose of the Council is to prioritize and approve funding for enhancements to the Galaxy operating system. The District and all other Riverside County community college districts are represented on this committee by Vice Chancellors Jim Buysse and Melissa Kane. In FY 2009-2010 the Galaxy Development Council approved two significant project enhancements to the Galaxy system: 1) Electronic Timekeeping and Attendance and, 2) End User Reporting. The District's share of cost in FY 2011-2012 to develop these two projects will be approximately \$79,000. The total estimated cost for this contract for FY 2011-2012, including development costs, will be approximately \$200,000.

Prepared By: Jim Buysse, Vice Chancellor, Administration & Finance
Aaron Brown, Associate Vice Chancellor, Finance

Attachments:

[Agreement with Riverside County Superintendent of Schools - August 2011](#)

RIVERSIDE COUNTY OFFICE OF EDUCATION
3939 Thirteenth Street/P.O. Box 868
Riverside, California 92502

AGREEMENT FOR INFORMATION SYSTEMS SUPPORT

This Agreement made and entered, by and between **Riverside County Superintendent of Schools**, hereinafter referred to as the "SUPERINTENDENT," and **Riverside Community College District**, hereinafter referred to as the "DISTRICT";

WITNESSETH:

The SUPERINTENDENT agrees to provide **Information Systems Support** services for the DISTRICT as follows:

Standard Galaxy Support

- Service Desk Support
 - Process Galaxy Access Form, to add, change and delete screens and users: Certification of special process to authorize Board Approved users the Approval for Claims Payment and Approve Final Payroll screens.
 - Software Installation Support
 - Incident & Request for Change processing:
 - Mass updates requests
 - Special DB query requests
 - Special request reports
 - Ongoing production reports support:
 - Notification of new reports and changes/enhancements to existing reports
 - Responsible for the distribution of the district's daily, weekly, payroll, monthly, quarterly, yearly and year end reports based on established schedules.
 - Create and distribute PDF and/or Excel report files for any requested financial reports and the scheduled Monthly Ledgers and Electronic versions of Payroll Reports.
 - Scheduling of Crystal & Actuate Reports and district report requests.
 - Requests for New Report Development.
 - Deployment of New Reports
 - Requests for replacement W2, pay stub and direct deposits.
 - Request for the Retro Pay Calculation Reports, coordinate with the Crystal reports developer.
 - Request for the Pay Frequency/Mismatch Payroll Periods query, coordinate with the Development Staff.
 - Request for the Accrual Reconciliation & Accrual Exception Reports, coordinate with the Crystal reports developer.
 - Request for the Classified Service Seniority List
- Special File Transfer Processing:
 - Process Batch Claim Files
 - Payroll direct deposit file processing
 - Credit Union File Transfer Processing
- Galaxy Maintenance, standard bug fixes, and minor enhancements.
- Galaxy Support website and User Group Meetings

Report Processing and Distribution

- Continual Maintenance of Actuate & Crystal Reports
- Development of new countywide Reports
- Maintenance of servers, software and licensing as related to reports
- Printing and distribution of reports, via electronic mode (pdf, excel, etc) or paper
- Processing and Printing of Payroll & Commercial Warrants, Direct Deposit Stubs, W-2, 1099 Processing and Warrant Registers

Standard RCOE Training Support

- Galaxy, OneSource and Student Information System Training
- Specialized training upon request
 - Executive style
 - One-on-one End User training
- Provide End User Documentation for Galaxy, OneSource and Student Information System
 - System Manuals
 - System Enhancement Training Documents
- Deployment of new system modules for all supported applications
- Office Automation training

Standard Retirement Reporting and Support

- STRS Monthly
- PERS Monthly

Optional Services

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

Custom/Advanced Reports Development	\$65.00/Hour
Custom/Advanced Data Extracts (Time Duration more than one hour)	\$65.00/Hour
Custom Advanced Mass Data Updates (Time Duration more than one hour)	\$65.00/Hour
Direct Deposit	\$.04/transaction
Training Only (Galaxy, Purchasing, Student Information System)	Included
Office Automation Training with Certification (1 to 9 participants)	\$100.00/participant
Office Automation Training without Certification (1 to 9 participants)	\$65.00/participant
Group (10 or more participants) Office Automation Training with Certification	\$90.00/participant
Group (10 or more participants) Office Automation Training without Certification	\$55.00/participant
Other Optional Services -Network/Business Continuity & Disaster Recovery	Cost to be determined by services needed
VPN Access (per user account/per year)*	\$25.00/per user

Other Optional Services – Network & Business Continuity & Disaster Recovery

Optional Network Support services and/or products may be purchased at the discretion of the DISTRICT, for details and pricing for the services below, contact Data Processing and Network Services.

- Provisioning of the RCOE Data Center as a Business Continuity and Disaster Recovery site through the use of either virtual server services or conventional hosted server and storage services. If hosted server services, districts have to purchase nothing – all costs are accrued monthly and are determined by total CPU equivalents, storage units and processing functions.
- Secondary and/or tertiary DNS support.

- Automatic backups of configuration files, hardware details and versioning of these backups such that a cumulative history of all network devices placed on these schedules can be viewed via secure web pages. This facility is extremely useful for seeing when changes were made to district boundary routers/Layer III switches and/or firewalls, and stable, running configurations can be reloaded in case of disaster or error.
 - Horizontal and Outside Plan Structured Cabling Infrastructure design and build.
 - Provisioning of customized, need based services to districts beyond those provided by a standard Agreement for Information System Services.
1. The SUPERINTENDENT determines the rates for providing service by assessing the actual cost of providing the service to the DISTRICT. The rates are intended to offset and do not exceed the cost of providing specified services. These rates are stated below:
 2. The SUPERINTENDENT further agrees to assign a proper staff member or members to render the services, and such staff member(s) shall hold the proper credentials authorizing such services.
 3. The DISTRICT agrees to pay the SUPERINTENDENT the amount of \$3.90 times the District's enrollment reported on the FY 2011-12 First Period Apportionment Attendance report in January 2012 for Galaxy System Support.
 4. The DISTRICT agrees to pay the SUPERINTENDENT the amount of \$.24 times the District's enrollment reported on the FY 2011-12 First Period Apportionment Attendance report in January 2012 for Report Processing and Distribution.
 5. The DISTRICT agrees to pay the SUPERINTENDENT the amount of \$480.00 for Standard Retirement Reporting and Support.
 6. **GALAXY DEVELOPMENT**: Request for Change/Enhancement Request(s) should be submitted to the Service Desk. The Prioritization Committee is to review all project requests and will place in work order for the Development Team. A project request is defined as 2 or more months of staff time. Galaxy modifications and enhancements cost estimates and release schedules will be presented annually by March 31st to the Galaxy Development Council. The budget and the assessment for each release shall be voted upon by the membership. By majority rule the members shall be bound by the outcome of the vote.

The DISTRICT agrees to pay the cost as determined by Galaxy Development Council:

2011-12 Galaxy Development Council Approved Development:

- a. The cost for **Electronic Timekeeping Project** is to be determined by vote of the Galaxy Development Council. The SUPERINTENDENT will notify the DISTRICT of the cost for the 2011-12 School Year upon approval of the project by the Galaxy Development Council. The cost is not to exceed \$2.72 times the District's enrollment reported on the FY 2011-12 First Period Apportionment Attendance report in January 2012.
 - b. The DISTRICT agrees to pay the SUPERINTENDENT the amount of \$2.09 times the District's enrollment reported on the FY 2011-12 First Period Apportionment Attendance report in January 2012 for the **End User Reporting Project**.
7. The term of this agreement shall be from **July 1, 2011** to and including **June 30, 2012**. The SUPERINTENDENT will provide a rate letter for a successor agreement in April of 2012. The DISTRICT shall notify the SUPERINTENDENT by May 1, 2012 in writing if the DISTRICT does not intend to participate in the 2012-13 fiscal year.

8. The SUPERINTENDENT shall invoice the DISTRICT in March 2012 for the annual charges. Semiannual or usage charges shall be invoiced in March 2012 and July 2012. The DISTRICT agrees to make payment within 30 days.
9. The SUPERINTENDENT at his discretion may reduce the rate should increased participation warrant a reduction.
10. INDEPENDENT CONTRACTOR: The SUPERINTENDENT, while engaged in the performance of this contract, is an independent contractor, and is not an officer, agent or employee of the DISTRICT.
11. ASSIGNMENT OF CONTRACT: The SUPERINTENDENT shall not assign the whole or any part of this agreement or any payment due or to become due hereunder, without the written consent of the DISTRICT and all sureties who have executed bonds on behalf of the SUPERINTENDENT in connection with this contract.
12. HOLD HARMLESS: The parties hereto, and each of them, do hereby mutually agree to indemnify, defend, save and hold harmless each other, and their respective officers, agents, servants and employees, of and from any and all liability, claims demands, debts, suits, actions and causes of action, including wrongful death and reasonable attorneys fees for the defense thereof, arising out of or in any manner connected with the performance of any act or deed under or pursuant to the terms and provisions of this Agreement by such indemnifying party, or its officers, agents, servants and employees.
13. CHANGES: This agreement may only be amended in writing by the mutual consent of the parties hereto.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the day and year first above written.

Riverside County Superintendent of Schools

**Riverside Community College District
4800 Magnolia Avenue
Riverside, CA 92506**

Signed _____

Signed _____

William Spires, Director II
Printed Name and Title

Printed Name and Title

Date _____

Date _____



Agenda Item (VI-B-6-c)

Meeting	8/16/2011 - Regular
Agenda Item	Consent Agenda Action (VI-B-6-c)
Subject	Contract for paymaster services for Performance Riverside with O.D. Music, Inc
College/District	Riverside
Funding	General Fund
Recommended Action	It is recommended that the Board of Trustees approve the contract with OD Music for the 2011-12 Performance Riverside schedule.

Background Narrative:

Presented for the Board's review and consideration is a contract between the Riverside Community College District and OD Music, Inc. for the delivery of paymaster services for professional talent for Performance Riverside productions. As compensation for the services of making the required payroll and tax liability payments, OD Music, Inc. will receive a service fee of three percent (3 %) of the entire package. Total payroll cost for professional talent contracted to Performance Riverside will not exceed \$120,000.00. The projections for each show are Oklahoma, \$28,000.00; Broadway on Tour, \$16,000.00; My Fair Lady, \$28,000.00; Annie, \$25,000.00 and Chicago, \$23,000.00. Exact costs for individual shows will be determined when the shows are cast and the musicians are contracted. The term of the agreement is from September 6, 2011 through June 11, 2012.

Prepared By: Cynthia Azari, President, Riverside City College

Attachments:

[O.D. Music, Inc. Contract 2011-12](#)

OD Music, Inc.
Bob O'Donnell, Proprietor
4920 Natoma Avenue
Woodland Hills, CA 91364

July 08, 2011

This letter of agreement between OD Music, Inc. and Riverside Community College District, on behalf of the Riverside City College/Performance Riverside, when executed on behalf of your company, and OD Music, Inc., constitutes our entire agreement relating to/for the services we provide in connection with certain of your company's and/or talent personnel. We cannot commence any service on your behalf until you have signed below and returned a copy of this letter of agreement to us. Total estimated costs for actors, orchestra and vendors for five (5) musical productions in 2011-2012 are estimated at \$120,000.00. OD Music, Inc. will charge a total service fee of 3% percent of the total package per show. The shows are: Oklahoma – Sept 2011, Broadway on Tour – Nov. 2011, My Fair Lady – January 2012, Annie – April 2012, and Chicago – June, 2012.

1. During the term of this agreement, beginning August 22, 2011 through June 30, 2012, you hereby acknowledge that the payments to crew and/or talent we provide in connection with all live theatre and any other types of production produced by you are subject to social security withholding, unemployment insurance and disability insurance payments. In connection with the services we provide to your company during the term of this agreement:
 - i. We will make all required wage and benefit payments for services provided by such crew members and/or talent as you designate in connection with your live theatre and any other type of production, and we will issue individual checks to each of these crew members and talent.
 - ii. We will file all applicable reports for said payments with the appropriate government agency, and we will pay all required employer payroll taxes, and disability and unemployment insurance contributions.
 - iii. We will furnish you with itemized invoices for all fees and payments made by us, and all expenses incurred by us, in connection with the crew members and/or talent for whom your company has requested the services covered by this agreement.
 - iv. We will handle routine crew and/or talent inquiries relating to their wages and benefits related to work for your company. No commitments on your behalf will be made by us to such crew and/or talent without your prior approval.

- v. You agree to supply us with completed time cards and/or talent contracts, if any, and any other required documents including W-4's, W9's and I-9 forms, and in the event you fail to provide verified, accurate, complete and timely information, we will not be responsible for the timeliness or accuracy of any payments to crew members and/or talent, and to other persons or organizations that may be required as a result of the work performed by the crew members and/or talent for your company.
 - vi. For purposes of immigration laws only, we shall be regarded as the employer of record for income tax and FICA withholding purposes only. You shall be responsible for completion of such forms as are required by the immigration laws of the United States, including I-9's, and will indemnify and hold us harmless in connection therewith. We will provide you with reasonable assistance in connection with any such form requirements, but cannot assume responsibility since you or your agents are actually auditioning and casting talent and hiring production crews.
 - vii. OD Music, Inc. will meet the employer obligations required by Actors Equity Association, i.e., workman's compensation insurance, and the withholding duties and payment of welfare benefits.
 - viii. OD Music, Inc. will serve as the employer of record of all contracted performance employees (Union and non-union affiliated) and thereby meet state and federal requirements as prescribed by law. This would include, but not be limited to, the withholding of personal income taxes, the maintenance of all required immigration forms, and other responsibilities that an employer must meet (e.g. responsible for W-2 forms).
- 2 We will assume all responsibility for the payments made by us in accordance with reports or other information your company provides, and will indemnify and hold you harmless with respect to any claims or actions, relating to the failure by us to make payments required hereunder, provided that you submit to us accurate and timely information. Notwithstanding the foregoing, you agree to reimburse us for payments made to correct underpayments or overpayments to crew and/or talent resulting from inaccurate information you give to us, provided that in the case of an underpayment, your total cost will not exceed the amount that should have been paid plus any related penalties or costs. You also agree to indemnify and hold us harmless with respect to any claims asserted, or actions instituted, against OD Music, Inc. by or on behalf of any crew and/or talent, or by any labor organization representing such crew and/or talent, based on your company's alleged failure to comply with any applicable collective bargaining agreement or employment laws, or wrongful treatment of the crew member or talent.
- 3 As compensation for our services making the required payroll and related payments, we will be entitled to a service fee of 3% percent of the total package.

- 4 Your company will pay our invoices so that we receive payment in full upon receipt of the invoice. We reserve the right to discontinue our services if we do not receive timely payment of our invoices in full from your company.
- 5 This agreement shall continue until terminated either by your company or by OD Music, Inc. upon no more than 90 days or less than 30 days advance written notice of termination.
- 6 This agreement comprises the entire agreement between your company and OD Music, Inc. relating to the subject matter contained herein. Any amendment or modification to this agreement must be made in writing and signed by both parties.
- 7 This agreement shall be construed in accordance with the laws of the State of California for contracts wholly performed therein, without regard to conflict of law principals.
- 8 You hereby agree to submit to the personal jurisdiction of the Courts of the County of Riverside, State of California as the exclusive venue for the enforcement of any right or obligation under this Agreement, and waive any defense based on venue or inconvenient forum.
- 9 The parties agree that prior to instituting any legal proceedings concerning any dispute arising out of or in connection with this Agreement, excepting your obligation to pay payroll and benefits, the parties will participate in a non-binding mediation proceeding, utilizing a third party mediator from AAA, JAMS, or other similar alternative dispute resolution service. The costs of the mediator shall be borne equally by the parties.
- 10 Insurance. Prior to commencing performance hereunder, OD Music, Inc. shall accomplish the following:
 - a. Workers' Compensation Insurance. Contractor shall have in effect, during the entire life of this agreement, workers' compensation and employer liability insurance providing full statutory coverage. In signing this agreement, OD Music, Inc. makes the following certification, required by section 1861 of the California Labor Code:
 - i. I am aware of the provisions of section 700 of the California Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provision of the Code, and I will comply with such provisions before commencing the performance of this work of the Agreement.
 - b. OD Music, Inc. shall procure and maintain comprehensive general liability insurance coverage that shall protect RCCD from claims for damages for personal injury, including, but not limited to, accidental or wrongful death, as well as from claims for property damage, which may arise from OD Music, Inc. activities as well as RCCD's activities under this contract. Such insurance shall name RCCD

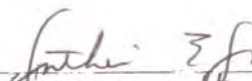
as an additional insured with respect to this agreement and the obligations of RCCD hereunder. Such insurance shall provide for limits of not less than \$1,000,000.00.

11. Hold Harmless. OD Music, Inc. agrees to and shall indemnify and hold harmless the District, its officers, employees and agents from and against any lawsuit, demand or liability claim arising out of the matters described herein, where such lawsuit, demand is based in whole or in part upon the contention, whether or not true, that the Contractor acted or failed to act in a negligent fashion, or failed to perform according to the terms of this Agreement, thereby causing injury to person or property, or death, or economic loss of any kind. Contractor's obligations hereunder shall include the obligation to defend, at its own expense, any lawsuit brought against the District, which is within the scope of this indemnity obligation, and such obligations shall be triggered by the service, upon District, of any such lawsuit or claim related thereto, provided written notice therefore is give by District to Contractor.

If the above accords with your understanding and agreement, kindly indicate your consent hereto by signing in the place provided below.

Riverside Community College District
Riverside City College
4800 Magnolia Avenue
Riverside, CA 92506

OD Music, Inc.
4920 Natoma Avenue
Woodland Hills, CA 91364



Dr. Cynthia E. Azari, President
Riverside City College



Bob O'Donnell
CEO

Date

7/18/2011

Date

Dr. James L. Buysse
Vice Chancellor, Admin & Finance
Riverside Community College District

Attachment A
2010 Employer Burden Rates
Payroll Fringes 2010

Union & Non-Union Actors
Stage Manager, Other Participants

FICA	6.2%
Medicare	1.45%
FUTA	.8%
SUI	3.6%
Employers training Tax	.1%
Workers Comp Insurance	12.85%
Payroll Handling	3%
 Total Liability	 28%

Musicians

FICA	6.2%
Medicare	1.45%
FUTA	.8%
SUI	3.6%
Employers Training Tax	.1%
Workers Comp Ins.	6.85%
Payroll Handling	3%
 Total Liability	 22%

General Information:

- No charge to enter W4's
- No charge to print W2's
- We require that you make payment before checks are issued.
- We agree to mail checks in a timely fashion so that they arrive on time for scheduled pay dates.

EXHIBIT A

O.D. Music, Inc., Bob O'Donnell, Proprietor, shall bill the district on a quarterly or as requested basis by Performance Riverside as follows:

ce 1. Total payroll cost for employees contracted to Performance Riverside by the O.D. Music, Inc., Bob O'Donnell, Proprietor, for services rendered as of the billing date or for services to be up to eight weeks after the billing date; and

ce 2. An administrative fee of 3% of total payroll cost.

ce 3. Total payroll costs for union and off-contract actors shall include gross salaries, employer taxes and workers comp coverage @ 25%, pension & health benefits and a 3% fee for payroll handling on the entire package. This would include the wages, employer tax liability, & pension & health benefits.

**AGREEMENT AND RULES GOVERNING EMPLOYMENT UNDER
THE GUEST ARTIST AGREEMENT SALARY REQUIREMENTS**

(a) Salary Minimums. Minimum weekly salaries for Guest-Artists are based on the maximum number of performances in any one week. Minimum weekly salaries are as follows:

Tier Structure Highlights

	Tier I	Tier II	Tier III
Maximum Performances Per Week	3	5	8
Maximum Weekly Hours Before/After 1 st Public Performance	25/15	32/22	42/32
Span of Day	7 of 8.5 hours	7 of 10 hour	7 of 12 hours
Minimum Weekly Actor Salary	\$300.00	\$400.00	\$510.00
Minimum Weekly SM/ASM Salary	\$360.00	\$480.00	\$612.00
Engagement of 1 Week or Less	\$50.00 in addition to minimums listed above		
Overtime	\$12.00 and \$20.00 per ½ hour		
Health Contribution	\$145.00/week	\$165.00/week	\$167.00/week
Additional Performance Payment	1/3	1/5	1/8

In cases where the engagement is one week or less, the applicable minimum is \$50 more. Union fees are as follows: up to \$142.00 tier one, \$157.00 tier two, and \$169.00 tier three, for health/welfare payment, \$20.00 per day (\$140.00 per week) for Out-of-Town Actors weekly per diem and all said requirements outlined in Exhibit B for professional actor/stage manager members of Actors' Equity Association rendering services to the District.

ee 4. Total Payroll cost for Musicians shall include Gross Salaries, Employer Tax Liability of 19% & a payroll handling fee of 3% on the entire package. This would include the Wages and Employer Tax Liability fees.

ee 5. All billings by O.D. Music, Inc. shall include a section entitled "Reconciliation of advance payments and services rendered." In this section O.D. Music, Inc. will report any advance payments made by the District prior billing cycle and the associated services actually rendered since the date of the last billing.



Agenda Item (VI-B-7)

Meeting	8/16/2011 - Regular
Agenda Item	Consent Agenda Action (VI-B-7)
Subject	Out-of-State Travel
College/District	District
Funding	n/a
Recommended Action	Recommended that the Board of Trustees approve the out-of-state travel.

Background Narrative:

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

Prepared By: Greg Gray, Chancellor
Kathy Tizcareno,

Attachments:

[Out-of-State Travel Aug. 2011](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Subject: Out-of-State Travel

Date: August 16, 2011

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

Retroactive:

- 1) Ms. Liem Nguyen, accounting clerk, student services, to travel to Houston, Texas, July 31-August 2, 2011, to attend the Blumen 10.0 Software Training. Estimated cost: \$2,126.36. Funding source: Student Support Services Grant funds. (Employee is a new hire effective June 23, 2011, and the training was not finalized until after the June Board meeting. Therefore, the travel request could not be included in the June Board report.)

Current:

Moreno Valley College (None)

Norco College (None)

Riverside City College

- 1) Dr. Cynthia Azari, president, to travel to Washington, D.C., November 10-12, 2011, to attend the Council for Resource Development Benefactor Awards Event Recognizing Henry Coil, Jr. Estimated cost: \$1,294.00. Funding source: the general fund.
- 2) Mr. John Byun, associate professor, music, to travel to Fort Collins, Colorado, November 1-6, 2011, to accompany thirty-two (32) students performing at the National Collegiate Choral Organization's National Conference. Estimated cost: \$13,727.73. Funding source: the general fund.
- 3) Dr. Amber Casolari, assistant professor, economics, to travel to Florence, Italy, August 31-November 23, 2011, to provide leadership and course offerings for the fall Semester 2011 Study Abroad Program in Florence, Italy. There is no cost to the District.
- 4) Mr. Richard Finner, associate professor, graphics technology, to travel to Chicago, Illinois, September 9-12, 2011, to attend the Printing Industries Association Teacher's Conference at Graph Expo 2011. Estimated cost: \$1,265.00. Funding sources: \$245.00 from Printing Industries Association Scholarship; \$200.00 from Printing Industries Association Stipend; and \$820.00 from Perkins Title I-C Grant funds.
- 5) Ms. Tenisha James, director, student support services, to travel to Washington, D.C. September 25-28, 2011, to attend the Council for Opportunity in Education 30th Annual Trio Conference. Estimated cost: \$2,854.62. Funding source: Student

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Report No.: V-A-5

Date: August 16, 2011

Subject: Out-of-State Travel (continued)

Support Services Grant funds.

- 6) Mr. Dwight Lomayesva, professor, history, to travel to Florence, Italy, August 31-November 23, 2011, to provide leadership and course offerings for the Fall Semester 2011 Study Abroad Program in Florence, Italy. There is no cost to the District.
- 7) Mr. Botra Moeung, educational advisor, counseling and support services, to travel to Washington, D.C., September 25-28, 2011, to attend the Council for Opportunity in Education 30th Annual Trio Conference. Estimated cost: \$2,476.02. Funding source: Student Support Services Grant funds.

Riverside Community College District

- 1) Ms. Amy Cardullo, director, RCCD Foundation, to travel to Washington, D.C., November 8-12, 2011, to attend the Council for Resource Development Annual Conference. Estimated cost: \$2,374.43. Funding source: the general fund.
- 2) Ms. Mary Figueroa, Board Member, to travel to Dallas, Texas, October 12-15, 2011, to attend the Association of Community College Trustees Leadership Congress. Estimated cost: \$2,105.40. Funding source: the general fund.
- 3) Dr. Gregory W. Gray, Chancellor, to travel to Nuremberg/Erlangen, Germany, October 19-24, 2011, to explore study abroad program with colleges to recruit international students from Germany to attend RCCD colleges. Estimated cost: \$2,200.00. Funding source: the general fund.
- 4) Dr. Gregory W. Gray, Chancellor, to travel to Washington, D.C., November 11-12, 2011, to attend the Council for Resource Development Benefactor Awards Event Recognizing Henry Coil, Jr. Estimated cost: \$670.40. Funding source: the general fund.
- 5) Ms. Janet Green, Board President, to travel to Washington, D.C., November 10-12, 2011, to attend the Council for Resource Development Benefactor Awards Event Recognizing Henry Coil, Jr. Estimated cost: \$1,309.30. Funding source: the general fund.



Agenda Item (VI-B-8-a)

Meeting	8/16/2011 - Regular
Agenda Item	Consent Agenda Action (VI-B-8-a)
Subject	Resolution Number 02-11/12 for Appropriations Subject to Proposition 4 Gann Limitation
College/District	District
Funding	N/A
Recommended Action	It is recommended that the Board of Trustees adopt Resolution No. 02-11/12 which establishes the 2011-2012 Gann Limit for the Riverside Community College District at \$179,953,617.

Background Narrative:

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 XIII B of the California Constitution.

The District has developed the documentation used to determine the 2011-2012 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 8:00 a.m. and 5:00 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 required to establish the District's 2011-2012 Gann Limit is also attached.

Prepared By: Jim Buysse, Vice Chancellor, Administration & Finance
Aaron Brown, Associate Vice Chancellor, Finance

Attachments:

[Gann Limitation Resolution No. 02-11/12 - August 2011](#)

Attachments

CALIFORNIA COMMUNITY COLLEGES
 GANN LIMIT WORKSHEET
 2011-12

DISTRICT NAME: _____
 DATE: _____

I. 2011-12 APPROPRIATIONS LIMIT:

- A. 2010-11 Appropriations Limit \$ _____
- B. 2011-12 Price Factor: 1.0251
- C. Population factor:
 - 1. 2009-10 Second Period Actual FTES _____
 - 2. 2010-11 Second Period Actual FTES _____
 - 3. 2011-12 Population change factor _____
 (line C.2. divided by line C.1.)
- D. 2010-11 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. 2011-12 Appropriations Limit \$ _____

II. 2011-12 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. 2011-12 Appropriations Subject to Limit \$ _____



Agenda Item (VI-B-8-b)

Meeting 8/16/2011 - Regular

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

Subject Surplus Property

College/District District

Funding N/A

Recommended Action It is recommended that the Board of Trustees by unanimous vote: (1) declare the property on the attached list to be surplus; (2) find that 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.

Background Narrative:

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

Prepared By: Jim Buisse, Vice Chancellor, Administration & Finance
Bill Bogle, Controller

Attachments:

[Surplus Property - August 2011](#)

**Surplus Property
August 2011**

QUANTITY	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	HP	PRINTER	1022N	VNB3T04874	036472
1	HP	PRINTER	1200	CNCY039266	018475
1	HP	PRINTER	1200	CNDXO12176	018476
1	HP	PRINTER	1220	SCNBH001665	017481
1	HP	PRINTER	1220	CNC4007418	019962
1	HP	PRINTER	1220	CNC4020002	019963
1	HP	PRINTER	1220	CNC4019978	019965
1	HP	PRINTER	1220	CNC4019967	019966
1	HP	PRINTER	1300N	CNB074793	022851
1	COMPAQ	SERVER	1600	D011CSK172	038216
1	TOSHIBA	PLASTIC INJ. MOLDING	1SE60P	63SR14	023570
1	GATEWAY	MONITOR	2100	MQ17450N01120	034233
1	HP	PRINTER	2100XI	USGH052859	014611
1	LEXMARK	PRINTER	21G8686	13480668141	031798
1	AOC	MONITOR	2219S1	K5384CA001009	038066
1	SCANTRON	TEST SCORER	2250	2480036	011257
1	HP	PRINTER	2300N	CNBDB38600	021720
1	GATEWAY	CPU	300C	0026505113	018962
1	GATEWAY	CPU	300C	0026505115	018960
1	HP	PRINTER	4000	USEK050662	019495
1	EPSON	PRINTER	4800	GK70000218	034705
1	XEROX	PRINTER	8560	fbt083049	036704
1	APPLE	CPU	A1047	g84459xfqpl	026354
1	APPLE	CPU	A1047	g84463z5qpl	026357
1	APPLE	CPU	A1047	g8446462qpl	026359
1	APPLE	CPU	A1047	g84464c8qpl	026355
1	APPLE	CPU	A117	rm63961nr6u	038062
1	APPLE	CPU	A117	rm6398zgr6u	038064
1	PANASONIC	PLAYER V/C	AG7510	391164	002379
1	HP	PRINTER	C8112A	SG4AF310J5	024591
1	HP	PRINTER	CLJ8550N	JPMB039020	024242
1	DELL	CPU	DEMENSION 4100	2M5K601	017368
1	COMPAQ	CPU	DESKPRO	0004566409	008774
1	HP	SERVER	DL140	MOLKMF622N	024186
1	GATEWAY	CPU	E SERIES	0029062042	020472
1	LEXMARK	PRINTER	E120N	99429MK	034587
1	GATEWAY	CPU	E2100	0033839886	031256
1	GATEWAY	CPU	E2600S	0038972926	033935
1	GATEWAY	CPU	E2600S	0038972928	033937
1	GATEWAY	CPU	E2600S	0038972925	033938
1	GATEWAY	CPU	E2600S	0038972924	033939
1	GATEWAY	CPU	E3400-SE	0022452448	017194
1	GATEWAY	CPU	E3400-SE	0022452478	017010
1	GATEWAY	CPU	E3400-SE	0022452417	017053
1	GATEWAY	CPU	E3400-SE	0022452449	017192
1	GATEWAY	CPU	E3400-SE	0022452484	016967
1	GATEWAY	CPU	E3400-SE	0022452412	017055

**Surplus Property
August 2011**

1	GATEWAY	CPU	E3400-SE	0022452422	016961
1	GATEWAY	CPU	E3400-SE	0022452447	017037
1	GATEWAY	CPU	E3400-SE	0022452443	017044
1	GATEWAY	CPU	E3400-SE	0022452456	017048
1	GATEWAY	CPU	E3400-SE	0022452439	017050
1	GATEWAY	CPU	E3400-SE	0022452423	017054
1	GATEWAY	CPU	E3400-SE	0022452424	017047
1	GATEWAY	CPU	E3400-SE	0022452462	016960
1	GATEWAY	CPU	E3400-SE	0022452431	017035
1	GATEWAY	CPU	E3400-SE	0022452451	016955
1	GATEWAY	CPU	E3400-SE	0022452446	016968
1	GATEWAY	CPU	E3400-SE	0022452468	017049
1	GATEWAY	CPU	E3400-SE	0022452460	016963
1	GATEWAY	CPU	E3400-SE	0022452454	017057
1	GATEWAY	CPU	E3400-SE	0022452475	017034
1	GATEWAY	CPU	E3400-SE	0022452433	017043
1	GATEWAY	CPU	E3400-SE	0022452429	017039
1	GATEWAY	CPU	E3400-SE	0022452459	016958
1	GATEWAY	CPU	E3400-SE	0022452426	017042
1	GATEWAY	CPU	E3400-SE	0022452421	017041
1	GATEWAY	CPU	E3400-SE	0022452418	016964
1	GATEWAY	CPU	E3400-SE	0022452416	017038
1	GATEWAY	CPU	E3400-SE	0022452420	016962
1	GATEWAY	CPU	E3400-SE	0022452425	017052
1	GATEWAY	CPU	E3400-SE	0022452444	017120
1	GATEWAY	CPU	E3400-SE	0022452435	016959
1	GATEWAY	CPU	E3600	0027157903	019448
1	GATEWAY	CPU	E3600	0026141394	019143
1	GATEWAY	CPU	E4000	0029762268	020080
1	GATEWAY	CPU	E4000	0029762267	020082
1	GATEWAY	CPU	E4000	0029762269	020083
1	GATEWAY	CPU	E4000	0028093817	019847
1	GATEWAY	CPU	E4000	0030254002	022557
1	GATEWAY	CPU	E4100	0033237217	023747
1	GATEWAY	CPU	E4100	0034771190	024969
1	GATEWAY	CPU	E4100	0031807964	022568
1	GATEWAY	CPU	E4100	0031807933	022592
1	GATEWAY	CPU	E4200	0024590390	011199
1	GATEWAY	CPU	E4200	13997551	013320
1	GATEWAY	CPU	E4200	13997549	013326
1	GATEWAY	CPU	E4200	13997566	013328
1	GATEWAY	CPU	E4200	13997564	013330
1	GATEWAY	CPU	E4200	13997566	013332
1	GATEWAY	CPU	E4200	13997559	013334
1	GATEWAY	CPU	E4200	13997560	013336
1	GATEWAY	CPU	E4200	13997561	013338
1	GATEWAY	CPU	E4200	14005389	013344
1	GATEWAY	CPU	E4200	13696001	013112
1	GATEWAY	CPU	E4200	13594999	013113

**Surplus Property
August 2011**

1	GATEWAY	CPU	E4200	13345189	012981
1	GATEWAY	CPU	E4200	13694994	013111
1	GATEWAY	CPU	e4200	0014006386	011194
1	GATEWAY	CPU	E4200	001369495	013119
1	GATEWAY	CPU	E4200	0013594992	013108
1	GATEWAY	CPU	E4200-450	0016247371	014353
1	GATEWAY	CPU	E4200-450	0016247362	014242
1	GATEWAY	CPU	E4200-450	0016247344	014240
1	GATEWAY	CPU	E4200-450	0016247372	014354
1	GATEWAY	CPU	E4200-450	0016247364	014355
1	GATEWAY	CPU	E4200-450	0016247363	014248
1	GATEWAY	CPU	E4200-450	0016247359	014244
1	GATEWAY	CPU	E4200-600	0017733960	014512
1	GATEWAY	CPU	E4300	0034980267	025525
1	GATEWAY	CPU	E4300	0035394913	025442
1	GATEWAY	CPU	E4400	0021466893	016806
1	GATEWAY	CPU	E4600	0026037449	018792
1	GATEWAY	CPU	E4600	0025523884	019305
1	GATEWAY	CPU	E4650	0026896562	019218
1	GATEWAY	CPU	E4650	0026057543	018816
1	GATEWAY	CPU	E4650	0027912166	019666
1	GATEWAY	CPU	E6000	0030260631	021401
1	GATEWAY	CPU	E6000	0030062973	021041
1	GATEWAY	CPU	E6000	0028110548	019538
1	GATEWAY	CPU	E6000	0028110716	019645
1	GATEWAY	CPU	E6100	0033223115	021354
1	VIEWSONIC	MONITOR	E90	367042300191	026384
1	VIEWSONIC	MONITOR	E90	367040900634	026393
1	GATEWAY	MONITOR	EV700	MU17026CM9375	017062
1	GATEWAY	MONITOR	EV700	MU17026CM9373	017063
1	GATEWAY	MONITOR	EV700	MU17026CM9788	017070
1	GATEWAY	MONITOR	EV700	MU17026CM9786	017071
1	GATEWAY	MONITOR	EV700	MU17026CM9778	017072
1	GATEWAY	MONITOR	EV700	MU17026CM9789	017073
1	GATEWAY	MONITOR	EV700	MU17026CM9372	017074
1	GATEWAY	MONITOR	EV700	MU17026CM9787	017075
1	GATEWAY	MONITOR	EV700	MU17026CM9777	017076
1	GATEWAY	MONITOR	EV700	MU17026CM9776	017077
1	GATEWAY	MONITOR	EV700	MU17026CM9775	017078
1	GATEWAY	MONITOR	EV700	MU17026CM9780	017079
1	GATEWAY	MONITOR	EV700	MU17026CL5544	017080
1	GATEWAY	MONITOR	EV700	MU17026CM9781	017081
1	GATEWAY	MONITOR	EV700	MU17026CM9772	017085
1	GATEWAY	MONITOR	EV700	MU17026CM9768	017086
1	GATEWAY	MONITOR	EV700	MU17026CM9766	017087
1	GATEWAY	MONITOR	EV700	MU17026CM9761	017088
1	GATEWAY	MONITOR	EV700	MU17026CM9770	017089
1	GATEWAY	MONITOR	EV700	MU17026CM9764	017090
1	GATEWAY	MONITOR	EV700	MU17026CM9758	017091

**Surplus Property
August 2011**

1	GATEWAY	MONITOR	EV700	MU17026CM9759	017092
1	GATEWAY	MONITOR	EV700	MU17026CM9401	017158
1	GATEWAY	MONITOR	EV700	MU17026CM9358	017161
1	GATEWAY	MONITOR	EV700	MU17026CM9389	017189
1	GATEWAY	MONITOR	EV700	MU17026CM9368	017011
1	GATEWAY	MONITOR	EV700	MU17026CM9762	017093
1	GATEWAY	MONITOR	EV700	MU17026CM9774	017069
1	GATEWAY	MONITOR	EV700	MU17026CM9784	017061
1	GATEWAY	MONITOR	EV700	MU17026CM9782	017067
1	GATEWAY	MONITOR	EV700	MU17026CM9779	017060
1	GATEWAY	MONITOR	FPD1520	LIC152A4492	019177
1	GATEWAY	MONITOR	FPD1520	MUL5009A0047382	018961
1	GATEWAY	MONITOR	FPD1520	MUL5009A0047425	018963
1	GATEWAY	MONITOR	FPD1520	QH5215201984	019674
1	GATEWAY	MONITOR	FPD1520	QH5215202531	019678
1	GATEWAY	MONITOR	FPD1520	QH5215201985	019681
1	GATEWAY	MONITOR	FPD1520	QH5215202523	019718
1	GATEWAY	MONITOR	FPD1520	QH5215202177	019676
1	GATEWAY	MONITOR	FPD1530	MUL5018A0014186	019646
1	GATEWAY	MONITOR	FPD1530	MUL5018A0014214	019603
1	GATEWAY	MONITOR	FPD1530	LIC30279550	020259
1	GATEWAY	MONITOR	FPD1570	KUL5033D0017771	019277
1	GATEWAY	MONITOR	FPD1730	MUL7003D0000161	020087
1	GATEWAY	MONITOR	FPD1730	MUL7007K0020894	025668
1	GATEWAY	MONITOR	FPD1730	MUL7007K0018883	025709
1	GATEWAY	MONITOR	FPD1730	MUL7007K0019393	025717
1	MACINTOSH	CPU	G4	XB10803ZK53	018365
1	MACINTOSH	CPU	G4	XB23904ALKC	019756
1	MACINTOSH	CPU	G4	XB239045LKC	019769
1	MACINTOSH	CPU	G4	XB239006LZD	019772
1	MACINTOSH	CPU	G4	XB23904DLKC	019757
1	MACINTOSH	CPU	G4	XB23904NLKC	019758
1	MACINTOSH	CPU	G4	XB23904FLKC	019759
1	MACINTOSH	CPU	G4	XB2990HHLKC	019760
1	MACINTOSH	CPU	G4	XB239048LKC	019761
1	MACINTOSH	CPU	G4	XB23904ELKC	019762
1	MACINTOSH	CPU	G4	XB23904KLKC	019763
1	MACINTOSH	CPU	G4	XB23904MLKC	019764
1	MACINTOSH	CPU	G4	XB23904BLKC	019766
1	MACINTOSH	CPU	G4	XB239041LKC	019768
1	MACINTOSH	CPU	G4	XB23819AMXD	019771
1	MACINTOSH	CPU	G4	XB23904HLKC	019745
1	MACINTOSH	CPU	G4	XB239043LKC	019747
1	MACINTOSH	CPU	G4	XB23819BMXD	019751
1	MACINTOSH	CPU	G4	XB239040LKC	019755
1	MACINTOSH	CPU	G4	XB23904GLKC	019749
1	MACINTOSH	CPU	G4	XB239047LKC	019748
1	MACINTOSH	CPU	G4	XB239049LKC	019765
1	MACINTOSH	CPU	G4	XB23904LLKC	019770

**Surplus Property
August 2011**

1	APPLE	CPU	G5	g8549aw1t39	032411
1	APPLE	CPU	G5	g85497u2t39	032412
1	APPLE	CPU	G5	g8549923t39	032413
1	APPLE	CPU	G5	g8549beer70	039798
1	MACINTOSH	CPU	G5	XB34207PNV9	022789
1	MACINTOSH	CPU	G5	XB34207JNV9	022790
1	MACINTOSH	CPU	G5	XB34207KNV9	022792
1	MACINTOSH	CPU	G5	XB34207HNV9	022793
1	MACINTOSH	CPU	G5	XB34207LNV9	022797
1	MACINTOSH	CPU	G5	YM3405RTNVQ	023199
1	MACINTOSH	CPU	G5	YM419J45RAG	024193
1	MACINTOSH	CPU	G5	YM419HMRVAG	024192
1	IBICO	PAPER PUNCH / COM	KOMBO	LB01106	012117
1	NEC	MONITOR	LCD1550V	2Y038497A	019974
1	NEC	MONITOR	LCD1550V	2Y03748TA	019976
1	HP	PRINTER	LJ4000TN	USNC083063	010833
1	MITSUBICHI	PROJECTOR	LVPS250U	004706	020975
1	HANSVEDT	ELECTRO DISCHARG	N/A	N/A	N/A
1	GATEWAY	CPU	P4	0024874149	020278
1	GATEWAY	CPU	P4	29762268	020678
1	DELL	CPU	PRECISION 530	9FBX701	018198
1	GATEWAY	CPU	PROFILE	0031850652	022544
1	GATEWAY	CPU	PROFILE	0032654109	022826
1	GATEWAY	CPU	5.5sb	0036378937	031591
1	HP	PRINTER	Q1323H	CNLBX00401	025159
1	HP	PRINTER	Q5928	CNHC59X0WQ	032415
1	VIEWSONIC	MONITOR	VE170	A09020901915	019108
1	VIEWSONIC	MONITOR	VX2240W	QRB091300807	038821
1	VIEWSONIC	MONITOR	VX2240W	QRB091300292	038816
1	VIEWSONIC	MONITOR	VX2240W	QRB091300780	038806
1	VIEWSONIC	MONITOR	VX2240W	QRB091300796	038812
1	HP	FAX MACHINE	2842	CN51RGH18X	026701



Agenda Item (VIII-B-1)

Meeting	8/16/2011 - Regular
Agenda Item	Board Committee Reports (VIII-B-1)
Subject	Award of Mental Health Fellowship Program
College/District	Moreno Valley
Funding	Grant from Office of Statewide Planning and Development
Recommended Action	It is recommended that the Board of Trustees ratify the award from the Office of Statewide Planning and Development in the amount of \$167,022.00 for the continuation of the Mental Health Fellowship Program for Physician Assistant graduates.

Background Narrative:

A Mental Health Fellowship Program has been established between Riverside Community College District, Riverside County Regional Medical Center, and Riverside County Department of County Mental Health. The award from the Office of Statewide Planning and Development in the amount of \$167,022.00 will increase the enrollment in the fellowship program from three to four students and will fund the stipends for the students and faculty member. The six-month program provides practical experience with mental health care patients. The term of this agreement is July 1, 2011 through 6/30/2013.

Prepared By: Tom Harris, Acting President, Moreno Valley College

Attachments:

[Agreement for Award of Mental Health Program](#)

STATE OF CALIFORNIA
STANDARD AGREEMENT
 STD 213 (Rev 06/03)



AGREEMENT NUMBER 11-2040
REGISTRATION NUMBER

- This Agreement is entered into between the State Agency and the Contractor named below:
 STATE AGENCY'S NAME
 Office of Statewide Health Planning and Development (OSHPD)
 CONTRACTOR'S NAME
 Riverside Community College District
- The term of this Agreement is: 07/01/2011 through 06/30/2013
 or upon DGS approval
- The maximum amount of this Agreement is: \$ 167,022.00
 One hundred sixty-seven thousand, twenty-two dollars and zero cents
- 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	02 page(s)
Exhibit B – Budget Detail and Payment Provisions	03 page(s)
Exhibit C* – General Terms and Conditions	GTC610
Check mark one item below as Exhibit D:	
<input checked="" type="checkbox"/> Exhibit - D Special Terms and Conditions (Attached hereto as part of this agreement)	01 page(s)
<input type="checkbox"/> Exhibit - D* Special Terms and Conditions	
Exhibit E – Additional Provisions	04 page(s)

Items shown with an Asterisk (*), are hereby incorporated by reference and made part of this agreement as if attached hereto.

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

CONTRACTOR	<i>California Department of General Services Use Only</i>	
CONTRACTOR'S NAME (if other than an individual, state whether a corporation, partnership, etc.) Riverside Community College District		
BY (Authorized Signature) 		DATE SIGNED (Do not type)
PRINTED NAME AND TITLE OF PERSON SIGNING James Buysse, Vice Chancellor of Administration & Finance		
ADDRESS 1850 Research Park Drive #300 Davis, CA 95618		
STATE OF CALIFORNIA		
AGENCY NAME OSHPD		
BY (Authorized Signature) 		DATE SIGNED (Do not type)
PRINTED NAME AND TITLE OF PERSON SIGNING Pattye Nelson, SSM I Procurement and Contract Services		
ADDRESS 400 R Street, Suite 359, Sacramento, Ca 95811		

Exempt per:

EXHIBIT A

SCOPE OF WORK

1. Contractor agrees to the following:

A. Under the direction of the Director of the Riverside County Regional Medical Center/Moreno Valley Physician Assistant Program use award funds to support the increased enrollment in the Mental Health Fellowship Program. Funding will allow an increase of enrollment from three graduate Physician Assistants to four. Mental Health Physician Assistant Fellows are to receive a stipend during their six-month fellowship for services rendered.

B. Budgeted personnel with anticipated duties:

1. Faculty Member – Responsible for curriculum evaluation and revision when indicated; coordinating and monitoring student activities; completion of documentation for the accreditation process; developing evaluation tools and assessing program effectiveness; and data collection and data analysis on program effectiveness and student outcomes.
2. Graduate Physician Assistant Fellow #1 – Provide day-to-day culturally competent/family centered mental health care to patients with diverse ethnic and racial backgrounds in medically underserved areas; under physician's order, write drug orders or transmit a physician's drug order to manage patients; establish client-centered and family-centered partnerships to individualize patient care that is effective and improves the quality of life of the patient; carry out approved psychological treatment to mental health patients; and participate in clinical and academic activities required in the program's curriculum.
3. Graduate Physician Assistant Fellow #2 – Provide day-to-day culturally competent/family centered mental health care to patients with diverse ethnic and racial backgrounds in medically underserved areas; under physician's order, write drug orders or transmit a physician's drug order to manage patients; establish client-centered and family-centered partnerships to individualize patient care that is effective and improves the quality of life of the patient; carry out approved psychological treatment to mental health patients; and participate in clinical and academic activities required in the program's curriculum.
4. Graduate Physician Assistant Fellow #3 – Provide day-to-day culturally competent/family centered mental health care to patients with diverse ethnic and racial backgrounds in medically underserved areas; under physician's order, write drug orders or transmit a physician's drug order to manage patients; establish client-centered and family-centered partnerships to individualize patient care that is effective and improves the quality of life of the patient; carry out approved psychological treatment to mental health patients; and participate in clinical and academic activities required in the program's curriculum.

EXHIBIT A

5. Graduate Physician Assistant Fellow #4 – Provide day-to-day culturally competent/family centered mental health care to patients with diverse ethnic and racial backgrounds in medically underserved areas; under physician's order, write drug orders or transmit a physician's drug order to manage patients; establish client-centered and family-centered partnerships to individualize patient care that is effective and improves the quality of life of the patient; carry out approved psychological treatment to mental health patients; and participate in clinical and academic activities required in the program's curriculum.
2. Submission of a complete final report including data outcomes for the program at the end of the Contract period.
3. OSHPD agrees to provide:
 - A. The Program Director of the Physician Assistant Program, the current fiscal year's (07-01-2011 to 06-30-2012) master certification form and instructions by September 30th of the fiscal year.
4. Direct all contract inquiries to:

Requesting Agency: OSHPD	Contracting Agency: Riverside Community College District
Name: Manuela Lachica, Program Director	Name: James Buysse, Vice Chancellor of Administration and Finance
Phone: (916) 326-3752	Phone: (951) 222-8047
Fax: (916) 322-2588	Fax: N/A
E-mail: manuela.lachica@oshpd.ca.gov	E-mail: jim.buysse@rcc.edu

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

Requesting Agency: OSHPD	Training Program: RCRMC/Moreno Valley College
Section/Unit: Healthcare Workforce Development Division (HWDD)	Section/Unit: Physician Assistant Program
Attention: Melissa Omand, Program Analyst	Attention: Delores Middleton, Ed.D.
Address: 400 R Street, Room 330 Sacramento, CA 95811	Address: 16130 Laselle Street Moreno Valley, CA 92551
Phone: (916) 326-3753	Phone: (951) 571-6166
Fax: (916) 322-2588	Fax: (951) 571-6221
E-mail: melissa.omand@oshpd.ca.gov	E-mail: delores.middleton@rcc.edu

Riverside Community College District
11-2040
Page 1 of 3

EXHIBIT B

The OSHPD shall reimburse the Contractor for the expenses incurred in providing the services outlined in Exhibit A in accordance with the following schedule:

CONTRACT YEAR: 07-01-2011 to 06-30-2012

PERSONNEL SERVICES:

**Total Reimbursement
Not to Exceed:**

Faculty Member
Salary & Benefits

\$7,130

Graduate Physician Assistant Fellow #1
Six month stipend and fixed charges

\$36,255

Graduate Physician Assistant Fellow #2
Six month stipend and fixed charges

\$36,255

Graduate Physician Assistant Fellow #3
Six month stipend and fixed charges

\$36,255

Graduate Physician Assistant Fellow #4
Six month stipend and fixed charges

\$36,255

OPERATING EXPENSES:

ARC-PA accreditation fees

\$2,500

Indirect Costs (8% maximum)

\$12,372

Sub-total for Contract Year: 07-01-2011 to 06-30-2012

\$167,022.00

Riverside Community College District
11-2040
Page 2 of 3

EXHIBIT B

CONTRACT YEAR: 07-01-2012 to 06-30-2013

PERSONNEL SERVICES:

**Total Reimbursement
Not to Exceed:**

Faculty Member Salary & Benefits	\$0
Graduate Physician Assistant Fellow #1 Six month stipend and fixed charges	\$0
Graduate Physician Assistant Fellow #2 Six month stipend and fixed charges	\$0
Graduate Physician Assistant Fellow #3 Six month stipend and fixed charges	\$0
Graduate Physician Assistant Fellow #4 Six month stipend and fixed charges	\$0

OPERATING EXPENSES:

ARC-PA accreditation fees	\$0
Indirect Costs (8% maximum)	\$0

Sub-total for Contract Year: 07-01-2012 to 06-30-2013 **\$0**

Contract Total **\$167,022.00**

EXHIBIT B

BUDGET DETAIL AND PAYMENT PROVISIONS

Payment

- A. For services satisfactorily rendered in accordance with the Scope of Work, Exhibit A and upon receipt and approval of the quarterly certifications as specified in this Article, Item C., OSHPD agrees to compensate Riverside Community College District for actual expenditures incurred in accordance with the rates specified in Exhibit B, page 1 and 2 of 3.
- B. Budget modifications consist of a change within the approved budget that does not amend the amount or the term of the contract. Contractors may only request one (1) budget modification per fiscal year. Revised budget pages are required and must reflect the proposed budget modification. With the exception of the personnel services category, a transfer of funds up to 15% of the contract is permissible across each budget category (i.e., operating expenses, major equipment, and other costs) with notification to the OSHPD. Transfers of funds between the personnel services category and any other budget category will require a budget modification and contract amendment.
- C. Quarterly certifications shall include the Contract Number, expenditures for the quarter and a certification by the Director of the Physician Assistant Program (original signature) that each expenditure is true and correct under the terms of this Agreement. These documents shall be submitted on a quarterly basis in arrears to:

Melissa Omand, Program Analyst
Song-Brown Training Program
Office of Statewide Health Planning and Development
400 R Street, Room 330
Sacramento, CA 95811

- D. All certifications must be submitted within 120 days after the Contract has ended (i.e., Contract ends June 30th, final certification is due by October 30th). If contractor fails to submit all certifications within 120 days after the Agreement has ended, the monies revert back to OSHPD.

Budget Contingency Clause

- A. It is mutually agreed that if the Budget Act of the current year and/or any subsequent years covered under this Contract does not appropriate sufficient funds for the program, this Contract shall be of no further force and effect. In this event, OSHPD shall have no liability to pay any funds whatsoever to Contractor or to furnish any other considerations under this Contract and Contractor shall not be obligated to perform any provisions of this Contract.
- B. If funding for any fiscal year is reduced or deleted by the Budget Act for purposes of this program, OSHPD shall have the option to either cancel this Contract with no liability occurring to OSHPD, or offer a Contract amendment to Contractor to reflect the reduced amount

EXHIBIT D

SPECIAL TERMS AND CONDITIONS

1. RESOLUTION OF CONTRACT DISPUTES:

Any dispute arising under this agreement, which cannot be resolved at the State Program Administrator level nor at the Director's level of the Department (OSHPD) signing this contract may be submitted to non-binding arbitration after the following process, has been completed:

- (A) The Contractor first discusses a problem informally with the Family Physician Training Act Administrator. If unresolved, the problem shall be presented as a grievance to the Deputy Director, Healthcare Workforce Development Division, in writing, stating the issues in dispute, the legal authority or other basis for the Contractor's position and the remedy sought.
- (B) The Deputy Director shall make a determination on the problem within ten (10) working days after receipt of the written communication from the Contractor and shall respond in writing to the Contractor indicating the decision and reasons for it.
- (C) Should the Contractor find the Deputy Director's decision an unacceptable one, a letter shall be sent to the Director within ten (10) working days of receipt of the Deputy Director's decision. The Director or designee shall meet with the Contractor within twenty (20) working days of receipt of the Contractor's letter. Should the Contractor disagree with the Director's decision, the Contractor and Director may agree to submit the matter to non-binding arbitration.

2. POTENTIAL SUBCONTRACTORS

Nothing contained in this Agreement or otherwise, shall create any contractual relation between the State and any subcontractors, and no subcontract shall relieve the Contractor of his responsibilities and obligations hereunder. The Contractor agrees to be as fully responsible to the State for the act and omissions of its subcontractors and of persons either directly or indirectly employed by the Contractor. The Contractor's obligation to pay its subcontractors is an independent obligation from the State's obligation to make payments to the Contractor. As a result, the State shall have no obligation to pay or to enforce the payment of any moneys to any contractor.

3. TRAVEL

All travel and per diem expenses will be reimbursed in accordance with Department of Personnel Administration rules and regulations governing excluded employees. These rules may be viewed at <http://www.dpa.ca.gov/personnel-policies/travel/rules-for-excluded-employees.htm>

EXHIBIT E

ADDITIONAL PROVISIONS

1. Primary Care Physician Assistant Standards Adopted by the California Healthcare Workforce Policy Commission on May 13, 1998.

- I. Each Primary Care Physician Assistant Training Program approved for funding under the Song-Brown Health Care Workforce Training Act (hereinafter "the Act") shall, prior to the initiation of training and the transfer of State funds:
 - A. Meet the standards set forth by the Medical Board of California for the training of Assistants to the Primary Care Physician pursuant to Section 3500, Chapter 7.7, Division 2 of the Business and Professions Code and to Section 1399.500, Article 1-7, Division 13.8, Physician Assistant Examining Committee of the Medical Board of California, Title 16 of the California Code of Regulations.
- II. Each Primary Care Physician Assistant Training Program approved for funding under the Act shall include a component of training in medically underserved multi-cultural communities, lower socioeconomic neighborhoods, or rural communities, and shall be organized to prepare Primary Care Physician Assistants for service in such neighborhoods or communities.
- III. Appropriate strategies shall be developed by each training institution receiving funds under the Act to encourage Primary Care Physician Assistants who are trained in the training program funded by the Act to enter into practice in areas of unmet priority need for primary care family physicians within California as defined by the California Healthcare Workforce Policy Commission (hereinafter referred to as "areas of need"). Such strategies shall incorporate the following elements:
 - A. An established procedure to identify, recruit, and admit primary care physician assistant trainees who possess characteristics which would suggest a predisposition to practice in areas of need, and who express a commitment to serve in areas of need.
 - B. An established counseling and placement program designed to encourage training program graduates to enter practice in areas of need.
 - C. A program component such as a preceptorship experience in an area of need, which will enhance the potential of training program graduates to practice in such an area.

EXHIBIT E

2. Contract Criteria Adopted by the California Healthcare Workforce Policy Commission on February 16, 2000.

I. Contract Awards

- A. Each contract entered into, pursuant to the Song-Brown Health Care Workforce Training Act, Health and Safety Code, Sections 128200, et., (hereinafter "the Act"), shall be based on the recommendation of the California Healthcare Workforce Policy Commission to the Director of the Office of Statewide Health Planning and Development recorded in the Healthcare Workforce Policy Commission official minutes.
- B. Each contract shall be for a purpose authorized by the California Healthcare Workforce Policy Commission Standards for Primary Care Physician Assistant Programs.
- C. No contracts shall provide for indirect costs in excess of 8% of the amount of total expenditures under the contract.
- D. Each contract shall be between the Office of Statewide Health Planning and Development and a Contractor authorized to apply for funds by the California Healthcare Workforce Policy Commission Standards for Primary Care Physician Assistant Training Programs.

E. Purpose for Which Contract Funds May be Expended

- 1. Contract funds may be expended for any purpose which the training institution judges will most effectively advance the education of Primary Care Physician Assistant students, but may not be expended for any purpose specifically prohibited by State law, by these contract criteria, or by the contract with the training institution.
- 2. Contract funds may be used for expenses incurred for the provision of training, including faculty and staff salaries, necessary alterations and renovations, and supplies and travel directly related to the training program.
- 3. Contract funds may be used for new construction only when such construction is specifically provided for in the contract

II. Contract Terms

- A. Funds must be expended during such months and in accordance with such provisions as are provided in the contract, which shall be in accordance with recommendations of the California Healthcare Workforce Policy Commission.
- B. Payment shall be made in arrears on the basis of amounts set forth by the Contractor with final certification submitted within 120 days of contract's end to the Healthcare Workforce Development Division. The certification shall include the name of the person employed under this contract, certification by the Program Director that the person was engaged in activities authorized by this Contract, and costs to the Contractor for the services for which reimbursement is sought. The required certification format shall be provided to the Contractor prior to the effective date of the Contract.

EXHIBIT E

- C. Each Contract shall specify the total amount allowable under the Contract and allowable in each budget category authorized under the Contract, and shall be in accordance with recommendations of the California Healthcare Workforce Policy Commission.

III. Accounting Records and Audits

A. Accounting

Accounting for contract funds will be in accordance with the education institution's accounting practices based on generally accepted accounting principles consistently applied regardless of the source of funds. Supporting records must be in sufficient detail to show the exact amount and nature of expenditures.

Training institutions may elect to commingle capitation funds received under the Act with any other income available for operation of the primary care nurse practitioner training program provided that the institution maintains such written fiscal control and accounting procedures as are necessary to assure proper disbursement of, and accounted for, such commingled funds, including provisions for:

1. The accurate and timely separate identification of funds received under the Act.
2. The separate identification of expenditures prohibited by the contract criteria.
3. An adequate record of proceeds from the sale of any equipment purchased by funds received under the Act.

B. Record Retention and Audit

1. The education institution shall permit the Director of the Office of Statewide Health Planning and Development, or the Auditor General, or the State Controller, or their authorized representatives, access to records maintained on source of income and expenditures of its nursing education program for the purpose of audit and examination.
2. The education institution shall maintain books, records, documents, and other evidence pertaining to the costs and expenses of this contract (hereinafter collectively called the "records") to the extent and in such detail as will properly reflect all net costs, direct and indirect, of labor, materials, equipment, supplies and services, and other costs and expenses of whatever nature for which reimbursement is claimed under the provisions of this contract.

EXHIBIT E

3. The education institution agrees to make available at the office of the education institution at all reasonable times during the period set forth in subparagraph 4 below any of the records for inspection, audit or reproduction by an authorized representative of the State.
4. The education institution shall preserve and make available its records (a) for a period of three (3) years from the date of final payment under this contract, and (b) for such longer period, if any, as is required by applicable statute, by any other clause or this subcontract, or by subparagraph a or b below:
 - a. If this contract is completely or partially terminated, the records relating to the work terminated shall be preserved and made available for a period of three (3) years from the date of any resulting final settlement.
 - b. Records which relate to (1) litigation of the settlement of claims arising out of the performance of this contract, or (2) costs and expenses of this contract as to which exception has been taken by the State or any of its duly authorized representatives, shall be retained by the education institution until disposition of such appeals, litigation, claims, or exceptions.
5. Except for the records described in subparagraph 4 above, the education institution may in fulfillment of its obligation to retain the records as required by this clause substitute photographs, microphotographs, or other authentic reproductions of such records, after the expiration of the two (2) years following the last day of the month or reimbursement to the education institution of the invoice or voucher to which such records relate, unless a charter person is authorized by the State or its duly authorized representatives

CCC-307

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> Riverside Community College District		<i>Federal ID Number</i> 11-2040 33-0831357
<i>By (Authorized Signature)</i>		
<i>Printed Name and Title of Person Signing</i> James Buysse, Vice Chancellor of Administration and Finance		
<i>Date Executed</i>	<i>Executed in the County of</i> Riverside	

CONTRACTOR CERTIFICATION CLAUSES

1. **STATEMENT OF COMPLIANCE:** Contractor has, unless exempted, complied with the nondiscrimination program requirements. (Gov. Code §12990 (a-f) and CCR, Title 2, Section 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 and will provide a drug-free workplace by taking the following actions:

- a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.
- b. Establish a Drug-Free Awareness Program to inform employees about:
 - 1) the dangers of drug abuse in the workplace;
 - 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 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 agreements if the department determines that any of the following has occurred: the Contractor has made false certification, or 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. Contract Code §10296) (Not applicable to public entities.)

4. CONTRACTS 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 contract equal to the lessor of 30 multiplied by the number of full time attorneys in the firm's offices in the State, with the number of hours prorated on an actual day basis for any contract period of less than a full

Failure to make a good faith effort may be cause for non-renewal of a state contract for legal services, and may be taken into account when determining the award of future contracts with the State for legal services.

5. EXPATRIATE CORPORATIONS: Contractor hereby declares that it is not an expatriate corporation or subsidiary of an expatriate corporation within the meaning of Public Contract Code Section 10286 and 10286.1, and is eligible to contract with the State of California.

6. SWEATFREE CODE OF CONDUCT:

a. All Contractors contracting for the procurement or laundering of apparel, garments or corresponding accessories, or the procurement of equipment, materials, or supplies, other than procurement related to a public works contract, declare under penalty of perjury that no apparel, garments or corresponding accessories, equipment, materials, or supplies furnished to the state pursuant to the contract have been laundered or produced in whole or in part by sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor, or with the benefit of sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor. The contractor further declares under penalty of perjury that they adhere 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. The 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 contracting agency, the Department of Industrial Relations,

or the Department of Justice to determine the contractor's compliance with the requirements under paragraph (a).

7. DOMESTIC PARTNERS: For contracts over \$100,000 executed or amended after January 1, 2007, the contractor certifies that contractor is in compliance with Public Contract Code section 10295.3.

DOING BUSINESS WITH THE STATE OF CALIFORNIA

The following laws apply to persons or entities doing business with the State of California.

1. CONFLICT OF INTEREST: Contractor needs to be aware of the following provisions regarding current or former state employees. If Contractor has any questions on the status of any person rendering services or involved with the Agreement, the awarding agency must be contacted immediately for clarification.

Current State Employees (Pub. Contract 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. Contract 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 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 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 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 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. Contract 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. Contract 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, and Contractor affirms to comply with such provisions before commencing the performance of the work of this Agreement. (Labor Code Section 3700)

3. AMERICANS WITH DISABILITIES ACT: Contractor assures the State 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 State 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

~~Contractor must first to certify that all corporations are to the state are qualified.~~

b. "Doing business" is defined in R&TC 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.

6. RESOLUTION: A county, city, district, or other local public body must provide the State 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.

8. PAYEE DATA RECORD FORM STD. 204: This form must be completed by all contractors that are not another state agency or other governmental entity.



Agenda Item (VIII-C-1)

Meeting	8/16/2011 - Regular
Agenda Item	Board Committee Reports (VIII-C-1)
Subject	Review and Design Selection for Culinary Arts Academy and District Office Building
College/District	District
Funding	Redevelopment Pass-Through Funds
Recommended Action	It is recommended that the Board of Trustees select and approve the facade design for the Culinary Arts Academy and District Office Building presented to the Board of Trustees on August 2, 2011; and authorize the project to proceed with the subsequent building design.

Background Narrative:

On April 22, 2010, the Board of Trustees was presented with a conceptual design and plans for the Market Street Properties located in downtown Riverside. The Board of Trustees directed staff to proceed with plans for constructing a new building, combining the Culinary Academy and District Office at the corner of Market Street and University Avenue. On June 15, 2010, the Board of Trustees approved a tentative project budget for the Culinary Arts Academy and District Office Building project in the amount of \$23,043,996 using District/Riverside City College Measure C funds. Also approved was an architectural agreement with LPA in the amount of \$1,853,192 for design of the project. Staff and LPA architects now provide a design presentation (Exhibit A) focused on the new facade of the Culinary Arts Academy and District Office Building project for the Board's review and selection.

Prepared By:

Orin Williams, Associate Vice Chancellor, Facilities Planning & Development

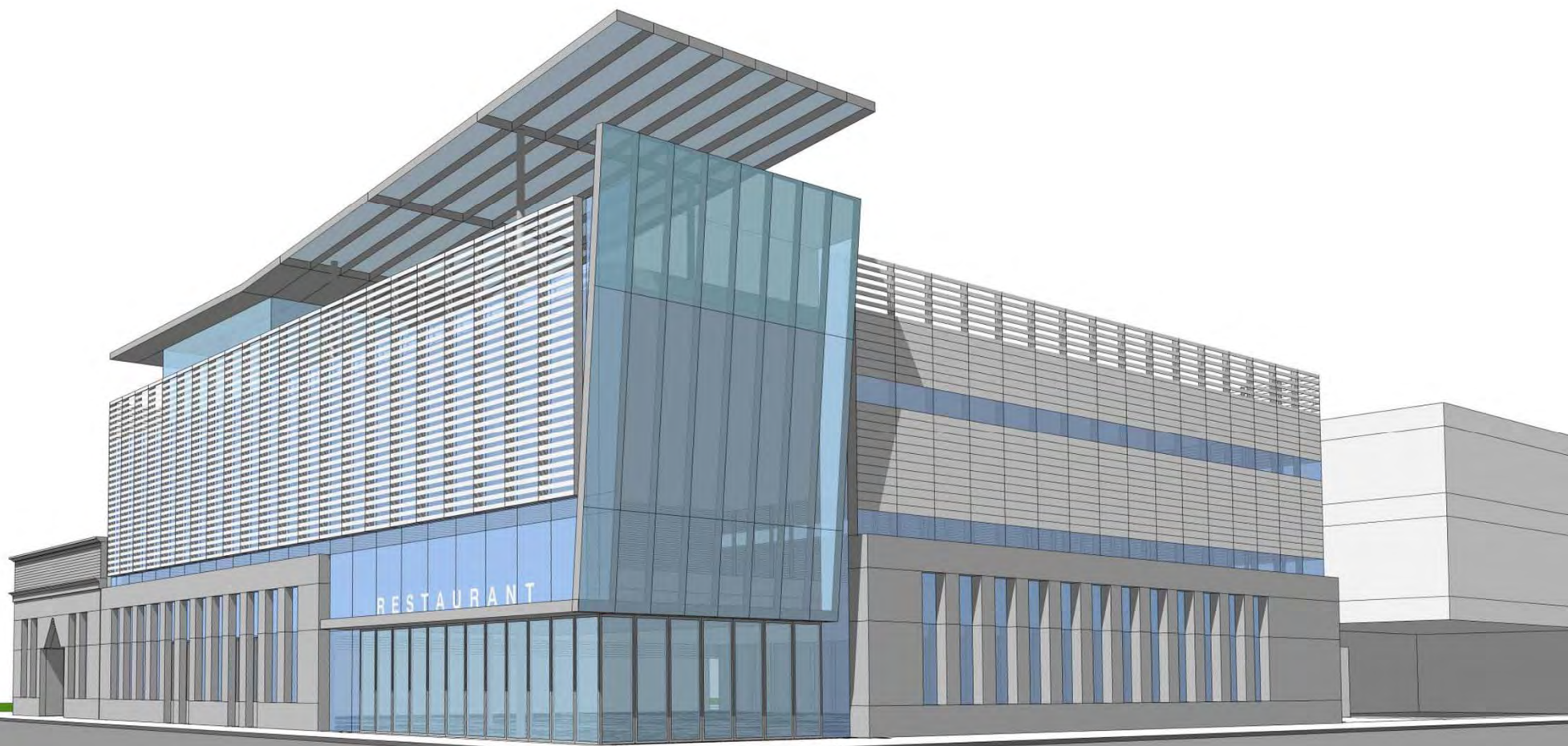
Attachments:

[Presentation_CAADO Design Selection_ Exhibit A_08-16-11](#)

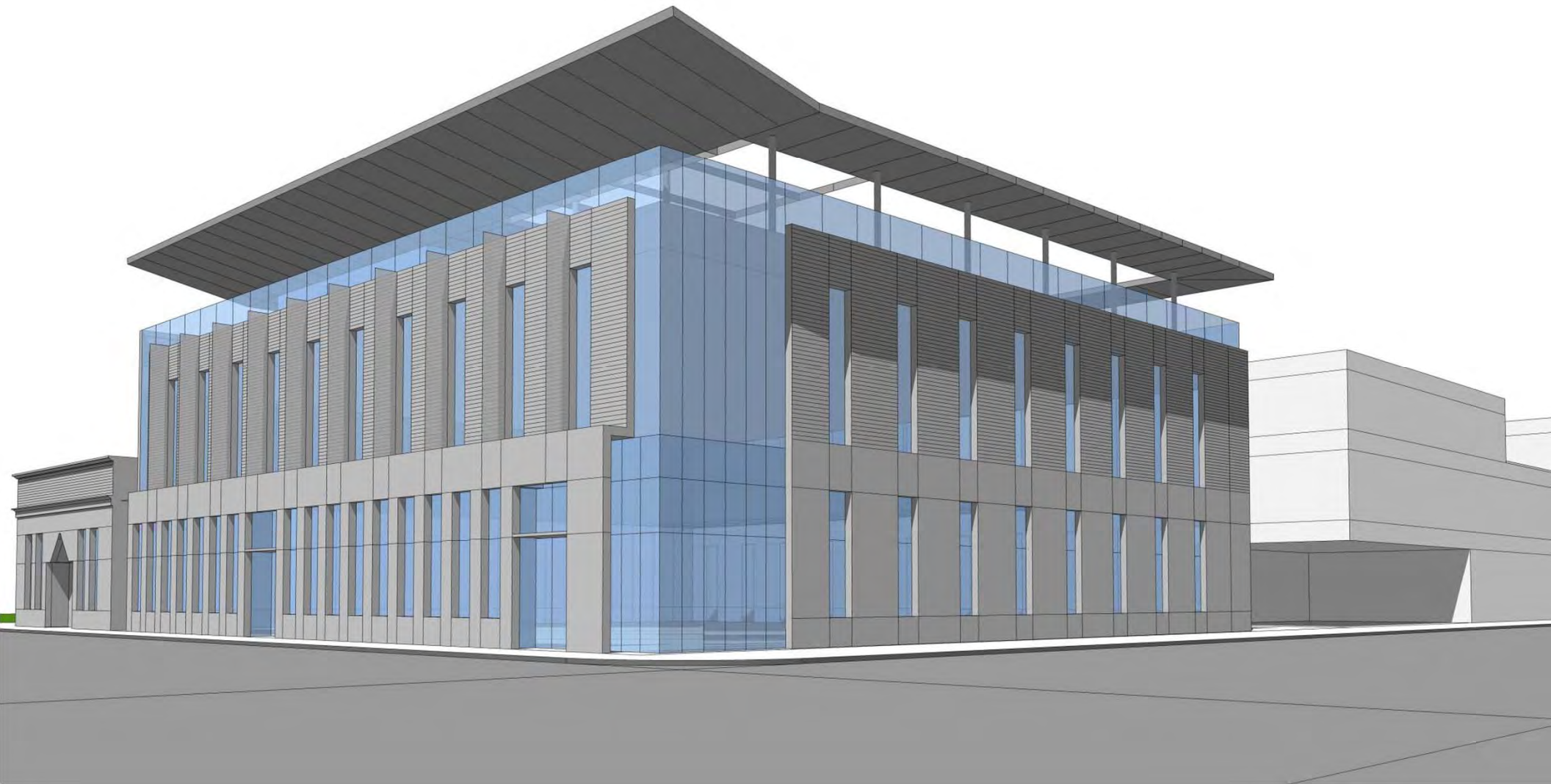
3 options
voting

option 1



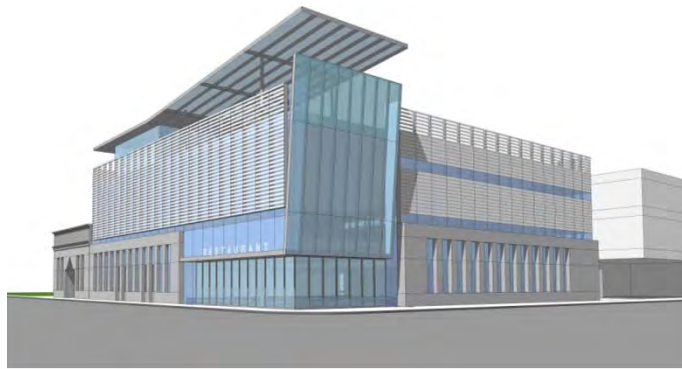


option 3





option 1



option 2



option 3



Agenda Item (VIII-E-1)

Meeting 8/16/2011 - Regular

Agenda Item Board Committee Reports (VIII-E-1)

Subject Budget Update for FY 2011-12 and Notice of Public Hearing on the 2011-12 Riverside Community College District Budget

College/District District

Funding N/A

Recommended Action It is recommended that the Board of Trustees announce that: 1) the proposed 2011-2012 Budget will be available for public inspection beginning September 8, 2011, at the Office of the Vice Chancellor, Administration and Finance; and 2) the public hearing will be held at 6:00 p.m. at a Special Board meeting on September 13, 2011, to be followed by the adoption of the 2011-2012 Final Budget. It is further recommended that the Board authorize staff to issue the appropriate public notice relative to these dates.

Background Narrative:

At the August 2, 2011, Resources Committee meeting, staff lead discussion of the FY 2011-12 State Budget for the California Community Colleges and the implications thereof for RCCD. To facilitate this discussion, attached are two documents for the Committee's review:

1. "July 2011 Update: Enacted Budget" prepared by Dan Troy, Vice Chancellor for Fiscal Policy in the State Chancellor's Office; and
2. "The FY 2011-12 State Budget for the CCC" prepared by District staff

Additionally, in accordance with Title 5, Section 58300, we must indicate the date, time and location at which the Board will hold a public hearing concerning the Final Budget proposal. This date was originally set for September 20th when the Board approved the Tentative Budget, as at that point in time, it appeared the State might again have a late budget. Also, and pursuant to Title 5, Section 58301, the Final Budget proposal must be made available for inspection three (3) days prior to the public hearing, which thus was also set in June for September 15th. We planned to use the Office of the Vice Chancellor, Administration and Finance, for this purpose, and this location will not be changed. However, now that we have a State budget, we must determine new dates for the public hearing and public inspection, as per Title 5 said public hearing must occur on or before September 15th. Finally, we will, as is customary, publish this information in [The Press Enterprise](#).

Prepared By: Jim Buysse, Vice Chancellor, Administration & Finance

Attachments:

[Budget Update Attachment1 - August 2011](#)

[Budget Update Attachment2 - August 2011](#)

July 2011 Budget Update

July 2011 Update: Enacted Budget

The budget process began with a call for compromise and hope for an expedited agreement to allow the public to vote on tax extensions and other major reforms. It ended with a majority-vote budget featuring deep program cuts, deferred payments, assumptions of higher revenues, and the threat of mid-year trigger cuts.

Using the authority provided by the voters through Proposition 25 (November, 2010), the Legislature passed the 2011-12 Budget Act (SB 87) with a simple majority rather than the 2/3rds vote that had been required for the past several decades. The plan solves what was identified in January as a \$26.6 billion gap through major program reductions, borrowing and transfers, and an assumption of major revenue gains beyond what had been estimated in January. The following represents the Legislative Analyst's summary of the major solution categories:

- \$11.1 billion in expenditure reductions
- \$11.8 billion in baseline revenue adjustments
- \$2.9 billion in borrowing, shifts, and fund transfers
- \$1 billion in new revenue changes (e.g., new and extended fees, revenue collections)
- \$0.5 billion in local realignment revenue impacts

The final budget assumes General Fund expenditures of \$85.9 billion, a decrease of \$5.5 billion from the 2010-11 fiscal year. Even with all of these actions, the Department of Finance preliminarily anticipates a 2012-13 deficit of \$3.1 billion, though there are many moving pieces to account for in this estimate.

Higher Revenues and Trigger Cuts

On top of \$6.6 billion in new revenue estimated by the Department of Finance at the May Revise, the final budget assumes an additional \$4 billion in revenue to help close the gap. This optimism is based in part on the fact that tax receipts for May and June were running about \$1 billion higher than estimates, giving rise to hopes of an economy improving faster than anticipated, though primarily through gains made by high income earners.

To allay concerns that the revenues will not match assumptions, the budget includes a control section giving the Director of Finance authority to reduce appropriations as specified below upon a finding by December 15th that revenues are not keeping pace with budget assumptions.

- Tier 0 – There will be no midyear cuts if at least \$3 billion of the \$4 billion of the higher revenues materialize.
- Tier 1 – If only \$2 billion to \$3 billion of the revenues materialize, up to \$601 million in midyear cuts could be enacted. These actions would include an additional \$100 million reduction to each of UC and CSU and a \$30 million General Fund reduction to the California Community Colleges offset by an increase in fees to \$46 per unit.
- Tier 2 – If less than \$2 billion of the revenues, over \$1.8 billion in cuts could be meted out to K-14. Specifically, K-12 could see the elimination of transportation funding (\$248 million) and a

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reduction of funding equivalent of 7 school days (\$1.5 billion). The California Community Colleges could receive a reduction to apportionments of up to \$72 million beyond the Tier 1 cuts. These reductions would be proportionate to revenue estimates.

Education Highlights

Proposition 98 - The budget funds Proposition 98 at \$48.6 billion. Total funding for programs generally included within Proposition 98 remained relatively flat year-over-year (\$49.7 billion was provided in the 2010-11 fiscal year), but over a billion in funding for child care programs is provided outside of Proposition 98 in the 2011 Budget Act. The budget also reflects other major changes to the Proposition 98 minimum guarantee, including a \$222 million increase to reflect the shift of mental health services to school districts, a \$578 million increase to ensure the minimum guarantee is not impacted by the shift in motor vehicle fuel revenues, and a decrease of \$1.7 billion to reflect Redevelopment Agency remittances.

K-12 - The major funding adjustment for K-12 was a new deferral of \$2.1 billion and the shift in funding for mental health services from counties to local education agencies, as referenced above. The budget also eliminated the Office of the Secretary of Education and funding (federal) for the CALTIDES data system.

Trailer legislation extended recent flexibility related to categorical program spending, class size reduction penalties, deferred maintenance, and sale of surplus property, and some other areas. Provisions adopted as part of the final budget agreement created controversy by requiring districts to project the same level of revenue in 2011-12 as in 2010-11 and to maintain staffing and program levels commensurate with the 2010-11 fiscal year.

Higher Education - Higher education did not fare well in the budget. A total of \$1.7 billion was cut from higher education, including \$650 million each from UC and CSU, as well as \$400 million from the California Community Colleges (more detail on the CCCs below). The budget reflects savings of \$100 million related to annual CSAC verification that Cal Grant renewal recipients do not exceed income and asset ceilings, and an additional \$10.7 million is eliminated to reflect the prohibition of Cal Grant participation by institutions that fail to meet specified student loan default rates. Additionally, the Governor eliminated General Fund support for the California Postsecondary Education Commission.

California Community Colleges

The major changes to the CCC budget are as follows:

- \$400 million cut to base apportionments.
- \$110 million in increased fee revenue owing to an increase in fees from \$26 to \$36 per unit. This revenue mitigates the base cut for a net apportionment reduction of \$290 million (about 4.9%).
- \$129 million in new deferrals, bringing the total deferrals for CCCs to \$961 million (about 17% of the budget).

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- The new suspension of two mandates: 1) Sexual Assault Response Procedures and 2) Student Records.
- An extension of categorical funding flexibility through the 2014-15 fiscal year.
- No funding was provided for either growth or COLA.
- No restoration of the categorical program reductions that were enacted in the 2009 Budget Act.

Similar to language included in the Budget Act of 2009, the \$290 million net reduction will be allocated as a workload reduction and with the Legislature expressing intent that community college districts will prioritize courses relating to transfer, career technical education, and basic skills.

Risks

The Budget contains several risks for the California Community Colleges:

Midyear Triggers – The largest risk is the threat of midyear trigger actions if revenues do not materialize at the levels assumed in the budget. While midyear cuts cause hardship under any circumstances, the Chancellor's Office is especially concerned about the possibility of a fee increase that would occur just prior to the spring term. This would impose a last minute unexpected cost for students and would be extremely difficult for districts to administer. We are working with the Legislature on alternatives to this potential trigger action.

Fee shortage – Based on preliminary figures for the 2010-11 fiscal year, we believe there has been an increase in the percentage of waivers granted to students. The fee collections estimated by the Department of Finance do not appear to adequately account for this growth as they rely upon actual figures from the 2009-10 fiscal year. We believe a conservative estimate of the shortage is approximately \$25 million. This would represent a deficit in the apportionments unless mitigated by other factors (e.g., higher than estimated property tax).

Recovery? – The budget assumed a whopping \$11.8 billion in revenues in excess of what was estimated in January. While a large chunk of this is based on actual current year tax receipts, it is difficult to square these figures with other troubling economic indicators, such as slow job growth. We can hope the worst is over, but we can't assume that is the case.

Conclusion

The Governor and the Legislature were faced with few good choices to close a \$26.6 billion fiscal gap. While Proposition 25 gave the majority Democrats the opportunity to pass a budget without Republican support, it did not give them the same authority to raise revenues. Given that, they saw few better options other than to cut and to employ some smoke and mirrors. While it may be easy to deride some of the choices made in the budget, it should be noted that the changes implemented in budget have reduced the estimated 2012-13 shortfall from \$19 billion to about \$3 billion. We may not like all of the choices made, but it's certainly the case that progress was made toward putting the budget back into balance. Hopefully, the revenue growth seen during the first part of this year will carry forward into the future, so we can begin to reinvest in higher education.

**THE FY 2011-12 STATE BUDGET
FOR
THE CCC**

Note: Please be advised that the numbers herein as they pertain to RCCD are estimates, as we have not yet received anything from the State relative to district-by-district allocations. It is possible that we will not receive this information until as late as August 17 when a budget workshop is scheduled.

Overview of the State Budget:

- \$11.1 billion in expenditure reductions
- \$11.8 billion in baseline revenue adjustments (remember, this is without tax extensions, so pray that the stock market remains in good order, because without capital gains taxes, the State budget is toast)
- \$2.9 billion in borrowing, shifts and fund transfers
- \$1.0 billion in new revenue changes (e.g., new and extended fees, revenue collections)
- \$0.5 billion in local realignment revenue impacts
- Note: \$1.7 billion in solutions is associated with redevelopment, and this “solution” may be tested in court.
- If all this works, the State still has a \$3.0 billion shortfall looking into FY 2012-13.

The CCC Budget:

- The “new” revenues are a plus for Prop 98, though there is concern as to whether they will in fact be realized (see note above)
- If not, we have a set of ticking time bombs, aka Tiers 0, 1 and 2
- Tier 0...no midyear cuts if at least \$3 billion of the \$4 billion of new revenues materialize (Why \$4 billion and not \$11.8 you might ask? Because the \$4 billion is what they needed to add to get a balanced budget when they ran out of time. So, about 15% of the overall State budget problem was solved by adding this sum to revenues at the proverbial 11th hour. It would seem they didn't even believe it themselves or they wouldn't have created tiers.

THE FY 2011-12 STATE BUDGET
FOR
THE CCC (continued)

- Tier 1...If only \$2.0-3.0 billion is realized, there will be a \$30 million hit to the CCC, but this will supposedly be offset by a mid-year 28% increase in the enrollment fee. If past experience is any guide, this will end up being a deficit factor (i.e. budget cut). For RCCD, it would amount to some \$600-750K. (Note: There will be an attempt by the CCC to mitigate the implementation of this fee, but success here is problematic.)
- Tier 2...If there is less than \$2.0 billion realized, then the CCC would take a hit of “up to” (a sliding scale) \$72 million. Our share would be in the range of \$1.44-1.80 million, on top of the Tier 1 hit.
- Overall, the CCC takes a hit of \$400 million, exclusive of Tiers, in base apportionments.
- \$110 million of this reduction is offset by \$110 million in increased enrollment fee revenue derived from the \$10 per unit fee increase.
- The net impact of these two items is a \$290 million reduction for the CCC, a drop of about 4.9% which would yield a workload reduction (i.e. funded FTES) of the same percentage.
- However, there is also an apparent \$25 million overestimation of enrollment fee revenue for 2011-12, so the CCC could be on the hook for another reduction. For RCCD, this would be another hit of \$500-625K. Our hope here is that property tax revenues come in above projection to offset some or all of this shortfall.
- There is no funding for growth or COLA.
- Categorical funding flexibility is extended through the 2014-15 fiscal year. (Isn't it interesting that they jump out four years on this one. Is that some kind of subliminal message?)

THE FY 2011-12 STATE BUDGET
FOR
THE CCC (continued)

RCCD

- The word on P2 for FY 2010-11 is that our growth allocation is reduced by about \$300K. If so, there's a \$600K impact on our projections, the '10-11 impact plus the fact that it carries forward in our base.
- State apportionment is about \$900K less than projected.
- Tiers 1 and 2 and the above-referenced enrollment fee shortfall loom heavily on the horizon.
- The bottom line is that it would appear that the golden handshake, which was implemented as a strategy to mitigate our projected \$10-15 million budget problem in FY 2012-13, may in fact be exhausted by the State's 2011-12 budget. Further, if all this transpires, the '12-13 problem will have deepened beyond projections.



Agenda Item (XII-A)

Meeting	8/16/2011 - Regular
Agenda Item	Business From Board Members (XII-A)
Subject	Presentation of Annual Report by Measure C Citizens' Bond Oversight Committee
College/District	District
Funding	Measure C Bond
Recommended Action	It is recommended that the Board of Trustees accept the RCCD Measure C Citizen's Bond Oversight Committee 2010/11 Annual Report.

Background Narrative:

Proposition 39 and the Bylaws of the RCCD Measure C Citizens' Bond Oversight Committee require that the Committee submit an annual report to the Board of Trustees each year. The report is submitted as an information item and details the activities of the Committee during the past year in a format determined by Committee members. The RCCD administrator who staffs the Committee prepares the report; its content is reviewed and approved by the Committee prior to presentation to the Board of Trustees.

Prepared By: Jim Parsons, Assoc Vice Chancellor, Strategic Communications & Relations

Attachments:

[Annual Report by Citizens' Bond Oversight Committee](#)



Summary of the Citizens' Bond Oversight Committee

Proceedings and Activities 2010-11

Meetings of the Citizens' Bond Oversight Committee

The Committee conducts its meetings in accordance with the provisions of the Ralph M. Brown Public Meeting Act, Government Code Sections 54950 et seq. Meeting notices and agendas are sent to members of the Committee within the required period and are posted at RCCD campuses and education centers. Meeting notices, agendas, minutes, and documents and reports received by the Committee are a matter of public record and are available through the RCCD website: <http://www.rccd.edu/cboc> or by calling the RCCD Strategic Communications and Relations office at (951) 222-8857.

Meeting – October 14, 2010

Riverside City College
Digital Library & Learning Resource Center
4th Floor Conference Room
4800 Magnolia Avenue
Riverside, CA 92506

- Vincenti, Lloyd & Stutzman LLP presented the 2009-10 Annual Audit as required by Proposition 39. Topics discussed included the fact that not all membership categories were filled during the audit year, and the passage of new legislation related to performance audits under government audit standards.
- Committee member Barnhart requested that the Committee receive an annual report on change orders related to Measure C projects.
- Padilla & Associates reviewed the role of the Project Labor Agreement (PLA) administrator and discussed multi-prime projects, trade union agreement monitoring and access and opportunities for local merit shops, as well as outreach to local contractors Padilla had implemented.
- RCCD Facilities Planning, Design & Construction staff reviewed current Measure C projects at all colleges, and RCCD Finance staff discussed Measure C financial expenditures and the \$110 million bond issuance, which was moved up 8-10 months to take advantage of the federal Build America Bonds program.

Meeting – February 17, 2011

Norco College
Science & Technology Building
Room 107
2001 Third Street
Norco, CA 92860



- New Committee members Nicolas Ferguson and Rikki Marie Hix were introduced, representing the college support organization and student organization, respectively.
- RCCD Finance staff reported on the most recent bond issuance--Series D--and proceeds, and discussed the District's decision to extend the current contract for Measure C audits an additional year, given the state budget status and a desire to realize a one-year cost savings. The District would go out for new audit firm bids in 2012-13.
- Committee members discussed the PLA and its effectiveness based upon reported results.
- RCCD Facilities, Planning, Design & Construction staff distributed new At-A-Glance and Program Executive Summary reports, which presented relevant information in a more easily read format.
- Committee members received information about the current status of the Wheelock Gymnasium renovation at Riverside City College including issues created by the default of a concrete subcontractor. Staff also updated members on the status of the School for the Arts including the draft EIR; the Learning Gateway Building and construction of a new parking structure at Moreno Valley College; and the downsizing of the Norco College Operations Center due to revised priorities at the College.



Nursing/Science/Math Complex - RCCD



Groundbreaking Downtown buildings - RCCD

Meeting – April 14, 2011

Moreno Valley College
Humanities Building
Room 234
16130 Lasselle Street
Moreno Valley, CA 92551

- New Committee member Jeff Kraus, representing a taxpayer organization, was introduced.
- RCCD Finance staff discussed the current cash on hand—\$4.4 million—as well as scheduled maintenance costs associated with the in-progress Measure C projects (Wheelock Gym and Nursing/Science/Math Complex at Riverside City College, and the Dental Education Center at Moreno Valley College).
- Committee members discussed an apparent disparity in Measure C projects at the three colleges; and staff noted that the Board of Trustees' recent approval of a Measure C allocation plan presents a more accurate picture of the equity in distribution of Measure C resources. That information would be reflected in the next Financial Commitments Summary report presented to the Measure C Citizens' Bond Oversight Committee.
- RCCD Facilities Planning, Design & Construction staff reviewed the current status of projects including all in-progress construction. In addition, the Committee received a PowerPoint presentation on current projects, which included a comparison and assessment of RCCD's Measure C planning and oversight practices and how they differ from those in place at Los Angeles Community College District.
- RCCD Facilities Planning, Design & Construction also reported that RCCD was the first district in California to have successfully closed out all DSA projects.
- Committee members Chavez and Barnhart declared their interest in serving for a second two-year term. (Members Dale and Taylor were confirmed subsequent to the meeting.)



Learning Gateway Building groundbreaking



Learning Gateway Building concept

Meeting – July 14, 2011

Riverside City College
Riverside Aquatics Complex
Team Room
4800 Magnolia Avenue
Riverside, CA 92506

- Chancellor Gray briefly updated the Committee on District initiatives and financial stewardship efforts, including the recent upgrading in credit rating that will save taxpayers approximately \$30 million. He also presented CBOC members with commemorative bricks (c. 1880s) from the Holyhood Hotel demolition.
- RCCD Finance staff discussed issuance premiums related to Measure C bonds, reviewed current bond expenditures, and responded to CBOC members' questions concerning length of repayment, definition of swing spaces, and project budget adjustments.
- RCCD Facilities Planning, Design & Construction staff discussed demolition of the Holyhood Hotel (site of the future Culinary Academy/District Offices) downtown Riverside; secondary effects at Norco College; opening of the Dental Education Building and the future Learning Gateway Building at Moreno Valley College; and status of renovation work on Wheelock Gym and the anticipated completion/occupancy dates for the Nursing Science Building.
- CBOC members approved submission of the 2011 Measure C Annual Report to the RCCD Board of Trustees at its August 16 regular meeting.

Statement of Compliance

This Annual Report is submitted to the Board of Trustees by the Riverside Community College District Citizens' Bond Oversight Committee.

This Committee advises that, to the best of its knowledge, the Riverside Community College District complies with the requirements in Article XIII A, Section 1(b) (3) of the California Constitution. In particular, bond revenue has been expended only for the purposes so described in Measure C and no funds were used for any teacher or administrative salaries or other operating expenses as prohibited by Article XIII A, Section (b) (s) (a) of the California Constitution.

Respectfully submitted:
Richard Chavez, Chair
Citizens' Bond Oversight Committee

Date: August 16, 2011

Riverside Community College District
Citizens' Bond Oversight Committee

2010/11 Annual Report



Submitted to the
Riverside Community College District
Board of Trustees
August 16, 2011

RCCD | RIVERSIDE COMMUNITY
COLLEGE DISTRICT
MORENO VALLEY COLLEGE | NORCO COLLEGE | RIVERSIDE CITY COLLEGE

2010-11 Annual Report



Riverside Community College District
Citizens' Bond Oversight Committee



Riverside Aquatics Complex



Student Success Center at Norco College

Richard Chavez, Chair
Allison Dale, Vice Chair
Dave Barnhart
Nicolas Ferguson
Rikki Marie Hix
Jeff Kraus
Robert Taylor



Agenda Item (XII-B)

Meeting 8/16/2011 - Regular

Agenda Item Business From Board Members (XII-B)

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

College/District District

Information Only

Background Narrative:

Members of the Board of Trustees will briefly share information about recent events/conferences they attended since the last meeting

Prepared By: Chris Carlson, Chief of Staff