



**Board of Trustees - Regular Meeting  
Tuesday, September 17, 2013 6:00 PM  
Moreno Valley College, Student Services 101,  
16130 Lasselle Street, Moreno Valley, CA 92551**

**ORDER OF BUSINESS**

**Pledge of Allegiance**

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

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

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

I. COMMENTS FROM THE PUBLIC

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

II. APPROVAL OF MINUTES

- A. [Minutes of the Board of Trustees Regular/Committee Meeting of August 6, 2013](#)  
*Recommend approving the August 6, 2013 Board of Trustees Regular/Committee meeting minutes as prepared.*
- B. [Minutes of the Board of Trustees Regular Meeting of August 20, 2013](#)  
*Recommend approving the August 20, 2013 Board of Trustees Regular meeting minutes as prepared.*

III. PUBLIC HEARING

- A. [Public Hearing and Budget Adoption for the 2013-2014 Riverside Community College District Budget and Adopt Resolution No. 04-13/14 to Temporarily Suspend 5.0 Percent Fund Balance Target](#)  
*Recommend adopting the resolution to temporarily suspend the 5.0 percent fund balance target, holding a public hearing on the 2013-2014 budget, and adopting the 2013-2014 budget.*

IV. CHANCELLOR'S REPORTS

- A. [Chancellor's Communications](#)  
*Information Only*
- B. [Presentation - MVC Upward Bound Program Highlights](#)  
*Information Only*
- C. [Five to Thrive Presentation Led by Dr. Dan Clark, Professor, English](#)  
*Information Only*
- D. [Future Monthly Committee Agenda Planner and Annual Master Planning Calendar.](#)  
*Information Only*

V. STUDENT REPORT

- A. [Student Report](#)  
*Information Only*

VI. CONSENT AGENDA ACTION

- A. Diversity/Human Resources
  - 1. [Academic Personnel](#)

- Recommend approving/ratifying academic personnel actions.*
2. **Classified Personnel**  
*Recommend approving/ratifying classified personnel actions.*
  3. **Other Personnel**  
*Recommend approving/ratifying other personnel actions.*
- B. District Business
1. **Purchase Order and Warrant Report – All District Resources**  
*Recommend approving/ratifying the Purchase Orders and Purchase Order Additions totaling \$2,538,463 and District Warrant Claims totaling \$5,519,278.*
  2. Budget Adjustments (None)
  3. Resolution(s) to Amend Budget (None)
  4. Contingency Budget Adjustments (None)
  5. Bid Awards
    - a. **Request for Proposal Award for the District Wide Elevator Maintenance and Preventive Services**  
*Recommend awarding request for proposal for District Wide Elevator Maintenance and Preventive Services, in the total amount of \$243,771 to Amtech Elevator Services.*
    - b. **Bid Award for the District Wide Utility Infrastructure 12kV Loop Project**  
*Recommend awarding the bid in the total amount of \$379,800 to JBH Structural Concrete, Inc.*
    - c. **Purchase Information Technology, Equipment, Software and Services Utilizing the California Multiple Award Schedule (CMAS)**  
*Recommend approving the purchase of information technology equipment, software and services from Nexus IS, Inc., utilizing the California Multiple Award Schedules (CMAS).*
    - d. **Purchase Audio Visual and Communication Integration Goods and Services Utilizing the California Multiple Award Schedule (CMAS)**  
*Recommend approving the purchase of audio visual and communication integration goods and services from Extron Electronics, utilizing the California Multiple Award Schedule (CMAS).*
    - e. **Purchase Information Technology Equipment, Software, and Services Utilizing the National Intergovernmental Purchasing Alliance Company (National IPA) Contract**  
*Recommend approving the purchase of information technology equipment, software, and services from CDW-G, utilizing the National IPA contract with option to renew for four (4) additional one-year periods.*
    - f. **Purchase Science Supplies, Equipment, Furniture, Services and Related Science Instructional Items Utilizing U.S. Communities Government Purchasing Alliance Contract**  
*Recommend approving the purchase of science supplies, equipment, furniture, services and related science instructional items from Fisher Science Education, utilizing U.S. Communities Government Purchasing Alliance.*
  6. Grants, Contracts and Agreements
    - a. **Contracts and Agreements Report Less than \$83,400 – All District Resources**  
*Recommend ratifying contracts totaling \$379,506.*
  7. **Out-of-State Travel**  
*Recommend approving out-of-state travel.*
  8. Other Items
    - a. **Agreement to Continue Providing Information Technology Support Services with Riverside County Superintendent of Schools**  
*Recommend approving the agreement with the Riverside County Superintendent in the amount of \$200,000, for continued information technology services.*
    - b. **Notices of Completion**  
*Recommend accepting the projects listed on the attachment as complete and approving the execution of the Notices of Completion (under Civil Code Section 3093 – Public Works).*
    - c. **Surplus Property**

*Recommend declaring the property on the attached list to be surplus, finding the property does not exceed the total value of \$5,000; and authorizing the property to be consigned to The Liquidation Company to be sold on behalf of the District.*

VII. CONSENT AGENDA INFORMATION

- A. [CCFS-311Q – Quarterly Financial Status Report for the 4th Quarter Ended Information Only](#)

VIII. BOARD COMMITTEE REPORTS

A. Governance

1. [Revised and New Board Policies – First Reading](#)  
*Recommend accepting Board Policies 2716, 2730, 3410 and 6550 for First Reading.*

B. Teaching and Learning (None)

C. Planning and Operations (None)

D. Resources (None)

E. Facilities

1. [Agreement Amendment for MVC Phase III Student Academic Services Facility with CW Driver](#)  
*Recommend approving an agreement amendment for the MVC Phase III Student Academic Services Facility for construction management services with C.W. Driver in the amount of \$59,173, and request for a one month time extension.*

IX. ADMINISTRATIVE REPORTS

A. Vice Chancellors

1. [Resolution No. 05-13/14 – Resolution Authorizing the Chancellor, or Designee, of the District to Layoff and Reduce Hours of the Classified Service](#)  
*Recommend adopting the resolution authorizing the Chancellor, or Designee, of the District to layoff and reduce hours of the classified service and send the appropriate notification.*
2. [Increase of Salary Schedules for District Employees as funded by the COLA of 1.57%](#)  
*Recommend approving the increase of the salary schedules for the groups identified by the funded COLA (1.57%) effective July 1, 2013.*

B. Presidents

X. ACADEMIC SENATE REPORTS

A. Moreno Valley College

B. Norco College

C. Riverside City College/Riverside Community College District

XI. BARGAINING UNIT REPORTS

A. CTA - California Teachers Association

B. CSEA - California School Employees Association

XII. BUSINESS FROM BOARD MEMBERS

- A. [Selection of an Executive Search Consulting Services Firm to Conduct the Chancellor Search](#)  
*Recommend selecting an Executive Search Consulting Services firm to assist in the recruitment and selection of the Chancellor for Riverside Community College District.*

- B. [Board of Trustees Nomination for 2014 Associate Committee for Association of Community College Trustees](#)  
*Recommend approving the nomination of Board Vice President Janet Green to an Association of Community Colleges Trustees (ACCT) 2014 Associate Committee.*

- C. [Update from Members of the Board of Trustees on Business of the Board.](#)  
*Information Only*

XIII. CLOSED SESSION

- A. [Pursuant to Government Code Section 54957, Public Employee Discipline/Dismissal/Release](#)  
*Recommended Action to be Determined.*

XIV. ADJOURNMENT



## Agenda Item (II-A)

Meeting	9/17/2013 - Regular
Agenda Item	Approval of Minutes (II-A)
Subject	Minutes of the Board of Trustees Regular/Committee Meeting of August 6, 2013
College/District	District
Funding	
Recommended Action	It is recommended that the Board of Trustees review and approve the minutes.

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### Background Narrative:

Recommend approving the August 6, 2013 Board of Trustees Regular/Committee meeting minutes as prepared.

Prepared By: Cynthia Azari, Interim Chancellor  
Kathy Tizcareno, Administrative Assistant

### Attachments:

[080613\\_MIN](#)

MINUTES OF THE BOARD OF TRUSTEES REGULAR  
AND COMMITTEE MEETINGS OF THE GOVERNANCE,  
TEACHING AND LEARNING, PLANNING AND OPERATIONS,  
RESOURCES, AND FACILITIES COMMITTEES  
OF AUGUST 6, 2013

President Blumenthal called the regular meeting of the Board of Trustees to order at 6:00 p.m., in the Bradshaw Building-Hall of Fame, Riverside City College, 4800 Magnolia Avenue, Riverside, California.

CALL TO ORDER

Trustees Present

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

Staff Present

Dr. Cynthia E. Azari, Interim Chancellor  
Mr. Aaron Brown, Vice Chancellor, Business and Financial Services  
Ms. Melissa Kane, Vice Chancellor, Diversity and Human Resources  
Dr. Ray Maghroori, Provost/Vice Chancellor, Educational Services  
Dr. Wolde-Ab Isaac, Acting President, Riverside City College  
Dr. Sandra Mayo, President, Moreno Valley College  
Dr. Paul Parnell, President, Norco College  
Ms. Chris Carlson, Chief of Staff and Facilities Development  
Mr. Jim Parsons, Associate Vice Chancellor, Strategic Communications and Relations  
Dr. John Tillquist, Dean, Economic Development  
Dr. Greg Sandoval, Vice President, Student Services, Moreno Valley College

Student Trustee Jared Snyder led the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

The Teaching and Learning Committee Chair Sam Davis convened the meeting at 6:06 p.m. Committee members in attendance: Dr. Ray Maghroori, Provost/Vice Chancellor, Educational Services; Academic Senate Representative: Mr. Lee Nelson (Riverside City College/RCCD); ASRCCD Representative: Mr. Brennan Gonerig; and Confidential Representative: Ms. Martha Arellano.

TEACHING AND LEARNING

Dr. John Tillquist led the committee review of an agreement for contract education with International Rectifier Corporation in the amount of \$298,652 that will be presented to the Board for approval at the August 20 regular meeting. Discussion followed.

Agreement for Contract Education with International Rectifier Corporation

Dr. Mayo led the committee review of an agreement with the Office of Statewide Planning and Development in the

Agreement to Support Tutorial and Training for Physician Assistant

amount of amount of \$119,977 that will be presented to the Board for approval at the August 20 regular meeting. Discussion followed.

Program with the Office of Statewide Planning and Development

Dr. Mayo and Dr. Greg Sandoval led the committee review of the inter-agency agreement for the Middle College High School Program between RCCD, Moreno Valley College and Moreno Valley Unified School District in the amount of \$65,000 that will presented to the Board for approval at the August 20 regular meeting. Discussion followed.

Inter-Agency Agreement for the Middle College High School Program with Moreno Valley Unified School District

Dr. Mayo and Dr. Greg Sandoval led the committee review of the inter-agency agreement for the Middle College High School Program between RCCD, Moreno Valley College, and Val Verde Unified School District in the amount of \$35,000 that will be presented to the Board for approval at the August 20 regular meeting. Discussion followed.

Inter-Agency Agreement for Middle College High School Program with Val Verde Unified School District

Dr. Mayo and Dr. Greg Sandoval led the committee review of the inter-agency agreement for the Moreno Valley College/Nuvview Bridge Early College High School Program between RCCD, Moreno Valley College, and Nuvview Union School District in the amount of \$100,000 that will be presented to the Board for approval at the August 20 regular meeting. Discussion followed.

Inter-Agency Agreement for the Moreno Valley/Nuvview Bridge Early College High School Program with Nuvview Union School District

The committee adjourned the meeting at 6:21 p.m.

Adjourned

The Resources Committee Chair Janet Green convened the meeting at 6:22 p.m. Committee members in attendance: Mr. Aaron Brown, Vice Chancellor, Business and Financial Services, Ms. Melissa Kane, Vice Chancellor, Diversity and Human Resources; Academic Senate Representative: Mr. Lee Nelson (Riverside City College); ASRCCD Representative: Mr. Brennan Gonerig; Confidential Representative: Ms. Martha Arellano; and Management Representative: Ms. Beth Gomez.

#### RESOURCES COMMITTEE

Ms. Chris Carlson presented the committee with the updated list of prequalified firms for furniture, fixtures and equipment (FF&E) consulting services that will be presented to the Board for approval at the August 20 regular meeting. Discussion followed.

Updated List of Prequalified Firms for Furniture, Fixtures and Equipment (FF&E) Consulting Services

Ms. Chris Carlson led the committee review of the project budget refinement for the various components of Student Services Building and Ancillary projects budget, from the \$32 million total project that will be presented to the Board for approval at the August 20 regular meeting. Discussion followed.

Budget Refinement for Student Services Building and Ancillary Projects Budget

Ms. Chris Carlson provided information regarding a budget augmentation for the Groundwater Monitoring Wells Compliance Project that will be presented to the Board for approval at the August 20 regular meeting. Discussion followed.

Budget Augmentation for the Groundwater Monitoring Wells Compliance Project

Ms. Chris Carlson provided information regarding a budget augmentation for the District-wide Utility Infrastructure Upgrade Project that will be presented to the Board for approval at the August 20 regular meeting. Discussion followed.

Budget Augmentation for the District-wide Utility Infrastructure Upgrade Project

The committee adjourned the meeting at 6:44 p.m.

Adjourned

The Board adjourned the meeting at 6:45 p.m.

ADJOURNED



## Agenda Item (II-B)

Meeting	9/17/2013 - Regular
Agenda Item	Approval of Minutes (II-B)
Subject	Minutes of the Board of Trustees Regular Meeting of August 20, 2013
College/District	District
Funding	n/a
Recommended Action	It is recommended that the Board of Trustees review and approve the minutes.

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### Background Narrative:

Recommended approving the August 20, 2013 Board of Trustees Regular meeting minutes as prepared.

Prepared By: Cynthia Azari, Interim Chancellor  
Michelle Haeckel, Administrative Assistant, Office of the Chancellor

### Attachments:

[082013\\_MIN](#)



MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING  
OF AUGUST 20, 2013

President Blumenthal called the regular meeting of the Board of Trustees to order at 6:00 p.m., in the O.W. Noble Administrative Center, Board Room AD 122, Riverside City College, 4800 Magnolia Avenue, Riverside, California 92506

CALL TO ORDER

Trustees Present

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

Staff Present

Dr. Cynthia Azari, Interim Chancellor  
Mr. Aaron Brown, Vice Chancellor, Business and Financial Services  
Ms. Melissa Kane, Vice Chancellor, Diversity and Human Resources  
Dr. Ray Maghroori, Provost/Vice Chancellor, Educational Services  
Dr. Wolde-Ab Isaac, Interim, President, Riverside City College  
Dr. Sandra Mayo, President, Moreno Valley College  
Dr. Paul Parnell, President, Norco College  
Mr. Jim Parsons, Associate Vice Chancellor, Strategic Communications and Relations  
Ms. Chris Carlson, Chief of Staff and Facilities Development  
Dr. Travis Gibbs, Academic Senate Representative, Moreno Valley College  
Mr. Kevin Mayse, Academic Senate Representative, Riverside City College  
Mr. John Sullivan, Associate Faculty, CTA Representative, Riverside City College

Guests Present

Mr. Richard Chavez, Chair, Measure C Citizens' Bond Oversight Committee  
Mr. Rich Finner, Professor, Applied Digital Media, Riverside City College  
Ms. Kimberly Reimer, Associate Professor, Nursing  
Mr. Charlie Wyckoff, Vice President, Business Services, Riverside City College

Student Trustee Mr. Jared Snyder led the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

Green/Miller moved that the Board of Trustees amend the agenda to move Item No. XII-A, "Presentation of Annual Report by Measure C Citizens' Bond Oversight Committee," Item No. XII-B, "Recognition of Outgoing Citizens' Board Oversight Committee Members," and Item XII-C, "Appointment of Individuals to the Measure C Citizens' Bond Oversight Committee," to be held prior to Consent Items. Motion carried. (5 ayes)

AMEND AGENDA

Mr. Chavez presented the annual report by the Measure C Citizens' Bond Oversight Committee to Board Members.

Presentation of Annual Report by Measure C Citizens' Bond Oversight Committee

Four outgoing Citizens' Bond Oversight Committee members: Mr. Richard Chavez, Mr. David Barnhart, Ms. Allison Dale, and Mr. Robert Taylor were recognized for outstanding service to the public, Riverside Community College District, and its three colleges.

Recognition of Outgoing Citizens' Bond Oversight Committee Members

The Board of Trustees considered the applications submitted by individuals interested in serving on the Measure C Citizens' Bond Oversight Committee and selected four individuals to serve in the open categories--community-at-large, business, labor, and retired citizen--for initial two-year terms as follows:

Appointment of Individuals to the Measure C Citizens' Bond Oversight Committee

Green/Davis moved that the Board of Trustees appoint Mr. Bob Frost to the opening in the "Labor" category. Motion carried. (5 ayes)

Green/Miller moved that the Board of Trustees appoint Ms. Susan Cash to the opening in the "Retired Citizen Organization" category. Motion carried. (5 ayes)

Green/Miller moved that the Board of Trustees appoint Mr. James Cuevas to the opening in the "Business" category. Motion carried. (5 ayes)

Miller/Davis moved that the Board of Trustees appoint Mr. Morrie Barembaum to the opening in the "Community-at-large" category. Motion carried. (5 ayes)

#### COMMENTS FROM THE PUBLIC

Mr. Gary Dell'Osso, student, remarked on two policies: the 100-unit policy limitations and the policy that allows students to repeat "W" or withdrawal courses.

Mr. Dennis Lopez, community member, urged Board members to assure state laws AB 540, AB 130 and AB 131 and the Deferred Action for Childhood Arrivals legislation to assist qualified undocumented students pursuing their education are implemented.

Green/Davis moved that the Board of Trustees approve the minutes of the Board of Trustees Special Joint Board Meeting of May 21, 2013, with a correction in the spelling of Trustee Green's name from "Greet" to "Green." Motion carried. (5 ayes)

MINUTES OF THE BOARD OF TRUSTEES SPECIAL JOINT BOARD MEETING OF MAY 21, 2013

Figueroa/Green moved that the Board of Trustees approve the minutes of the Board of Trustees Regular/Committee Meeting of June 4, 2013. Motion carried. (5 ayes)

MINUTES OF THE BOARD OF TRUSTEES REGULAR/COMMITTEE MEETING OF JUNE 4, 2013

Figueroa/Miller moved that the Board of Trustees approve the minutes of the Board of Trustees Regular Meeting of June 18, 2013. Motion carried. (5 ayes)

MINUTES OF THE BOARD OF TRUSTEES REGULAR MEETING OF JUNE 18, 2013

CHANCELLOR'S REPORTS

Presentations

Interim Chancellor Azari administered the oath of office to Mr. Jared Snyder who will serve as the 2013-14 student trustee.

Swearing-in of 2013-14 Student Trustee

Mr. Finner introduced the students who participated in the 49<sup>th</sup> National Leadership SkillsUSA competition held in Kansas City, Montana, in June. Gold medalists are: Mr. Jovie Camarce, Graphics Communications; Mr. Nathan Ribelin, Advertising Design; Silver Medalists are Ms. Sandra Mejia and Mr. Greg McGee, TV Production; Bronze Medalist is Mr. Jeff Fusterer, Photography, who also won Best of Show Honor. In the top 20 were students Ms. Nasrin Rameshjan, Commercial Baking; and Mr. Daniel Long, Graphics.

Presentation of National Leadership SkillsUSA Winners

Ms. Reimer gave a presentation, "Transition to Practices: Developing New Graduate Nurses," highlighting the purpose, framework, and goals for educating future nurses. She spoke about building confidence and competence, partnerships with community, program details, the application process, and provided statistical and survey data regarding nursing education.

Five To Thrive Presentation Led by Ms. Kimberly Reimer, Associate Professor, Nursing

Mr. Wyckoff presented the final report on the actions being taken at Riverside City College to rectify the air/water quality, temperature, and noise level issues in the Math and Science Building at Riverside City College. He noted that

Final Report for Math and Science Building

meetings were held with the involved parties, District facilities personnel and RCC facilities personnel to find solutions to the air quality, odors, water quality, space temperature, acoustics and other issues. He summarized that all problems have been or are being addressed.

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

Future Monthly Committee  
Agenda Planner and Annual  
Master Planning Calendar

### CONSENT ITEMS

#### Action

Figueroa/Green moved that the Board of Trustees:

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

Academic Personnel

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

Classified Personnel

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

Other Personnel

Approve/ratify the Purchase Orders and Purchase Order Additions totaling \$17,746,278 and District Warrant Claims totaling \$16,613,636;

Purchase Order and Warrant  
Report – All District Resources

Award Request for Proposal (RFP) Number 2012/13-43 – Classroom and Office Furniture for the Student Academic Services Facility, in the total amount of \$615,315 to G/M Business Interiors;

Proposal Award for Classroom  
and Office Furniture for the  
Student Academic Services  
Facility

Award Bid Number 2013/14-02 - Science, Technology, Engineering, and Math (STEM) Center Renovation Project, in the total amount of \$660,000 to California Averland Construction, Inc.;

Bid Award for the Science,  
Technology, Engineering, and  
Math (STEM) Center Renovation  
Project

Ratify contracts totaling \$1,482,781;

Contracts and Agreements  
Report Less than \$83,400 – All  
District Resources

Approve Contract C-1004045 with RCOE for the time period of July 1, 2013 through June 30, 2014, in the amount of \$94,843.08;

Contract for Student Resource  
Services with Riverside County  
Office of Education (RCOE)

Approve contract C-1004046 with RCOE for the time period of July 1, 2013 through June 30, 2014, in the amount of \$81,600;

Contract for Student Resource  
Services with Riverside County  
Office of Education (RCOE)

Approve agreement with the Office of Statewide Planning and Development in the amount of \$100,000.00 for continuation of the Mental Health Fellowship Program for Physician Assistant graduates;

Agreement to Support Mental Health Curriculum for Physician Assistant Program with Office of Statewide Planning and Development

Approve the First Amendment to our Client Services Agreement with HealthNow Administrative Services to remit the District's stop-loss premiums to International Assurance of TN/American Fidelity;

First Amendment to the Client Services Agreement to Remit Stop-Loss Premiums with HealthNow Administrative Services

Approve the contract with OD Music, Inc. for the 2013-14 Performance Riverside schedule from August 1, 2013 through June 30, 2014 in the amount of \$350,000.00;

Contract for Performance Riverside Paymaster Services with O.D. Music, Inc.

Approve the out-of-state travel;

Out-of-State Travel

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

Surplus Property - Donation

Accept the projects listed on the attachment as complete and approve the execution of the Notices of Completion (under Civil Code Section 3093 – Public Works);

Notices of Completion

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

Surplus Property

Approve the destruction of the records on the attached listing;

Destruction of Records

Adopt Resolution No. 1-13/14 which establishes the 2013-2014 Gann Limit for the Riverside Community College District at \$168,932,799;

Resolution No. 1-13/14 Regarding Appropriations Subject to Proposition 4 Gann Limitation

Adopt Resolution 02-13/14 to delegate tort claims and workers' compensation claims settlement authority.

Resolution No. 02-13/14 Regarding Delegation of Tort Claims and Workers' Compensation Claims Settlement Authority

Motion carried. (5 ayes)

## BOARD COMMITTEE REPORTS

### Governance

Blumenthal/Figueroa moved that the Board of Trustees approve Board Policies 4020 and 5500. Motion carried. (5 ayes)

Revised and New Board Policies  
- Second Reading and Approval

### Teaching and Learning

Davis/Green moved that the Board of Trustees approve the agreement for contract education with International Rectifier Corporation for the amount of \$298,652. Motion carried. (5 ayes)

Agreement for Contract  
Education with International  
Rectifier Corporation

Davis/Green moved that the Board of Trustees approve the agreement with the Office of Statewide Planning and Development in the amount of \$119,977.00. Motion carried. (5 ayes)

Agreement to Support Tutorial  
and Training for Physician  
Assistant Program with the  
Office of Statewide Planning and  
Development

Davis/Figueroa moved that the Board of Trustees approve the agreement for the Middle College High School Program between Riverside Community College District, Moreno Valley College and Moreno Valley Unified School District in the amount of \$65,000. Motion carried. (5 ayes)

Inter-Agency Agreement for the  
Middle College High School  
Program with Moreno Valley  
Unified School District

Davis/Figueroa moved that the Board of Trustees approve the agreement for the Middle College High School Program between Riverside Community College District, Moreno Valley College and Val Verde Unified School District in the amount of \$35,000. Motion carried. (5 ayes)

Inter-Agency Agreement for  
Middle College High School  
Program with Val Verde Unified  
School District

Davis/Figueroa moved that the Board of Trustees approve the agreement for the Moreno Valley College/Nuview Bridge Early College High School Program between Riverside Community College District, Moreno Valley and Nuview Union School District in the amount of \$100,000. Motion carried. (5 ayes)

Inter-Agency Agreement for the  
Moreno Valley College/Nuview  
Bridge Early College High  
School Program with Nuview  
Union School District

### Resources

Green/Figueroa moved that the Board of Trustees approve the updated list of prequalified furniture, fixtures and equipment consulting firms: HMC Architects, LPA Inc., NTD Architecture, and Pal Id Studio, Inc. Motion carried. (5 ayes)

Updated List of Prequalified  
Firms for Furniture, Fixtures and  
Equipment (FF&E) Consulting  
Services

Green/Miller moved that the Board of Trustees approve a project budget refinement for the various components of Student Services Building and Ancillary Projects Budget, from the \$32 million total project budget. Motion carried. (5 ayes)

Budget Refinement for Student Services Building and Ancillary Projects Budget

Ms. Monica Delgadillo-Flores, Associate Professor, Counseling, Riverside City College, expressed her appreciation to the committee members who helped make the construction of a student services building at Riverside City College a reality. She questioned the \$1.6 million price tag to construct a Grab-n-Go Café, and noted that funds for the student services building had been reduced. She requested that some of those funds be returned to the student services budget.

COMMENTS FROM THE PUBLIC

Ms. Carlson clarified that the District is required to build to state codes and pay prevailing wages, thus higher costs are incurred than what would be paid by the private sector for construction. Around \$700,000 is the actual cost to build and the rest of the funds are for equipment, furnishings, consultants, testing/inspections as well as contingency. Monies that are not spent are returned for the college's allocation of Measure C.

Green/Figueroa moved that the Board of Trustees approve a budget augmentation of \$417,600, for a project budget not to exceed \$517,660 for the groundwater monitoring wells compliance project. Motion carried. (5 ayes)

Budget Augmentation for the Groundwater Monitoring Wells Compliance Project

Green/Figueroa moved that the Board of Trustees augment the budget for the District-wide Utility Infrastructure Upgrade Project by \$500,000 for a total amount not to exceed \$7.5 million. Motion carried. (5 ayes)

Budget Augmentation for the District-wide Utility Infrastructure Upgrade Project

ADMINISTRATIVE REPORTS

Vice Chancellors

Green/Miller moved that the Board of Trustees adopt Resolution No. 03-13/14, authorizing the Chancellor, or Designee, of the District to layoff and reduce hours of the classified service and send the appropriate notification. Motion carried. (5 ayes)

Resolution No. 03-13/14 Authorizing the Chancellor, or Designee, of the District to Layoff and Reduce Hours of the Classified Service

Figueroa/Davis moved that the Board of Trustees approve the 2013-2014 Moreno Valley College catalog as submitted; the 2013-2014 Norco College catalog as submitted; and the 2013-2014 Riverside City College catalog as submitted. Motion carried. (5 ayes)

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

Dr. Lyn Greene presented the report on behalf of Norco College.

Mr. Kevin Mayse presented the report on behalf of Riverside City College.

Mr. John Sullivan, Associate Faculty, presented the report on behalf of the CTA.

The Board adjourned the meeting at 7:55 p.m.

## Presidents

2013-2014 Moreno Valley College Catalog, 2013-2014 Norco College Catalog, and the 2013-2014 Riverside City College Catalog

## ACADEMIC SENATE REPORTS

Moreno Valley College

Norco College

Riverside City College and Riverside Community College District

## BARGAINING UNIT REPORTS

CTA – California Teachers Association

## ADJOURNED



## Agenda Item (III-A)

Meeting	9/17/2013 - Regular
Agenda Item	Public Hearing (III-A)
Subject	Public Hearing and Budget Adoption for the 2013-2014 Riverside Community College District Budget and Adopt Resolution No. 04-13/14 to Temporarily Suspend 5.0 Percent Fund Balance Target
College/District	District
Funding	Various Resources
Recommended Action	It is recommended that the Board of Trustees 1) Hold a public hearing on the 2013-2014 budget; 2) Adopt Resolution Number 04-13/14 to Temporarily Suspend the 5.0 Percent Fund Balance Target; and 3) Adopt the 2013-2014 Budget for the Riverside Community College District.

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### Background Narrative:

Attached for the Board's consideration is the Riverside Community College District budget for the 2013-2014 fiscal year. The 2013-2014 Budget proposal was previously discussed at the Board's Resources Committee meeting on September 3, 2013. Additionally, a Public Hearing was set for 6:00 p.m. on September 17, 2013, at the June 18, 2013 Board meeting. Staff proposes that the Board hold an open public hearing and hear any testimony on the budget. Upon close of the hearing, the Board will take action on the 2013-2014 Riverside Community College District Budget.

Resolution Number 04-13/14 is prepared to support the budget by suspending the 5.0 percent fund balance target for this fiscal year. Board Policy 6200, was approved September 16, 2004, and specifies a fund balance target concept for Riverside Community College District's annual budget development process. The fund balance target concept applies to the Unrestricted General Fund budget and equals a minimum of 5.0 percent of the sum of the projected beginning fund balance for a particular fiscal year and estimated revenues for that year.

The District has faced significant budget shortfalls over the past several years primarily resulting from State apportionment reductions. The FY 2013-14 Tentative Budget identified a budget shortfall of \$4.09 million even though there has been some restoration of State revenues. During the FY 2013-14 Final Budget development process, a number of positive budget adjustments occurred to close the budget gap such as a higher than anticipated beginning fund balance, additional estimated apportionment, reduced health insurance, reduced unemployment insurance, increased non-resident tuition and lottery revenue, reduced categorical backfill support, and budget reductions for the district office and support service areas. However, these positive budget adjustments were not sufficient to fully resolve the budget shortfall. Therefore, staff is recommending that the Board approve a resolution to temporarily suspend the 5.0 percent fund balance target concept and lower it to 3.8 percent for fiscal year 2013-14 as the State begins to restore apportionment revenues.

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

### Attachments:

[09172013\\_RCCD FY 2013-14 Final Budget Resolution No. 04-13/14\\_091713](#)

# RCCD

# RIVERSIDE COMMUNITY COLLEGE DISTRICT

MORENO VALLEY COLLEGE | NORCO COLLEGE | RIVERSIDE CITY COLLEGE

## 2013-2014 BUDGET

-Detail by Resource-

Presented by  
**Dr. Cynthia E. Azari,**  
Interim Chancellor



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**RIVERSIDE COMMUNITY COLLEGE DISTRICT**

**FINAL BUDGET**

**Fiscal Year 2013-2014**

## **INTRODUCTION**

The budget is an essential management tool that links an organization's goals and strategic intent with its current year objectives. Additionally, it provides a framework within which an organization's goals and objectives can be evaluated, and it establishes criteria for the allocation and expenditure of those funds available for current operations.

The 2013-2014 budget for the Riverside Community College District serves as its financial plan, and more importantly, it represents a dollars and cents formulation of the District's educational plan for the fiscal year July 1, 2013 through June 30, 2014. Thus, the accompanying budget provides a basis for consideration of the resource requirements and spending patterns associated with the District's educational objectives for this fiscal year.

## **THE COLLEGE DISTRICT**

Riverside Community College was founded in 1916 in response to a general petition of the electors under provisions of the State Code allowing for the creation of extended secondary programs in existing school districts. Initially, the College was affiliated with the Riverside Polytechnic High School District and served students from that district. On July 1, 1964, formal affiliation with the Riverside Unified School District was terminated by the electors through the creation of a separate community college district under the direction of an independent community college Board of Trustees. The legal entity which operates the District is officially known as the Riverside Community College District and encompasses the Alford, Corona/Norco, Jurupa, Moreno Valley, Riverside and Val Verde Unified School Districts.

Sensitive to community needs since its inception, Riverside Community College District provides a variety of enriching educational opportunities to the citizens it serves. The District is academically, economically, physically and readily accessible to the broadest possible spectrum of its potential student body through optimum use of its resources. In recognition of diverse student needs, the District seeks to contribute to the intellectual, cultural, social and economic welfare of the communities it serves by enabling students to develop their potential as free, creative and skillful individuals.

## DISTRICT'S MISSION STATEMENT

Riverside Community College District is dedicated to the success of its students and to the development of the communities it serves. By facilitating its Colleges and learning centers to provide educational and student services, it meets the needs and expectations of its unique communities of learners. The District provides the Colleges with leadership in the areas of advocacy, stewardship and planning.

## DISTRICT VISION AND VALUES

### VISION

Riverside Community College District is committed to service excellence by providing opportunities for learning, personal enrichment, innovation and community development.

### VALUES

Riverside Community College District is committed to the following set of shared values that form its core beliefs and guide its actions.

#### **Legacy**

- Heritage
- Standards
- Foundation of future

- Sustainability
- Responsibility/accountability
- Transparency/collaboration
- Integrity

#### **Inclusiveness**

- Appreciation of diversity/equity
- Respect
- Collegiality
- Shared governance

#### **Enrichment**

- Economic development
- Lifetime learning
- Professional development
- Community advancement

#### **Service**

- To students
- To community
- To the Colleges
- Education/service learning

#### **Excellence**

- Innovation
- Student success
- Organizational effectiveness
- Learning environment

#### **Stewardship**

- Planning
- Resource Development

#### **Shareholders**

- Economic partner
- Community mindedness
- Community responsibility

## COLLEGE MISSION STATEMENTS

### **MORENO VALLEY**

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

### **NORCO**

Norco College serves our students, our community, and its workforce by providing educational opportunities, celebrating diversity, and promoting collaboration. We encourage an inclusive, innovative approach to learning and the creative application of emerging technologies. We provide foundational skills and pathways to transfer, career and technical education, certificates and degrees.

### **RIVERSIDE**

Riverside City College provides a high-quality affordable education to a diverse community of learners by offering career-technical, transferable, and pre-college courses leading to certificates, associate degrees, and transfer. Based on a learner-centered philosophy, the College fosters critical thinking, develops information and communication skills, expands the breadth and application of knowledge, and promotes community and global awareness. To help students achieve their goals, the College offers comprehensive learning and student support services, student activities, and community programs. RCC empowers and supports students as they work toward individual achievement, intellectual curiosity, and life-long learning.

**THE FY 2013-2014 STATE BUDGET**

**AND**

**IMPLICATIONS FOR THE**

**CALIFORNIA COMMUNITY COLLEGES**

**AND**

**RIVERSIDE COMMUNITY COLLEGE DISTRICT**

*California State Budget, 2013-14*

**Budget Update: 2013-14 Enacted Budget**

The State enacted an on-time budget, for the third year in a row. The approved budget reflects the impact of the passage of Proposition 30 and a more stable fiscal footing. With the passage of Proposition 30, the approved budget provides additional revenues to education, rather than cuts, and begins to restore some of the disinvestment in education that has occurred over the past several years.

The budget represents a multiyear plan that is balanced, maintains a \$1.1 billion reserve and pays down budgetary debt. The state’s recent budget problems have been amplified by the often referenced “wall of debt” that consists of an unprecedented level of debt, deferrals and budget obligations accumulated over the past decade. The fiscal year 2013-14 budget dedicates billions to repay this budgetary borrowing. All told, the “wall of debt” is anticipated to decrease from the 2010-11 high of \$34.7 billion to \$4.7 billion by 2016-17.

Total general fund expenditures are set at \$96.3 billion in the enacted budget and while they are increasing, they still remain at \$6 billion below 2007-08 levels.

The budget remains balanced but only by a narrow margin. The pace of economic and revenue recovery is still uncertain, and California needs to address other liabilities that have been created over many decades. Eliminating the liabilities will take many years and constrain the state’s capacity to make other investments.

**Education Highlights**

Over the next five years, the Proposition 98 minimum funding guarantee is expected to increase by almost \$20 billion, going from \$47.2 billion to \$67.1 billion. For the 2013-14 fiscal year K-14 Proposition 98 is funded at a total of \$55.3 billion, primarily as a result of the successful passage of the Proposition 30 ballot initiative. As shown below, per student funding is anticipated to increase through fiscal 2017.

**Budget Increases Funding Per Student**

	2011-12	2016-17	Funding Increase
K-12 Education	\$7,175	\$10,010	\$2,835
Community Colleges	\$4,893	\$6,542	\$1,649
California State University	\$5,860	\$7,803	\$1,943
University of California	\$10,630	\$13,121	\$2,491

**California Community Colleges**

The major components of the 2013-14 California Community College budget are:

- Access - \$89.4 million (1.63%) “Access” replaces the terms “growth” and/or “restoration” that have been used in the past. While 1.63% of access funding has been provided, the amount available to individual districts could actually be higher as some districts may have difficulty meeting their funded levels. This will create opportunities for districts to grow at a higher rate.
- COLA – \$87.5 million (1.57%)
- Categorical programs - \$88 million



*California State Budget, 2013-14*

- Student Success Initiative - \$50 million
  - DSP&S - \$15 million
  - EOP&S - \$15 million
  - CalWorks - \$8 million
- 
- Deferral Buy-Down - \$179 million... from \$801 million to \$622 million
  - Scheduled Maintenance/Instructional Equipment - \$30 million
  - Adult Education Planning Grants - \$25 million
  - Online Education Development Initiative - \$16.9 million
  - Energy Efficiency Programs – Proposition 39 - \$47 million
  - Continuation of Mandates Block Grant - \$33 million

While the state is again investing in community colleges in a substantial way due to the passage of Proposition 30 and an improving economy, the improving economy is tenuous and Proposition 30 is temporary... the sales tax increase expires at the end of 2016 and the income tax increase will terminate at the end of 2018. What will happen then? Will Proposition 30 be extended? These are significant questions that we can't lose sight of.

Apportionment is getting exceedingly more complicated. In fiscal 2009, approximately 2/3 was from general funds in the Budget Act. Now, it is 1/3 ...meaning 2/3 of apportionment is based on revenue estimates that may not materialize. A case in point – although trailer bill language was adopted in FY 2012-13 to provide full hold harmless protection for the community colleges for any shortages in redevelopment related revenues, the community colleges still have not received approximately \$100 million that is owed from this source of funds. The Department of Finance and the State's Chancellor's Office continue to negotiate a final resolution but in the meantime, community colleges are short the cash flow and, more importantly, are left with uncertainty surrounding this very substantial amount of funding. For the future, what impact will this uncertainty have on ability of colleges to offer courses to students?

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
BUDGET PLAN  
FOR  
FY 2013-2014**

The District prepared a 2013-2014 budget projection following release of the Governor's initial budget proposal in January 2013. That projection estimated a budget problem ranging from \$.7 million to \$6.7 million, taking into consideration both increased revenues and increased costs, this information was presented to the Board of Trustees in April 2013.

The projections were further refined over the ensuing months as more information became known and the Governor released his May Revise estimates. These refinements were incorporated into the FY 2013-2014 Tentative Budget.

## BUDGET OVERVIEW

### ENROLLMENTS

The District's enrollment experience between 2000-01 and 2013-14 is presented in Exhibit A. Enrollment increased fairly steadily between 2000-01 and the peak in 2009-10, culminating in a steep decline through 2012-13.

Since 2009-10, actual enrollments decreased in accordance with the District's strategy to reduce unfunded Full-Time Equivalent Students (FTES) to help mitigate State budget and workload reductions. The colleges increased capacity in the courses that were offered to accommodate sustained enrollment demand. However, accommodating that enrollment demand resulted in substantial unfunded FTES between 2008-09 and 2010-11, and resulted in no additional revenues to serve those students.

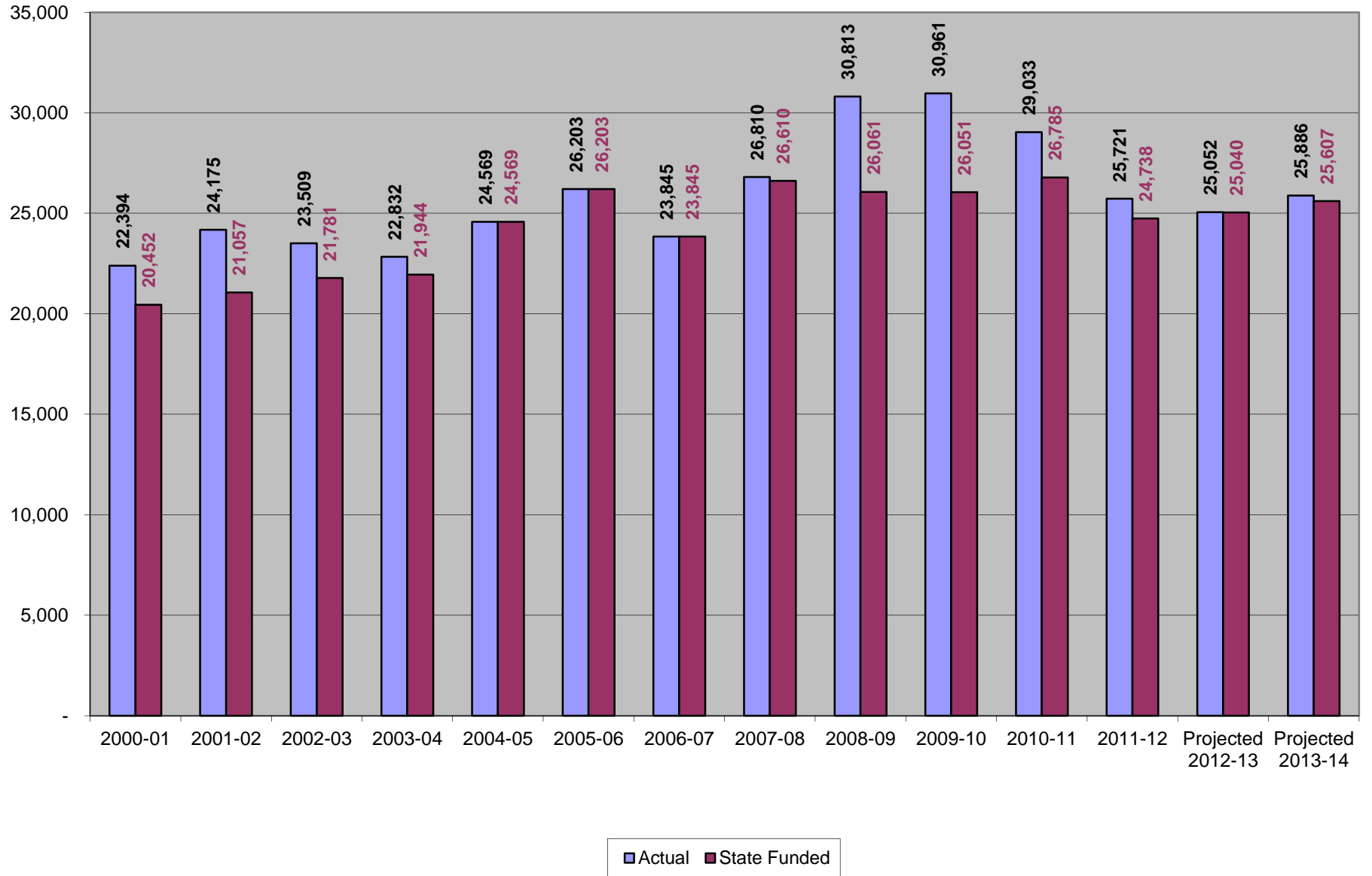
For fiscal 2013-2014, the District anticipates receiving an additional 566 funded FTES, representing an increase over the prior year of 2.26%. The District's target is 25,886 FTES and continues the strategy of maintaining minimal unfunded FTES. Target FTES by college is as follows:

<u>College</u>	FY 2013-2014 Credit FTES Target	Credit FTES %
RCC	13,924.40	53.80 %
NC	5,980.78	23.10 %
MVC	5,980.78	23.10 %
Total	25,885.96	100.00 %

Enrollments will need to be closely monitored in FY 2013-14 to ensure that the FTES targets are achieved. Softening demand within the community college system presents an opportunity for RCCD to be funded for more than the system allocated 1.63%. In FY 2012-13, the colleges were not able to achieve their FTES targets by 726 FTES. In order to obtain all revenues allocated by the State to the District, 292 FTES from Summer 2013 had to be reallocated to FY 2012-13.

### Exhibit A

## Historical Look at Resident Credit FTES Actual vs. State Funded



**Exhibit A**

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
FTES ENROLLMENTS**

	<b><u>Actual 2007-08</u></b>	<b><u>Actual 2008-09</u></b>	<b><u>Actual 2009-10</u></b>	<b><u>Actual 2010-11</u></b>	<b><u>Actual 2011-12</u></b>	<b><u>Projected 2012-13*</u></b>	<b><u>Projected 2013-14**</u></b>
<b><u>Total FTES</u></b>	27,528.91	31,712.25	31,696.17	29,609.61	26,327.45	25,631.06	26,469.96
Resident	27,011.29	31,111.39	31,185.04	29,148.89	25,857.72	25,118.52	25,952.29
Nonresident	517.62	600.86	511.13	460.72	469.73	512.54	517.67
<b><u>Resident FTES</u></b>							
Credit	26,809.50	30,813.30	30,960.73	29,033.06	25,720.52	25,052.19	25,885.96
Noncredit	201.79	298.09	224.31	115.83	137.20	66.33	66.33
<b><u>Nonresident FTES</u></b>							
Credit	517.62	600.86	510.66	457.76	466.75	510.61	515.72
Noncredit	-	-	0.47	2.96	2.98	1.93	1.95
<b><u>Basic Skills</u></b>	2,133.83	2,560.82	2,410.11	2,146.02	2,325.22	2,203.46	2,225.49
<b><u>State-Funded FTES</u></b>							
Resident Credit	26,609.74	27,009.50	26,051.08	26,785.38	24,737.57	25,040.64	25,606.83
Resident Noncredit	196.47	206.49	194.30	115.83	106.97	66.33	66.33
Basic Skills	-	-	-	-	-	-	-
<b><u>Unfunded Resident FTES</u></b>							
Resident Credit	199.76	3,803.80	4,909.65	2,247.68	982.95	11.55	279.13
Resident Noncredit	5.32	91.60	30.01	0.00	30.23	0.00	0.00

\* Total Projected FTES numbers for FY 2012-2013 are based on reported amounts at P3. The final 2012-2013 Apportionment Attendance Report revisions are due to the State Chancellor's Office at the end of October 2013.

\*\* Total Projected FTES for FY 2013-2014 are based on the State's adopted budget.

**Exhibit A**

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
FTES ENROLLMENTS**

	<b><u>Actual 2000-01</u></b>	<b><u>Actual 2001-02</u></b>	<b><u>Actual 2002-03</u></b>	<b><u>Actual 2003-04</u></b>	<b><u>Actual 2004-05</u></b>	<b><u>Actual 2005-06</u></b>	<b><u>Actual 2006-07</u></b>
<b><u>Total FTES</u></b>	22,631.32	24,866.87	24,191.30	23,421.97	25,088.61	26,788.53	24,403.97
Resident	22,272.01	24,351.00	23,721.45	23,001.01	24,666.13	26,323.25	23,967.48
Nonresident	359.31	515.87	469.85	420.96	422.48	465.28	436.49
<b><u>Resident FTES</u></b>							
Credit	22,393.76	24,175.40	23,508.70	22,831.62	24,569.01	26,202.62	23,844.65
Noncredit	121.75	175.60	212.75	169.39	97.12	120.63	122.83
<b><u>Nonresident FTES</u></b>							
Credit	357.08	512.65	463.77	418.61	418.96	460.83	436.49
Noncredit	2.23	3.22	6.08	2.35	3.52	4.45	-
<b><u>Basic Skills</u></b>	1,178.36	1,483.35	1,677.91	1,639.50	1,915.66	1,948.88	2,085.43
<b><u>State-Funded FTES</u></b>							
Resident Credit	20,452.37	21,056.85	21,781.12	21,944.38	24,569.01	26,202.62	23,844.65
Resident Noncredit	121.75	129.21	154.84	159.62	97.12	120.63	122.83
Basic Skills	320.78	237.36	180.70	386.45	-	-	-
<b><u>Unfunded Resident FTES</u></b>							
Resident Credit	1,941.39	3,118.55	1,727.58	887.24	-	-	-
Resident Noncredit	0.00	46.39	57.91	9.77	-	-	-

## UNRESTRICTED GENERAL FUND - RESOURCE 1000 SUMMARY

Resource 1000 includes the major operations of the District and thus will be the focus of this budget narrative. However, matters of significance in other Resources also will be noted.

### REVENUES

Resource 1000 revenues (Exhibit B) are projected at \$138.96 million for fiscal 2014. Key factors include:

#### **1. State Funding**

- a. COLA – \$1.96 million (1.57%)
- b. Growth – \$2.63 million (2.26%)
- c. Part-Time Faculty Compensation – The District will receive \$.57 million...the same amount as fiscal 2013.
- d. Lottery Revenue – \$3.1 million, which is \$.1 million above the prior year level.
- e. Mandate Block Grant – The District will receive \$.70 million.
- f. Education Protection Account (EPA) – In November 2012, the voters of California passed Proposition 30 – The Schools and Local Public Safety Protection Act. This proposition temporarily raised the sales and use tax rates by .25 cents and raised the income tax rate for high income tax earners to provide continuing funding for local school districts and community colleges.

Community colleges have the sole authority to determine how the moneys received from the Education Protection Account are spent, provided that no funds are used for administrative salaries and benefits or any other administrative cost.

As mentioned previously, both the sales and use tax rate increase and the increased income tax rates will begin to expire at the end of 2016 and 2018, respectively.

FY 2013-14 EPA funds, which are a component of apportionment revenue, total \$17,185,121.

2. **Nonresident Tuition** – \$2.3 million, which is \$.5 million above the prior year level.
3. **Interest Income** – Projected at \$.15 million, the same as the prior year level.
4. **Enrollment Fee Revenue** – Projected at \$9.0 million ... \$.35 million over the prior year budget to account for effect of increased enrollment. It is important to observe that the District retains only 2.0% of these funds, with the remainder becoming a part of State general revenue.
5. **Indirect Cost Recovery Revenue** – Projected at \$.5 million

### EXPENDITURES

Within the funds available for the 2013-2014 fiscal year, the Riverside Community College District will address the educational needs of its students and communities pursuant to its mission, goals and objectives. The 2013-2014 Resource 1000 budget reflects the following major items (Exhibit C):

## UNRESTRICTED GENERAL FUND - RESOURCE 1000 SUMMARY (continued)

### 1. *Compensation*

- a. Salary – \$1.57 million set-aside for an 1.57% increase.
- b. Step and Column – A \$.65 million increase.
- c. Health Benefits – An increase of \$.56 million, representing an average rate of increase of 4.68%.
- d. Other Employee Benefits – A decrease of \$.91 million, as a result of a substantial unemployment rate decrease from the State of California.
- e. Retirement – An increase to the PERS employer contribution rate from 11.417% to 11.442%.

2. The District received funding increases from the State in the form of COLA and Access for FTES funding. The District incurs cost increases for the following: salary cost of living adjustments; health and welfare benefits; salary schedule step and column movement; liability and workers' compensation; new facility operating costs; utilities; contracts; etcetera. The increased funding is not sufficient to fully provide for increased costs. In response, the District has taken the following actions: imposed District office and support service area budget reductions of \$.74 million; reduced the off-year election budget by \$.30 million; and reduced contingency from 5% to 3.8%.

3. The District provided \$.83 million to fund seven new faculty positions... one for Riverside City College, two for Norco College and four for Moreno Valley College. A total of \$.14 million has been set-aside as the District's contribution for potential new staff budget positions at the colleges.

4. To align the associate faculty and overload budgets and to provide funding to achieve enrollment targets for the year, a total of \$2.25 million has been provided.

5. A total of \$.35 million has been established to construct the useable common area between the Digital Library and the Nursing and Math/Sciences buildings on the Riverside City College campus. The sources of funding for the project are proceeds from the "Splash" production held at the RCC Aquatics Complex and bookstore commissions generated from sales at the RCC bookstore under the Barnes & Noble Co. contract.

6. A total of \$.30 million has been included for potential increases to utilities and existing contracts and agreements.

7. Allocations have been provided for increased operating costs resulting from the new Maintenance and Network Operations Center at Norco College (\$.06 million) and the Student Academic Services building at Moreno Valley College (\$.24 million).

8. A benefit analysis was performed by Keenan and Associates on the RCCD Health Plan that is accounted for in Resource 6100 – Health and Liability Self-Insurance. The results of the analysis indicate an increased liability associated with health claims. To provide for this increased liability, Keenan and Associates recommended an increase in the rate per participant to



## **UNRESTRICTED GENERAL FUND - RESOURCE 1000 SUMMARY** *(continued)*

\$22,122 per year from the current rate of \$20,905 per participant per year. The impact of the increase to Resource 1000, \$.22 million, has been included in the FY 2013-14 budget.

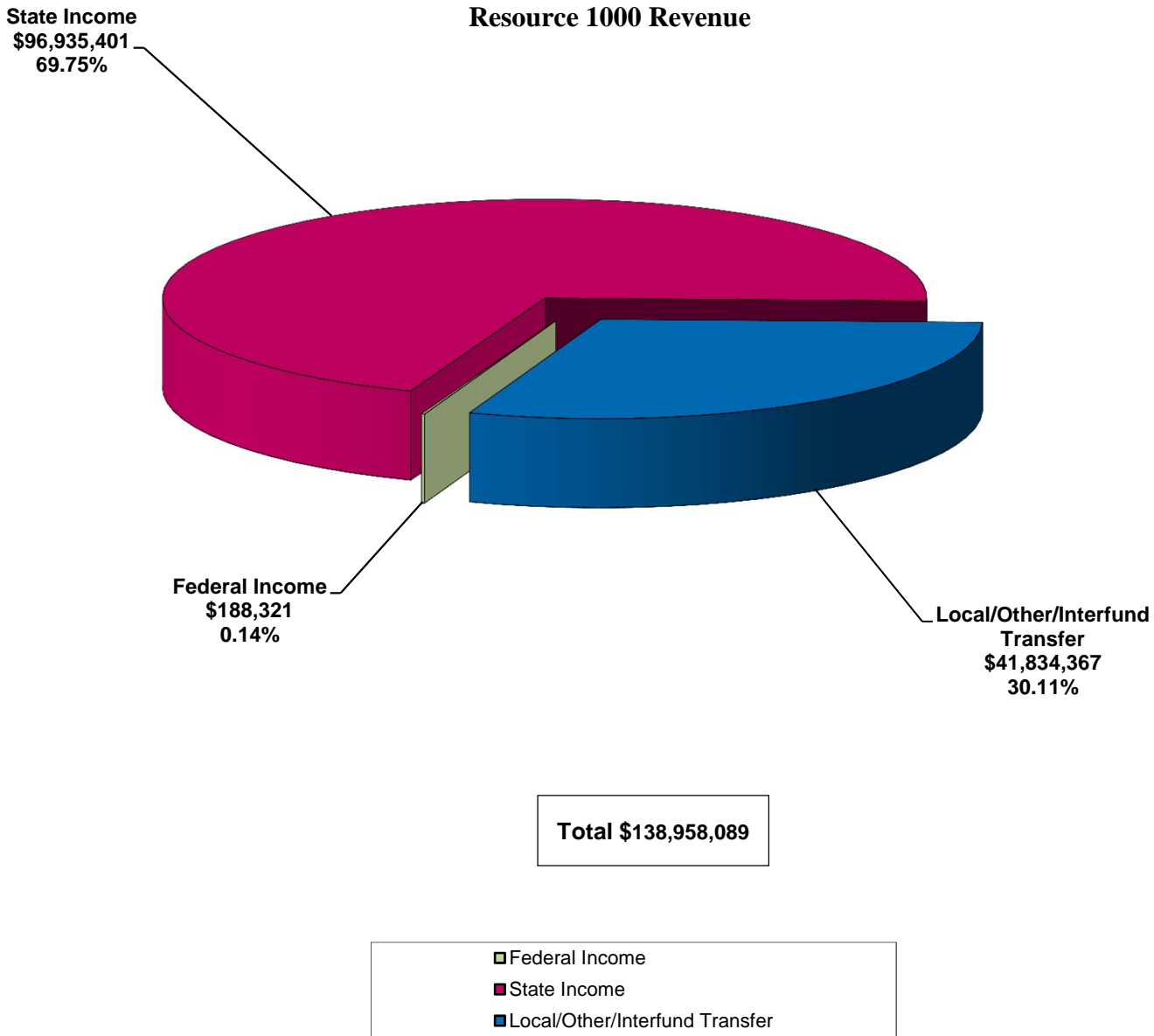
**9.** An actuarial valuation was performed by an external actuary on the District's exposure to general and employment liability claims that are accounted for in Resource 6100 – Health and Liability Self-Insurance. The results of the actuarial valuation for past claims, in addition to recent employment liability payouts, indicate a substantial liability. As a result, support from Resource 1000 totaling \$1.50 million continues to be provided.

**10.** The District engaged an external actuary, to perform an actuarial valuation of workers' compensation liabilities. The results of the actuarial valuation indicate a significant exposure to workers' compensation liabilities, and recommends an increase to the provision for estimated claims. However, the workers' compensation rate charged to all budgets with salary accounts will remain the same at 2.29% for fiscal year 2013-14 since an adequate contingency has been provided.

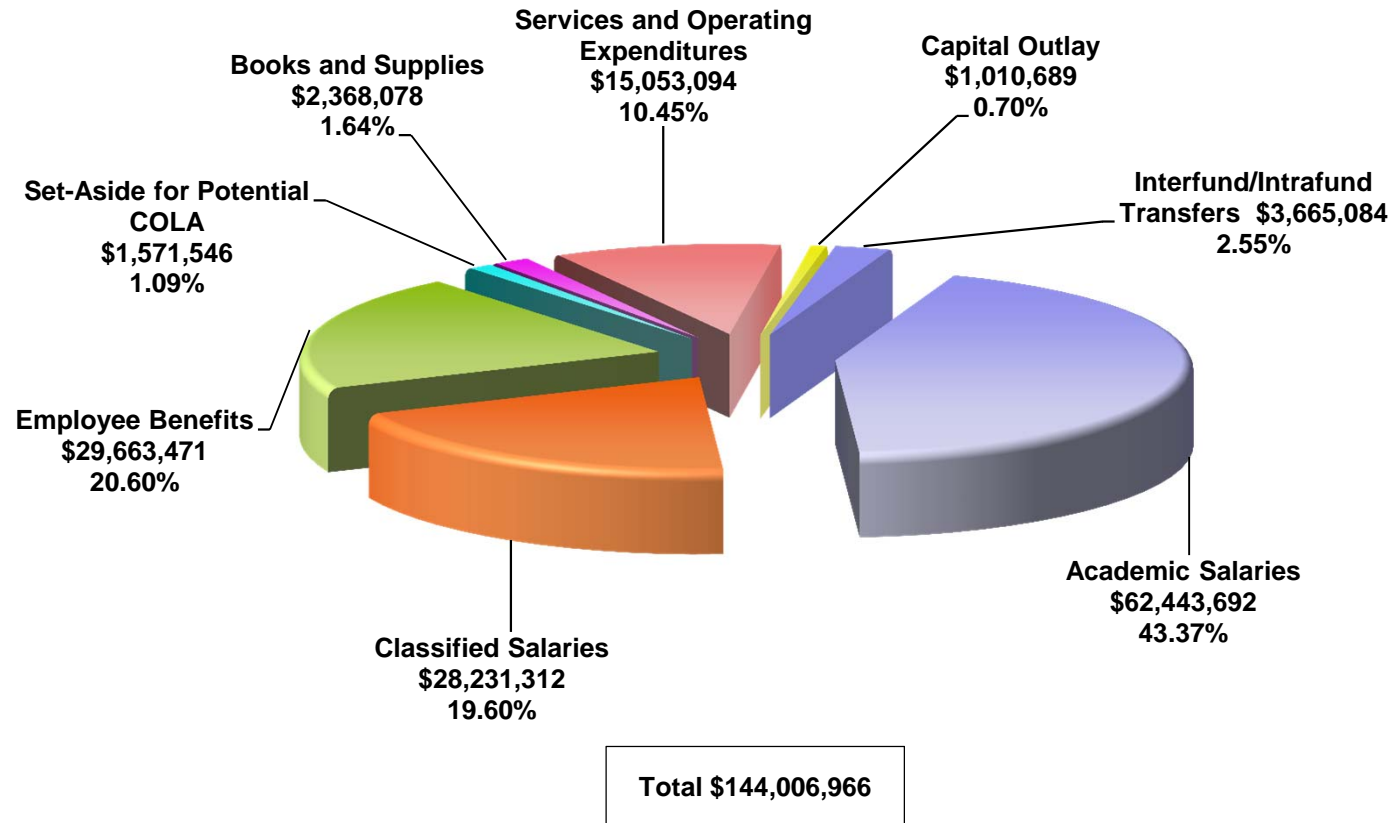
### **ENDING FUND BALANCE**

The District anticipates an unaudited beginning balance in Resource 1000 of \$11.41 million at July 1, 2013. The District projects an ending balance of \$6.36 million at June 30, 2014. The projected ending balance is below the Board's policy objective of a budgeted ending balance equal to at least 5.0% of "total available funds. The 5% reserve level equals \$8.18 million. A component of the budget balancing strategy for fiscal 2014 is to temporarily lower the reserve requirement from 5% to 3.8%. A 3.8% reserve equals \$6.36 million.

**Exhibit B**  
**Riverside Community College District**  
**2013-2014 Proposed Budget**  
**Resource 1000 Revenue**



**Exhibit C  
 Riverside Community College District  
 2013-2014 Proposed Budget  
 Resource 1000 Expenditures**



Academic Salaries	Classified Salaries	Employee Benefits
Set-Aside for Potential COLA	Books and Supplies	Services and Operating Expenditures
Capital Outlay	Interfund/Intrafund Transfers	

## BUDGET ALLOCATION MODEL

In the 2007-08 fiscal year a Budget Allocation Model Task Force was convened--composed of faculty, staff, and management representatives from the several internal District constituencies--to develop a budget allocation model for the emergent three-college district--implementation in FY 2008-09.

In the fall of 2012, then Chancellor Gray indicated his desire “to thoroughly review our BAM model this spring (2013)” as a result of the District Budget Advisory Council (DBAC) Budget Allocation Model (BAM) assessment process and to determine if the allocation of resources in a three college district met our needs, via joint meetings of District, the three college presidents and himself. He further directed that this group should complete its work with respect to the development of a budget allocation model proposal by June 1, 2013. To this end, the group met numerous times during the period February 22-May 17, 2013, to review components of the budget allocation model, budget allocation principles and alternative methodologies. Revisions to the model were then made and presented to the Chancellor for approval and use in developing the 2013-14 budget proposal (Exhibit D). It should be noted that the BAM remains a work-in-progress, in part to assess the revisions that have been made and also to revisit some elements which require additional analysis, consideration and/or policy decisions. It will be reviewed again during the current fiscal year in preparation for use in the fiscal 2015 budget process. It should further be recognized that the BAM will always be considered a work-in-progress, because factors internal and external to the District will continue to change and the BAM must therefore continue to evolve in response.

The revised BAM will be presented to the District Strategic Planning Committee (DSPC) in October 2013 for review and acceptance. In addition, the DSPC will be asked to consider some of the elements that remain open and to recommend policy changes during this transitional implementation year.

### BAM Principles

Considerable time was spent on budget allocation principles. Seven principles were established:

1. Equilibrium in the operating budget structural balance is maintained through assurance that ongoing expenditures do not exceed ongoing revenues and that compliance with State and District reserve requirements is maintained.
2. The BAM recognizes that resource allocation is linked to District-wide strategic planning.
3. The BAM provides for the equitable allocation of available resources to the three (3) colleges and the District Office, while ensuring compliance with statutory and regulatory requirements.
4. Enrollment management decisions drive the allocation of operational resources.
5. The BAM is simple, readily communicable and understood, and as easy to administer as possible.
6. The BAM is defined in measurable terms to maintain objectivity and predictability and so that the outcome is independently verifiable.
7. The BAM is driven by verifiable data.

## **BUDGET ALLOCATION MODEL**

*(continued)*

### Policy/Organizational Considerations

Also considered were a variety of policy and organizational matters. These are important considerations when it comes to resource allocation, each of which requires substantial discussion, thought and analysis. Four such considerations will be addressed prospectively. They are:

1. Defining the roles of the District vis-à-vis the District's four major entities in the budget development and execution processes.
2. Defining the way in which compliance with statutory, regulatory and policy requirements shall be assured (e.g. FON, 50% Law, categorical match).
3. Defining self-insurance funding.
4. Defining DSPS services and funding levels.

### BAM Revision Components

Nine revisions to the model were agreed upon to ensure that the BAM was responsive to the way in which the District has evolved as a multi-college district. These revisions will be reviewed in fiscal year 2013-2014 to determine if they have worked as envisioned. The revisions are as follows:

1. RCCD's BAM will mirror the State funding model for the California Community Colleges for the basic allocation, full-time-equivalent student (FTES) apportionment, one-time funding, and one-time funding on an annual basis (e.g. Prop 30). The model will comply with budget-related statutory and regulatory requirements (e.g. 50% Law, FON, etc.).
2. The minimum 5% required level of District reserves and funding for the district office will be the first allocations of the District's "Total Available Funds" in the Unrestricted General Fund.
3. In recognition that it may be necessary to transition over time to a point whereby each of the colleges achieve equilibrium between allocated revenues and the expenditures needed to support instructional service levels to students, a separate allocation may be provided.
4. Non-State apportionment, one-time funds, ongoing funds and entrepreneurial revenues (e.g. Norco College Trading Post, Riverside City College Splash, Nonresident tuition, indirect cost reimbursements, lease/rental income, etc.) that are specific to a particular entity will be retained by the respective college that generates the revenue.
5. Revenue sources that are not specifically identifiable to a particular entity will be allocated based on the same methodology used to allocate apportionment revenues unless otherwise specified by the funding source.
6. A minimum of 1% of total available funds will be allocated for contingency at the entity level.
7. Child Care Centers, Food Services, Performance Riverside, Contract Education, Community Education, and Bookstore must be self-sustaining by entity.
8. Interfund loans will be allocated "off the top" of the District budget.
9. The budget allocated for the District Office and District Support Services shall correlate with the percent increase/decrease of the aggregate budget allocated to the colleges.

**Exhibit D**  
**Riverside Community College District**  
**Revised Budget Allocation Model - Final Budget**  
**FY 2013-2014**

	<u>Total</u>
<b>Contingency Budget from FY 2012-2013</b>	
Contingency from 2012-2013	\$ 4,560,030
Increase from Budgeted 2012-2013 Revenue	1,979,979
Unspent 2012-2013 Expenditure Budget	<u>4,867,400</u>
<b>Unaudited Beginning Balance, July 1, 2013</b>	<b>\$ 11,407,409</b>

<b>Apportionment</b>	
Basic Allocation	\$ 10,518,225
Cr FTES (MVC - 5,759.35; NC - 5,759.35; RCC - 13,521.95 (25,040.64))	114,306,160
COLA at 1.57%	1,962,601
Growth at 2.26% (MVC - 130.79; NC - 130.79; RCC - 304.61 (566.19))	<u>2,625,127</u>
Total Gross Apportionment	\$ 129,412,113
Less, Property Taxes	(28,964,492)
Less, Enrollment Fees	<u>(9,017,497)</u>
Total Net Apportionment	<b>\$ 91,430,124</b>

<b>Total Beginning Balance and Apportionment</b>	<b>\$ 102,837,533</b>
Less, Contingency Reserve at 3.81% (Board Adopted at 5% or more)	(6,358,532)
Less, DO Allocation	(3,543,772)
Less, DSS Allocation	(17,138,702)
Less, Outgoing Transfer for Self-Insured Liability (Resource 6100)	(1,500,000)
Less, Outgoing Transfer for CSJCL (Resource 1120)	(99,373)
Less, Outgoing Transfer for DSPS Match and FWS Support	(997,493)
Less, Outgoing Transfer for Backfill Support to Categorical Programs	<u>(215,625)</u>

<b>Total Funds for Per Credit FTES Calculation</b>	<b>\$ 72,984,036</b>
Total Target Credit FTES	<u>25,885.96</u>
<b>BAM Funding Rate Per Credit FTES</b>	<b>\$ 2,819.4448</b>

	<u>Total</u>	<u>Moreno Valley</u>	<u>Norco</u>	<u>Riverside</u>	<u>DSS</u>	<u>DO</u>
<b>Total Funding Rate Per Target Credit FTES</b>	\$ 2,819.4448	\$ 2,819.4448	\$ 2,819.4448	\$ 2,819.4448		
<b>Target Credit FTES Target</b>	25,885.96	5,980.78	5,980.78	13,924.40		
<b>Total Allocated Beginning Balance and Apportionment</b>	\$ 72,984,036	\$ 16,862,479	\$ 16,862,479	\$ 39,259,078		
Non-Credit FTES	182,073	25,116	-	156,957	-	-
Federal Revenues	188,321	58,738	51,220	78,363	-	-
Other State Revenues	5,323,204	1,229,660	1,229,660	2,863,884	-	-
Local Revenues	41,643,010	9,241,532	9,209,212	23,192,266	191,357	-
Incoming Transfer from Customized Solutions (Resource 1170)	67,407	-	67,407	-	-	-
Incoming Transfer from Bookstore (Resource 1110)	350,000	48,825	66,475	234,700	-	-
<b>Total Available Funds</b>	<b>\$ 120,738,051</b>	<b>\$ 27,466,350</b>	<b>\$ 27,486,453</b>	<b>\$ 65,785,248</b>	<b>\$ 191,357</b>	<b>\$ -</b>
<b>Base Expenditures for FY 2013-2014</b>						
FY 2013-2014	(120,738,051)	(29,079,540)	(23,946,149)	(67,712,362)	(17,330,059)	(3,543,772)
<b>Budget (Shortfall) or Excess</b>	<b>\$ -</b>	<b>\$ (1,613,190)</b>	<b>\$ 3,540,304</b>	<b>\$ (1,927,114)</b>	<b>\$ (17,138,702)</b>	<b>\$ (3,543,772)</b>

**Exhibit D**  
**Riverside Community College District**  
**Revised Budget Allocation Model - Final Budget**  
**FY 2013-2014**

Base Expenditures for FY 2013-2014	Total				Total		
	Colleges	Moreno Valley	Norco	Riverside	DSS	DO	DO/DSS
FY 2012-2013 Base Expenditure Budget	\$ 110,244,691	\$ 25,742,683	\$ 21,532,403	\$ 62,969,605	\$ 19,707,561	\$ 3,690,086	\$ 23,397,647
Position Step and Column Adjustments	595,693	145,857	170,156	279,680	54,375	2,084	56,459
Health/Dental/Life Insurance	609,866	150,194	98,712	360,960	(23,877)	(22,986)	(46,863)
Fixed Charges (STRS, PERS, FICA, MC, UI, WC)	(793,775)	(189,682)	(156,288)	(447,805)	(102,812)	(15,550)	(118,362)
Budget Reduction Strategy	(40,496)	(7,085)	(8,093)	(25,318)	(563,489)	(140,902)	(704,391)
Growth, Placement Adjustments, Reclassifications	846,002	284,952	317,312	243,738	(320,587)	346,706	26,119
Set-aside for Compensation Adjustment (1.57%)	1,383,432	331,705	276,903	774,824	161,614	26,500	188,114
New Positions	827,736	470,259	238,318	119,159	-	140,000	140,000
Enrollment Management/Budget Alignment Associate Faculty/Overload	2,245,095	895,064	547,386	802,645	-	-	-
Budget Reallocations between Entities	2,198,052	533,736	441,783	1,222,533	(1,977,276)	(220,776)	(2,198,052)
Barnes and Noble Signing Bonus Usage	600,000	150,000	150,000	300,000	-	-	-
Contracts/Agreements/Licenses	90,739	21,186	17,721	51,832	108,501	3,036	111,537
Utilities Holding Account	-	-	-	-	100,000	-	100,000
Use of Facilities, Customized Solutions Contracts and other	233,713	66,069	55,239	112,405	(1,276)	522	(754)
La Sierra Loan Repayment (Year 1 of 5)	1,047,623	244,602	204,597	598,424	187,325	35,052	222,377
Off-Year Board of Trustees Election	-	-	-	-	-	(300,000)	(300,000)
RCC Useable Common Area Project	349,680	-	-	349,680	-	-	-
New Facilities - Moreno Valley College SAS; Norco College NOC	300,000	240,000	60,000	-	-	-	-
<b>Base Expenditure Budget FY 2012-2014</b>	<b>\$ 120,738,051</b>	<b>\$ 29,079,540</b>	<b>\$ 23,946,149</b>	<b>\$ 67,712,362</b>	<b>\$ 17,330,059</b>	<b>\$ 3,543,772</b>	<b>\$ 20,873,831</b>
<b>% of Base Budget</b>	<b>85.26%</b>	<b>20.53%</b>	<b>16.91%</b>	<b>47.82%</b>	<b>12.24%</b>	<b>2.50%</b>	<b>14.74%</b>
<b>\$ Increase (Decrease) to PY Base Budget</b>	<b>10,493,360</b>	<b>\$ 3,336,857</b>	<b>\$ 2,413,746</b>	<b>\$ 4,742,757</b>	<b>\$ (2,377,502)</b>	<b>\$ (146,314)</b>	<b>\$ (2,523,816)</b>
<b>% Increase/-Decrease to PY Base Budget</b>	<b>9.52%</b>	<b>12.96%</b>	<b>11.21%</b>	<b>7.53%</b>	<b>-12.06%</b>	<b>-3.97%</b>	<b>-10.79%</b>

## OTHER DISTRICT RESOURCES

### *OTHER RESOURCES*

Other District “Resources” reflected in the budget are:

- 1050 Parking – Restricted
- 1070 Student Health – Restricted
- 1080 Community Education
- 1090 Performance Riverside
- 1110 Bookstore (Contractor Operated)
- 1120 Center for Social Justice and Civil Liberties - Restricted
- 1170 Customized Solutions
- 1180 Redevelopment Pass-Thru – Restricted
- 1190 Grants and Categorical Programs – Restricted
- 3200 Food Services
- 3300 Child Care
- 4100 State Construction and Scheduled Maintenance
- 4130 La Sierra Capital
- 4170 2010D Capital Appreciation Bonds
- 4180 2010D Build America Bonds
- 6100 Health and Liability Self-Insurance
- 6110 Workers’ Compensation Self-Insured
- Student Federal Grants
- State of California Student Grants
- ASRCCD

Additionally, the following should be observed for other District Resources:

**1. Resource 1050, Parking** - The Parking Resource receives revenues from the sale of parking permits, metered parking, and parking citations. These revenues are used to support parking operations, maintain parking lots and support the College Safety and Police Department, which is funded from both this Resource as well as Resource 1000. In FY 2012-13, personnel costs were realigned to reflect how services are delivered based on a study conducted by the Chief of Police. The Parking operation incurred a loss of \$.45 million in FY 2012-13 and fund balance decreased from \$.64 million to \$.19 million. The proposed budget shows current year expenditures exceeding current year revenues by approximately \$.50 million, thus reflecting an encroachment upon the contingency reserve that will result in a negative balance of \$.30 million. This operating model will need to be reviewed as it is not sustainable.

**2. Resource 1070, Student Health** - The Student Health Resource continues to maintain a substantial contingency reserve, reflecting total available funds of \$3.19 million and a projected ending balance of \$1.75 million, while providing increased services to students. Operating costs have been streamlined to align more closely with operating revenues. Encroachment upon the reserve balance is projected to be \$.13 million versus the projected \$.40 million from the prior year.

**3. Resource 1080, Community Education** - The Community Education Resource is intended to be self-supporting. It provides not-for-credit courses on a fee basis. Community Education ended fiscal year 2012-13 with an accumulated deficit of \$.16 million and it is anticipated that it will end fiscal year 2013-14 with an accumulated deficit of \$.15 million. Staff



## OTHER DISTRICT RESOURCES

(continued)

will need to monitor this Resource closely throughout the year, to ensure revenue projections are realized.

**4. Resource 1090, Performance Riverside** - Performance Riverside ended fiscal year 2012-13 with an accumulated deficit of \$.50 million, due primarily to a precipitous decline in revenues versus what was planned for the year. Riverside City College staff has realigned the operating model for FY 2013-14. RCC's Performing Arts department and students will be integrated into Performance Riverside productions as an essential component of the instructional program. The number of full-scaled productions has been reduced by half. It is anticipated that this new operating model will reduce and eventually eliminate the annual operating deficit.

**5. Resource 1110, Bookstore (Contractor Operated)** - Resource 1110 was established to account for the bookstore operations at all three colleges. These bookstores are operated through a contract with Barnes & Noble Co. which was renewed in December 2012. The budget proposal includes an interfund transfer of \$.58 million to Resource 3200 - Food Services, and an intrafund transfer of \$.35 million to the general operating fund, \$.10 million of which will be used to fund the new useable common area between the Digital Library and Nursing and Math/Sciences buildings on the Riverside City College campus.

**6. Resource 1120, Center for Social Justice and Civil Liberties** - Resource 1120 was established to account for the activities associated with operating the Center for Social Justice and Civil Liberties and is intended to be self-supporting through private donations and contributions from governmental and private grants. The District is actively recruiting for a director for the Center. Securing private donations and grants are highly dependent on the hiring of a permanent director. Until that occurs, the Center will be supported through a transfer from the Resource 1000. For FY 2013-14, the transfer amount is \$99,373.

**7. Resource 1170, Customized Solutions** - Resource 1170 was established to isolate the financial activities of the District's Customized Solutions program. This program provides customized training for local businesses, government agencies, and non-profit organizations. The budget proposal provides for total available funds of \$1.21 million and an ending balance of \$.23 million.

**8. Resource 1180, Redevelopment Pass-Thru** - Resource 1180 expenditure budget provides funds for equipment and network infrastructure needs; consulting services relative to existing redevelopment agreements; utilities at the Riverside Community College System Office temporarily located on Alessandro Blvd.; funds to complete the Center for Social Justice and Civil Liberties facility; and funds for the Coil School for the Arts building project. The District continues to receive redevelopment revenues despite the dissolution of redevelopment agencies in fiscal 2012. In fiscal year 2013-14, a total of \$1.0 million has been set aside to address equipment and network infrastructure needs for the District. The funds have been allocated as follows: Riverside City College - \$.48 million; Norco College - \$.17 million; Moreno Valley College - \$.20 million; District Support Services - \$.15 million.

**9. Fund 1190, Grants and Categorical Programs** - Resource 1190 is used to record the financial activity of restricted categorical and grant funds received by the District. These funds

## OTHER DISTRICT RESOURCES

(continued)

are used to assist the District in the pursuit of objectives established in strategic planning processes.

**a.** In 2009-2010, the State reduced funding for categorical programs by 32% to 62% depending on the program. With the passage of Proposition 30 and the improving state economy, the State has provided substantial increases to the categorical programs that had sustained significant decreases in prior years. Although the state has not announced the final college allocations, increased funding is estimated as follows: Disabled Student Programs and Services (DSPS) - \$.14 million; Extended Opportunity Programs and Services (EOPS) - \$.12 million; and Student Success Initiative (SSI formerly Matriculation) - \$.69 million. Since the reduction of state funding in 2009-10, the District has provided backfill funding from the general fund to the categorical programs by making annual transfers. Due to the increased State funding in FY 2013-14, District support for SSI and DSPS can be reduced by \$.37 million and \$.10 million, respectively, thereby decreasing the total backfill to \$.23 million from \$.70 million.

**b.** The District collects Capital Outlay Surcharge fees from international students. The funds that have accumulated, \$1.20 million, are being allocated as follows: Riverside City College - \$.73 million; Norco College - \$.18 million; Moreno Valley College - \$.18 million; and District Support Services - \$.11 million. These funds are restricted to capital outlay, maintenance and equipment.

**c.** The State has allocated Instructional Equipment funds to the District in FY 2013-14 after many years of suspended funding. The total amount, \$.31 million, will be allocated as follows: Riverside City College - \$.17 million; Norco College - \$.07 million; and Moreno Valley College - \$.07 million. These funds require a one dollar match from the District for every three dollars of State funds.

**10. Resource 3200, Food Services** – Resource 3200 accounts for food service and catering activities for all three colleges. This Resource ended FY 2012-2013 with an ending reserve balance of \$371,990, primarily as a result of the new beverage and bookstore contracts that were entered into during the year. As mentioned previously, an interfund transfer in the amount of \$.58 million from the Bookstore (Resource 1110) is provided, up from \$.44 million in the prior year.

**11. Resource 3300, Child Care** - The District operates childcare programs at Riverside City College and Moreno Valley College. A third party child care provider previously operated the childcare program at the Stoke Innovative Learning Center; however, the contract was cancelled in FY 2012-13 due to non-payment of rent. This Resource ended 2012-13 with an ending reserve balance of \$.15 million and is projected to end fiscal 2014 with an ending reserve of \$.13 million.

**12. Resource 4100, State Construction and Scheduled Maintenance** - Historically, Resource 4100 has included the State Construction, Scheduled Maintenance and Hazardous Substances budgets. The State eliminated Scheduled Maintenance and Hazardous Substances funding for fiscal years 2009-2010 through 2012-2013. Scheduled Maintenance and Hazardous Substances funding has been restored for FY 2013-14. The District will receive \$.31 million from the State which will be allocated as follows: Riverside City College - \$.17 million; Norco College - \$.07 million; and Moreno Valley College - \$.07 million. These funds require a one

## OTHER DISTRICT RESOURCES

*(continued)*

dollar District match for every one dollar of State funds. Measure C funds have been allocated for the match requirement. The budget proposal also includes \$3.15 million for completion of the Moreno Valley College Student Academic Services building.

**13. Resource 4130, La Sierra Capital** - This Resource has loaned the general fund a total of \$7.01 million over the past several years to pre-fund savings resulting from an early retirement offer; forgive the Major Gifts Campaign debt owed by the RCCD Foundation; fund Performance Riverside's accumulated deficit; and to provide budget assistance to the general fund. A total of \$.68 million has been repaid to date, leaving a remaining balance owed from the general fund of \$6.3 million. The remaining balance is anticipated to be repaid over five years at approximately \$1.3 million per year, beginning in FY 2013-14.

**14. Resource 4170, 2010D Capital Appreciation Bonds** - This fund was established to account for the capital appreciation bond proceeds derived from the Series 2010D issuance of Measure C general obligation bonds and the expenditure of funds related to Board approved Measure C capital outlay projects (see Exhibit G).

**15. Resource 4180, 2010D Build America Bonds** - This fund was established to account for the Build America Bonds proceeds derived from the Series 2010D issuance of Measure C general obligation bonds and the expenditure of funds related to Board approved Measure C capital outlay projects (see Exhibit F). Build America Bonds were authorized as part of the American Recovery and Reinvestment Act of 2009. The District receives cash subsidies from the United States Treasury equal to 35% of the annual interest payable on these bonds, effectively lowering the cost of borrowing. The sequestration provisions adopted by the federal government in 2013 have reduced the subsidy payments by 8.7%.

**16. Resource 6100, Health and Liability Self-Insurance** - This Resource is used to account for the District's self-insured indemnity health and liability programs. As mentioned earlier in this narrative, a benefits analysis was performed by Keenan and Associates to evaluate claims liabilities and recommend a sufficient funding to provide coverage for the claims. As a result of the analysis, Keenan and Associates recommended decreasing our provision for estimated claims liabilities primarily as a result of better claims management from our new third party administrator. Keenan and Associates has recommended an increase to the rate assessed for each participating employee from \$20,905 to \$22,122, an increase of 5.8%, as a result of increased health claims.

Also as mentioned earlier in this narrative, the District engaged an actuary to perform an actuarial valuation of general and employment liabilities. The results of the actuarial valuation indicate that the District has a significant exposure to general and employment liabilities and recommends an increase to the provision for estimated claims. The interfund transfer of \$1.5 million from the general fund remains to provide coverage for the increased claims liability.

**17. Resource 6110, Workers' Compensation Self-Insurance** - This Resource is used to account for the District's self-insured workers' compensation program. As previously mentioned in this narrative, the District engaged an actuary to perform an actuarial valuation of workers' compensation liabilities. The results of the actuarial valuation indicate that the District has a significant exposure to workers' compensation liabilities and recommends an increase to the provision for estimated claims. However, the workers' compensation rate charged to all budgets

## **OTHER DISTRICT RESOURCES**

*(continued)*

with salary accounts will remain the same at 2.29% for fiscal year 2013-14 and since an adequate contingency reserve has been provided at this rate.

**18. *Student Federal Grants and State of California Student Grants*** - These funds are used to report the receipt and distribution of various student grant programs.

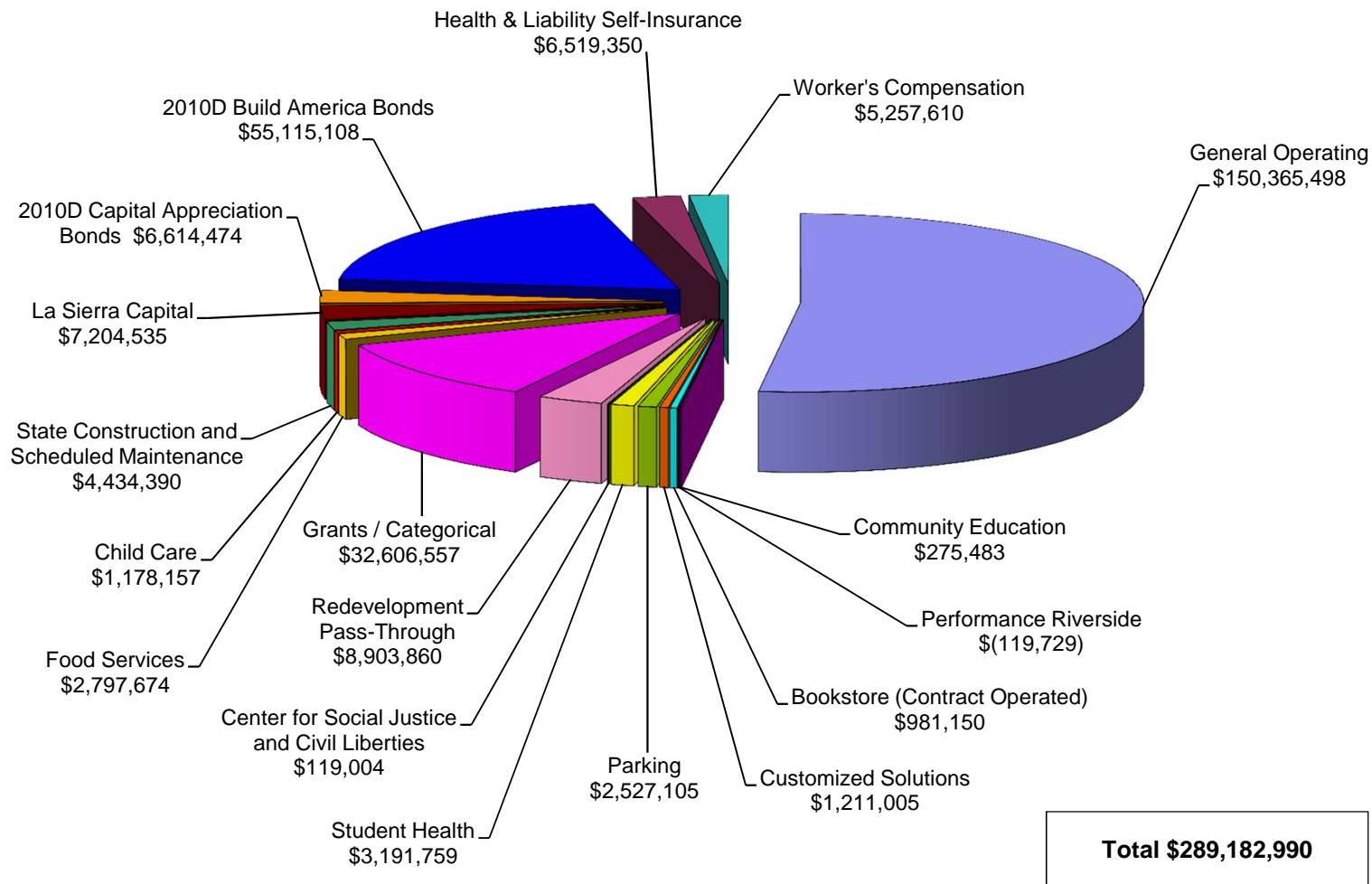
**Exhibit E**  
**Riverside Community College District**  
**2013-2014 Final Budget**  
**Measure C Projects - (Resources 4170 and 4180)**

<b>Project Description</b>	<b>District</b>	<b>Riverside</b>	<b>Norco</b>	<b>Moreno Valley</b>	<b>Total</b>
Future Projects - Feasibility/Planning/Mgmt	\$ 62,290	\$ 556,384	\$ 214,318	\$ 222,765	\$ 1,055,757
Nursing/Sciences Building	-	1,978,038	-	-	1,978,038
Scheduled Maintenance	161,297	563,657	72,430	175,669	973,053
Student Acadmic Services	-	-	-	2,327,829	2,327,829
Wheelock Gym Seismic Retrofit	-	631,429	-	-	631,429
Food Services Remodel Project	-	-	-	4,729	4,729
Learning Gateway Building	-	-	-	211,032	211,032
Student Support Center	-	-	2,045	-	2,045
Logic Domain	1,505	13,439	5,176	5,380	25,500
Network Operations Centers	-	-	711,649	2,914,449	3,626,098
Aquatics Project	-	194,707	-	-	194,707
Quad Basement Remodel	-	114,559	-	-	114,559
March Dental Education Center	-	-	-	33,551	33,551
ADA Transition Plan	2,846,921	-	-	-	2,846,921
Norco Secondary Effects	-	-	480,352	-	480,352
Utility Infrastructure	4,714,650	-	-	-	4,714,650
Moreno Valley Science Laboratories Remodel	-	-	-	197,459	197,459
Ben Clark Public Safety Training Center Status Pr	-	-	-	31,375	31,375
Alumni Carriage House	28,487	-	-	-	28,487
IT Audit	4,130,249	-	-	-	4,130,249
Culinary Arts / District Office Building	14,607,414	14,607,414	-	-	29,214,828
Electronic Contract Document Storage	2,950	26,350	10,150	10,550	50,000
2014 IPP / FPP	20,650	184,450	71,050	73,850	350,000
District Design Standards	19,215	-	-	-	19,215
Student Services Workforce Building	-	25,652,922	-	-	25,652,922
Master Plan Update	-	-	6,311	320,086	326,397
Swing Space Market Street	118,310	-	-	-	118,310
Ground Water Monitoring Wells	-	-	396,525	-	396,525
Project Contingency	4,753,946	-	-	-	4,753,946
Program Reserve	4,310,463	-	-	-	4,310,463
Emergency Phones	-	-	-	108,418	108,418
Physicians Assistant Remodel	-	-	-	109,837	109,837
Audio Visual	-	-	-	148,450	148,450
Mechanical Upgrades	-	-	-	217,587	217,587
Coil School for the Arts	23,808,119	-	-	-	23,808,119
Lovekin Parking/Tennis Project	-	3,118,932	-	-	3,118,932
West Side Food Services	-	1,522,610	-	-	1,522,610
Energy Self Generation Incentive Program	-	-	2,164,739	-	2,164,739
<b>Totals</b>	<b>\$ 59,586,466</b>	<b>\$ 49,164,891</b>	<b>\$ 4,134,745</b>	<b>\$ 7,113,016</b>	<b>\$ 119,999,118</b>
Amount to be Funded from Future Measure C Issuance					(58,269,536)
<b>Total Expenditure Budget</b>					<b>\$ 61,729,582</b>

## **BUDGET SUMMARY**

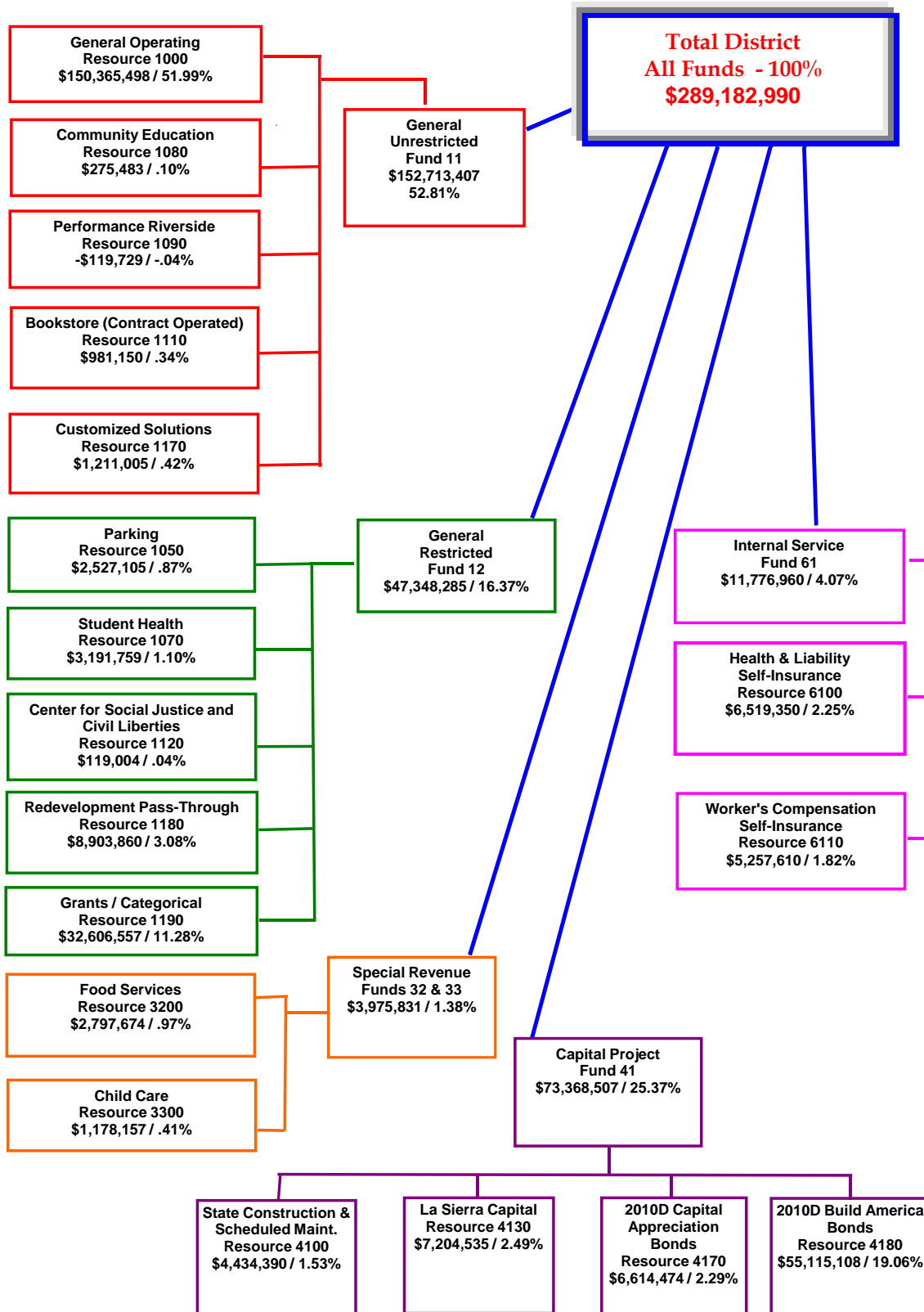
Exhibit F presents the total RCCD budget proposal for FY 2013-14 in graphical and schematic formats to provide the reader with a good sense of the scale and scope of the District's total budget for fiscal year 2013-14.

### Exhibit F Riverside Community College District 2013-2014 Proposed Budget Total Available Funds



■ General Operating	■ Community Education	■ Performance Riverside
■ Bookstore (Contract Operated)	■ Customized Solutions	■ Parking
■ Student Health	■ Center for Social Justice and Civil Liberties	■ Redevelopment Pass-Through
■ Grants / Categorical	■ Food Services	■ Child Care
■ State Construction and Scheduled Maintenance	■ La Sierra Capital	■ 2010D Capital Appreciation Bonds
■ 2010D Build America Bonds	■ Health & Liability Self-Insurance	■ Worker's Compensation

**Exhibit F**  
**Riverside Community College District**  
**Fund Schematic - Total Available Funds**  
**2013-2014 Proposed Budget**





**Exhibit F**

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
FUND / ACCOUNT SUMMARY - TOTAL AVAILABLE FUNDS  
2013-2014**

<u>Fund / Resource</u>	<u>Adopted Budget 2012-2013</u>	<u>Final Budget 2013-2014</u>
 <u>General Funds</u>		
<u>Unrestricted - Fund 11</u>		
<u>Resource</u>		
1000 General Operating	\$ 141,182,480	\$ 150,365,498
1080 Community Education	608,353	275,483
1090 Performance Riverside	466,224	(119,729)
1110 Bookstore (Contract-Operated)	745,334	981,150
1170 Customized Solutions	<u>303,559</u>	<u>1,211,005</u>
Total Unrestricted General Funds	<u>143,305,950</u>	<u>152,713,407</u>
 <u>Restricted - Fund 12</u>		
<u>Resource</u>		
1050 Parking	3,238,350	2,527,105
1070 Student Health	3,285,961	3,191,759
1120 Center for Social Justice and Civil Liberties	50,000	119,004
1180 Redevelopment Pass-Through	7,590,752	8,903,860
1190 Grants and Categorical Programs	<u>32,947,866</u>	<u>32,606,557</u>
Total Restricted General Funds	<u>47,112,929</u>	<u>47,348,285</u>
Total General Funds	<u>190,418,879</u>	<u>200,061,692</u>
 <u>Special Revenue - Funds 32 &amp; 33</u>		
<u>Resource</u>		
3200 Food Services	2,310,199	2,797,674
3300 Child Care	<u>1,100,338</u>	<u>1,178,157</u>
Total Special Revenue Funds	<u>3,410,537</u>	<u>3,975,831</u>

**Exhibit F**

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
FUND / ACCOUNT SUMMARY - TOTAL AVAILABLE FUNDS  
2013-2014**

<u>Fund / Resource</u>	<u>Adopted Budget 2012-2013</u>	<u>Final Budget 2013-2014</u>
<u>Capital Projects - Fund 41</u>		
<u>Resource</u>		
4100 State Construction & Scheduled Maintenance	12,882,075	4,434,390
4130 La Sierra Capital	7,911,529	7,204,535
4160 General Obligation Bond Funded Capital Outlay	29,732,419	-
4170 2010D Capital Appreciation Bonds	6,919,115	6,614,474
4180 2010D Build America Bonds	<u>50,443,993</u>	<u>55,115,108</u>
Total Capital Projects Funds	<u>107,889,131</u>	<u>73,368,507</u>
<u>Internal Service - Fund 61</u>		
<u>Resource</u>		
6100 Health and Liability Self-Insurance	7,051,270	6,519,350
6110 Workers Compensation Self Insurance	<u>5,526,558</u>	<u>5,257,610</u>
Total Internal Service Funds	<u>12,577,828</u>	<u>11,776,960</u>
<b>Total District Funds</b>	<b><u>\$ 314,296,375</u></b>	<b><u>\$ 289,182,990</u></b>
<u>Expendable Trust and Agency</u>		
<u>Student Financial Aid Accounts</u>		
Student Federal Grants	\$ 51,739,010	\$ 53,427,000
State of California Student Grants	<u>2,030,000</u>	<u>2,100,000</u>
Total Student Financial Aid Accounts	<u>53,769,010</u>	<u>55,527,000</u>
<u>Other Account</u>		
Associated Students of RCCD	<u>1,498,614</u>	<u>1,710,352</u>
<b>Total Expendable Trust and Agency</b>	<b><u>\$ 55,267,624</u></b>	<b><u>\$ 57,237,352</u></b>
<b>Grand Total</b>	<b><u>\$ 369,563,999</u></b>	<b><u>\$ 346,420,342</u></b>

## LOOKING AHEAD

The annual budget is critical to the achievement of the missions, long-range goals and objectives of RCCD and its three colleges. It is imperative that the budget process provide a glimpse of the financial future. Each year we do this by closing the budget narrative with a section entitled “Looking Ahead.”

As we look back at the year just ended, FY 2012-13, it is decidedly different than the one contemplated in the “Looking Ahead” section of a year ago. Proposition 30 was approved by the voters of California, stemming the flow of budget reductions that have occurred over the previous four years. While the results of Proposition 30 and an improving state economy are restoring revenues, Proposition 30 is temporary and its benefits will begin expiring at the end of 2016. In addition, the national and global economies are fragile as well. So we must be vigilant of these realities and strategically plan for our financial health.

The FY 2013-2014 State Budget continues to present the District with a complex budget. The major variables are:

- 1. *Redevelopment*** - A significant amount of redevelopment funds have replaced State general fund money in the California Community College (CCC) budget for fiscal 2014. As mentioned previously, the community college system is still negotiating with the Department of Finance over its rightful share of redevelopment funds for FY 2012-13. It remains to be seen whether the state will fulfill their promise of a guaranteed backfill. Also, we must be prepared to go through this same struggle again in FY 2013-14.
- 2. *Student Enrollment Fees*** – Community colleges remain at risk for any shortfall in this revenue category. Fortunately, there was no shortfall in FY 2012-13 but depending on the ability of the state to accurately estimate student enrollment fees for FY 2013-14, we may have to contend with an impending revenue reduction.
- 3. *Property Tax Revenue*** - Not much needs to be said here. The amount budgeted by the State for the CCC seems reasonable, but a shortfall could occur. If it does, community colleges will have their revenues reduced accordingly in FY 2013-14.
- 4. *Education Protection Act*** – The amount budgeted by the State for CCC also appears reasonable here but should a shortfall occur, will the state honor its backfill guarantee?

The four revenue items mentioned above have either required special legislation to guarantee a shortfall backfill or have no provision for shortfall backfill at all. These are significant components of the community college budget and create uncertainty from year-to-year regarding the actual amount of funding that will be received. Consequently, proper financial planning is compromised. A solution to this problem exists in the form of a “continuous appropriation”, something that K-12 already has. A “continuous appropriation” would ensure that the CCC’s would receive all of the funding they were allocated in the adopted state budget.

Against this environment, RCCD confronts several internal constraints. They include the following:

- a.** We have had to address some \$65 million of base budget problems in our major operating fund (i.e., Resource 1000) since FY 2009-10. Even in the most optimistic scenarios, it is going to take us a number of years to recover our financial health. Making

## LOOKING AHEAD

*(continued)*

our recovery more difficult is very limited year-over-year new revenues; pent-up demand for annual salary increases; and increasing costs without the benefit of cost of living adjustments being allocated from the state. The fact that approximately 85% of our Resource 1000 expenditure budget is directed towards compensation, with the remaining 14% much more fixed in nature, simply adds to the difficulty.

**b.** Other Resources – Resource 1000, our major operating fund, is not the only Resource under financial pressure. We’re facing constraints in other Resources due to direct and indirect factors. Problems in other Resources will eventually impact Resource 1000.

**c.** During the past four years, the District has had a series of borrowings totaling in excess of \$7 million from Resource 4130 – La Sierra Capital to assist in addressing budget shortfalls during the “Great Recession” period. These funds were designated for the construction of the Coil School for the Arts and will need to be repaid over the next five years. This commitment amounts to almost \$1.3 million per year.

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
FUND 11, RESOURCE 1000 - UNRESTRICTED GENERAL OPERATING

FINAL BUDGET  
2013-2014

INCOME

Unaudited Beginning Balance, July 1		\$ 11,407,409
Federal Income	\$ 188,321	
State Income	96,935,401	
Local Income	41,321,367	
Other Income	<u>513,000</u>	
Total Income		<u>138,958,089</u>
Total Available Funds (TAF)		<u>\$ 150,365,498</u>

EXPENDITURES

Object Code

1000	Academic Salaries	\$ 62,443,692
2000	Classified Salaries	28,231,312
3000	Employee Benefits	29,663,471
	Set-Aside for Potential Compensation Adjustment	1,571,546
4000	Books and Supplies	2,368,078
5000	Services and Operating Expenses	15,053,094
6000	Capital Outlay	1,010,689
7300	Interfund Transfers	2,770,000
8999	Intrafund Transfers	<u>895,084</u>
	Total Expenditures	144,006,966
7900	* Contingency / Reserves	<u>6,358,532</u>
	Total Resource 1000 Including Contingency / Reserves	<u>\$ 150,365,498</u>

\* The Resource 1000 Contingency was calculated by taking into account the TAF for all Resources comprising Unrestricted Fund 11 (1000, 1080, 1090, 1110, 1170).

**Riverside Community College District  
2013-2014 Final Budget  
Resource 1000 - Unrestricted General Operating Income**

<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b>1.0 Federal Income</b>				
8160 Veterans Education Administration	\$ 5,649	\$ 7,560	\$ 15,125	\$ -
8150 Student Financial Aid Administration	158,627	123,119	183,831	188,321
8190 Other Federal Revenue / ARRA Stimulus	58,361	54	-	-
<b>Total 1.0</b>	<b>222,637</b>	<b>130,733</b>	<b>198,956</b>	<b>188,321</b>
<b>2.0 State Income</b>				
8611 State General Apportionment	99,393,406	87,886,268	64,175,137	74,427,076
8615 Enrollment Fee Waiver Administration	164,710	191,449	451,525	383,858
8619 Part Time Faculty Insurance & Office Hours	61,177	62,063	62,063	62,062
8619 Part Time Faculty Compensation	568,878	568,878	568,878	568,878
8630 Education Protection Account	-	-	19,925,546	17,185,121
8671 Homeowner Property Tax Relief	468,039	469,145	462,966	480,000
8681 State Lottery	3,388,628	3,412,066	3,481,161	3,125,000
8685 State Mandated Cost Reimb/Block Grant	548,390	-	695,647	703,406
<b>Total 2.0</b>	<b>104,593,228</b>	<b>92,589,869</b>	<b>89,822,923</b>	<b>96,935,401</b>
<b>3.0 Local Income</b>				
8809 RDA Asset Liquidation	-	-	4,464,825	-
881x Property Taxes	25,544,667	25,030,616	26,809,489	28,484,492
8820 Donations	27,022	10,885	41,332	4,209
8844 Food Sales / Commissions	84,794	82,890	84,749	84,700
8849 Cosmetology / Dental Hygiene / Other Sales	105,937	93,712	68,242	83,000
8850 Lease / Rental Income	156,577	354,390	628,411	603,312
8860 Interest Income	85,283	103,560	14,966	150,000
8874 Student Enrollment Fees	7,434,877	7,855,743	8,801,541	9,017,497
8879 Transcript / Late Application Fees	106,575	109,003	115,179	115,000
8880 Non Resident Tuition	1,818,347	1,695,024	1,986,387	2,312,000
888x Other Student Fees	364,872	126,091	160,020	197,869
8890 Other Local Revenue	140,615	44,852	106,239	64,994
Staledated Checks (Resource 0800)	62,485	76,255	70,695	60,000
Norco City Redevelopment pass-thru	49,046	31,699	117,764	50,000
Bad Check Fees / Returned Items	1,631	1,314	1,135	1,200
Barnes and Noble Signing Bonus	-	-	600,000	-
Wells Fargo Bank ID Cards	43,500	23,329	128,671	78,718
Library Fines	11,410	2,958	45	-
Recycling Program	-	-	188	376
Moving Violations	20,525	13,263	14,715	14,000
Culinary Academy	218	-	-	-
<b>Total 3.0</b>	<b>36,058,381</b>	<b>35,655,585</b>	<b>44,214,591</b>	<b>41,321,367</b>
<b>4.0 Other Income</b>				
8912 Sales - Obsolete Equipment	13,669	15,027	12,488	13,000
8897 Indirect Cost Recovery	481,937	517,478	462,128	500,000
<b>Total 4.0</b>	<b>495,607</b>	<b>532,505</b>	<b>474,616</b>	<b>513,000</b>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 1000 - Unrestricted General Operating Income**

<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b>5.0 Incoming Interfund Transfers</b>				
<b>8980</b> From Resource 4130	3,390,000	1,615,982	2,000,000	-
<b>Total 5.0</b>	<u>3,390,000</u>	<u>1,615,982</u>	<u>2,000,000</u>	<u>-</u>
<b>Total Resource 1000 Income</b>	<u>144,759,853</u>	<u>130,524,673</u>	<u>136,711,085</u>	<u>138,958,089</u>
<b>6.0 Unaudited Beginning Fund Balance July 1</b>	11,172,448	13,342,484	6,840,049	11,407,409
<b>Total 6.0</b>	<u>11,172,448</u>	<u>13,342,484</u>	<u>6,840,049</u>	<u>11,407,409</u>
<b>Total Available Funds</b>	<u>\$ 155,932,301</u>	<u>\$ 143,867,157</u>	<u>\$ 143,551,134</u>	<u>\$ 150,365,498</u>

**Riverside Community College District  
2013 - 2014 Final Budget  
Resource 1000 - Unrestricted General Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b><u>Academic Salaries</u></b>					
1110	Regular Full Time Teaching	\$ 26,628,856	\$ 25,561,338	\$ 25,337,364	\$ 26,630,850
1170	Instructional Release Time	400,002	379,462	365,912	346,003
1180	Regular Sabbatical Teaching	102,016	-	-	-
	<b>TOTAL 1100</b>	<b><u>27,130,874</u></b>	<b><u>25,940,800</u></b>	<b><u>25,703,276</u></b>	<b><u>26,976,853</u></b>
1218	Regular Full Time Administrator	6,542,874	5,985,727	5,895,803	6,091,410
1219	Counselors/Librarians/Release Time	5,603,981	5,876,837	5,760,370	5,959,118
	<b>TOTAL 1200</b>	<b><u>12,146,855</u></b>	<b><u>11,862,563</u></b>	<b><u>11,656,173</u></b>	<b><u>12,050,528</u></b>
1330	Part-Time Teaching Fall	7,332,088	6,574,379	6,099,222	7,078,529
1331	Part-Time Teaching Summer (Odd years)	593,540	758,190	567,691	567,693
1332	Part-Time Teaching Winter	1,477,171	789,230	725,054	728,654
1333	Part-Time Teaching Spring	7,099,960	6,449,932	6,573,160	6,577,299
1334	Part-Time Teaching Summer (Even years)	978,827	462,830	571,574	589,850
1335	Regular - Overload Fall	1,371,518	1,422,034	1,343,479	1,341,590
1336	Regular - Overload Summer (Even years)	1,207,720	835,487	909,342	909,342
1337	Regular - Overload Winter	1,476,204	1,261,326	1,214,010	1,215,954
1338	Regular - Overload Spring	1,482,592	1,418,730	1,542,677	1,542,684
1339	Regular - Overload Summer (Odd years)	848,354	980,934	865,347	865,344
1360	Substitute Instructional	275,161	191,365	189,130	191,637
1370	Instructional Stipends	149,182	142,681	141,695	157,802
1371	Large Lecture Stipends	395,216	314,743	219,636	254,053
	<b>TOTAL 1300</b>	<b><u>24,687,533</u></b>	<b><u>21,601,861</u></b>	<b><u>20,962,017</u></b>	<b><u>22,020,431</u></b>
1439	Part Time - Counselors/Librarians/Overload	994,636	905,164	956,643	903,917
1469	Substitute Non-Instructional	9,482	2,930	16,347	12,667
1479	Department Chair Stipends	259,066	256,808	244,344	243,095
1490	Special Assignments	166,744	152,743	167,009	236,201
	<b>TOTAL 1400</b>	<b><u>1,429,928</u></b>	<b><u>1,317,645</u></b>	<b><u>1,384,342</u></b>	<b><u>1,395,880</u></b>
	<b>TOTAL 1000 Series</b>	<b><u>65,395,190</u></b>	<b><u>60,722,870</u></b>	<b><u>59,705,807</u></b>	<b><u>62,443,692</u></b>
<b><u>Classified Salaries</u></b>					
2117	Full-Time Supervisor	497,788	413,406	400,434	372,913
2118	Full-Time Administrator	4,605,536	4,413,593	4,096,903	4,315,838
2119	Full-Time Regular / Confidential	20,118,179	18,751,103	17,244,629	18,266,947
2129	Permanent Part-Time	1,038,557	1,508,076	1,503,739	1,618,465
2139/2339	Classified Hourly	737,356	139,959	122,781	362,774
2169/2369	Substitutes	253,535	331,352	403,131	254,869
2190/2390	Special Projects	18,342	36,707	26,055	12,739
	<b>TOTAL 2100</b>	<b><u>27,269,292</u></b>	<b><u>25,594,195</u></b>	<b><u>23,797,672</u></b>	<b><u>25,204,545</u></b>



**Riverside Community College District  
2013 - 2014 Final Budget  
Resource 1000 - Unrestricted General Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
2210	Full-Time Instructional Aides	1,616,994	1,580,102	1,286,372	1,349,103
2220	Permanent Part-Time Instructional Aides	278,444	395,027	541,214	576,264
2230/2449	Part-Time Hourly Instructional Aides	255,015	77,426	84,927	149,171
2231/2431	Coaches - Summer	49,086	42,289	39,553	49,218
2260/2469	Substitute Instructional Aides	9,514	76,550	71,674	11,339
	<b>TOTAL 2200</b>	<b>2,209,053</b>	<b>2,171,393</b>	<b>2,023,740</b>	<b>2,135,095</b>
2330	Instructional Aide - Hrly	-	36	-	15,000
2331	Student Help Non-Instructional	366,549	420,558	330,697	354,714
2349	Overtime	251,698	351,319	245,528	273,765
2399	Other Non-Teaching	24,000	24,000	24,000	24,000
	<b>TOTAL 2300</b>	<b>642,247</b>	<b>795,913</b>	<b>600,225</b>	<b>667,479</b>
2430	Student Help Instructional	229,278	226,041	190,045	221,191
2440	Overtime - Instructional Aides	16,613	16,344	13,859	3,002
	<b>TOTAL 2400</b>	<b>245,891</b>	<b>242,385</b>	<b>203,904</b>	<b>224,193</b>
	<b>TOTAL 2000 Series</b>	<b>30,366,484</b>	<b>28,803,886</b>	<b>26,625,541</b>	<b>28,231,312</b>
<b>Employee Benefits</b>					
3110	STRS - Teachers & Aides	3,906,048	3,659,405	3,436,606	3,731,710
3120	STRS - Classified	22,988	16,044	17,284	21,729
3130	STRS - Academic Non-Teaching	990,612	953,235	940,164	995,998
	<b>TOTAL 3100</b>	<b>4,919,648</b>	<b>4,628,685</b>	<b>4,394,053</b>	<b>4,749,437</b>
3210	PERS - Teachers & Aides	226,057	212,356	213,077	219,876
3220	PERS - Classified	2,705,510	2,586,888	2,576,573	2,678,760
3225	PERS Employer Paid	-	-	(66)	-
3230	PERS - Academic Non-Teaching	120,635	115,932	131,382	143,461
	<b>TOTAL 3200</b>	<b>3,052,202</b>	<b>2,915,176</b>	<b>2,920,965</b>	<b>3,042,097</b>
3310	OASDI - Teachers & Aides	141,065	121,895	118,409	117,164
3315	Medicare - Teachers & Aides	747,553	694,500	680,903	722,134
3320	OASDI - Classified	1,558,111	1,459,383	1,397,895	1,446,164
3325	Medicare - Classified	396,949	373,012	348,004	365,736
3330	OASDI - Academic Non-Teaching	72,494	58,934	67,570	67,530
3335	Medicare - Academic Non-Teaching	180,384	179,843	183,225	190,499
	<b>TOTAL 3300</b>	<b>3,096,556</b>	<b>2,887,566</b>	<b>2,796,006</b>	<b>2,909,227</b>
3410	H & W - Teachers & Aides	5,589,164	5,487,703	5,491,849	6,091,528
3420	H & W - Classified	6,441,865	6,077,000	5,794,975	6,286,269
3430	H & W - Academic Non-Teaching	1,731,523	1,782,248	1,775,444	1,937,011
3440	H & W - Retired Employees	577,224	1,199,115	1,163,157	1,046,052
	<b>TOTAL 3400</b>	<b>14,339,777</b>	<b>14,546,067</b>	<b>14,225,425</b>	<b>15,360,860</b>

**Riverside Community College District  
2013 - 2014 Final Budget  
Resource 1000 - Unrestricted General Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
3510	SUI - Teachers & Aides	488,082	874,490	594,698	48,380
3520	SUI - Classified	260,095	479,406	318,819	130,363
3530	SUI - Academic Non-Teaching	127,180	239,220	168,563	66,217
	<b>TOTAL 3500</b>	<b>875,357</b>	<b>1,593,116</b>	<b>1,082,080</b>	<b>244,960</b>
3610	WC - Teachers & Aides	852,339	784,159	1,096,349	1,176,060
3620	WC - Classified	439,413	413,170	544,887	588,509
3630	WC - Academic Non-Teaching	214,030	205,513	292,049	307,465
	<b>TOTAL 3600</b>	<b>1,505,782</b>	<b>1,402,842</b>	<b>1,933,285</b>	<b>2,072,034</b>
3900	Other - Retired Emp. Holding Acct	(3,882)	1,865	4,591	-
3910	Other - Teachers & Aides	15	(2,153)	(202)	-
3920	Other - Classified	(5,756)	26,775	(11,138)	-
3930	Other - Academic Non-Teaching	795,486	1,745,632	1,501,194	1,284,856
	<b>TOTAL 3900</b>	<b>785,864</b>	<b>1,772,119</b>	<b>1,494,445</b>	<b>1,284,856</b>
	<b>TOTAL 3000 Series</b>	<b>28,575,184</b>	<b>29,745,571</b>	<b>28,846,259</b>	<b>29,663,471</b>
<b><u>Set-Aside for Potential Compensation Adjustment</u></b>					
3999	Other - Potential COLA	-	-	-	1,571,546
	<b>Total 3999</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,571,546</b>
	<b>Total 3999 Series</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,571,546</b>
<b><u>Books and Supplies</u></b>					
4210/4230	Reference and Other Books	73,377	5,801	6,198	29,882
	<b>TOTAL 4200</b>	<b>73,377</b>	<b>5,801</b>	<b>6,198</b>	<b>29,882</b>
4320	Instructional Supplies	66,032	77,963	30,644	87,759
4330	Periodicals/Magazines	193,022	96,368	7,093	154,616
4350/4351	Instructional Media Materials	13,109	2,539	-	28,807
4360	Tests	12,795	85,294	39,955	44,875
4370	Commencement Supplies	1,894	2,352	868	925
	<b>TOTAL 4300</b>	<b>286,852</b>	<b>264,516</b>	<b>78,560</b>	<b>316,982</b>
4510	Maintenance Supplies	67,984	56,943	61,214	96,883
4520	Custodial Supplies	268,559	277,151	269,259	282,305
4530	Grounds Supplies	70,922	83,511	81,395	87,269
4540	Health Supplies	16,622	16,994	17,391	20,300
4555	Copying & Printing	172,004	157,308	133,682	200,989
4575	Software < \$200	11,615	5,882	9,077	15,790
4580	Theater Supplies	38,541	13,371	20,142	33,678
4590	Office & Other Supplies	582,005	545,526	435,784	798,591
4591	Purchase / Cost of Goods Sold	(44,543)	(947)	(16,763)	-
	<b>TOTAL 4500</b>	<b>1,183,710</b>	<b>1,155,738</b>	<b>1,011,181</b>	<b>1,535,805</b>
4630	Tires and Tubes	350	1,116	503	378
4644	Repair Parts	225,911	247,806	243,460	298,826
4690	Transportation Supplies	101,024	114,810	75,610	93,555
	<b>TOTAL 4600</b>	<b>327,284</b>	<b>363,732</b>	<b>319,573</b>	<b>392,759</b>

**Riverside Community College District  
2013 - 2014 Final Budget  
Resource 1000 - Unrestricted General Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
4710	Food	85,396	78,178	84,298	76,900
4791	Paper Products	6,138	9,664	13,246	8,338
4792	Cleaning Supplies	12,282	6,401	4,993	6,486
4793	Kitchen Expendables	1,440	875	276	926
	<b>TOTAL 4700</b>	<b>105,256</b>	<b>95,117</b>	<b>102,813</b>	<b>92,650</b>
	<b>TOTAL 4000 Series</b>	<b>1,976,479</b>	<b>1,884,903</b>	<b>1,518,326</b>	<b>2,368,078</b>
<b><u>Services and Operating Expenditures</u></b>					
5045	Postage	169,405	147,514	153,283	185,477
	<b>TOTAL 5000</b>	<b>169,405</b>	<b>147,514</b>	<b>153,283</b>	<b>185,477</b>
5110	Consultants	487,752	543,906	443,921	795,096
5120	Lecturers	4,875	7,700	4,340	11,556
5151	Temporary Services	1,500	14,534	3,075	9,445
5192	Scouting	12,864	4,839	18,169	25,422
5195	Entry Fees	19,267	20,812	21,800	14,000
5197	Grant/Contract Sub-Agreement	-	-	(16)	-
5198	Professional Services	853,356	867,456	476,694	476,472
	<b>TOTAL 5100</b>	<b>1,379,615</b>	<b>1,459,246</b>	<b>967,983</b>	<b>1,331,991</b>
5210	Mileage	60,812	55,860	56,651	70,517
5211	Meeting Expense	17,493	14,822	14,960	19,831
5219	Other Travel Expenses	163,216	125,047	90,644	128,145
5220	Conference Expenses	122,438	138,595	177,386	308,982
5250	Travel Expense - Candidates	6,285	7,964	1,856	10,400
	<b>TOTAL 5200</b>	<b>370,244</b>	<b>342,288</b>	<b>341,497</b>	<b>537,875</b>
5310/5320	Memberships / Dues	220,374	181,255	241,944	209,163
	<b>TOTAL 5300</b>	<b>220,374</b>	<b>181,255</b>	<b>241,944</b>	<b>209,163</b>
5410	Fire & Theft Insurance	-	108,909	101,951	116,380
5420	Liability and Claims	19,598	14,827	23,455	27,874
5430	Fidelity Bond Premiums	-	-	-	529
5440	Student Insurance	41,070	72,817	71,823	72,817
	<b>TOTAL 5400</b>	<b>60,668</b>	<b>196,553</b>	<b>197,229</b>	<b>217,600</b>
5510	Natural Gas	154,559	156,856	178,290	191,798
5520	Electricity	2,265,414	2,398,329	2,464,096	2,577,313
5530	Water	300,905	334,610	434,614	428,312
5540	Telephone	173,506	174,725	148,302	164,567
5541	Cellular Telephone	161,632	142,920	92,138	112,450
5550	Laundry & Cleaning	9,352	8,990	9,519	11,455
5560	Towel Service	9,158	9,055	8,845	10,249
5570	Waste Disposal	145,359	136,163	134,691	161,571
	<b>TOTAL 5500</b>	<b>3,219,884</b>	<b>3,361,649</b>	<b>3,470,496</b>	<b>3,657,715</b>

**Riverside Community College District  
2013 - 2014 Final Budget  
Resource 1000 - Unrestricted General Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
5610	County and Other Contracts	201,834	163,860	159,582	204,000
5621	Printing - Catalog	(2,363)	314	107	1,500
5622	Printing - Class Schedule	61,414	9,773	9,707	22,505
5630	Rents and Leases	1,573,578	1,413,896	1,030,385	1,294,571
5633	Scenery and Costume Rentals	2,670	4,210	5,671	5,000
5644	Repairs	1,210,233	1,254,628	1,325,674	1,335,019
5649	Computer Software Maintenance/Lic	1,413,958	1,380,531	1,480,555	1,632,254
5650	Transportation Contracts	<u>332,302</u>	<u>37,371</u>	<u>83,462</u>	<u>55,832</u>
	<b>TOTAL 5600</b>	<b><u>4,793,625</u></b>	<b><u>4,264,582</u></b>	<b><u>4,095,144</u></b>	<b><u>4,550,681</u></b>
5710	Audit	92,496	78,680	81,287	82,491
5720	Elections	589,333	-	271,372	-
5730	Legal	331,897	291,620	140,448	269,325
5740	Advertising	133,482	128,881	65,742	167,848
5790	Licenses, Permits, and Other Fees	<u>378,470</u>	<u>428,402</u>	<u>408,635</u>	<u>506,347</u>
	<b>TOTAL 5700</b>	<b><u>1,525,679</u></b>	<b><u>927,583</u></b>	<b><u>967,484</u></b>	<b><u>1,026,011</u></b>
5820	Interest/TRAN Expense	164,595	176,667	323	5,000
5821	STRS/PERS Penalties & Interest	-	-	2,078	-
5830	Surveys	-	408	950	-
5840	Physicals	9,058	6,572	9,025	5,700
5850	Fingerprints	17,368	13,287	14,186	32,024
5855	Pre-employment Testing	250	125	213	581
5890	Outside Services and Operating Costs	1,437,963	542,315	531,138	1,129,251
5892	Bank Charges	189,144	171,770	170,333	190,850
5899	Budget Augmentation Holding	-	-	-	1,973,175
	<b>TOTAL 5800</b>	<b><u>1,818,378</u></b>	<b><u>911,144</u></b>	<b><u>728,246</u></b>	<b><u>3,336,581</u></b>
	<b>TOTAL 5000 Series</b>	<b><u>13,557,871</u></b>	<b><u>11,791,813</u></b>	<b><u>11,163,306</u></b>	<b><u>15,053,094</u></b>
<b>Capital Outlay</b>					
<b>Site and Site Improvement</b>					
6122	Engineering	-	-	-	7,360
6123	Architect's Fee	500	-	22,425	2,358
6124	Testing	-	-	-	9,000
6126	Construction Contract	52,547	-	8,600	349,680
6127	Fixtures and Fixed Equipment	13,366	23,426	50,661	5,369
6128	Inspection	167	-	-	-
6129	Other Site Improvement	<u>131</u>	<u>2,700</u>	<u>7,647</u>	<u>131</u>
	<b>TOTAL 6100</b>	<b><u>66,711</u></b>	<b><u>26,126</u></b>	<b><u>89,333</u></b>	<b><u>373,898</u></b>
<b>Buildings</b>					
6213	Architect's Fee	-	3,930	-	-
6222	Engineering	-	-	5,000	-
6223	Architects Fee	(750)	-	4,500	22,391
6224	Testing	4,400	-	-	16,300
6226	Remodel Projects	44,568	24,423	71,444	71,594
6227	Fixtures & Fixed Equipment	47,340	43,052	96,703	-
6229	Other	-	389	-	-
	<b>TOTAL 6200</b>	<b><u>95,558</u></b>	<b><u>71,794</u></b>	<b><u>177,648</u></b>	<b><u>110,285</u></b>

**Riverside Community College District  
2013 - 2014 Final Budget  
Resource 1000 - Unrestricted General Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b>Library Books</b>					
6310	Library Collection-Books & Materials	44,655	15,096	-	21,213
	<b>TOTAL 6300</b>	<b>44,655</b>	<b>15,096</b>	<b>-</b>	<b>21,213</b>
<b>Equipment</b>					
6481	Equipment Addt'l \$200 to \$4,999	199,645	207,040	316,166	339,803
6482	Equipment Addt'l > \$5,000	92,004	255,674	338,241	107,878
6483/6491	Equipment Replc \$200 to \$4,999	1,400	3,227	978	16,422
6484/6492	Equipment Replc > \$5,000	-	-	-	7,827
6485	Comp Equip Addt'l \$200 to \$4,999	256,089	211,235	237,153	16,945
6486	Comp Equip Addt'l > \$5,000	89,084	12,587	135,413	8,000
6487/6495	Comp Equip Replc \$200 to \$4,999	2,999	3,568	-	8,418
	<b>TOTAL 6400</b>	<b>641,221</b>	<b>693,331</b>	<b>1,027,952</b>	<b>505,293</b>
	<b>TOTAL 6000 Series</b>	<b>848,145</b>	<b>806,346</b>	<b>1,294,932</b>	<b>1,010,689</b>
<b>Interfund Transfers</b>					
7300	Interfund Transfers				
	To Resource 4130	-	678,000	-	1,270,000
	To Resource 6100	250,000	250,000	1,500,000	1,500,000
	<b>TOTAL 7300</b>	<b>250,000</b>	<b>928,000</b>	<b>1,500,000</b>	<b>2,770,000</b>
	<b>TOTAL 7000 Series</b>	<b>250,000</b>	<b>928,000</b>	<b>1,500,000</b>	<b>2,770,000</b>
<b>Intrafund Transfers Out / (In)</b>					
8999	To Resource 1090 - Performance Riverside	-	730,982	-	-
	To Resource 1120 - Center for Social Justice	-	-	-	99,373
	From Resource 1110 - Bookstore	(247,943)	(160,165)	(250,000)	(350,000)
	From Resource 1170 - Customized Solutions	-	-	-	(67,407)
	To (From) Resource 1190:				
	DSP&S SPP 180	665,157	665,157	665,157	665,157
	Instructional Equipment Match SPP 075	13,002	-	-	-
	Veterans Education SPP 730	-	-	-	4,842
	Fed Wrk Stdy - SPP 300/304	188,189	197,302	322,534	327,494
	ARRA Federal Stimulus Backfill	58,361	-	-	-
	General Fund Backfill	1,068,932	944,573	751,862	215,625
	<b>TOTAL 8999</b>	<b>1,745,699</b>	<b>2,377,849</b>	<b>1,489,553</b>	<b>895,084</b>
	<b>TOTAL 8900 Series</b>	<b>1,745,699</b>	<b>2,377,849</b>	<b>1,489,553</b>	<b>895,084</b>
	<b>Resource 1000 Expenditures</b>	<b>142,715,052</b>	<b>137,061,239</b>	<b>132,143,725</b>	<b>144,006,966</b>
<b>Contingency/Fund Balance</b>					
	Unrestricted Reserve	12,317,249	5,905,919	10,507,409	5,458,532
	General Reserve	900,000	900,000	900,000	900,000
	<b>TOTAL</b>	<b>13,217,249</b>	<b>6,805,919</b>	<b>11,407,409</b>	<b>6,358,532</b>
<b>Total Resource 1000</b>					
<b>Expenditures/Contingency/Fund Balance</b>		<b>\$ 155,932,301</b>	<b>\$ 143,867,157</b>	<b>\$ 143,551,134</b>	<b>\$ 150,365,498</b>

**Riverside Community College District  
2013 - 2014 Final Budget  
Resource 1000 - Revenue Summary by Location**

	<u>Moreno Valley College</u>	<u>Norco College</u>	<u>Riverside City College</u>	<u>District Support Svcs</u>	<u>Totals</u>
<b>Allocated Beginning Balance and Apportionment</b>	\$ 16,862,479	\$ 16,862,479	\$ 39,259,078	\$ -	\$ 72,984,036
<b>Non-Credit Apportionment</b>	25,116	-	156,957	-	182,073
<b>Total</b>	<u>\$ 16,887,595</u>	<u>\$ 16,862,479</u>	<u>\$ 39,416,035</u>	<u>\$ -</u>	<u>\$ 73,166,109</u>
<b><u>Revenues</u></b>					
<b>Student Financial Aid Administration</b>	\$ 58,738	\$ 51,220	\$ 78,363	\$ -	\$ 188,321
<b>Total 1.0 Series</b>	<u>\$ 58,738</u>	<u>\$ 51,220</u>	<u>\$ 78,363</u>	<u>\$ -</u>	<u>\$ 188,321</u>
<b><u>Other State Revenues</u></b>					
<b>Enrollment Fee Waiver Administration</b>	\$ 88,671	\$ 88,671	\$ 206,516	\$ -	\$ 383,858
<b>Part Time Faculty Insurance &amp; Office Hours</b>	14,336	14,336	33,390	-	62,062
<b>Part Time Faculty Compensation</b>	131,411	131,411	306,056	-	568,878
<b>Homeowner Property Tax Relief</b>	110,880	110,880	258,240	-	480,000
<b>State Lottery</b>	721,875	721,875	1,681,250	-	3,125,000
<b>State Mandated Cost Reimb/Block Grant</b>	162,487	162,487	378,432	-	703,406
<b>Total 2.0 Series</b>	<u>\$ 1,229,660</u>	<u>\$ 1,229,660</u>	<u>\$ 2,863,884</u>	<u>\$ -</u>	<u>\$ 5,323,204</u>
<b><u>Local Revenues</u></b>					
<b>Property Taxes</b>	\$ 6,579,918	\$ 6,579,918	\$ 15,324,656	\$ -	\$ 28,484,492
<b>Donations</b>	1,424	1,000	1,785	-	4,209
<b>Food Sales / Commissions</b>	-	-	84,700	-	84,700
<b>Cosmetology / Dental Hygiene / Other Sales</b>	8,924	924	73,152	-	83,000
<b>Lease / Rental Income</b>	13,976	9,426	472,410	107,500	603,312
<b>Interest Income</b>	34,650	34,650	80,700	-	150,000
<b>Student Enrollment Fees</b>	2,083,042	2,083,042	4,851,413	-	9,017,497
<b>Transcript / Late Application Fees</b>	26,565	26,565	61,870	-	115,000
<b>Non Resident Tuition</b>	177,099	187,503	1,947,398	-	2,312,000
<b>Other Student Fees</b>	131,313	8,056	58,500	-	197,869
<b>Other Local Revenue</b>	44,099	94,099	117,090	14,000	269,288
<b>Total 3.0 Series</b>	<u>\$ 9,101,010</u>	<u>\$ 9,025,183</u>	<u>\$ 23,073,674</u>	<u>\$ 121,500</u>	<u>\$ 41,321,367</u>
<b><u>Other Income</u></b>					
<b>Sales - Obsolete Equipment</b>	\$ 3,003	\$ 3,003	\$ 6,994	\$ -	\$ 13,000
<b>Indirect Cost Recovery</b>	137,519	181,026	111,598	69,857	500,000
<b>Total 4.0 Series</b>	<u>\$ 140,522</u>	<u>\$ 184,029</u>	<u>\$ 118,592</u>	<u>\$ 69,857</u>	<u>\$ 513,000</u>
<b>Total Local Revenues</b>	<u>\$ 9,241,532</u>	<u>\$ 9,209,212</u>	<u>\$ 23,192,266</u>	<u>\$ 191,357</u>	<u>\$ 41,834,367</u>
<b><u>Incoming Transfers</u></b>					
	<u>\$ 48,825</u>	<u>\$ 133,882</u>	<u>\$ 234,700</u>	<u>\$ -</u>	<u>\$ 417,407</u>
<b>Total Resource 1000 Available Funds</b>	<u>\$ 27,466,350</u>	<u>\$ 27,486,453</u>	<u>\$ 65,785,248</u>	<u>\$ 191,357</u>	<u>\$ 120,929,408</u>

**Riverside Community College District  
2013 - 2014 Final Budget  
Resource 1000 - Expenditure Summary by Location**

<u>Account Description</u>	<u>Moreno Valley College</u>	<u>Norco College</u>	<u>Riverside City College</u>	<u>District Support Svcs</u>	<u>District Office</u>	<u>Totals</u>
<b><u>Academic Salaries</u></b>						
Total 1100	\$ 5,324,810	\$ 5,238,118	\$ 16,413,925	\$ -	\$ -	\$ 26,976,853
Total 1200	2,623,727	2,726,832	5,213,657	794,483	691,829	12,050,528
Total 1300	6,733,978	4,177,087	11,109,366	-	-	22,020,431
Total 1400	<u>360,352</u>	<u>368,772</u>	<u>609,890</u>	<u>36,828</u>	<u>20,038</u>	<u>1,395,880</u>
Total 1000 Series	<u>\$ 15,042,867</u>	<u>\$ 12,510,809</u>	<u>\$ 33,346,838</u>	<u>\$ 831,311</u>	<u>\$ 711,867</u>	<u>\$ 62,443,692</u>
<b><u>Classified Salaries</u></b>						
Total 2100	\$ 4,020,271	\$ 3,155,430	\$ 9,317,237	\$ 7,818,070	\$ 893,537	\$ 25,204,545
Total 2200	276,598	333,236	1,525,261	15,000	-	2,150,095
Total 2300	69,436	90,686	398,934	64,276	29,147	652,479
Total 2400	<u>35,243</u>	<u>22,796</u>	<u>166,154</u>	<u>-</u>	<u>-</u>	<u>224,193</u>
Total 2000 Series	<u>\$ 4,401,548</u>	<u>\$ 3,602,148</u>	<u>\$ 11,407,586</u>	<u>\$ 7,897,346</u>	<u>\$ 922,684</u>	<u>\$ 28,231,312</u>
<b><u>Employee Benefits</u></b>						
Total 3100	\$ 1,168,537	\$ 919,084	\$ 2,568,397	\$ 54,618	\$ 38,801	\$ 4,749,437
Total 3200	451,233	448,089	1,159,185	879,854	103,736	3,042,097
Total 3300	522,571	473,316	1,253,294	594,954	65,092	2,909,227
Total 3400	2,795,084	2,680,608	7,322,679	2,340,984	221,505	15,360,860
Total 3500	51,487	42,520	120,336	26,519	4,098	244,960
Total 3600	445,270	368,985	1,024,887	199,889	33,003	2,072,034
Total 3900	<u>477,262</u>	<u>475,980</u>	<u>1,435,305</u>	<u>441,355</u>	<u>26,500</u>	<u>2,856,402</u>
Total 3000 Series	<u>\$ 5,911,444</u>	<u>\$ 5,408,582</u>	<u>\$ 14,884,083</u>	<u>\$ 4,538,173</u>	<u>\$ 492,735</u>	<u>\$ 31,235,017</u>
<b><u>Books and Supplies</u></b>						
Total 4200	\$ 2,319	\$ 7,465	\$ 14,415	\$ 4,173	\$ 1,510	\$ 29,882
Total 4300	131,303	39,584	139,878	4,109	2,108	316,982
Total 4500	217,444	203,089	850,942	218,871	45,459	1,535,805
Total 4600	50,091	50,451	259,271	32,946	-	392,759
Total 4700	-	-	92,650	-	-	92,650
Total 4000 Series	<u>\$ 401,157</u>	<u>\$ 300,589</u>	<u>\$ 1,357,156</u>	<u>\$ 260,099</u>	<u>\$ 49,077</u>	<u>\$ 2,368,078</u>
<b><u>Services and Operating Expenditures</u></b>						
Total 5000	\$ 492	\$ 424	\$ 17,520	\$ 164,881	\$ 2,160	\$ 185,477
Total 5100	441,052	120,522	248,617	446,625	75,175	1,331,991
Total 5200	48,104	28,900	274,672	107,599	78,600	537,875
Total 5300	41,966	18,390	69,485	5,403	73,919	209,163
Total 5400	13,671	-	87,549	116,380	-	217,600
Total 5500	620,127	668,963	2,125,128	239,192	4,305	3,657,715
Total 5600	1,072,288	333,049	1,125,510	2,014,325	5,509	4,550,681
Total 5700	196,999	65,392	265,841	176,238	321,541	1,026,011
Total 5800	<u>631,634</u>	<u>536,412</u>	<u>1,459,037</u>	<u>176,361</u>	<u>533,137</u>	<u>3,336,581</u>
Total 5000 Series	<u>\$ 3,066,333</u>	<u>\$ 1,772,052</u>	<u>\$ 5,673,359</u>	<u>\$ 3,447,004</u>	<u>\$ 1,094,346</u>	<u>\$ 15,053,094</u>
<b><u>Capital Outlay</u></b>						
Total 6100	\$ -	\$ 5,500	\$ 349,680	\$ 18,718	\$ -	\$ 373,898
Total 6200	-	4,069	-	106,216	-	110,285
Total 6300	-	21,213	-	-	-	21,213
Total 6400	<u>11,589</u>	<u>116,590</u>	<u>95,236</u>	<u>43,867</u>	<u>238,011</u>	<u>505,293</u>
Total 6000 Series	<u>\$ 11,589</u>	<u>\$ 147,372</u>	<u>\$ 444,916</u>	<u>\$ 168,801</u>	<u>\$ 238,011</u>	<u>\$ 1,010,689</u>
<b><u>Interfund Transfer to La Sierra</u></b>	<u>\$ 244,602</u>	<u>\$ 204,597</u>	<u>\$ 598,424</u>	<u>\$ 187,325</u>	<u>\$ 35,052</u>	<u>\$ 1,270,000</u>
<b>Resource 1000 Expenditures</b>	<u>\$ 29,079,540</u>	<u>\$ 23,946,149</u>	<u>\$ 67,712,362</u>	<u>\$ 17,330,059</u>	<u>\$ 3,543,772</u>	<u>\$ 141,611,882</u>

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
FUND 12, RESOURCE 1050 - PARKING

FINAL BUDGET  
2013-2014

INCOME

Unaudited Beginning Balance, July 1	\$ 197,366
Local Income	<u>2,329,739</u>
Total Available Funds (TAF)	<u>\$ 2,527,105</u>

EXPENDITURES

Object Code

2000	Classified Salaries	\$ 1,487,396
3000	Employee Benefits	545,147
	Set-Aside for Potential Compensation Adjustment	24,563
4000	Books and Supplies	49,555
5000	Services and Operating Expenses	543,757
6000	Capital Outlay	<u>173,000</u>
	Total Expenditures	2,823,418
7900	* Contingency / Reserves / (Deficit)	<u>(296,313)</u>
	Total Resource 1050 Including Contingency / Reserves	<u>\$ 2,527,105</u>



**Riverside Community College District  
2013-2014 Final Budget  
Resource 1050 - Parking Income**

<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b>1.0 Local Income</b>				
<b>8881/8890</b> Parking Permits, Meters & Fines	\$ 2,143,262	\$ 2,284,759	\$ 2,361,512	\$ 2,320,154
<b>8850</b> Rents & Leases	1,718	7,321	6,083	6,083
<b>8860</b> Interest	7,700	5,484	3,502	3,502
<b>Total 1.0</b>	<u><b>2,152,680</b></u>	<u><b>2,297,564</b></u>	<u><b>2,371,097</b></u>	<u><b>2,329,739</b></u>
<b>2.0 Beginning Fund Balance July 1</b>	627,305	749,233	644,289	197,366
<b>Total 2.0</b>	<u><b>627,305</b></u>	<u><b>749,233</b></u>	<u><b>644,289</b></u>	<u><b>197,366</b></u>
<b>Total Available Funds</b>	<u><u><b>\$ 2,779,985</b></u></u>	<u><u><b>\$ 3,046,797</b></u></u>	<u><u><b>\$ 3,015,386</b></u></u>	<u><u><b>\$ 2,527,105</b></u></u>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 1050 - Parking Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b><u>Classified Salaries</u></b>					
2117	Full Time Supervisor	\$ 101,551	\$ 147,043	\$ 201,860	\$ 201,038
2118	Full-Time Administrator	63,199	64,789	90,502	92,215
2119	Full-Time Classified	571,052	594,430	848,297	891,946
2129	Permanent Part-Time	36,477	86,956	89,990	107,560
2139/2339	Part-Time Hourly as Needed	172,835	70,027	48,018	49,200
2169/2369	Substitutes	5,819	20,088	36,124	18,000
	<b>Total 2100</b>	<b>950,934</b>	<b>983,333</b>	<b>1,314,791</b>	<b>1,359,959</b>
2331	Student Help Non-Instructional	2,580	-	-	-
2349	Classified Overtime	125,313	148,191	166,669	127,437
	<b>Total 2300</b>	<b>127,893</b>	<b>148,191</b>	<b>166,669</b>	<b>127,437</b>
	<b>Total 2000 Series</b>	<b>1,078,827</b>	<b>1,131,524</b>	<b>1,481,460</b>	<b>1,487,396</b>
<b><u>Employee Benefits</u></b>					
3220	PERS - Classified	82,001	92,418	134,015	138,956
	<b>Total 3200</b>	<b>82,001</b>	<b>92,418</b>	<b>134,015</b>	<b>138,956</b>
3310	OASDI - Teachers & Aides	4	-	-	-
3315	Medicare - Teachers & Aides	1	-	-	-
3320	OASDHI - Classified	54,436	60,370	81,206	82,413
3325	Medicare - Classified	15,536	16,475	21,424	21,568
	<b>Total 3300</b>	<b>69,977</b>	<b>76,846</b>	<b>102,630</b>	<b>103,981</b>
3420	H&W Classified	185,091	205,924	285,554	267,405
	<b>Total 3400</b>	<b>185,091</b>	<b>205,924</b>	<b>285,554</b>	<b>267,405</b>
3510	SUI - Teachers & Aides	1	-	-	-
3520	SUI - Classified	7,923	18,281	16,182	744
	<b>Total 3500</b>	<b>7,924</b>	<b>18,281</b>	<b>16,182</b>	<b>744</b>
3610	WC - Teachers & Aides	1	-	-	-
3620	WC - Classified	16,522	17,494	32,607	34,061
	<b>Total 3600</b>	<b>16,523</b>	<b>17,494</b>	<b>32,607</b>	<b>34,061</b>
3920	Other - Classified	690	852	1,876	-
	<b>Total 3900</b>	<b>690</b>	<b>852</b>	<b>1,876</b>	<b>-</b>
	<b>Total 3000 Series</b>	<b>362,206</b>	<b>411,814</b>	<b>572,864</b>	<b>545,147</b>
<b><u>Set-Aside for Potential Compensation Adjustment</u></b>					
3999	Other - Potential COLA	-	-	-	24,563
	<b>Total 3999</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>24,563</b>
	<b>Total 3999 Series</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>24,563</b>
<b><u>Books and Supplies</u></b>					
4555	Copying & Printing	5,620	2,684	2,130	3,985

**Riverside Community College District  
2013-2014 Final Budget  
Resource 1050 - Parking Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
4575	Software < \$200	-	54	-	-
4590	Office & Other Supplies	21,331	20,611	17,251	22,770
	<b>Total 4500</b>	<b>26,951</b>	<b>23,348</b>	<b>19,381</b>	<b>26,755</b>
4644	Repair Supplies	3,589	441	1,576	3,900
4690	Transportation Supplies	17,603	21,546	17,451	18,900
	<b>Total 4600</b>	<b>21,192</b>	<b>21,987</b>	<b>19,026</b>	<b>22,800</b>
	<b>Total 4000 Series</b>	<b>48,143</b>	<b>45,336</b>	<b>38,407</b>	<b>49,555</b>
<b><u>Services and Operating Expenditures</u></b>					
5045	Postage	223	1,000	1,187	1,175
	<b>Total 5000</b>	<b>223</b>	<b>1,000</b>	<b>1,187</b>	<b>1,175</b>
5210	Mileage	7	-	-	-
5220	Conferences	748	1,085	(737)	835
	<b>Total 5200</b>	<b>754</b>	<b>1,085</b>	<b>(737)</b>	<b>835</b>
5310	Memberships	180	50	198	230
	<b>Total 5300</b>	<b>180</b>	<b>50</b>	<b>198</b>	<b>230</b>
5520	Electricity	115,200	115,200	115,200	115,200
5540	Telephone	3,221	4,309	3,106	3,200
5541	Cellular Telephone	19,984	11,155	9,074	9,150
5550	Laundry & Cleaning	1,699	2,450	3,266	3,320
	<b>Total 5500</b>	<b>140,104</b>	<b>133,114</b>	<b>130,646</b>	<b>130,870</b>
5630	Rents and Leases	839	1,520	1,574	1,821
5644	Repairs	34,119	37,785	33,113	26,238
5649	Computer Software Maintenance/Lic	4,130	4,229	5,779	6,000
5650	Transportation Contracts	-	263,164	247,319	178,000
5691	Governmental Fees	86,702	78,226	61,338	73,000
	<b>Total 5600</b>	<b>125,790</b>	<b>384,923</b>	<b>349,124</b>	<b>285,059</b>
5730	Legal	1,400	-	1,600	1,700
5740	Advertising	121	36	-	-
5790	Other Legal Expense	644	609	3,587	4,068
	<b>Total 5700</b>	<b>2,165</b>	<b>645</b>	<b>5,187</b>	<b>5,768</b>
5855	Pre-employment Testing	250	125	213	850
5890	Outside Services and Operating Costs	52,137	157,852	93,264	101,970
5892	Bank Charges	2,973	3,373	16,284	17,000
	<b>Total 5800</b>	<b>55,360</b>	<b>161,350</b>	<b>109,761</b>	<b>119,820</b>
	<b>Total 5000 Series</b>	<b>324,576</b>	<b>682,168</b>	<b>595,364</b>	<b>543,757</b>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 1050 - Parking Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b>Capital Outlay</b>					
<b>Site and Site Improvements</b>					
6123	Architect's Fee	963	-	-	-
6126	Construction Contract	118,005	74,586	123,953	165,000
6127	Fixtures and Fixed Equipment	-	4,136	2,914	5,000
6129	Other Site Improvement	-	3,345	-	-
	<b>Total 6100</b>	<b>118,967</b>	<b>82,067</b>	<b>126,867</b>	<b>170,000</b>
<b>Buildings</b>					
6227	Fixtures & Fixed Equipment	1,370	-	-	-
	<b>Total 6200</b>	<b>1,370</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Equipment</b>					
6481	Equipment Addt'l \$200 to \$4,999	16,597	3,574	1,022	3,000
6482	Equipment Addt'l > \$5,000	63,654	36,254	-	-
6485	Comp Equip Addt'l \$200 to \$4,999	16,414	9,770	2,036	-
	<b>TOTAL 6400</b>	<b>96,665</b>	<b>49,599</b>	<b>3,058</b>	<b>3,000</b>
	<b>Total 6000 Series</b>	<b>217,002</b>	<b>131,666</b>	<b>129,925</b>	<b>173,000</b>
	<b>Total Expenditures</b>	<b>2,030,752</b>	<b>2,402,508</b>	<b>2,818,020</b>	<b>2,823,418</b>
<b>Contingency/Fund Balance</b>					
7925	Restricted	749,233	644,289	197,366	(296,313)
	<b>Total 7900</b>	<b>749,233</b>	<b>644,289</b>	<b>197,366</b>	<b>(296,313)</b>
	<b>Total 7000 Series</b>	<b>749,233</b>	<b>644,289</b>	<b>197,366</b>	<b>(296,313)</b>
<b>Total Resource 1050</b>					
<b>Expenditures/Contingency/Fund Balance</b>		<b>\$ 2,779,985</b>	<b>\$ 3,046,797</b>	<b>\$ 3,015,386</b>	<b>\$ 2,527,105</b>

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
FUND 12, RESOURCE 1070 - STUDENT HEALTH

FINAL BUDGET  
2013-2014

INCOME

Unaudited Beginning Balance, July 1	\$ 1,886,834
Local Income	<u>1,304,925</u>
Total Available Funds (TAF)	<u>\$ 3,191,759</u>

EXPENDITURES

Object Code

1000	Academic Salaries	\$ 318,987
2000	Classified Salaries	588,661
3000	Employee Benefits	165,786
	Set-Aside for Potential Compensation Adjustment	11,973
4000	Books and Supplies	66,078
5000	Services and Operating Expenses	255,101
6000	Capital Outlay	<u>31,786</u>
	Total Expenditures	1,438,372
7900	* Contingency / Reserves	<u>1,753,387</u>
	Total Resource 1070 Including Contingency / Reserves	<u>\$ 3,191,759</u>

\* 5% Contingency reserve calculated from TAF equals \$159,588

**Riverside Community College District  
2013-2014 Final Budget  
Resource 1070 - Student Health Income**

<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b>1.0 Local Income</b>				
8876 Health Fees	\$ 1,390,769	\$ 1,141,461	\$ 1,200,072	\$ 1,224,072
8890 Lab Tests / Rx	118,297	101,923	70,200	70,200
8860 Interest	19,943	14,311	10,652	10,653
<b>Total 1.0</b>	<b><u>1,529,009</u></b>	<b><u>1,257,695</u></b>	<b><u>1,280,924</u></b>	<b><u>1,304,925</u></b>
<b>2.0 Beginning Fund Balance July 1</b>	<u>2,022,740</u>	<u>2,170,456</u>	<u>1,960,089</u>	<u>1,886,834</u>
<b>Total 2.0</b>	<b><u>2,022,740</u></b>	<b><u>2,170,456</u></b>	<b><u>1,960,089</u></b>	<b><u>1,886,834</u></b>
<b>Total Available Funds</b>	<b><u>\$ 3,551,749</u></b>	<b><u>\$ 3,428,151</u></b>	<b><u>\$ 3,241,013</u></b>	<b><u>\$ 3,191,759</u></b>

**Riverside Community College District  
2 013-2014 Final Budget  
Resource 1070 - Student Health Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b><u>Academic Salaries</u></b>					
1218	Regular Full Time Administrator	\$ 301,839	\$ 288,146	\$ 256,730	\$ 318,987
	<b>Total 1200</b>	<b>301,839</b>	<b>288,146</b>	<b>256,730</b>	<b>318,987</b>
1439	Part-Time Non-Instructional	19,675	1,730	-	-
	<b>Total 1400</b>	<b>19,675</b>	<b>1,730</b>	<b>-</b>	<b>-</b>
	<b>Total 1000 Series</b>	<b>321,514</b>	<b>289,876</b>	<b>256,730</b>	<b>318,987</b>
<b><u>Classified Salaries</u></b>					
2117	Full-Time Supervisor	82,511	88,725	96,740	89,350
2118	Full-Time Classified Administrator	53,333	78,000	85,000	85,000
2119	Full-Time Classified	90,172	97,941	90,326	91,696
2129	Permanent Part-Time	7,876	62,896	51,611	65,569
2139/2339	Part-Time Hourly as Needed	209,362	233,097	274,614	255,546
2169/2369	Substitutes	-	3,437	-	-
	<b>Total 2100</b>	<b>443,255</b>	<b>564,096</b>	<b>598,291</b>	<b>587,161</b>
2331	Student Help Non-Instructional	405	1,948	7,843	1,000
2349	Overtime	150	879	167	500
	<b>Total 2300</b>	<b>555</b>	<b>2,827</b>	<b>8,009</b>	<b>1,500</b>
	<b>Total 2000 Series</b>	<b>443,810</b>	<b>566,923</b>	<b>606,300</b>	<b>588,661</b>
<b><u>Employee Benefits</u></b>					
3130	STRS - Academic Non-Teaching	26,256	24,168	20,978	26,317
	<b>Total 3100</b>	<b>26,256</b>	<b>24,168</b>	<b>20,978</b>	<b>26,317</b>
3220	PERS - Classified	20,094	24,578	26,429	20,715
	<b>Total 3200</b>	<b>20,094</b>	<b>24,578</b>	<b>26,429</b>	<b>20,715</b>
3320	OASDHI - Classified	11,606	13,930	14,339	11,256
3325	Medicare - Classified	6,463	8,174	8,679	8,522
3335	Medicare - Academic Non-Teaching	4,617	4,246	3,687	4,625
	<b>Total 3300</b>	<b>22,686</b>	<b>26,350</b>	<b>26,704</b>	<b>24,403</b>
3420	H&W - Classified	45,233	41,415	37,707	34,529
3430	H&W - Academic Non-Teaching	46,044	48,703	39,811	38,583
	<b>Total 3400</b>	<b>91,277</b>	<b>90,119</b>	<b>77,518</b>	<b>73,112</b>
3520	SUI - Classified	3,321	8,950	6,404	294
3530	SUI - Academic Non-Teaching	2,294	4,714	2,797	160
	<b>Total 3500</b>	<b>5,615</b>	<b>13,664</b>	<b>9,201</b>	<b>454</b>

**Riverside Community College District**  
**2 013-2014 Final Budget**  
**Resource 1070 - Student Health Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
3620	WC - Classified	7,017	8,911	13,700	13,480
3630	WC - Academic Non-Teaching	4,999	4,597	5,625	7,305
	<b>Total 3600</b>	<b>12,016</b>	<b>13,508</b>	<b>19,325</b>	<b>20,785</b>
3920	Other - Classified	(580)	134	(154)	-
3930	Other - Academic Non-Teaching	402	(377)	295	-
	<b>Total 3900</b>	<b>(179)</b>	<b>(243)</b>	<b>141</b>	<b>-</b>
	<b>Total 3000 Series</b>	<b>177,765</b>	<b>192,143</b>	<b>180,296</b>	<b>165,786</b>
<b><u>Set-Aside for Potential Compensation Adjustment</u></b>					
3999	Other - Potential COLA	-	-	-	11,973
	<b>Total 3999</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>11,973</b>
	<b>Total 3999 Series</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>11,973</b>
<b><u>Books and Supplies</u></b>					
4230	Reference Books	688	-	-	-
	<b>Total 4200</b>	<b>688</b>	<b>-</b>	<b>-</b>	<b>-</b>
4330	Periodicals/Magazines	88	1,002	-	-
4351	Instructional Media	163	-	-	-
	<b>Total 4300</b>	<b>251</b>	<b>1,002</b>	<b>-</b>	<b>-</b>
4540	Health Supplies	85,250	62,544	44,800	48,500
4555	Copying and Printing	1,299	803	1,270	1,000
4590	Office & Other Supplies	32,817	27,744	2,654	15,528
	<b>Total 4500</b>	<b>119,366</b>	<b>91,090</b>	<b>48,724</b>	<b>65,028</b>
4644	Repair Parts	254	274	-	300
	<b>Total 4600</b>	<b>254</b>	<b>274</b>	<b>-</b>	<b>300</b>
4710	Food	302	1,478	783	750
	<b>Total 4700</b>	<b>302</b>	<b>1,478</b>	<b>783</b>	<b>750</b>
	<b>Total 4000 Series</b>	<b>120,862</b>	<b>93,844</b>	<b>49,507</b>	<b>66,078</b>
<b><u>Services and Operating Expenses</u></b>					
5045	Postage	287	201	278	300
	<b>Total 5000</b>	<b>287</b>	<b>201</b>	<b>278</b>	<b>300</b>
5130	Doctors/Nurses	71,969	51,031	68,625	55,070
5198	Professional Services	20,709	19,151	28,277	15,722
	<b>Total 5100</b>	<b>92,678</b>	<b>70,182</b>	<b>96,902</b>	<b>70,792</b>



**Riverside Community College District**  
**2 013-2014 Final Budget**  
**Resource 1070 - Student Health Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
5210	Mileage	242	138	146	300
5220	Conferences	6,019	3,902	1,295	2,000
	<b>Total 5200</b>	<b>6,261</b>	<b>4,040</b>	<b>1,442</b>	<b>2,300</b>
5310	Memberships	2,334	675	500	657
	<b>Total 5300</b>	<b>2,334</b>	<b>675</b>	<b>500</b>	<b>657</b>
5440	Student Insurance	69,680	116,347	101,430	106,177
	<b>Total 5400</b>	<b>69,680</b>	<b>116,347</b>	<b>101,430</b>	<b>106,177</b>
5510	Gas	300	300	300	300
5520	Electricity	2,400	2,400	2,400	2,400
5541	Cellular Telephone	4,201	3,156	2,734	2,700
5550	Laundry and Cleaning	-	36	40	100
5570	Waste Disposal	5,868	1,225	800	1,700
	<b>Total 5500</b>	<b>12,768</b>	<b>7,118</b>	<b>6,274</b>	<b>7,200</b>
5644	Repairs/Repair Supplies	467	55	269	500
5649	Computer Software Maintenance/Lic	8,255	7,708	8,255	9,000
	<b>Total 5600</b>	<b>8,722</b>	<b>7,763</b>	<b>8,524</b>	<b>9,500</b>
5790	Other Legal Expense	250	150	-	175
	<b>Total 5700</b>	<b>250</b>	<b>150</b>	<b>-</b>	<b>175</b>
5890	Outside Services and Operating Costs	44,946	35,875	24,119	33,000
5892	Bank Charges	25,972	24,781	21,638	25,000
	<b>Total 5800</b>	<b>70,918</b>	<b>60,656</b>	<b>45,757</b>	<b>58,000</b>
	<b>Total 5000 Series</b>	<b>263,898</b>	<b>267,132</b>	<b>261,107</b>	<b>255,101</b>
<b>Capital Outlay</b>					
<b>Buildings</b>					
6226	Remodel Projects	1,138	-	-	-
6227	Fixtures and Fixed Equipment	3,687	8,282	239	-
	<b>Total 6200</b>	<b>4,825</b>	<b>8,282</b>	<b>239</b>	<b>-</b>
<b>Equipment</b>					
6481	Equipment Addt'l \$200 to \$4,999	18,992	19,382	-	16,786
6482	Equipment Addt'l > \$5,000	15,615	17,238	-	-
6485	Comp Equip Addt'l \$200 to \$4,999	6,685	13,242	-	15,000
6486	Computer Equip Add'l >\$5,000	7,326	-	-	-
	<b>TOTAL 6400</b>	<b>48,619</b>	<b>49,863</b>	<b>-</b>	<b>31,786</b>
	<b>Total 6000 Series</b>	<b>53,444</b>	<b>58,145</b>	<b>239</b>	<b>31,786</b>

**Riverside Community College District  
2 013-2014 Final Budget  
Resource 1070 - Student Health Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
	<b>Total Expenditures</b>	<u>1,381,293</u>	<u>1,468,062</u>	<u>1,354,179</u>	<u>1,438,372</u>
<b><u>Contingency/Fund Balance</u></b>					
7924	Restricted	<u>2,170,456</u>	<u>1,960,089</u>	<u>1,886,834</u>	<u>1,753,387</u>
	<b>Total 7900</b>	<u>2,170,456</u>	<u>1,960,089</u>	<u>1,886,834</u>	<u>1,753,387</u>
	<b>Total 7000 Series</b>	<u>2,170,456</u>	<u>1,960,089</u>	<u>1,886,834</u>	<u>1,753,387</u>
<b>Total Resource 1070</b>					
<b>Expenditures/Contingency/Fund Balance</b>		<u>\$ 3,551,749</u>	<u>\$ 3,428,151</u>	<u>\$ 3,241,013</u>	<u>\$ 3,191,759</u>

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
FUND 11, RESOURCE 1080 - COMMUNITY EDUCATION

FINAL BUDGET  
2013-2014

INCOME

Unaudited Beginning Balance, July 1	\$ (163,395)
Local Income	<u>438,878</u>
Total Available Funds (TAF)	<u>\$ 275,483</u>

EXPENDITURES

Object Code

1000	Academic Salaries	\$ 4,272
2000	Classified Salaries	207,610
3000	Employee Benefits	56,996
	Set-Aside for Potential Compensation Adjustment	2,127
4000	Books and Supplies	1,200
5000	Services and Operating Expenses	<u>157,275</u>
	Total Expenditures	429,480
7900	* Contingency / Reserves / (Deficit)	<u>(153,997)</u>
	Total Resource 1080 Including Contingency / Reserves	<u>\$ 275,483</u>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 1080 - Community Education Income**

<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b>1.0 Local Income</b>				
8860 Interest Income	\$ 231	\$ 38	\$ 16	\$ 25
8872 Community Activities Program Fees	901,696	581,377	399,403	438,853
8890 Other Local Revenue	-	1,971	-	-
<b>Total 1.0</b>	<u>901,927</u>	<u>583,386</u>	<u>399,419</u>	<u>438,878</u>
<b>2.0 Beginning Fund Balance July 1</b>	<u>(90,690)</u>	<u>(47,023)</u>	<u>(49,063)</u>	<u>(163,395)</u>
<b>Total 2.0</b>	<u>(90,690)</u>	<u>(47,023)</u>	<u>(49,063)</u>	<u>(163,395)</u>
<b>Total Available Funds</b>	<u>\$ 811,237</u>	<u>\$ 536,362</u>	<u>\$ 350,355</u>	<u>\$ 275,483</u>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 1080 - Community Education Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b>Academic Salaries</b>					
1218	Regular FT Administrator	\$ 4,169	\$ 4,197	\$ 4,310	\$ 4,272
	<b>Total 1200</b>	<b>4,169</b>	<b>4,197</b>	<b>4,310</b>	<b>4,272</b>
	<b>Total 1000 Series</b>	<b>4,169</b>	<b>4,197</b>	<b>4,310</b>	<b>4,272</b>
<b>Classified Salaries</b>					
2117	Classified Salary F/T Supervisor	62,850	61,546	64,147	68,682
2119	Classified Salary F/T	73,695	41,790	34,122	38,928
2169/2369	Substitutes	3,235	-	2,773	-
	<b>Total 2100</b>	<b>139,779</b>	<b>103,336</b>	<b>101,042</b>	<b>107,610</b>
2331	Student Help	-	110	-	-
2349	Classified Salary OT Other	2,205	96	-	-
2399	Classified Salary Non-teaching Hrly	214,574	125,640	119,748	100,000
	<b>Total 2300</b>	<b>216,779</b>	<b>125,846</b>	<b>119,748</b>	<b>100,000</b>
	<b>Total 2000 Series</b>	<b>356,558</b>	<b>229,182</b>	<b>220,790</b>	<b>207,610</b>
<b>Employee Benefits</b>					
3120	STRS Classified Employees	549	(549)	-	-
3130	STRS Other Academic Employees	352	345	352	352
	<b>Total 3100</b>	<b>901</b>	<b>(204)</b>	<b>352</b>	<b>352</b>
3220	PERS - Classified Employee	15,270	11,133	11,674	12,313
	<b>Total 3200</b>	<b>15,270</b>	<b>11,133</b>	<b>11,674</b>	<b>12,313</b>
3320	OASDHI - Classified Employees	8,218	6,354	6,380	6,672
3325	Medicare Classified Employees	5,059	3,309	3,201	3,010
3335	Medicare Non-teaching Academic	62	61	62	62
	<b>Total 3300</b>	<b>13,340</b>	<b>9,724</b>	<b>9,643</b>	<b>9,744</b>
3420	H&W Classified Employees	42,705	26,236	27,849	29,354
3430	H&W Non-teaching Academic	455	494	238	275
	<b>Total 3400</b>	<b>43,160</b>	<b>26,730</b>	<b>28,087</b>	<b>29,629</b>
3520	SUI Classified Employees	3,183	3,608	2,347	104
3530	SUI Non-teaching Academic	31	67	47	2
	<b>Total 3500</b>	<b>3,214</b>	<b>3,675</b>	<b>2,394</b>	<b>106</b>
3620	Work Comp Classified Employees	5,741	3,605	5,034	4,754
3630	Work Comp Non-tching Academic	67	66	95	98
	<b>Total 3600</b>	<b>5,808</b>	<b>3,671</b>	<b>5,129</b>	<b>4,852</b>
3920	Othr Benefits Classified Employees	(168)	(98)	(267)	-
3930	Othr Benefits Academic Employees	(12)	1	5	-
	<b>Total 3900</b>	<b>(180)</b>	<b>(97)</b>	<b>(263)</b>	<b>-</b>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 1080 - Community Education Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
	<b>Total 3000 Series</b>	<b>81,513</b>	<b>54,632</b>	<b>57,017</b>	<b>56,996</b>
<b><u>Set-Aside for Potential Compensation Adjustment</u></b>					
3999	Other - Potential COLA	-	-	-	2,127
	<b>Total 3999</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,127</b>
	<b>Total 3999 Series</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,127</b>
<b><u>Books and Supplies</u></b>					
4555	Copying and Printing	187	120	219	200
4590	Office/Other Supplies	4,791	1,515	943	1,000
	<b>Total 4500</b>	<b>4,978</b>	<b>1,635</b>	<b>1,162</b>	<b>1,200</b>
4644	Repair Parts	184	-	-	-
	<b>Total 4600</b>	<b>184</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>Total 4000 Series</b>	<b>5,162</b>	<b>1,635</b>	<b>1,162</b>	<b>1,200</b>
<b><u>Services and Operating Expenses</u></b>					
5045	Postage	19,775	25,007	26,960	3,000
	<b>Total 5000</b>	<b>19,775</b>	<b>25,007</b>	<b>26,960</b>	<b>3,000</b>
5198	Professional Services	301,124	191,393	123,962	100,000
	<b>Total 5100</b>	<b>301,124</b>	<b>191,393</b>	<b>123,962</b>	<b>100,000</b>
5220	Conferences	-	-	70	-
	<b>Total 5200</b>	<b>-</b>	<b>-</b>	<b>70</b>	<b>-</b>
5310	Memberships	706	655	655	655
	<b>Total 5300</b>	<b>706</b>	<b>655</b>	<b>655</b>	<b>655</b>
5510	Natural Gas	1,400	1,100	1,100	1,200
5520	Electricity	1,664	2,191	2,505	2,191
5530	Water	431	203	251	203
5570	Waste Disposal	121	126	174	126
	<b>Total 5500</b>	<b>3,617</b>	<b>3,620</b>	<b>4,031</b>	<b>3,720</b>
5622	Class Schedule Printing	40,465	39,401	40,099	15,000
5630	Rents & Leases	13,559	4,105	8,200	7,000
5649	Computer Software Maintenance/Lic	10,036	10,000	11,334	14,000
	<b>Total 5600</b>	<b>64,060</b>	<b>53,506</b>	<b>59,633</b>	<b>36,000</b>
5740	Advertising	1,598	-	172	500
	<b>Total 5700</b>	<b>1,598</b>	<b>-</b>	<b>172</b>	<b>500</b>
5890	Outside Services and Operating Costs	10,400	14,400	9,900	8,400
5892	Bank Card Charges	9,579	7,198	5,089	5,000

**Riverside Community College District  
2013-2014 Final Budget  
Resource 1080 - Community Education Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
	<b>Total 5800</b>	<u>19,979</u>	<u>21,598</u>	<u>14,989</u>	<u>13,400</u>
	<b>Total 5000 Series</b>	<u>410,859</u>	<u>295,779</u>	<u>230,472</u>	<u>157,275</u>
	<b>Total Expenditures</b>	<u>858,260</u>	<u>585,425</u>	<u>513,751</u>	<u>429,480</u>
 <b><u>Contingency/Fund Balance</u></b>					
<b>7910</b>	Unrestricted	<u>(47,023)</u>	<u>(49,063)</u>	<u>(163,396)</u>	<u>(153,997)</u>
	<b>Total 7900</b>	<u>(47,023)</u>	<u>(49,063)</u>	<u>(163,396)</u>	<u>(153,997)</u>
	<b>Total 7000 Series</b>	<u>(47,023)</u>	<u>(49,063)</u>	<u>(163,396)</u>	<u>(153,997)</u>
 <b>Total Resource 1080</b>					
<b>Expenditures/Contingency/Fund Balance</b>		<b><u>\$ 811,237</u></b>	<b><u>\$ 536,362</u></b>	<b><u>\$ 350,355</u></b>	<b><u>\$ 275,483</u></b>

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
FUND 11, RESOURCE 1090 - PERFORMANCE RIVERSIDE

FINAL BUDGET  
2013-2014

INCOME

Unaudited Beginning Balance, July 1	\$ (500,033)
Local Income	<u>380,304</u>
Total Available Funds (TAF)	<u>\$ (119,729)</u>

EXPENDITURES

Object Code

1000	Academic Salaries	\$ 86,957
2000	Classified Salaries	146,500
3000	Employee Benefits	90,081
	Set-Aside for Potential Compensation Adjustment	3,960
4000	Books and Supplies	9,587
5000	Services and Operating Expenses	<u>172,450</u>
	Total Expenditures	509,535
7900	Contingency / Reserves / (Deficit)	<u>(629,264)</u>
	Total Resource 1090 Including Contingency / Reserves	<u>\$ (119,729)</u>



**Riverside Community College District  
2013-2014 Final Budget  
Resource 1090 - Performance Riverside Income**

<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b>1.0 Local Income</b>				
8820 Donations	\$ 184,000	\$ 5,250	\$ 118,080	\$ 78,080
8848 Box Office Receipts	640,113	578,838	395,597	297,500
8860 Interest Income	88	29	24	24
8890 Other Local Income	<u>21,872</u>	<u>10,963</u>	<u>4,700</u>	<u>4,700</u>
<b>Total 1.0</b>	<b><u>846,073</u></b>	<b><u>595,080</u></b>	<b><u>518,401</u></b>	<b><u>380,304</u></b>
<b>2.0 Incoming Transfer</b>				
8999 From Resource 1000	<u>-</u>	<u>730,982</u>	<u>-</u>	<u>-</u>
<b>Total 2.0</b>	<b><u>-</u></b>	<b><u>730,982</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
<b>3.0 Beginning Balance July 1</b>				
	<u>(755,982)</u>	<u>(784,316)</u>	<u>(269,707)</u>	<u>(500,033)</u>
<b>Total 3.0</b>	<b><u>(755,982)</u></b>	<b><u>(784,316)</u></b>	<b><u>(269,707)</u></b>	<b><u>(500,033)</u></b>
<b>Total Available Funds</b>	<b><u>\$ 90,091</u></b>	<b><u>\$ 541,746</u></b>	<b><u>\$ 248,694</u></b>	<b><u>\$ (119,729)</u></b>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 1090 - Performance Riverside Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b>Academic Salaries</b>					
1218	Regular FT Administrator	\$ -	\$ -	\$ -	\$ 83,842
	<b>Total 1200</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>83,842</b>
1490	Special Assignments	-	-	2,994	3,115
	<b>Total 1400</b>	<b>-</b>	<b>-</b>	<b>2,994</b>	<b>3,115</b>
	<b>Total 1000 Series</b>	<b>-</b>	<b>-</b>	<b>2,994</b>	<b>86,957</b>
<b>Classified Salaries</b>					
2118	Full Time Administrator	64,058	69,261	82,346	-
2119	Classified Full Time	191,604	165,471	127,965	127,707
2129	Permanent Part-Time	-	32,169	29,325	2,656
2139/2339	Classified Hourly	40,334	28,264	31,273	15,637
2190/2390	Special Projects	18,374	11,400	-	-
	<b>Total 2100</b>	<b>314,369</b>	<b>306,565</b>	<b>270,909</b>	<b>146,000</b>
2349	Classified Overtime	5,103	11,448	15,169	500
	<b>Total 2300</b>	<b>5,103</b>	<b>11,448</b>	<b>15,169</b>	<b>500</b>
	<b>Total 2000 Series</b>	<b>319,472</b>	<b>318,013</b>	<b>286,078</b>	<b>146,500</b>
<b>Employee Benefits</b>					
3130	STRS Other Academic Employee	-	-	247	7,174
	<b>Total 3100</b>	<b>-</b>	<b>-</b>	<b>247</b>	<b>7,174</b>
3220	PERS Classified Employee	27,483	26,513	27,112	14,916
	<b>Total 3200</b>	<b>27,483</b>	<b>26,513</b>	<b>27,112</b>	<b>14,916</b>
3320	OASDHI Classified Employee	17,069	16,079	14,893	8,114
3325	Medicare Classified Employee	4,565	4,444	3,910	2,124
3335	Medicare Non-teaching Academic	-	-	43	1,261
	<b>Total 3300</b>	<b>21,634</b>	<b>20,523</b>	<b>18,846</b>	<b>11,499</b>
3420	H&W Classified Employee	66,114	71,981	52,710	36,628
3430	H&W Non-teaching Academic	-	-	-	14,402
	<b>Total 3400</b>	<b>66,114</b>	<b>71,981</b>	<b>52,710</b>	<b>51,030</b>
3520	SUI Classified Employee	2,295	4,957	2,833	73
3530	SUI Other Academic Employee	-	-	17	43
	<b>Total 3500</b>	<b>2,295</b>	<b>4,957</b>	<b>2,850</b>	<b>116</b>
3620	Work Comp Classified Employee	4,968	4,843	6,059	3,355
3630	Work Comp Non-tching Academic	-	-	69	1,991
	<b>Total 3600</b>	<b>4,968</b>	<b>4,843</b>	<b>6,128</b>	<b>5,346</b>
3920	Other Benefits Classified Employee	275	1,149	1,102	-
	<b>Total 3900</b>	<b>275</b>	<b>1,149</b>	<b>1,102</b>	<b>-</b>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 1090 - Performance Riverside Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
	<b>Total 3000 Series</b>	<b><u>122,770</u></b>	<b><u>129,966</u></b>	<b><u>108,995</u></b>	<b><u>90,081</u></b>
<b><u>Set-Aside for Potential Compensation Adjustment</u></b>					
3999	Other - Potential COLA	-	-	-	3,960
	<b>Total 3999</b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>3,960</u></b>
	<b>Total 3999 Series</b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>3,960</u></b>
<b><u>Books and Supplies</u></b>					
4555	Copying and Printing	14,966	11,392	12,242	6,109
4580	Theater Supplies	13,078	6,309	6,156	3,078
4590	Office/Other Supplies	1,087	1,320	(332)	400
	<b>Total 4500</b>	<b><u>29,131</u></b>	<b><u>19,021</u></b>	<b><u>18,066</u></b>	<b><u>9,587</u></b>
	<b>Total 4000 Series</b>	<b><u>29,131</u></b>	<b><u>19,021</u></b>	<b><u>18,066</u></b>	<b><u>9,587</u></b>
<b><u>Services and Operating Expenses</u></b>					
5045	Postage	2,711	1,607	1,456	728
	<b>Total 5000</b>	<b><u>2,711</u></b>	<b><u>1,607</u></b>	<b><u>1,456</u></b>	<b><u>728</u></b>
5194	Filming	1,125	-	-	-
5198	Professional Services	172,540	130,817	239,931	119,966
	<b>Total 5100</b>	<b><u>173,665</u></b>	<b><u>130,817</u></b>	<b><u>239,931</u></b>	<b><u>119,966</u></b>
5210	Mileage	692	30	542	271
5219	Other Travel Expense	1,020	693	-	-
5220	Conference Attendance	586	-	-	-
	<b>Total 5200</b>	<b><u>2,298</u></b>	<b><u>723</u></b>	<b><u>542</u></b>	<b><u>271</u></b>
5520	Electricity	700	700	700	700
5541	Cellular Telephone	1,906	841	-	-
5550	Laundry & Cleaning	100	142	213	107
	<b>Total 5500</b>	<b><u>2,706</u></b>	<b><u>1,683</u></b>	<b><u>913</u></b>	<b><u>807</u></b>
5630	Rents & Leases	78,612	52,164	50,515	25,258
5632	Scenic Rentals	9,863	10,609	4,400	8,000
5633	Costume Rentals	12,116	20,298	6,741	3,371
5644	Repairs	235	-	-	-
5649	Computer Software Maintenance/Lic	40	-	-	-
5650	Transportation Contracts	7,706	11,378	6,455	3,228
	<b>Total 5600</b>	<b><u>108,572</u></b>	<b><u>94,449</u></b>	<b><u>68,111</u></b>	<b><u>39,857</u></b>
5740	Advertising	7,207	6,045	18,383	9,192
5790	Other Legal Fees	-	150	-	-
	<b>Total 5700</b>	<b><u>7,207</u></b>	<b><u>6,195</u></b>	<b><u>18,383</u></b>	<b><u>9,192</u></b>
5890	Outside Svcs. and Operating Costs	97,293	103,427	-	-
5892	Bank Card Charges	8,583	5,552	3,257	1,629

**Riverside Community College District  
2013-2014 Final Budget  
Resource 1090 - Performance Riverside Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
	Total 5800	<u>105,876</u>	<u>108,979</u>	<u>3,257</u>	<u>1,629</u>
	Total 5000 Series	<u>403,035</u>	<u>344,453</u>	<u>332,593</u>	<u>172,450</u>
	<b>Total Expenditures</b>	<b><u>874,407</u></b>	<b><u>811,453</u></b>	<b><u>748,726</u></b>	<b><u>509,535</u></b>
<b><u>Contingency/Fund Balance</u></b>					
7910	Unrestricted	<u>(784,316)</u>	<u>(269,707)</u>	<u>(500,033)</u>	<u>(629,264)</u>
	<b>Total 7900</b>	<b><u>(784,316)</u></b>	<b><u>(269,707)</u></b>	<b><u>(500,033)</u></b>	<b><u>(629,264)</u></b>
	<b>Total 7000 Series</b>	<b><u>(784,316)</u></b>	<b><u>(269,707)</u></b>	<b><u>(500,033)</u></b>	<b><u>(629,264)</u></b>
<b>Total Resource 1090</b>					
<b>Expenditures/Contingency/Fund Balance</b>		<b><u>\$ 90,091</u></b>	<b><u>\$ 541,746</u></b>	<b><u>\$ 248,694</u></b>	<b><u>\$ (119,729)</u></b>

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
FUND 11, RESOURCE 1110 - BOOKSTORE (CONTRACTOR-OPERATED)

FINAL BUDGET  
2013-2014

INCOME

Unaudited Beginning Balance, July 1	\$ 90,378
Local Income	<u>890,772</u>
Total Available Funds (TAF)	<u>\$ 981,150</u>

EXPENDITURES

Object Code

5000	Services and Operating Expenses	\$ 43,770
7390	Interfund Transfer to Resource 3200	577,569
8999	Intrafund Transfer to Resource 1000	<u>350,000</u>
	Total Expenditures	971,339
7900	* Contingency / Reserves	<u>9,811</u>
	Total Resource 1110 Including Contingency / Reserves	<u>\$ 981,150</u>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 1110 - Bookstore Contractor-Operated Income**

<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b>1.0 Local Income</b>				
8847 Bookstore Commissions	\$ 636,787	\$ 572,998	\$ 769,156	\$ 890,579
8860 Interest	1,231	268	193	193
<b>Total 1.0</b>	<u><b>638,018</b></u>	<u><b>573,266</b></u>	<u><b>769,349</b></u>	<u><b>890,772</b></u>
<b>2.0 Beginning Balance July 1</b>	46,735	10,190	56,242	90,378
<b>Total 2.0</b>	<u><b>46,735</b></u>	<u><b>10,190</b></u>	<u><b>56,242</b></u>	<u><b>90,378</b></u>
<b>Total Available Funds</b>	<u><b>\$ 684,753</b></u>	<u><b>\$ 583,456</b></u>	<u><b>\$ 825,591</b></u>	<u><b>\$ 981,150</b></u>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 1110 - Bookstore Contractor - Operated Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b><u>Books and Supplies</u></b>					
4555	Copying and Printing	\$ -	\$ -	\$ 30	\$ -
	<b>Total 4500</b>	<u>-</u>	<u>-</u>	<u>30</u>	<u>-</u>
	<b>Total 4000 Series</b>	<u>-</u>	<u>-</u>	<u>30</u>	<u>-</u>
<b><u>Services and Operating Expenses</u></b>					
5045	Postage	230	320	170	170
	<b>Total 5000</b>	<u>230</u>	<u>320</u>	<u>170</u>	<u>170</u>
5510	Natural Gas	2,200	2,200	2,200	2,200
5520	Electricity	41,400	41,400	41,400	41,400
	<b>Total 5500</b>	<u>43,600</u>	<u>43,600</u>	<u>43,600</u>	<u>43,600</u>
	<b>Total 5000 Series</b>	<u>43,830</u>	<u>43,920</u>	<u>43,770</u>	<u>43,770</u>
<b><u>Interfund Transfer</u></b>					
7390	To Resource 3200	382,790	323,129	441,414	577,569
	<b>Total 7300</b>	<u>382,790</u>	<u>323,129</u>	<u>441,414</u>	<u>577,569</u>
<b><u>Intrafund Transfer</u></b>					
8999	To Resource 1000	247,943	160,165	250,000	350,000
	<b>Total 8999</b>	<u>247,943</u>	<u>160,165</u>	<u>250,000</u>	<u>350,000</u>
	<b>Total Expenditures</b>	<u>674,563</u>	<u>527,214</u>	<u>735,214</u>	<u>971,339</u>
<b><u>Contingency/Fund Balance</u></b>					
7910	Unrestricted	10,190	56,242	90,377	9,811
	<b>Total 7900</b>	<u>10,190</u>	<u>56,242</u>	<u>90,377</u>	<u>9,811</u>
	<b>Total 7000 Series</b>	<u>392,980</u>	<u>379,371</u>	<u>531,791</u>	<u>587,380</u>
<b>Total Resource 1110</b>					
<b>Expenditures/Contingency/Fund Balance</b>		<u>\$ 684,753</u>	<u>\$ 583,456</u>	<u>\$ 825,591</u>	<u>\$ 981,150</u>

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
FUND 12, RESOURCE 1120 - CENTER FOR SOCIAL JUSTICE AND CIVIL LIBERTIES

FINAL BUDGET  
2013-2014

INCOME

Unaudited Beginning Balance, July 1		\$	(5,383)
Local Income	\$	25,014	
Intrafund Transfer From Resource 1000		<u>99,373</u>	
Total Income			<u>124,387</u>
Total Available Funds (TAF)		\$	<u>119,004</u>

EXPENDITURES

Object Code

2000	Classified Salaries	\$	50,651
3000	Employee Benefits		34,476
	Set-Aside for Potential Compensation Adjustment		1,295
4000	Books and Supplies		262
5000	Services and Operating Expenses		<u>31,320</u>
	Total Expenditures		118,004
7900	* Contingency / Reserves		<u>1,000</u>
	Total Resource 1120 Including Contingency / Reserves	\$	<u>119,004</u>



**Riverside Community College District  
2013-2014 Final Budget  
Resource 1120 - Center for Social Justice and Civil Liberties Income**

<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b>1.0 Local Income</b>				
8860 Interest	\$ -	\$ -	\$ 56	\$ 14
8890 City of Riverside	-	-	59,000	25,000
<b>Total 1.0</b>	<u>-</u>	<u>-</u>	<u>59,056</u>	<u>25,014</u>
<b>2.0 Intrafund Transfer</b>				
8999 From Resource 1000	-	-	-	99,373
<b>Total 2.0</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>99,373</u>
<b>3.0 Beginning Balance July 1</b>				
<b>Total 3.0</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(5,383)</u>
<b>Total Available Funds</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 59,056</u>	<u>\$ 119,004</u>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 1120 - Center for Social Justice and Civil Liberties Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b><u>Academic Salaries</u></b>					
1219	Counselors/Librarians/Release Time	\$ -	\$ -	\$ 5,555	\$ -
	<b>Total 1200</b>	<b>-</b>	<b>-</b>	<b>5,555</b>	<b>-</b>
	<b>Total 1000 Series</b>	<b>-</b>	<b>-</b>	<b>5,555</b>	<b>-</b>
<b><u>Classified Salaries</u></b>					
2118	Full-Time Administrator	-	-	-	50,651
	<b>Total 2100</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>50,651</b>
	<b>Total 2000 Series</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>50,651</b>
<b><u>Employee Benefits</u></b>					
3220	PERS	-	-	-	5,795
	<b>Total 3200</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,795</b>
3320	OASDHI	-	-	-	3,140
3325	Medicare Classified Employee	-	-	-	734
3335	Medicare - Academic Non-Teaching	-	-	81	-
	<b>Total 3300</b>	<b>-</b>	<b>-</b>	<b>81</b>	<b>3,874</b>
3420	H&W	-	-	-	23,622
	<b>Total 3400</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>23,622</b>
3520	SUI Classified Employee	-	-	-	25
3530	SUI - Academic Non-Teaching	-	-	61	-
	<b>Total 3500</b>	<b>-</b>	<b>-</b>	<b>61</b>	<b>25</b>
3620	Work Comp - Academic Non-Teaching	-	-	-	1,160
3630	Work Comp Non-tching Academic	-	-	127	-
	<b>Total 3600</b>	<b>-</b>	<b>-</b>	<b>127</b>	<b>1,160</b>
	<b>Total 3000 Series</b>	<b>-</b>	<b>-</b>	<b>269</b>	<b>34,476</b>
<b><u>Set-Aside for Potential Compensation Adjustment</u></b>					
3999	Other - Potential COLA	-	-	-	1,295
	<b>Total 3999</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,295</b>
	<b>Total 3999 Series</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,295</b>
<b><u>Books and Supplies</u></b>					
4230	Reference Books	-	-	1,401	-
	<b>Total 4200</b>	<b>-</b>	<b>-</b>	<b>1,401</b>	<b>-</b>
4555	Copying and Printing	-	-	38	10
4590	Office/Other Supplies	-	-	1,296	252
	<b>Total 4500</b>	<b>-</b>	<b>-</b>	<b>1,334</b>	<b>262</b>
	<b>Total 4000 Series</b>	<b>-</b>	<b>-</b>	<b>2,735</b>	<b>262</b>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 1120 - Center for Social Justice and Civil Liberties Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b><u>Services and Operating Expenses</u></b>					
5198	Professional Services	-	-	600	-
	<b>Total 5100</b>	-	-	600	-
5210	Mileage	-	-	51	-
	<b>Total 5200</b>	-	-	51	-
5310	Memberships	-	-	2,650	200
	<b>Total 5300</b>	-	-	2,650	200
5510	Natural Gas	-	-	836	900
5520	Electricity	-	-	49,326	28,000
5530	Water	-	-	1,235	1,200
5541	Cellular Telephone	-	-	282	300
	<b>Total 5500</b>	-	-	51,679	30,400
5890	Other Services	-	-	-	720
	<b>Total 5800</b>	-	-	-	720
	<b>Total 5000 Series</b>	-	-	54,980	31,320
<b><u>Capital Outlay</u></b>					
6485	Comp Equip Addt'l \$200 to \$4,999	-	-	900	-
	<b>Total 6400</b>	-	-	900	-
	<b>Total 6000 Series</b>	-	-	900	-
	<b>Total Expenditures</b>	-	-	64,439	118,004
<b><u>Contingency/Fund Balance</u></b>					
7910	Unrestricted	-	-	(5,383)	1,000
	<b>Total 7900</b>	-	-	(5,383)	1,000
	<b>Total 7000 Series</b>	-	-	(5,383)	1,000
<b>Total Resource 1120</b>					
<b>Expenditures/Contingency/Fund Balance</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 59,056</b>	<b>\$ 119,004</b>

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
FUND 11, RESOURCE 1170 - CUSTOMIZED SOLUTIONS

FINAL BUDGET  
2013-2014

INCOME

Unaudited Beginning Balance, July 1	\$ 92,346
Local Income	<u>1,118,659</u>
Total Available Income (TAF)	<u>\$ 1,211,005</u>

EXPENDITURES

Object Code

1000	Academic Salaries	\$ 111,564
2000	Classified Salaries	101,830
3000	Employee Benefits	58,554
	Set-Aside for Potential Compensation Adjustment	1,943
4000	Books and Supplies	164,250
5000	Services and Operating Expenses	473,761
6000	Capital Outlay	1,000
8999	Intrafund Transfer to Resource 1000	<u>67,407</u>
	Total Expenditures	980,309
7900	* Contingency / Reserves	<u>230,696</u>
	Total Resource 1170 Including Contingency / Reserves	<u>\$ 1,211,005</u>

\* 5% Contingency reserve calculated from TAF equals \$60,550

**Riverside Community College District  
2013-2014 Final Budget  
Resource 1170 - Customized Solutions Income**

<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b>1.0 Local Income</b>				
8831 2 Sisters Food Group SPP 429	\$ (2,400)	\$ -	\$ -	\$ -
8831 American Electrical Supply SPP 447	-	200	-	-
8831 Brenner-Fiedler & Associates SPP 445	-	-	500	-
8831 Butte-Glenn CCD SPP 483	-	(3,440)	-	-
8831 Circor Aerospace, Inc. SPP 420	10,800	-	-	-
8831 City of Moreno Valley SPP 439	3,864	-	-	-
8831 City of M.V. Block Grant SPP 479	12,107	-	-	-
8831 City of Rvrsd Human Resrc SPP 484	4,607	20,093	15,300	17,050
8831 Clark Western Dietrich Building Sys SPP 470	-	-	-	4,800
8831 El Camino Community College Dist SPP 423	16,200	23,065	8,443	-
8831 ETP - Core SPP 449	-	-	183,960	66,326
8831 ETP - Alternative Fuel SPP 450	-	-	19,199	680,731
8831 International Rectifier SPP 477	-	-	-	298,652
8831 LACC - Kaiser Permanente SPP 472	14,392	24,754	-	-
8831 McClane Company SPP 433	6,250	-	-	-
8831 REVIT SPP 489	-	4,500	-	-
8831 Riverside Community Hospital SPP 440	-	2,000	2,000	-
8831 Riverside County Office of Education SPP 450	-	3,074	-	-
8831 Riverside County Regional Med Ctr SPP 473	-	-	5,937	-
8831 Estimated Future Contracts SPP 481	-	-	-	50,800
8831 West Virginia University Research SPP 488	-	-	12,500	-
8860 Interest	290	243	282	300
8890 Other Local Income	-	-	(100)	-
<b>Total 1.0</b>	<b>66,111</b>	<b>74,489</b>	<b>248,021</b>	<b>1,118,659</b>
<b>2.0 Beginning Balance July 1</b>	<b>71,173</b>	<b>54,549</b>	<b>73,559</b>	<b>92,346</b>
<b>Total 2.0</b>	<b>71,173</b>	<b>54,549</b>	<b>73,559</b>	<b>92,346</b>
<b>Total Available Funds</b>	<b>\$ 137,284</b>	<b>\$ 129,038</b>	<b>\$ 321,580</b>	<b>\$ 1,211,005</b>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 1170 - Customized Solutions Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b>Academic Salaries</b>					
1330	Part-Time Teaching Fall	\$ -	\$ 4,036	\$ -	\$ 111,564
1331	Part-Time Teaching Summer	1,345	2,691	-	-
1333	Part-Time Teaching Spring	2,691	-	-	-
1335	Regular - Overload Fall	-	2,595	-	-
1337	Regular - Overload Winter	-	865	-	-
	<b>Total 1300</b>	<b>4,036</b>	<b>10,187</b>	<b>-</b>	<b>111,564</b>
1490	Academic Special Project	-	7,250	5,766	-
	<b>Total 1400</b>	<b>-</b>	<b>7,250</b>	<b>5,766</b>	<b>-</b>
	<b>Total 1000 Series</b>	<b>4,036</b>	<b>17,437</b>	<b>5,766</b>	<b>111,564</b>
<b>Classified Salaries</b>					
2118	Full Time Administrator	13,803	1,880	26,290	69,279
2119	Full Time Regular	18,372	2,058	11,054	32,551
	<b>Total 2100</b>	<b>32,175</b>	<b>3,938</b>	<b>37,344</b>	<b>101,830</b>
2230/2449	Part-time Hourly Instructional Aides	-	384	-	-
	<b>Total 2200</b>	<b>-</b>	<b>384</b>	<b>-</b>	<b>-</b>
	<b>Total 2000 Series</b>	<b>32,175</b>	<b>4,322</b>	<b>37,344</b>	<b>101,830</b>
<b>Employee Benefits</b>					
3110	STRS - Teachers & Aides	333	840	-	9,204
3130	STRS - Academic Non-Teaching	-	599	440	-
	<b>Total 3100</b>	<b>333</b>	<b>1,439</b>	<b>440</b>	<b>9,204</b>
3220	PERS Classified	3,669	544	4,065	11,651
	<b>Total 3200</b>	<b>3,669</b>	<b>544</b>	<b>4,065</b>	<b>11,651</b>
3315	Medicare - Teachers & Aides	59	153	-	1,618
3320	OASDHI Classified	2,125	309	2,207	6,313
3325	Medicare Classified	497	72	516	1,477
3335	Medicare - Academic Non-Teaching	-	105	84	-
	<b>Total 3300</b>	<b>2,680</b>	<b>639</b>	<b>2,807</b>	<b>9,408</b>
3420	H&W Classified	6,190	948	8,291	23,297
	<b>Total 3400</b>	<b>6,190</b>	<b>948</b>	<b>8,291</b>	<b>23,297</b>
3510	SUI - Teachers & Aides	49	170	-	56
3520	SUI Classified	247	80	392	51
3530	SUI - Academic Non-Teaching	-	117	63	-
	<b>Total 3500</b>	<b>296</b>	<b>367</b>	<b>455</b>	<b>107</b>
3610	WC - Teachers & Aides	63	166	-	2,555
3620	Work Comp Classified	538	78	782	2,332

**Riverside Community College District  
2013-2014 Final Budget  
Resource 1170 - Customized Solutions Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
3630	WC - Academic Non-Teaching	-	114	132	-
	<b>Total 3600</b>	<b>601</b>	<b>358</b>	<b>914</b>	<b>4,887</b>
3920/30	Other Benefits	(419)	(226)	372	-
	<b>Total 3900</b>	<b>(419)</b>	<b>(226)</b>	<b>372</b>	<b>-</b>
	<b>Total 3000 Series</b>	<b>13,351</b>	<b>4,069</b>	<b>17,344</b>	<b>58,554</b>
<b><u>Set-Aside for Potential Compensation Adjustment</u></b>					
3999	Other - Potential COLA	-	-	-	1,943
	<b>Total 3999</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,943</b>
	<b>Total 3999 Series</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,943</b>
<b><u>Books and Supplies</u></b>					
4555	Copying and Printing	182	11	-	10,200
4590	Other Supplies	117	250	253	10,750
4599	Cont Ed Instr Suppl	2,264	1,604	9,351	143,300
	<b>Total 4500</b>	<b>2,563</b>	<b>1,865</b>	<b>9,604</b>	<b>164,250</b>
	<b>Total 4000 Series</b>	<b>2,563</b>	<b>1,865</b>	<b>9,604</b>	<b>164,250</b>
<b><u>Services and Operating Expenses</u></b>					
5045	Postage	10	125	185	5,040
	<b>Total 5000</b>	<b>10</b>	<b>125</b>	<b>185</b>	<b>5,040</b>
5110	Consultants	-	-	28,275	57,000
5197	Grant/Contract Sub Agreement	-	-	82,475	100,250
	<b>Total 5100</b>	<b>-</b>	<b>-</b>	<b>110,750</b>	<b>157,250</b>
5210	Mileage	119	250	120	32,120
5220	Conference Attendance	-	-	491	6,000
	<b>Total 5200</b>	<b>119</b>	<b>250</b>	<b>611</b>	<b>38,120</b>
5310	Memberships and Dues	-	-	1,500	250
	<b>Total 5300</b>	<b>-</b>	<b>-</b>	<b>1,500</b>	<b>250</b>
5520	Electricity	2,427	2,238	2,630	3,350
5530	Water	709	254	270	600
5540	Telephone	627	-	-	500
5541	Cellular Telephone	1,846	1,267	1,025	2,000
5570	Waste Disposal	197	158	217	250
	<b>Total 5500</b>	<b>5,806</b>	<b>3,917</b>	<b>4,142</b>	<b>6,700</b>
5630	Rents and Leases	1,976	-	-	-
5649	Computer Software Maintenance/Lic	-	-	-	11,721
	<b>Total 5600</b>	<b>1,976</b>	<b>-</b>	<b>-</b>	<b>11,721</b>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 1170 - Customized Solutions Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
5740	Advertising	-	-	-	500
	<b>Total 5700</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>500</b>
5890	Outside Services and Operating Costs	22,698	23,496	41,804	254,180
	<b>Total 5800</b>	<b>22,698</b>	<b>23,496</b>	<b>41,804</b>	<b>254,180</b>
	<b>Total 5000 Series</b>	<b>30,609</b>	<b>27,788</b>	<b>158,992</b>	<b>473,761</b>
<b><u>Capital Outlay</u></b>					
6481	Equip Add'l \$200-4999	-	-	184	1,000
	<b>Total 6400</b>	<b>-</b>	<b>-</b>	<b>184</b>	<b>1,000</b>
	<b>Total 6000 Series</b>	<b>-</b>	<b>-</b>	<b>184</b>	<b>1,000</b>
	<b>Total Expenditures</b>	<b>82,735</b>	<b>55,481</b>	<b>229,234</b>	<b>912,902</b>
<b><u>Intrafund Transfer</u></b>					
8999	To Resource 1000	-	-	-	67,407
	<b>Total 8999</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>67,407</b>
<b><u>Contingency/Fund Balance</u></b>					
7910	Unrestricted	54,549	73,557	92,347	230,696
	<b>Total 7900</b>	<b>54,549</b>	<b>73,557</b>	<b>92,347</b>	<b>230,696</b>
<b>Total Resource 1170</b>					
<b>Expenditures/Contingency/Fund Balance</b>		<b>\$ 137,284</b>	<b>\$ 129,038</b>	<b>\$ 321,580</b>	<b>\$ 1,211,005</b>



RIVERSIDE COMMUNITY COLLEGE DISTRICT  
FUND 12, RESOURCE 1180 - REDEVELOPMENT PASS - THROUGH

FINAL BUDGET  
2013-2014

INCOME

Unaudited Beginning Balance, July 1	\$ 7,410,310
Local Income	<u>1,493,550</u>
Total Available Income (TAF)	<u>\$ 8,903,860</u>

EXPENDITURES

Object Code

5000	Services and Operating Expenses	\$ 352,887
6000	Capital Outlay	<u>4,264,139</u>
	Total Expenditures	4,617,026
7900	* Contingency / Reserves	<u>4,286,834</u>
	Total Resource 1180 Including Contingency / Reserves	<u>\$ 8,903,860</u>

\* 5% Contingency reserve calculated from TAF equals \$ 445,193

**Riverside Community College District  
2013-2014 Final Budget  
Resource 1180 - Redevelopment Pass-Through Income**

<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b>1.0 Local Income</b>				
8850 Rents & Leases	\$ -	\$ 6,707	\$ 7,160	\$ 7,200
8860 Interest	75,722	51,155	36,884	38,350
8890 Redevelopment Agency Pass-Thru	<u>1,387,953</u>	<u>1,297,251</u>	<u>1,470,356</u>	<u>1,448,000</u>
<b>Total 1.0</b>	<b><u>1,463,675</u></b>	<b><u>1,355,113</u></b>	<b><u>1,514,400</u></b>	<b><u>1,493,550</u></b>
<b>2.0 Beginning Balance July 1</b>				
<b>Total 2.0</b>	<u>9,042,422</u>	<u>9,407,665</u>	<u>6,167,452</u>	<u>7,410,310</u>
<b>Total Available Funds</b>	<b><u>\$ 10,506,097</u></b>	<b><u>\$ 10,762,778</u></b>	<b><u>\$ 7,681,852</u></b>	<b><u>\$ 8,903,860</u></b>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 1180 - Redevelopment Pass-Through Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b><u>Services and Operating Expenses</u></b>					
<b>5110</b>	Consultants	\$ 114,600	\$ 363,890	\$ 154,519	\$ 153,987
	<b>Total 5100</b>	<b>114,600</b>	<b>363,890</b>	<b>154,519</b>	<b>153,987</b>
<b>5510</b>	Natural Gas	1,657	6,533	8,394	9,000
<b>5520</b>	Electricity	52,702	60,254	48,248	52,000
<b>5530</b>	Water	1,712	2,032	959	1,000
<b>5540</b>	Telephone	3,886	-	-	134,400
<b>5570</b>	Waste Disposal	2,955	2,404	2,484	2,500
	<b>Total 5500</b>	<b>62,912</b>	<b>71,223</b>	<b>60,085</b>	<b>198,900</b>
<b>5790</b>	Licenses, Permits, and Other Fees	246	-	-	-
	<b>Total 5700</b>	<b>246</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>5890</b>	Other Services	15,367	139,682	535	-
	<b>Total 5800</b>	<b>15,367</b>	<b>139,682</b>	<b>535</b>	<b>-</b>
	<b>Total 5000 Series</b>	<b>193,125</b>	<b>574,795</b>	<b>215,139</b>	<b>352,887</b>
<b><u>Capital Outlay</u></b>					
<b><u>Buildings</u></b>					
<b>6216</b>	Construction	-	-	-	3,151,924
<b>6219</b>	Other	77,118	14,683	-	-
<b>6221</b>	Advertising / Legal	2,853	-	-	-
<b>6222</b>	Engineering	-	1,232	-	-
<b>6223</b>	Architect's Fees	417,456	104,309	9,480	9,520
<b>6224</b>	Testing	8,900	27,218	-	15,867
<b>6225</b>	Demolition/Grading	79,118	76,338	-	-
<b>6226</b>	Remodel	19,849	3,046,674	29,432	-
<b>6227</b>	Fixtures/Fixed Equipment	42,369	-	2,178	25,412
<b>6229</b>	Other	159,667	495,976	2,828	34,203
	<b>Total 6200</b>	<b>807,330</b>	<b>3,766,430</b>	<b>43,918</b>	<b>3,236,926</b>
<b><u>Equipment</u></b>					
<b>6481</b>	Equip Add'l <\$5000	6,849	99,490	12,485	1,017,008
<b>6482</b>	Equip Add'l >\$5000	-	149,151	-	10,205
<b>6485</b>	Computer Equip Add'l <\$4999	-	5,460	-	-
<b>6486</b>	Computer Equip Add'l >5000	91,128	-	-	-
	<b>Total 6400</b>	<b>97,977</b>	<b>254,101</b>	<b>12,485</b>	<b>1,027,213</b>
	<b>Total 6000 Series</b>	<b>905,307</b>	<b>4,020,531</b>	<b>56,403</b>	<b>4,264,139</b>
	<b>Total Expenditures</b>	<b>1,098,432</b>	<b>4,595,326</b>	<b>271,542</b>	<b>4,617,026</b>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 1180 - Redevelopment Pass-Through Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b><u>Contingency/Fund Balance</u></b>					
<b>7920</b>	Restricted	<u>9,407,665</u>	<u>6,167,452</u>	<u>7,410,310</u>	<u>4,286,834</u>
	<b>Total 7900</b>	<u><b>9,407,665</b></u>	<u><b>6,167,452</b></u>	<u><b>7,410,310</b></u>	<u><b>4,286,834</b></u>
<b>Total Resource 1180</b>					
<b>Expenditures/Contingency/Fund Balance</b>		<u><b>\$ 10,506,097</b></u>	<u><b>\$ 10,762,778</b></u>	<u><b>\$ 7,681,852</b></u>	<u><b>\$ 8,903,860</b></u>

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
FUND 12, RESOURCE 1190 - GRANTS AND CATEGORICAL PROGRAMS

FINAL BUDGET  
2013-2014

INCOME

Unaudited Beginning Balance, July 1		\$	-
Federal Income	\$ 16,640,442		
State Income	12,162,090		
Local Income	2,590,907		
Intrafund Transfers	<u>1,213,118</u>		
Total Income			<u>32,606,557</u>
Total Available Funds (TAF)		\$	<u>32,606,557</u>

EXPENDITURES

Object Code

1000	Academic Salaries	\$	3,843,123
2000	Classified Salaries		9,612,072
3000	Employee Benefits		4,020,499
4000	Books and Supplies		2,474,432
5000	Services and Operating Expenses		6,650,625
6000	Capital Outlay		4,112,236
7600	Student Grants / Bus Passes		<u>1,839,570</u>
	Total Expenditures		32,606,557
7900	Contingency / Reserves		<u>-</u>
	Total Resource 1190 Including Contingency / Reserves	\$	<u>32,606,557</u>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 1190 - Grants and Categorical Program Income**

<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b>1.0 Federal Income</b>				
8190 Social Innovation Generation: St Leadership SPP 027	\$ 4,878	\$ 4,117	\$ -	\$ -
8120 Upward Bound TRIO Riverside SPP 038	-	-	199,612	311,659
8120 Upward Bound TRIO Riverside SPP 039	316,226	254,169	28,813	-
8190 Comm College Initiative for Egypt, Phase II SPP 094	15,038	-	-	-
8190 Foster and Kinshipcare SPP 098	49,421	54,537	52,964	66,718
8190 Foster and Kinship Provider Training SPP 099	67,772	-	-	-
8170 VTEA Tech Prep SPP 101	335,129	-	-	-
8120 SSS Trio - Moreno Valley 10/15 SPP 104	180,925	180,494	255,195	232,600
8120 SSS Rise - Norco 10/15 SPP 105	76,485	280,088	257,639	234,179
8120 SSS Trio - Riverside 10/15 SPP 106	70,903	260,529	261,645	255,314
8190 Tri-Tech Small Bus Development SPP 109	72,608	257,392	162,962	113,902
8190 Tri-Tech Small Business Jobs Act SPP 113	-	61,724	218,562	62,960
8190 Tri-Tech Small Bus Development SPP 131	192,080	223,892	76,108	-
8120 Title VI Global Logistics Program SPP 133	235,496	-	-	-
8190 ARRA So Calif Logistics Tech Collaborative SPP 140	-	284,618	152,257	-
8120 Upward Bound TRIO Norco CNUUSD2 SPP 143	252,528	273,499	115,939	-
8120 Upward Bound TRIO Norco Norte Vista SPP 144	200,332	186,715	-	-
8190 Procurement Assistance SPP 145	109,416	143,025	137,034	-
8190 Procurement Assistance SPP 147	129,075	129,508	151,212	139,336
8120 Title V HSI Coop MV/UCR SPP 154	485,355	69,547	32,763	-
8120 Title V HSI Coop MV/Norco SPP 155	256,010	6,354	-	-
8120 Title V Norco Campus 09/14 SPP 156	691,022	492,247	571,344	814,740
8190 RCOE Foster Youth Indep. Lvg. Pgm. SPP 157	80,144	92,478	93,472	94,236
8190 ARRA Equip to Enhance Trng for Health Prof SPP 179	215,461	39,980	-	-
8190 Workability Grant SPP 183	230,409	197,234	215,732	290,060
8190 ARRA Dept of Rehab - Workability SPP 184	37,327	-	-	-
8120 Title V Moreno Valley Campus 09/14 SPP 194	421,934	548,767	393,363	1,029,744
8120 Title V HSI Coop Program Norco CSUSB SPP 195	447,049	783,140	707,617	1,122,116
8120 Title V HSI Pathways to Excellence SPP 196	-	138,661	616,934	1,099,969
8120 Title V HSI Stem and Articulation Programs SPP 199	-	150,859	700,910	1,744,329
8130 WIA Allied Health Prog Expansion FP2 SPP 204	198,476	304,097	-	-
8130 WIA Allied Health Prog Expansion SPP 206	313,611	-	-	-
8190 Allied Health - Health Care and Facilities SPP 207	19,720	120,775	-	-
8190 Allied Health - Health Care and Facilities SPP 208	-	75,806	70,456	-
8190 California State Trade Export Program SPP 209	-	170,812	153,175	-
8130 ARRA Allied Hlth Prog Stimls Exp Proj, Phs II SPP 210	247,810	-	-	-
8190 Affordable Care Act - Expansion of PA Trng SPP 213	-	196,376	413,424	1,508,008
8190 California State Trade Export Program SPP 217	-	-	58,641	84,339
8190 Pre-Emancipation Services SPP 218	124,773	108,971	-	-

**Riverside Community College District  
2013-2014 Final Budget  
Resource 1190 - Grants and Categorical Program Income**

<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
8190 Post-Emancipation Services SPP 219	84,823	102,417	146,726	-
8190 Riv Cty Emancipation Srvc SPP 220	887,292	653,990	365,402	-
8190 ECS Consortium Grant SPP 230	17,475	17,400	18,742	18,750
8190 Nursing Scholarships for Disadvtdged Stdnts SPP 233	176,179	(4,538)	-	-
8190 ARRA Nursing Schol for Disadvtdged Stdnts SPP 234	114,352	-	-	-
8190 PA Scholarships for Disadvtdged Stdnts SPP 235	24,072	-	-	-
8190 ARRA PA Scholarships for Disadvtdged Stdnts SPP 236	10,766	-	-	-
8190 PA Scholarships for Disadvtdged Stdnts 11/12 SPP 237	-	10,374	-	-
8190 Youth Empowerment Strategies for Success SPP 239	1,482	500	-	-
8190 CDC-WORKS! Program SPP 240	55,513	-	-	-
8120 Student Support Services TRIO Norco SPP 241	49,812	-	-	-
8120 Student Support Services TRIO - Norco 10/15 SPP 242	134,901	266,030	271,304	247,483
8190 Comm Action Partnership of Riv Cty SPP 246	87,390	-	-	-
8130 WIA/ARRA Comm Clg Class Size Training SPP 247	635,118	-	-	-
8190 Nursing Education Pract. & Retention SPP 251	29,409	50,304	-	-
8190 Fast Track to the AND Prog SPP 253	8,356	29,824	118,385	66,738
8190 Nursing Ed Practice & Retention 10/13 SPP 257	228,636	385,604	327,958	57,766
8120 Upward Bound - Vista Del Lago SPP 283	-	-	137,468	349,457
8120 Upward Bound - AUSD SPP 284	-	16,466	252,267	271,552
8120 Upward Bound - Centennial SPP 285	-	-	238,979	360,285
8120 Upward Bound - Corona SPP 286	-	-	187,108	300,392
8190 Riverside Urban Area Security Initiative SPP 289	-	-	1,806	5,603
8190 @LIKE Career Pathways Program SPP 290	-	-	-	75,000
8190 RCOE Alternative Ed and Come Back Kids SPP 291	-	-	-	81,600
8190 California Family Life Center - Rubidoux SPP 292	-	-	-	20,000
8150 FWS Off Campus SPP 300	-	-	-	132,884
8150 FWS On Campus SPP 304	-	-	-	827,161
8130 ARRA Summer Work Experience Prog SPP 309	346,188	-	-	-
8140 ARRA Subsidized Time-Ltd Emplmt Prog SPP 311	69,137	-	-	-
8190 CCRAA Access to Success SPP 313	695,865	45,802	-	-
8190 CCRAA Step Up to Success Coop SPP 314	720,301	67,027	-	-
8190 CCRAA Project Success Prog SPP 315	546,897	26,272	-	-
8190 NSF Logistics Technicians: Goods to Go SPP 322	256,274	234,379	-	-
8190 NSF Supply Chain Technology Education SPP 323	-	419,174	877,019	1,335,015
8120 Project Technology Access Program SPP 324	-	378,267	604,374	1,617,019
8120 FIPSE Public Safety Education & Training SPP 341	114,546	242,812	224,234	-
8190 USDA Soil Science SPP 351	11,679	67,769	-	-
8190 UCR/USDA Building Bridges Nano-Water SPP 353	1,600	7,200	26,350	62,791
8130 CA Gang Reduction, Intervention & Preventn SPP 354	-	15,752	8,642	-
8170 Gateway to College - Tech Prep SPP 363	197,685	-	-	-

**Riverside Community College District  
2013-2014 Final Budget  
Resource 1190 - Grants and Categorical Program Income**

<u>Account Description</u>		<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b>8140</b>	TANF 50% SPP 366	136,689	154,030	159,432	153,108
<b>8170</b>	VTEA SPP 370	1,005,549	998,721	1,258,609	1,087,023
<b>8170</b>	CTE Transitions SPP 371	-	231,981	136,963	132,075
<b>8170</b>	VTEA Title IIA State Leadrshp SPP 377	154,935	146,467	132,926	220,000
<b>8190</b>	Bulletproof Vest Partnership SPP 386	1,516	3,054	24	-
<b>8160</b>	Veterans Education SPP 730	-	-	-	14,531
<b>Total 1.0</b>		<b>12,881,850</b>	<b>10,657,491</b>	<b>11,592,492</b>	<b>16,640,442</b>
<b>2.0 State Income</b>					
<b>8659</b>	Basic Skills ESL 13/14 SPP 020	-	-	-	337,603
<b>8659</b>	Basic Skills ESL 08/09 SPP 023	135,090	-	-	-
<b>8659</b>	Basic Skills ESL 09/10 SPP 024	237,739	27,203	-	-
<b>8659</b>	Basic Skills ESL 10/12 SPP 025	260,174	101,809	6,202	-
<b>8659</b>	Basic Skills ESL 11/12 SPP 026	-	170,735	129,282	37,586
<b>8627</b>	CSUSB Bridges Stem Cell Research SPP 028	2,822	21,572	-	-
<b>8659</b>	Basic Skills ESL 12/13 SPP 029	-	-	150,804	186,810
<b>8659</b>	Song Brown RN Special Programs 10/12 SPP 049	52,636	63,630	-	-
<b>8659</b>	Song Brown RN - 10/12 SPP 050	107,969	74,029	-	-
<b>8659</b>	Phys Asst Base Pr Song-Brown SPP 051	99,996	87,403	-	-
<b>8659</b>	Enrollment Growth for ADN-RN 13/14 SPP 055	-	-	-	278,000
<b>8622</b>	EOPS SPP 060	1,134,201	1,125,561	1,101,484	1,570,000
<b>8629</b>	CARE SPP 061	135,158	135,611	135,232	130,852
<b>8659</b>	BFAP Augmentation SPP 067	807,187	908,841	974,458	907,061
<b>8659</b>	BOG Financial Aid Admin SPP 069	259,241	365,080	476,407	413,962
<b>8629</b>	Instr/Library Equip Block Grant SPP 075	26,003	-	-	313,554
<b>8659</b>	Matriculation SPP 080	867,175	866,624	862,228	1,560,000
<b>8659</b>	Staff Development SPP 084 thru 087	1,465	1,170	2,862	4,187
<b>8659</b>	Foster & Kinship Care Educ SPP 098	77,297	63,286	61,990	68,393
<b>8627</b>	TRI-TECH SBDC State Cash Match odd yrs SPP 112	160,000	-	-	-
<b>8659</b>	Middle College HS SPP 125	99,454	99,454	84,153	-
<b>8659</b>	CACT Grant SPP 135	80	-	-	-
<b>8659</b>	Faculty/Staff Diversity SPP 170	14,458	21,826	27,003	25,830
<b>8659</b>	CITD Leadership Grant SPP 173	151,361	180,529	171,393	-
<b>8621</b>	DSP&S SPP 180	1,621,057	1,609,947	1,587,008	1,774,733
<b>8659</b>	Active Minds/Mental Health Education SPP 185	1,967	7,009	-	-
<b>8627</b>	RCOE Zenith Mentoring Foster Youth/ILP SPP 186	(720)	-	-	-
<b>8659</b>	CACT Hub FP3 SPP 191	1,000	-	-	-
<b>8659</b>	Entrepreneurship Car Pathwy - CITD Ldrshp SPP 193	43,695	4,808	-	-
<b>8659</b>	Sector Navigator: Global Trade & Logistics SPP 201	-	-	-	372,500
<b>8659</b>	Sector Navigator: Global Trade & Logistics SPP 202	-	-	-	300,000
<b>8659</b>	Faculty Entrepreneurship Project 11/12 SPP 211	-	10,729	3,504	767



**Riverside Community College District  
2013-2014 Final Budget  
Resource 1190 - Grants and Categorical Program Income**

<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
8659 Faculty Entrepreneurship Project SPP 212	4,975	-	-	-
8659 Youth Entrepreneurship Program 11/12 SPP 215	-	4,619	5,294	87
8627 First 5 Riverside Access & Quality Initiative SPP 228	-	-	37,021	157,767
8659 Song Brown PA Mental Health Prog 12/13 SPP 238	-	-	3,240	96,759
8627 Community Emergency Response Team SPP 248	-	1,222	278	-
8659 Nursing Fac Recruitment & Retention SPP 250	29,990	-	-	-
8659 Song Brown Registered Nursing - 13/15 PP 252	-	-	-	200,000
8659 Song Brown Registered Nursing - 09/11 SPP 254	88,519	-	-	-
8659 Song Brown PA Mental Health Prog SPP 255	-	38,683	-	-
8659 Song Brown PA Mental Health Prog 11/12 SPP 256	-	46,674	582	119,766
8659 Song Brown RN Special Project SPP 258	1,209	-	-	68,009
8659 CTE Enroll Growth & Retention ADN-RN SPP 261	61,653	-	-	-
8659 CTE Enroll Grwth & Retention ADN-RN 09/10 SPP 262	356,257	153,792	-	-
8659 Enrollment Growth for ADN-RN 10/11 SPP 263	2,762	236,167	278,258	-
8659 Enrollment Growth for ADN-RN 11/12 SPP 264	-	2,266	233,617	24,804
8659 Song Brown Registered Nursing - 12/13 SPP 265	-	-	77,968	-
8659 Enrollment Growth for ADN-RN 12/13 SPP 267	-	-	63,044	287,330
8659 Responsive Training Fund 11/12 SPP 268	-	71,442	178,349	-
8627 State Transition to Nursing Practice SPP 270	807	6,514	13,430	2,249
8659 CTE Workforce Innovation Partnership SPP 272	18,736	123,204	-	-
8659 CTE Community Collaborative Proj 08/09 SPP 275	140,467	-	-	-
8659 CTE Comm Collaborative Proj-Suppl 08/09 SPP 276	31,211	-	-	-
8659 CTE Community Collaborative Proj 09/10 SPP 277	146,620	159,242	-	-
8659 CTE Comm Collaborative Proj-Suppl 09/10 SPP 278	39,309	36,806	-	-
8659 CTE Community Collaborative Proj 10/11 SPP 287	-	88,321	289,562	-
8659 CTE Comm Collaborative Proj-Suppl 10/11 SPP 288	-	83,824	39,336	-
8659 CTE Comm Collaborative Pathways 11/12 SPP 295	-	-	181,087	230,263
8659 CTE Comm Collaborative Pathways 12/13 SPP 296	-	-	49,092	337,931
8659 Song Brown PA Base Funding SPP 298	-	-	-	119,977
8659 Song Brown PA Mental Health 13/14 SPP 299	-	-	-	70,300
8659 FSS Faculty On Line SPP 329	-	-	39,560	164,696
8627 St Financial Assist Program - Fiscal Coord SPP 330	-	-	74,821	438,329
8627 CCC Student Mental Health SPP 355	-	-	93,213	156,459
8626 CalWorks Comm Clg Set-Aside Prog SPP 359	59,886	32,854	56,450	88,690
8626 CalWorks SPP 367	437,029	496,598	486,586	495,000
8681 Lottery SPP 735	545,489	790,209	823,361	821,836
<b>Total 2.0</b>	<b>8,261,426</b>	<b>8,319,293</b>	<b>8,798,158</b>	<b>12,162,090</b>

**3.0 Local Income**

8820 Career Ladders Project - SPP 088	-	-	-	25,000
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**Riverside Community College District  
2013-2014 Final Budget  
Resource 1190 - Grants and Categorical Program Income**

<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
8890 Tri-Tech SBCD Cash Match SPP 110/132	-	-	47,595	127,227
8890 Tri-Tech Small Business Jobs Act Income SPP 114	-	-	2,499	-
8890 Regional Health Occupations SPP 117	-	-	-	2,000
8820 Middle College High School SPP 125	-	-	-	100,000
8820 Nuview Union School District ECHS SPP 126	-	-	-	100,000
8890 Tri-Tech SBCD Seminars SPP 129	568	530	4,551	15,990
8890 Tri-Tech SBDC Cash Match (even yrs) SPP 132	44,994	39,350	110,650	-
8890 CACT Seminars SPP 134	10,547	-	888	26,852
8890 PAC Income Account - Even Year SPP 146	12,527	5,870	6,093	4,500
8820 Found for CA Comm Clgs/Career Ladder SPP 162	46,949	20,401	5,017	-
8890 DSP&S - P1 Recalc SPP 180	17,582	3,840	1,573	-
8820 Step Into College SPP 187	33,364	1,911	-	-
8820 Bank of America - Perf Riverside SPP 224	8,398	-	-	-
8820 Carpenter Foundation - The Sound of Music SPP 226	10,500	25,000	25,000	25,000
8820 Lux Boreal Dance Residency SPP 227	8,710	-	-	-
8890 West Ed Paraprofessional SPP 231	-	187	-	-
8820 Kaiser Permanente MVC Dental Hygiene SPP 269	20,000	19,423	18,697	20,042
8890 Riverside Comm Health Found Comm Ed SPP 281	24,484	-	-	-
8820 Riverside Medical Clinic for Allied Health SPP 282	-	-	95,000	-
8890 4Faculty Web Services SPP 312	2,775	-	-	8,437
8820 Completion Academies SPP 319	-	8,262	35,347	274,573
8820 Completion Counts - CLIP SPP 352	271,036	1,194,126	1,298,856	301,097
8820 Comm Learning in Partnership - PIng Grant SPP 357	28,193	-	-	-
8820 Gateway to College Dropout Recovery SPP 362	7,586	47	-	-
8890 Gateway to College Charter School SPP 364	334,153	314,198	243,487	346,000
8890 Riverside Co Board of Supervisors SPP 390	20,000	-	-	5,507
8890 Moreno Valley Netbooks SPP 512	21,067	-	-	-
8880 Int'l Stdnt Capital Outlay Surcharge - SPP 709	10,218	(161)	71,749	1,208,682
<b>Total 3.0</b>	<b>933,649</b>	<b>1,632,984</b>	<b>1,967,003</b>	<b>2,590,907</b>

**4.0 Intrafund Transfers In (Out)**

	From (To) Resource 1000:			
8999 EOP&S SPP 060	155,922	80,467	-	-
8999 CARE SPP 061	32,592	16,846	-	-
8999 Instructional Equipment Match SPP 075	13,002	-	-	-
8999 Matriculation SPP 080	590,049	524,050	332,749	-
8999 Middle College HS SPP 125	89,995	91,144	75,740	106,480
8999 RCOE Foster Youth ILP Emancipation SPP 157	5,372	-	-	-
8999 Center International Trade SPP 163	5,281	-	-	-
8999 DSP&S Match/Over SPP 180	909,879	897,223	1,008,530	774,302

**Riverside Community College District  
2013-2014 Final Budget  
Resource 1190 - Grants and Categorical Program Income**

<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
8999 Entrepreneurship Career Pathways CITD SPP 188	3,360	-	-	-
8999 Fed Wrk Study SPP 300	32,691	25,308	39,133	45,329
8999 FWS Off Campus 100% Amer Reads SPP 301	220	203	165	-
8999 FWS Off Campus 100% Amer Counts SPP 302	300	87	170	-
8999 FWS On Campus (Instruc/Non-Instruc) SPP 304	154,978	171,596	282,621	282,165
8999 FWS On Campus CalWORKs (25%) SPP 305	-	109	231	-
8999 FWS On Campus CalWORKs (75%) SPP 306	-	-	213	-
8999 Veterans Education SPP 730	-	-	-	4,842
<b>Total 4.0</b>	<u><b>1,993,642</b></u>	<u><b>1,807,032</b></u>	<u><b>1,739,553</b></u>	<u><b>1,213,118</b></u>
<b><u>5.0 Unaudited Beginning Balance July 1</u></b>	-	-	-	-
<b>Total 5.0</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Available Funds</b>	<u><b>\$ 24,070,565</b></u>	<u><b>\$ 22,416,800</b></u>	<u><b>\$ 24,097,206</b></u>	<u><b>\$ 32,606,557</b></u>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 1190 - Grants and Categorical Program Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b><u>Academic Salaries</u></b>					
1110	Regular Full-Time Teaching	\$ 586,861	\$ 436,846	\$ 357,662	\$ 250,438
1170	Instructional Release Time	194,547	131,205	152,750	184,855
	<b>Total 1100</b>	<b>781,408</b>	<b>568,051</b>	<b>510,411</b>	<b>435,293</b>
1218	Regular Full Time Administrator	752,832	809,314	995,449	915,046
1219	Counselors/Librarians/Release Time	1,269,715	1,155,575	1,137,676	1,146,858
	<b>Total 1200</b>	<b>2,022,548</b>	<b>1,964,889</b>	<b>2,133,125</b>	<b>2,061,904</b>
1330	Part-Time Teaching Fall	51,824	129,069	178,635	5,000
1331	Part-Time Teaching Summer (Odd years)	6,289	10,465	715	715
1332	Part-Time Teaching Winter	16,237	4,737	7,976	-
1333	Part-Time Teaching Spring	83,284	74,797	57,638	5,000
1334	Part-Time Teaching Summer (Even years)	37,599	777	19,057	-
1335	Regular - Overload Fall	-	17,377	61,408	10,519
1336	Regular - Overload Summer (Even years)	4,508	2,097	25,273	-
1337	Regular - Overload Winter	13,363	11,017	1,726	-
1338	Regular - Overload Spring	6,608	17,377	11,936	10,519
1339	Regular - Overload Summer (Odd years)	1,578	5,406	2,996	3,942
1360	Other - Substitute Teaching	12,641	3,721	8,221	-
1370	Other - Extra Duty	142	-	-	-
1371	Other - Large Lecture Stipends	681	1,175	1,126	-
	<b>Total 1300</b>	<b>234,754</b>	<b>278,015</b>	<b>376,707</b>	<b>35,695</b>
1439	Part-Time Non-Instructional	814,253	712,420	666,475	676,506
1469	Substitute Non-Instructional	468	-	-	10,000
1479	Extra Duty (Stipend)	15,175	-	-	16,000
1490	Special Assignments	506,459	416,561	420,248	607,725
	<b>Total 1400</b>	<b>1,336,354</b>	<b>1,128,982</b>	<b>1,086,722</b>	<b>1,310,231</b>
	<b>Total 1000 Series</b>	<b>4,375,064</b>	<b>3,939,937</b>	<b>4,106,966</b>	<b>3,843,123</b>
<b><u>Classified Salaries</u></b>					
2118	Full-Time Administrator	1,411,564	1,240,625	1,400,848	1,598,229
2119	Full-Time - Regular / Confidential	3,734,319	3,533,334	3,268,802	3,681,100
2129	Permanent Part-Time	307,873	549,521	868,033	1,369,999
2139/2339	Classified Hourly	1,007,225	160,172	298,172	341,444
2169/2369	Substitutes	47,275	29,045	41,573	2,184
2190/2390	Special Projects	48,488	119,313	53,038	102,000
	<b>Total 2100</b>	<b>6,556,745</b>	<b>5,632,009</b>	<b>5,930,465</b>	<b>7,094,956</b>
2210	Full-Time Instructional Aides	382,328	395,284	402,367	307,230
2220	Part-Time Instructional Aides	88,823	91,385	108,508	14,324
2230/2449	Part-Time Hourly Instructional Aides	366,972	452,900	503,429	489,328
	<b>Total 2200</b>	<b>838,123</b>	<b>939,569</b>	<b>1,014,304</b>	<b>810,882</b>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 1190 - Grants and Categorical Program Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
2331	Student Help Non-Instructional	527,638	442,315	533,266	1,629,977
2349	Overtime	23,958	33,532	10,389	5,000
2399	Classified Non-teaching Other	21,540	-	-	-
	<b>Total 2300</b>	<b>573,136</b>	<b>475,847</b>	<b>543,656</b>	<b>1,634,977</b>
2430	Student Instructional	99,053	57,176	112,338	68,065
2440	Overtime - Instructional Aides	1,565	16,349	38,521	3,192
	<b>Total 2400</b>	<b>100,617</b>	<b>73,525</b>	<b>150,859</b>	<b>71,257</b>
	<b>Total 2000 Series</b>	<b>8,068,622</b>	<b>7,120,950</b>	<b>7,639,284</b>	<b>9,612,072</b>
3110	STRS Teaching/Instr Aide	76,976	63,227	63,115	38,856
3120	STRS Classified Employee	11,588	11,173	17,678	25,773
3130	STRS Other Academic Employee	249,469	222,068	229,021	260,707
	<b>Total 3100</b>	<b>338,033</b>	<b>296,468</b>	<b>309,813</b>	<b>325,336</b>
3210	PERS Teaching/Instr Aide	54,096	60,003	64,456	36,793
3220	PERS Classified Employee	563,065	550,178	601,161	705,176
3230	PERS Other Academic Employee	22,411	33,963	37,411	24,268
	<b>Total 3200</b>	<b>639,573</b>	<b>644,144</b>	<b>703,028</b>	<b>766,237</b>
3310	OASDHI Teaching/Instr Aide	31,264	34,219	35,631	20,867
3315	Medicare Teaching/Instr Aide	26,863	26,046	28,007	18,853
3320	OASDHI Classified Employee	337,077	315,617	327,556	385,015
3325	Medicare Classified Employee	96,646	83,080	85,977	103,130
3330	OASDHI Other Academic Employee	13,551	19,441	20,798	12,069
3335	Medicare Other Academic Employee	46,309	44,682	46,444	48,888
	<b>Total 3300</b>	<b>551,710</b>	<b>523,085</b>	<b>544,413</b>	<b>588,822</b>
3410	H&W Teaching/Instr Aide	241,602	182,040	183,583	278,658
3420	H&W Classified Employee	1,240,891	1,192,254	1,168,383	1,418,115
3430	H&W Other Academic Employee	342,225	326,051	361,434	329,395
	<b>Total 3400</b>	<b>1,824,718</b>	<b>1,700,346</b>	<b>1,713,399</b>	<b>2,026,168</b>
3510	SUI Teaching/Instr Aide	13,682	28,839	21,045	644
3520	SUI Classified Employee	48,263	91,047	64,799	3,529
3530	SUI Other Academic Employee	26,426	49,156	33,531	1,642
	<b>Total 3500</b>	<b>88,370</b>	<b>169,042</b>	<b>119,375</b>	<b>5,815</b>
3610	Work Comp Teaching/Instr Aide	30,730	29,157	46,044	30,986
3620	Work Comp Classified Employee	121,107	104,721	166,145	199,914
3630	Work Comp Othr Academic Employee	52,736	48,574	72,133	77,221
	<b>Total 3600</b>	<b>204,573</b>	<b>182,452</b>	<b>284,322</b>	<b>308,121</b>
3920	Other Benefits Classified Employee	(80)	-	-	-
	<b>Total 3900</b>	<b>(80)</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>Total 3000 Series</b>	<b>3,646,897</b>	<b>3,515,537</b>	<b>3,674,350</b>	<b>4,020,499</b>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 1190 - Grants and Categorical Program Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b><u>Books and Supplies</u></b>					
4230	Reference Books	85,011	64,814	73,807	32,497
	<b>Total 4200</b>	<b>85,011</b>	<b>64,814</b>	<b>73,807</b>	<b>32,497</b>
4320	Instructional Supplies	963,647	671,227	637,034	977,557
4330	Periodicals & Magazines	141,882	253,447	240,782	7,468
4351	Instructional Media Supplies	12,401	3,996	27,471	4,025
4360	Tests	16,899	19,399	43,221	20,555
	<b>Total 4300</b>	<b>1,134,829</b>	<b>948,070</b>	<b>948,509</b>	<b>1,009,605</b>
4555	Copying and Printing	74,300	83,910	100,842	97,553
4575	Software < \$500	9,392	17,596	4,816	4,792
4590	Office/Other Supplies	310,596	262,644	312,691	1,167,311
4599	Contract Ed Supplies	-	56	-	2,000
	<b>Total 4500</b>	<b>394,288</b>	<b>364,205</b>	<b>418,349</b>	<b>1,271,656</b>
4690	Other Transportation Supplies	8,174	2,011	-	-
	<b>Total 4600</b>	<b>8,174</b>	<b>2,011</b>	<b>-</b>	<b>-</b>
4710	Food	118,496	96,026	136,012	160,674
	<b>Total 4700</b>	<b>118,496</b>	<b>96,026</b>	<b>136,012</b>	<b>160,674</b>
	<b>Total 4000 Series</b>	<b>1,740,797</b>	<b>1,475,125</b>	<b>1,576,677</b>	<b>2,474,432</b>
5045	Postage	4,783	9,202	7,109	19,691
	<b>Total 5000</b>	<b>4,783</b>	<b>9,202</b>	<b>7,109</b>	<b>19,691</b>
5110	Consultants	295,587	355,703	579,048	807,190
5120	Lecturers	117,280	73,562	38,435	5,659
5194	Filming	-	7,000	12,600	4,300
5195	Entry Fees	-	840	-	-
5197	Grant/Contract Sub-Agreement	464,972	1,206,615	1,242,769	889,821
5198	Professional Services	295,353	351,615	428,610	476,382
	<b>Total 5100</b>	<b>1,173,192</b>	<b>1,995,334</b>	<b>2,301,462</b>	<b>2,183,352</b>
5210	Mileage	39,131	36,058	33,835	70,604
5211	Meeting Expense	75,927	82,359	114,181	142,323
5219	Other Travel Expenses	151,787	158,169	153,573	646,529
5220	Conferences	232,651	210,116	286,216	371,028
	<b>Total 5200</b>	<b>499,496</b>	<b>486,703</b>	<b>587,805</b>	<b>1,230,484</b>
5310	Memberships	12,847	9,806	19,032	19,699
	<b>Total 5300</b>	<b>12,847</b>	<b>9,806</b>	<b>19,032</b>	<b>19,699</b>
5420	Liability Insurance	-	3,473	-	-
5440	Student Insurance	250	-	-	-
	<b>Total 5400</b>	<b>250</b>	<b>3,473</b>	<b>-</b>	<b>-</b>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 1190 - Grants and Categorical Program Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
5520	Electricity	789	1,175	1,381	200
5530	Water	283	133	165	50
5540	Telephone	276	73	1,994	1,400
5541	Cellular Telephone	30,946	19,463	11,396	25,593
5570	Waste Disposal	80	83	114	100
	<b>Total 5500</b>	<b>32,374</b>	<b>20,927</b>	<b>15,050</b>	<b>27,343</b>
5630	Rents and Leases	23,579	42,155	36,094	25,534
5632	Scenic Rentals	797	-	-	-
5633	Costume Rentals	5,043	-	-	-
5644	Repairs	13,962	8,502	40,461	8,169
5649	Computer Software Maintenance/Lic	394,851	368,982	376,349	317,871
5650	Transportation Contracts	34,552	38,355	43,932	42,602
5691	Governmental Fees	-	14	-	-
	<b>Total 5600</b>	<b>472,784</b>	<b>458,007</b>	<b>496,836</b>	<b>394,176</b>
5740	Advertising	7,886	12,569	15,069	34,625
5790	Other Legal Expenses	41,419	21,442	14,499	258,650
	<b>Total 5700</b>	<b>49,305</b>	<b>34,011</b>	<b>29,568</b>	<b>293,275</b>
5830	Surveys	-	-	70,795	-
5840	Physicals	9,719	-	-	-
5850	Fingerprints	4,191	33	-	-
5855	Pre-employment Testing	28,604	-	-	-
5890	Outside Services and Operating Costs	554,218	625,619	606,312	1,804,377
5892	Bank Charges	3	-	3,640	3,800
	<b>Total 5800</b>	<b>596,734</b>	<b>625,652</b>	<b>680,746</b>	<b>1,808,177</b>
5910	Indirect Charges	481,278	517,478	462,128	674,428
	<b>Total 5900</b>	<b>481,278</b>	<b>517,478</b>	<b>462,128</b>	<b>674,428</b>
	<b>Total 5000 Series</b>	<b>3,323,044</b>	<b>4,160,593</b>	<b>4,599,737</b>	<b>6,650,625</b>
<b>Capital Outlay</b>					
<b>Buildings</b>					
6223	Architects Fee	-	-	89,460	662,959
6226	Remodel	8,630	-	34,086	65,220
6227	Fixtures & Fixed Equipment	43,611	34,933	45,973	2,950
6228	Inspection	-	-	477	4,500
6229	Other Building Expense	-	-	3,473	-
	<b>Total 6200</b>	<b>52,241</b>	<b>34,933</b>	<b>173,469</b>	<b>735,629</b>
<b>Library Books</b>					
6310	Library Books	-	23,802	55,074	-
	<b>Total 6300</b>	<b>-</b>	<b>23,802</b>	<b>55,074</b>	<b>-</b>
<b>Equipment</b>					
6481	Equip Add'l \$200-4999	552,544	388,848	477,401	2,247,264
6482	Equip Add'l >\$5000	506,465	414,785	234,272	294,000
6483/6491	Equip Repl \$200-4999	1,804	303	-	-
6485	Computer Equip Add'l <\$4999	729,593	405,896	574,696	667,343
6486	Computer Equip Add'l >\$5000	93,706	176,604	135,853	168,000

**Riverside Community College District  
2013-2014 Final Budget  
Resource 1190 - Grants and Categorical Program Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
6487/6495	Computer Equip Repl <\$4999	-	3,288	269	-
	<b>Total 6400</b>	<b>1,884,112</b>	<b>1,389,723</b>	<b>1,422,491</b>	<b>3,376,607</b>
	<b>Total 6000 Series</b>	<b>1,936,353</b>	<b>1,448,459</b>	<b>1,651,033</b>	<b>4,112,236</b>
<b><u>Other Outgo</u></b>					
7320	Interfund Transfer	-	-	-	54,000
	<b>Total 7300</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>54,000</b>
7620	Student Financial Grants	441,067	292,433	505,334	1,342,822
7640	Book Grants	265,864	345,148	273,275	359,929
7650	Meal Grants	32,360	19,041	12,200	20,000
7660	Bus Passes	150,331	53,830	31,123	42,393
7661	Educational Supplies	90,166	45,748	27,226	74,426
	<b>Total 7600</b>	<b>979,788</b>	<b>756,200</b>	<b>849,159</b>	<b>1,839,570</b>
	<b>Total 7000 Series</b>	<b>979,788</b>	<b>756,200</b>	<b>849,159</b>	<b>1,893,570</b>
	<b>Total Expenditures</b>	<b>24,070,565</b>	<b>22,416,800</b>	<b>24,097,206</b>	<b>32,606,557</b>
<b>Total Resource 1190</b>					
<b>Expenditures/Contingency/Fund Balance</b>		<b>\$ 24,070,565</b>	<b>\$ 22,416,800</b>	<b>\$ 24,097,206</b>	<b>\$ 32,606,557</b>



RIVERSIDE COMMUNITY COLLEGE DISTRICT  
FUND 32, RESOURCE 3200 - FOOD SERVICES

FINAL BUDGET  
2013-2014

INCOME

Unaudited Beginning Balance, July 1		\$ 371,990
Local Income	\$ 1,848,115	
Interfund Transfer From Resource 1110	<u>577,569</u>	
Total Income		<u>2,425,684</u>
Total Available Funds (TAF)		<u>\$ 2,797,674</u>

EXPENDITURES

Object Code

2000	Classified Salaries	\$ 803,600
3000	Employee Benefits	287,944
	Set-Aside for Potential Compensation Adjustment	9,811
4000	Books and Supplies	864,410
5000	Services and Operating Expenses	150,131
6000	Capital Outlay	<u>7,000</u>
	Total Expenditures	2,122,896
7900	* Contingency / Reserves	<u>674,778</u>
	Total Resource 3200 Including Contingency / Reserves	<u>\$ 2,797,674</u>

\* 5% Contingency reserve calculated from TAF equals \$ 139,884

**Riverside Community College District  
2013-2014 Final Budget  
Resource 3200 - Food Services Income**

<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b>1.0 Local Income</b>				
<b>8844</b> Food Service Sales/Commissions	\$ 1,854,712	\$ 1,701,248	\$ 1,755,685	\$ 1,747,700
<b>8860</b> Interest	865	449	560	415
<b>8890</b> Video /Vending /Pepsi Support	80,100	88,624	176,750	100,000
<b>Total 1.0</b>	<u><b>1,935,677</b></u>	<u><b>1,790,320</b></u>	<u><b>1,932,995</b></u>	<u><b>1,848,115</b></u>
<b>2.0 Interfund Transfer</b>				
<b>8980</b> From Resource 1110	382,790	323,129	441,414	577,569
<b>Total 2.0</b>	<u><b>382,790</b></u>	<u><b>323,129</b></u>	<u><b>441,414</b></u>	<u><b>577,569</b></u>
<b>3.0 Unaudited Beginning Balance July 1</b>				
	177,106	58,473	9,632	371,990
<b>Total 3.0</b>	<u><b>177,106</b></u>	<u><b>58,473</b></u>	<u><b>9,632</b></u>	<u><b>371,990</b></u>
<b>Total Available Funds</b>	<u><b>\$ 2,495,573</b></u>	<u><b>\$ 2,171,923</b></u>	<u><b>\$ 2,384,041</b></u>	<u><b>\$ 2,797,674</b></u>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 3200 - Food Services Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b><u>Classified Salaries</u></b>					
2118	Full-Time Administrator	\$ 220,494	\$ 240,694	\$ 195,670	\$ 234,125
2119	Full-Time - Regular / Confidential	444,771	431,537	307,633	346,427
2129	Permanent Part-Time	-	-	54,060	64,348
2139/2339	Classified Hourly	5,915	-	-	-
2169/2369	Classified Substitute	2,810	-	16,914	-
2190/2390	Special Projects	-	8,000	-	-
	<b>Total 2100</b>	<b>673,990</b>	<b>680,231</b>	<b>574,277</b>	<b>644,900</b>
2331	Student Help	152,173	128,260	152,257	152,000
2349	Overtime	8,460	7,168	13,592	6,700
	<b>Total 2300</b>	<b>160,633</b>	<b>135,428</b>	<b>165,849</b>	<b>158,700</b>
	<b>Total 2000 Series</b>	<b>834,623</b>	<b>815,659</b>	<b>740,126</b>	<b>803,600</b>
<b><u>Employee Benefits</u></b>					
3120	STRS Classified Employee	1,885	5,568	1,330	-
	<b>Total 3100</b>	<b>1,885</b>	<b>5,568</b>	<b>1,330</b>	<b>-</b>
3220	PERS Classified Employee	68,346	63,592	62,775	73,788
	<b>Total 3200</b>	<b>68,346</b>	<b>63,592</b>	<b>62,775</b>	<b>73,788</b>
3320	OASDHI Classified Employee	40,062	36,965	35,221	40,399
3325	Medicare Classified Employee	9,828	9,805	8,546	9,448
	<b>Total 3300</b>	<b>49,890</b>	<b>46,770</b>	<b>43,767</b>	<b>49,847</b>
3420	H&W Classified Employee	197,873	192,521	127,231	145,581
	<b>Total 3400</b>	<b>197,873</b>	<b>192,521</b>	<b>127,231</b>	<b>145,581</b>
3520	SUI Classified Employee	4,906	11,157	6,485	326
	<b>Total 3500</b>	<b>4,906</b>	<b>11,157</b>	<b>6,485</b>	<b>326</b>
3620	WC Classified Employee	13,012	12,863	16,534	18,402
	<b>Total 3600</b>	<b>13,012</b>	<b>12,863</b>	<b>16,534</b>	<b>18,402</b>
3920	OB Classified Employee	1,064	625	(496)	-
	<b>Total 3900</b>	<b>1,064</b>	<b>625</b>	<b>(496)</b>	<b>-</b>
	<b>Total 3000 Series</b>	<b>336,975</b>	<b>333,096</b>	<b>257,626</b>	<b>287,944</b>
<b><u>Set-Aside for Potential Compensation Adjustment</u></b>					
3999	Other - Potential COLA	-	-	-	9,811
	<b>Total 3999</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>9,811</b>
	<b>Total 3999 Series</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>9,811</b>
<b><u>Books and Supplies</u></b>					
4555	Copying and Printing	485	294	153	160
4590	Office/Other Supplies	12,225	10,983	7,440	7,500
	<b>Total 4500</b>	<b>12,710</b>	<b>11,277</b>	<b>7,593</b>	<b>7,660</b>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 3200 - Food Services Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
4644	Repair Supplies	80	-	641	600
4690	Transportation Supplies	589	433	233	300
	<b>Total 4600</b>	<b>669</b>	<b>433</b>	<b>874</b>	<b>900</b>
4711	Protein	112,645	102,558	123,442	121,800
4712	Dessert	35,026	34,015	24,495	25,000
4713	Dairy	73,079	62,911	61,927	62,700
4714	Produce	33,047	25,405	27,473	27,800
4715	Salad	321,110	300,312	291,448	295,000
4716	Bread	56,005	47,617	46,816	47,000
4717	Groceries	239,118	183,153	204,828	203,300
4791	Paper and Soap	72,891	55,053	60,653	60,000
4792	Laundry	11,800	8,501	8,695	8,750
4793	Kitchen Expendables	10,728	6,891	4,383	4,500
	<b>Total 4700</b>	<b>965,448</b>	<b>826,416</b>	<b>854,161</b>	<b>855,850</b>
	<b>Total 4000 Series</b>	<b>978,826</b>	<b>838,126</b>	<b>862,627</b>	<b>864,410</b>
<b><u>Services and Operating Expenses</u></b>					
5045	Postage	17	16	22	25
	<b>Total 5000</b>	<b>17</b>	<b>16</b>	<b>22</b>	<b>25</b>
5110	Consultants	130,511	-	-	-
	<b>Total 5100</b>	<b>130,511</b>	<b>-</b>	<b>-</b>	<b>-</b>
5210	Mileage	463	-	1,943	-
	<b>Total 5200</b>	<b>463</b>	<b>-</b>	<b>1,943</b>	<b>-</b>
5310	Memberships and Dues	240	240	240	240
	<b>Total 5300</b>	<b>240</b>	<b>240</b>	<b>240</b>	<b>240</b>
5510	Natural Gas	5,200	5,200	5,200	5,200
5520	Electricity	35,700	35,700	35,700	35,700
5550	Laundry & Cleaning	38,817	29,567	15,616	15,700
	<b>Total 5500</b>	<b>79,717</b>	<b>70,467</b>	<b>56,516</b>	<b>56,600</b>
5630	Rents and Leases	6,605	240	-	-
5644	Repairs	19,502	22,710	24,678	24,900
5649	Computer Software Maintenance/Lic	-	1,131	204	210
	<b>Total 5600</b>	<b>26,107</b>	<b>24,081</b>	<b>24,882</b>	<b>25,110</b>
5710	Audit	2,200	3,337	2,768	2,768
5790	Other Licenses/Processing Fees	2,192	4,390	4,111	4,208
	<b>Total 5700</b>	<b>4,392</b>	<b>7,727</b>	<b>6,879</b>	<b>6,976</b>
5820	Interest	-	-	11	-
5890	Outside Services and Operating Costs	6,166	5,028	4,458	4,780
5891	Sales Tax	(518)	35	(676)	-
5892	Bank Charges	34,736	53,114	55,376	56,400
	<b>Total 5800</b>	<b>40,383</b>	<b>58,177</b>	<b>59,170</b>	<b>61,180</b>
	<b>Total 5000 Series</b>	<b>281,828</b>	<b>160,708</b>	<b>149,651</b>	<b>150,131</b>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 3200 - Food Services Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b><u>Capital Outlay</u></b>					
<b>Buildings</b>					
6227	Fixtures and Fixed Equipment	-	13,496	-	-
	<b>Total 6200</b>	<b>-</b>	<b>13,496</b>	<b>-</b>	<b>-</b>
<b>Equipment</b>					
6481	Equip Add'l < \$5000	3,887	1,206	-	7,000
6485	Computer Equipment	960	-	586	-
6491	Equipment Replacement	-	-	1,434	-
	<b>Total 6400</b>	<b>4,847</b>	<b>1,206</b>	<b>2,020</b>	<b>7,000</b>
	<b>Total 6000 Series</b>	<b>4,847</b>	<b>14,702</b>	<b>2,020</b>	<b>7,000</b>
	<b>Total Expenditures</b>	<b>2,437,100</b>	<b>2,162,291</b>	<b>2,012,051</b>	<b>2,122,896</b>
<b><u>Contingency/Fund Balance</u></b>					
7910	Restricted	58,473	9,632	371,990	674,778
	<b>Total 7900</b>	<b>58,473</b>	<b>9,632</b>	<b>371,990</b>	<b>674,778</b>
	<b>Total 7000 Series</b>	<b>58,473</b>	<b>9,632</b>	<b>371,990</b>	<b>674,778</b>
<b>Total Resource 3200</b>					
<b>Expenditures/Contingency/Fund Balance</b>		<b>\$ 2,495,573</b>	<b>\$ 2,171,923</b>	<b>\$ 2,384,041</b>	<b>\$ 2,797,674</b>

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
FUND 33, RESOURCE 3300 - CHILD CARE

FINAL BUDGET  
2013-2014

INCOME

Unaudited Beginning Balance, July 1		\$ 153,179
Federal Income	\$ 50,500	
State Income	70,548	
Local Income	<u>903,930</u>	
Total Income		<u>1,024,978</u>
Total Available Funds (TAF)		<u>\$ 1,178,157</u>

EXPENDITURES

Object Code

1000	Academic Salaries	\$ 557,619
2000	Classified Salaries	208,221
3000	Employee Benefits	150,540
	Set-Aside for Potential Compensation Adjustment	11,713
4000	Books and Supplies	33,255
5000	Services and Operating Expenses	50,840
6000	Capital Outlay	<u>40,304</u>
	Total Expenditures	1,052,492
7900	* Contingency / Reserves	<u>125,665</u>
	Total Resource 3300 Including Contingency / Reserves	<u>\$ 1,178,157</u>

\* 5% Contingency reserve calculated from TAF equals \$58,908

**Riverside Community College District  
2013-2014 Final Budget  
Resource 3300 - Child Care Income**

<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b>1.0 Federal Income</b>				
8190 Federal Income	\$ 150,295	\$ 47,121	\$ 50,976	\$ 50,500
<b>Total 1.0</b>	<b><u>150,295</u></b>	<b><u>47,121</u></b>	<b><u>50,976</u></b>	<b><u>50,500</u></b>
<b>2.0 State Income</b>				
8629 State Bailout Funds	70,348	70,348	70,348	70,348
8699 Other State Income	592	25,110	-	200
<b>Total 2.0</b>	<b><u>70,940</u></b>	<b><u>95,458</u></b>	<b><u>70,348</u></b>	<b><u>70,548</u></b>
<b>3.0 Local Income</b>				
8850 Rents and Leases	7,741	56,222	46,737	-
8860 Interest	429	256	493	490
8871 Parent Fees	842,094	847,825	853,618	903,376
8890 Fundraising & Miscellaneous	-	-	64	64
<b>Total 3.0</b>	<b><u>850,264</u></b>	<b><u>904,303</u></b>	<b><u>900,912</u></b>	<b><u>903,930</u></b>
<b>4.0 Unaudited Beginning Balance July 1</b>				
	40,217	26,760	63,825	153,179
<b>Total 4.0</b>	<b><u>40,217</u></b>	<b><u>26,760</u></b>	<b><u>63,825</u></b>	<b><u>153,179</u></b>
<b>Total Available Funds</b>	<b><u>\$ 1,111,716</u></b>	<b><u>\$ 1,073,642</u></b>	<b><u>\$ 1,086,061</u></b>	<b><u>\$ 1,178,157</u></b>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 3300 - Child Care Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b>Academic Salaries</b>					
1218	Regular Full Time Administrator	\$ 69,365	\$ 45,270	\$ (24,541)	\$ -
1219	Regular Full Time ECS Staff	148,577	142,836	102,318	119,539
	<b>Total 1200</b>	<b>217,941</b>	<b>188,106</b>	<b>77,777</b>	<b>119,539</b>
1439	Part-Time ECS Staff	459,530	413,739	422,330	422,000
1469	Substitute Non-Instructional	-	-	14,510	16,080
	<b>Total 1400</b>	<b>459,530</b>	<b>413,739</b>	<b>436,840</b>	<b>438,080</b>
	<b>Total 1000 Series</b>	<b>677,471</b>	<b>601,845</b>	<b>514,617</b>	<b>557,619</b>
<b>Classified Salaries</b>					
2118	Full Time - Classified Manager	8,065	-	29,296	81,731
2119	Full Time - Regular / Confidential	32,171	35,398	38,916	36,490
2129	Permanent-Part-time	3,084	-	-	-
2139/2339	Classified Hourly	15,522	-	-	-
	<b>Total 2100</b>	<b>58,842</b>	<b>35,398</b>	<b>68,212</b>	<b>118,221</b>
2331	Student Help	111,664	107,258	75,203	90,000
	<b>Total 2300</b>	<b>111,664</b>	<b>107,258</b>	<b>75,203</b>	<b>90,000</b>
	<b>Total 2000 Series</b>	<b>170,506</b>	<b>142,656</b>	<b>143,415</b>	<b>208,221</b>
<b>Employee Benefits</b>					
3120	STRS Classified Employee	(33)	-	-	-
3130	STRS Academic Non-Teaching	43,681	39,194	32,444	41,984
	<b>Total 3100</b>	<b>43,648</b>	<b>39,194</b>	<b>32,444</b>	<b>41,984</b>
3220	PERS Classified Employee	3,752	3,851	7,648	13,528
	<b>Total 3200</b>	<b>3,752</b>	<b>3,851</b>	<b>7,648</b>	<b>13,528</b>
3320	OASDHI Classified Employee	2,748	2,140	4,164	7,329
3325	Medicare Classified Employee	868	501	974	1,714
3335	Medicare Academic Non-Teaching	8,787	7,687	7,398	7,379
	<b>Total 3300</b>	<b>12,403</b>	<b>10,328</b>	<b>12,536</b>	<b>16,422</b>
3420	H&W Classified Employee	13,106	12,231	23,173	36,836
3430	H&W Academic Non-Teaching	49,822	47,093	29,864	23,894
3440	H & W - Retired Employees	-	-	834	-
	<b>Total 3400</b>	<b>62,929</b>	<b>59,324</b>	<b>53,871</b>	<b>60,730</b>
3520	SUI Classified Employee	431	567	746	59
3530	SUI Academic Non-Teaching	5,410	9,396	5,244	279
	<b>Total 3500</b>	<b>5,841</b>	<b>9,963</b>	<b>5,990</b>	<b>338</b>



**Riverside Community College District  
2013-2014 Final Budget  
Resource 3300 - Child Care Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
3620	Work Comp Classified Employee	2,706	2,237	3,246	4,769
3630	Work Comp Academic Non-Teaching	10,626	9,412	12,229	12,769
	<b>Total 3600</b>	<b>13,333</b>	<b>11,649</b>	<b>15,475</b>	<b>17,538</b>
3920	OB Classified Employee	(194)	32	91	-
3930	OB Academic Non-Teaching	170	232	(341)	-
	<b>Total 3900</b>	<b>(24)</b>	<b>264</b>	<b>(250)</b>	<b>-</b>
	<b>Total 3000 Series</b>	<b>141,881</b>	<b>134,573</b>	<b>127,714</b>	<b>150,540</b>
<b><u>Set-Aside for Potential Compensation Adjustment</u></b>					
3999	Other - Potential COLA	-	-	-	11,713
	<b>Total 3999</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>11,713</b>
	<b>Total 3999 Series</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>11,713</b>
<b><u>Books and Supplies</u></b>					
4520	Custodial Supplies	1,900	-	-	-
4555	Copying and Printing	579	412	490	675
4590	Office/Other Supplies	19,564	20,296	16,340	16,400
	<b>Total 4500</b>	<b>22,043</b>	<b>20,708</b>	<b>16,830</b>	<b>17,075</b>
4710	Food	8,787	7,804	7,792	8,100
4720	Meals for Needy Children	7,191	6,374	5,408	6,000
4790/91	Other Food Supplies	1,646	1,143	1,186	2,080
	<b>Total 4700</b>	<b>17,624</b>	<b>15,321</b>	<b>14,386</b>	<b>16,180</b>
	<b>Total 4000 Series</b>	<b>39,667</b>	<b>36,029</b>	<b>31,216</b>	<b>33,255</b>
<b><u>Services and Operating Expenses</u></b>					
5045	Postage	35	123	102	130
	<b>Total 5000</b>	<b>35</b>	<b>123</b>	<b>102</b>	<b>130</b>
5198	Professional Services	-	-	-	6,000
	<b>Total 5100</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,000</b>
5210	Mileage	60	642	(107)	500
5220	Conferences	-	440	630	1,000
	<b>Total 5200</b>	<b>60</b>	<b>1,082</b>	<b>523</b>	<b>1,500</b>
5510	Natural Gas	2,169	2,106	1,549	2,300
5520	Electricity	25,846	24,025	26,979	28,000
5530	Water	3,712	4,662	3,553	4,000
	<b>Total 5500</b>	<b>31,726</b>	<b>30,793</b>	<b>32,081</b>	<b>34,300</b>
5644	Repair/Supplies Non-instr	126	-	150	600
5691	Government Fees	550	550	550	600
	<b>Total 5600</b>	<b>676</b>	<b>550</b>	<b>700</b>	<b>1,200</b>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 3300 - Child Care Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
5740	Advertising	-	840	2,030	2,000
5790	Other (Permits, Fees, etc.)	880	1,188	818	1,100
	<b>Total 5700</b>	<b>880</b>	<b>2,028</b>	<b>2,848</b>	<b>3,100</b>
5820	Interest	16	14	-	-
5890	Outside Services and Operating Costs	15,073	45,999	77,776	4,500
5892	Bank Charges	221	151	262	110
	<b>Total 5800</b>	<b>15,310</b>	<b>46,164</b>	<b>78,038</b>	<b>4,610</b>
	<b>Total 5000 Series</b>	<b>48,687</b>	<b>80,740</b>	<b>114,292</b>	<b>50,840</b>
<b>Capital Outlay</b>					
<b>Site and Site Improvement</b>					
6127	Fixtures & Fixed Equip	3,502	3,083	-	-
	<b>Total 6100</b>	<b>3,502</b>	<b>3,083</b>	<b>-</b>	<b>-</b>
6222	Engineering	-	4,300	-	-
6227	Fixtures/Fixed Equipment	-	3,424	-	35,304
	<b>Total 6200</b>	<b>-</b>	<b>7,724</b>	<b>-</b>	<b>35,304</b>
<b>Equipment</b>					
6481	Equip Add'l \$200-4999	3,242	3,165	1,627	5,000
	<b>Total 6400</b>	<b>3,242</b>	<b>3,165</b>	<b>1,627</b>	<b>5,000</b>
	<b>Total 6000 Series</b>	<b>6,744</b>	<b>13,972</b>	<b>1,627</b>	<b>40,304</b>
	<b>Total Expenditures</b>	<b>1,084,956</b>	<b>1,009,815</b>	<b>932,881</b>	<b>1,052,492</b>
<b>Contingency/Fund Balance</b>					
7910	Restricted	26,760	63,827	153,179	125,665
	<b>Total 7900</b>	<b>26,760</b>	<b>63,827</b>	<b>153,179</b>	<b>125,665</b>
	<b>Total 7000 Series</b>	<b>26,760</b>	<b>63,827</b>	<b>153,179</b>	<b>125,665</b>
<b>Total Resource 3300</b>					
<b>Expenditures/Contingency/Fund Balance</b>		<b>\$ 1,111,716</b>	<b>\$ 1,073,642</b>	<b>\$ 1,086,061</b>	<b>\$ 1,178,157</b>

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
FUND 41, RESOURCE 4100 - STATE CONSTRUCTION AND SCHEDULED MAINTENANCE

FINAL BUDGET  
2013-2014

INCOME

Unaudited Beginning Balance, July 1		\$	-
State Income	\$ 4,120,840		
Intrafund Transfer from Resource 4170	<u>313,550</u>		
Total Income			<u>4,434,390</u>
Total Available Funds (TAF)		\$	<u>4,434,390</u>

EXPENDITURES

Object Code

6000	Capital Outlay	\$	<u>4,434,390</u>
	Total Expenditures		4,434,390
7900	Contingency / Reserves		<u>-</u>
	Total Resource 4100 Including Contingency / Reserves	\$	<u>4,434,390</u>

**Riverside Community College District  
2013-2014 Budget Budget  
Resource 4100 - State Construction and Scheduled Maintenance Income**

<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b>1.0 State Income</b>				
8652 Scheduled Maintenance 13/14 SPP 649	\$ -	\$ -	\$ -	\$ 313,550
8659 Wheelock Gym Seismic Retrofit SPP 811	3,733,412	4,622,539	-	-
8659 Moreno Valley Phase III SPP 676	437,000	207,762	9,583,948	3,807,290
8659 Nursing / Science Bldg SPP 626	<u>26,206,842</u>	<u>8,110,225</u>	<u>144,837</u>	<u>-</u>
<b>Total 1.0</b>	<b><u>30,377,254</u></b>	<b><u>12,940,526</u></b>	<b><u>9,728,785</u></b>	<b><u>4,120,840</u></b>
<b>2.0 Intrafund Transfers</b>				
8999 From Resource 4170	-	-	-	313,550
<b>Total 2.0</b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>313,550</u></b>
<b>3.0 Unaudited Beginning Balance</b>				
<b>Total 3.0</b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
<b>Total Available Funds</b>	<b><u>\$ 30,377,254</u></b>	<b><u>\$ 12,940,526</u></b>	<b><u>\$ 9,728,785</u></b>	<b><u>\$ 4,434,390</u></b>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 4100 - State Construction and Scheduled Maintenance Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b>Capital Outlay</b>					
<b>Site and Site Improvement</b>					
6121	Advertising & Legal	\$ -	\$ 1,521	\$ -	\$ -
	<b>Total 6100</b>	<u>-</u>	<u>1,521</u>	<u>-</u>	<u>-</u>
<b>Buildings</b>					
6213	Architect's Fees	437,000	-	25,475	-
6216	Construction	26,116,936	5,284,649	9,626,449	3,153,290
6217	Fixtures/Fixed Equipment	-	-	76,861	-
6219	Other	412,990	61,338	-	-
6222	Engineering	-	-	12,259	-
6223	Architect's Fees	8,951	-	-	-
6226	Construction	3,401,377	4,622,539	(12,259)	627,100
	<b>Total 6200</b>	<u>30,377,254</u>	<u>9,968,526</u>	<u>9,728,785</u>	<u>3,780,390</u>
<b>Equipment</b>					
6481	Equipment Addt'l \$200 to \$4,999	-	2,243,123	(1,482)	654,000
6482	Equipment Addt'l > \$5,000	-	373,278	1,482	-
6485	Computer Equip Add'l \$200-\$4999	-	354,077	-	-
	<b>Total 6400</b>	<u>-</u>	<u>2,970,479</u>	<u>-</u>	<u>654,000</u>
	<b>Total 6000 Series</b>	<u>30,377,254</u>	<u>12,940,526</u>	<u>9,728,785</u>	<u>4,434,390</u>
<b>Contingency/Fund Balance</b>					
7920	Restricted	-	-	-	-
	<b>Total 7000 Series</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Resource 4100</b>					
<b>Expenditures/Contingency/Fund Balance</b>		<u>\$ 30,377,254</u>	<u>\$ 12,940,526</u>	<u>\$ 9,728,785</u>	<u>\$ 4,434,390</u>

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
FUND 41, RESOURCE 4130 - LA SIERRA CAPITAL

FINAL BUDGET  
2013-2014

INCOME

Unaudited Beginning Balance, July 1		\$ 5,913,285
Local Income	\$ 21,250	
Interfund Transfer From Resource 1000	<u>1,270,000</u>	
Total Income		<u>1,291,250</u>
Total Available Funds (TAF)		<u>\$ 7,204,535</u>

EXPENDITURES

Object Code

5000	Services and Operating Expenses	\$ 1,650
6000	Capital Outlay	<u>7,202,885</u>
	Total Expenditures	7,204,535
7900	Contingency / Reserves	<u>-</u>
	Total Resource 4130 Including Contingency / Reserves	<u>\$ 7,204,535</u>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 4130 - La Sierra Capital Income**

<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b>1.0 Local Income</b>				
8860 Interest	\$ 74,877	\$ 34,588	\$ 28,200	\$ 21,250
<b>Total 1.0</b>	<b>74,877</b>	<b>34,588</b>	<b>28,200</b>	<b>21,250</b>
<b>2.0 Incoming Interfund Transfer</b>				
8980 From Resource 1000	-	678,000	-	1,270,000
<b>Total 2.0</b>	<b>-</b>	<b>678,000</b>	<b>-</b>	<b>1,270,000</b>
<b>3.0 Incoming Transfer</b>				
8999 From Resource 4120	-	555	-	-
<b>Total 3.0</b>	<b>-</b>	<b>555</b>	<b>-</b>	<b>-</b>
<b>4.0 Unaudited Beginning Balance July 1</b>	<b>12,324,957</b>	<b>8,907,713</b>	<b>7,891,529</b>	<b>5,913,285</b>
<b>Total 4.0</b>	<b>12,324,957</b>	<b>8,907,713</b>	<b>7,891,529</b>	<b>5,913,285</b>
<b>Total Available Funds</b>	<b>\$ 12,399,834</b>	<b>\$ 9,620,856</b>	<b>\$ 7,919,729</b>	<b>\$ 7,204,535</b>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 4130 - La Sierra Capital Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b><u>Services and Operating Expenses</u></b>					
5110	Consultant	\$ 23,255	\$ (14,847)	\$ 6,444	\$ 1,650
	<b>Total 5100</b>	<b>23,255</b>	<b>(14,847)</b>	<b>6,444</b>	<b>1,650</b>
	<b>Total 5000 Series</b>	<b>23,255</b>	<b>(14,847)</b>	<b>6,444</b>	<b>1,650</b>
<b><u>Capital Outlay</u></b>					
<b>Buildings</b>					
6216	Construction	-	-	-	5,850,507
6219	Other Building Expense	7,849	128,192	-	-
6222	Engineering	69,867	-	-	-
	<b>Total 6200</b>	<b>77,716</b>	<b>128,192</b>	<b>-</b>	<b>5,850,507</b>
<b>Equipment</b>					
6481	Equip Add'l \$200-\$4999	1,149	-	-	1,352,378
	<b>Total 6400</b>	<b>1,149</b>	<b>-</b>	<b>-</b>	<b>1,352,378</b>
	<b>Total 6000 Series</b>	<b>78,866</b>	<b>128,192</b>	<b>-</b>	<b>7,202,885</b>
	<b>Total Expenditures</b>	<b>102,121</b>	<b>113,345</b>	<b>6,444</b>	<b>7,204,535</b>
<b><u>Interfund Transfer</u></b>					
7390	To Resource 1000	3,390,000	1,615,982	2,000,000	-
	<b>Total 7300</b>	<b>3,390,000</b>	<b>1,615,982</b>	<b>2,000,000</b>	<b>-</b>
<b><u>Contingency/Fund Balance</u></b>					
7920	Restricted	8,907,713	7,891,529	5,913,285	-
	<b>Total 7900</b>	<b>8,907,713</b>	<b>7,891,529</b>	<b>5,913,285</b>	<b>-</b>
	<b>Total 7000 Series</b>	<b>12,297,713</b>	<b>9,507,511</b>	<b>7,913,285</b>	<b>-</b>
<b>Total Resource 4130</b>					
<b>Expenditures/Contingency/Fund Balance</b>		<b>\$ 12,399,834</b>	<b>\$ 9,620,856</b>	<b>\$ 7,919,729</b>	<b>\$ 7,204,535</b>



RIVERSIDE COMMUNITY COLLEGE DISTRICT  
FUND 41, RESOURCE 4170 - 2010D CAPITAL APPRECIATION BONDS

FINAL BUDGET  
2013-2014

INCOME

Unaudited Beginning Balance, July 1	\$ 6,594,474
Local Income	<u>20,000</u>
Total Available Funds (TAF)	<u>\$ 6,614,474</u>

EXPENDITURES

<u>Object Code</u>		
2000	Classified Salaries	\$ 527,248
3000	Employee Benefits	205,061
	Set-Aside for Potential Compensation Adjustment	10,059
5000	Services and Operating Expenses	677,820
6000	Capital Outlay	5,548,835
8999	Intrafund Transfers to Resource 4100	<u>313,550</u>
	Total Expenditures	7,282,573
7900	Contingency / Reserves	<u>(668,099)</u>
	Total Resource 4170 Including Contingency / Reserves	<u>\$ 6,614,474</u>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 4170 - 2010D Capital Appreciation Bonds Expenditures**

<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b>1.0 Local Income</b>				
8860 Interest	\$ 32,918	\$ 32,728	\$ 33,568	\$ 20,000
<b>Total 1.0</b>	<u>32,918</u>	<u>32,728</u>	<u>33,568</u>	<u>20,000</u>
<b>2.0 Other Sources</b>				
8940 Proceeds of Long Term Debt	7,699,278	-	-	-
<b>Total 2.0</b>	<u>7,699,278</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>3.0 Unaudited Beginning Balance July 1</b>	-	7,380,458	6,889,115	6,594,474
<b>Total 3.0</b>	<u>-</u>	<u>7,380,458</u>	<u>6,889,115</u>	<u>6,594,474</u>
<b>Total Available Funds</b>	<u>\$ 7,732,197</u>	<u>\$ 7,413,186</u>	<u>\$ 6,922,683</u>	<u>\$ 6,614,474</u>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 4170 - 2010D Capital Appreciation Bonds Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b><u>Classified Salaries</u></b>					
2118	Full Time Administrator	\$ -	\$ -	\$ 98,588	\$ 190,215
2119	Full Time Classified	-	-	285,380	337,033
	<b>Total 2100</b>	<b>-</b>	<b>-</b>	<b>383,968</b>	<b>527,248</b>
2349	Overtime	-	-	2,133	-
	<b>Total 2300</b>	<b>-</b>	<b>-</b>	<b>2,133</b>	<b>-</b>
	<b>Total 2000 Series</b>	<b>-</b>	<b>-</b>	<b>386,101</b>	<b>527,248</b>
3220	PERS Classified	-	-	43,090	60,328
	<b>Total 3200</b>	<b>-</b>	<b>-</b>	<b>43,090</b>	<b>60,328</b>
3320	OASDHI Classified	-	-	23,429	32,689
3325	Medicare Classified	-	-	5,479	7,645
	<b>Total 3300</b>	<b>-</b>	<b>-</b>	<b>28,909</b>	<b>40,334</b>
3420	H&W Classified	-	-	87,408	92,061
	<b>Total 3400</b>	<b>-</b>	<b>-</b>	<b>87,408</b>	<b>92,061</b>
3520	SUI Classified	-	-	4,100	264
	<b>Total 3500</b>	<b>-</b>	<b>-</b>	<b>4,100</b>	<b>264</b>
3620	Work Comp Classified	-	-	8,464	12,074
	<b>Total 3600</b>	<b>-</b>	<b>-</b>	<b>8,464</b>	<b>12,074</b>
3920	Other - Classified	-	-	1,376	-
	<b>Total 3900</b>	<b>-</b>	<b>-</b>	<b>1,376</b>	<b>-</b>
	<b>Total 3000 Series</b>	<b>-</b>	<b>-</b>	<b>173,348</b>	<b>205,061</b>
<b><u>Set-Aside for Potential Compensation Adjustment</u></b>					
3999	Other - Potential COLA	-	-	-	10,059
	<b>Total 3999</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,059</b>
	<b>Total 3999 Series</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,059</b>
<b><u>Services and Operating Expenses</u></b>					
5110	Consultants	-	-	521,584	600,541
5198	Professional Services	-	-	42,743	41,379
	<b>Total 5100</b>	<b>-</b>	<b>-</b>	<b>564,327</b>	<b>641,920</b>
5649	Computer Software Maintenance/Lic	-	-	13,342	25,500
	<b>Total 5600</b>	<b>-</b>	<b>-</b>	<b>13,342</b>	<b>25,500</b>
5710	Audit	-	-	10,433	10,400
	<b>Total 5700</b>	<b>-</b>	<b>-</b>	<b>10,433</b>	<b>10,400</b>
5890	Outside Services and Operating Costs	3,594	-	-	-

**Riverside Community College District  
2013-2014 Final Budget  
Resource 4170 - 2010D Capital Appreciation Bonds Expenditures**

<b>Total 5890</b>		<u>3,594</u>	-	-	-
<b>Total 5000 Series</b>		<u>3,594</u>	-	<u>588,102</u>	<u>677,820</u>
 <b><u>Capital Outlay</u></b>					
<b>Site and Site Improvements</b>					
6121	Advertising / Legal	10,147	-	-	-
6122	Engineering	150,061	166,825	23,852	4,137,247
6123	Architect's Fee	40,500	224,170	36,872	6,599
6124	Testing	-	24,200	23,808	353,322
6126	Construction	104,000	63,929	108,350	25,399
6127	Fixtures/Fixed Equipment	-	-	65,596	98,455
6128	Inspection	-	11,250	3,092	12,967
6129	Other Site Expense	43,437	33,697	-	-
<b>Total 6100</b>		<u>348,145</u>	<u>524,071</u>	<u>261,570</u>	<u>4,633,989</u>
 <b>Buildings</b>					
6213	Architect's Fee	-	-	(5,500)	-
6221	Advertising / Legal	-	-	283	-
6223	Architect's Fee	-	-	15,875	197,459
6226	Remodel	-	-	875,414	659,503
6228	Inspection	-	-	2,864	-
<b>Total 6200</b>		<u>-</u>	<u>-</u>	<u>888,937</u>	<u>856,962</u>
 <b>Equipment</b>					
6481	Equip Add'l \$200-\$4999	-	-	-	853
6482	Equip Add'l >\$5000	-	-	-	57,031
6486	Computer Eq Add'l >\$5000	-	-	409,994	-
<b>Total 6400</b>		<u>-</u>	<u>-</u>	<u>409,994</u>	<u>57,884</u>
<b>Total 6000 Series</b>		<u>348,145</u>	<u>524,071</u>	<u>1,560,501</u>	<u>5,548,835</u>
 <b>Total Expenditures</b>		<u>351,739</u>	<u>524,071</u>	<u>2,708,051</u>	<u>6,969,023</u>
 <b><u>Contingency/Fund Balance</u></b>					
7910	Restricted	7,380,458	6,889,114	4,214,632	(668,099)
<b>Total 7900</b>		<u>7,380,458</u>	<u>6,889,114</u>	<u>4,214,632</u>	<u>(668,099)</u>
<b>Total 7000 Series</b>		<u>7,380,458</u>	<u>6,889,114</u>	<u>4,214,632</u>	<u>(668,099)</u>
 <b><u>Intrafund Transfers Out / (In)</u></b>					
8999	To Resource 4100 - Scheduled Maint	-	-	-	313,550
<b>TOTAL 8999</b>		<u>-</u>	<u>-</u>	<u>-</u>	<u>313,550</u>
<b>TOTAL 8900 Series</b>		<u>-</u>	<u>-</u>	<u>-</u>	<u>313,550</u>
 <b>Total Resource 4170</b>					
<b>Expenditures/Contingency/Fund Balance</b>		<u>\$ 7,732,197</u>	<u>\$ 7,413,186</u>	<u>\$ 6,922,683</u>	<u>\$ 6,614,474</u>

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
FUND 41, RESOURCE 4180 - 2010D BUILD AMERICA BONDS

FINAL BUDGET  
2013-2014

INCOME

Unaudited Beginning Balance, July 1	\$ 53,895,652
Local Income	<u>1,219,456</u>
Total Available Funds (TAF)	<u>\$ 55,115,108</u>

EXPENDITURES

Object Code

6000	Capital Outlay	<u>\$ 112,716,545</u>
	Total Expenditures	112,716,545
7900	Contingency / Reserves / (Deficit)	<u>(57,601,437)</u>
	Total Resource 4180 Including Contingency / Reserves	<u>\$ 55,115,108</u>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 4180 - 2010D Build America Bonds Income**

<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b>1.0 Local Income</b>				
8820 Contributions	\$ -	\$ -	\$ 233,975	\$ 117,756
8860 Interest	420,193	319,173	218,789	180,000
8890 Other Local Revenue	-	-	-	921,700
<b>Total 1.0</b>	<u><b>420,193</b></u>	<u><b>319,173</b></u>	<u><b>452,764</b></u>	<u><b>1,219,456</b></u>
<b>2.0 Other Sources</b>				
8940 Proceeds of Long Term Debt	<u>102,300,000</u>	-	-	-
<b>Total 2.0</b>	<u><b>102,300,000</b></u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>3.0 Unaudited Beginning Balance July 1</b>				
<b>Total 3.0</b>	<u>-</u>	<u>83,078,092</u>	<u>50,143,993</u>	<u>53,895,652</u>
<b>Total Available Funds</b>	<u><b>\$ 102,720,193</b></u>	<u><b>\$ 83,397,265</b></u>	<u><b>\$ 50,596,757</b></u>	<u><b>\$ 55,115,108</b></u>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 4180 - 2010D Build America Bonds Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b><u>Academic Salaries</u></b>					
1490	Special Assignments	\$ -	\$ 5,524	\$ -	\$ -
	<b>Total 1400</b>	-	<b>5,524</b>	-	-
	<b>Total 1000 Series</b>	-	<b>5,524</b>	-	-
<b><u>Classified Salaries</u></b>					
2129	Permanent Part-Time	-	15,934	9,013	-
	<b>Total 2100</b>	-	<b>15,934</b>	<b>9,013</b>	-
2331	Student Help Non-Instructional	-	7,591	-	-
2349	Overtime	-	19,579	7,186	-
	<b>Total 2300</b>	-	<b>27,170</b>	<b>7,186</b>	-
	<b>Total 2000 Series</b>	-	<b>43,104</b>	<b>16,199</b>	-
3130	STRS Other Academic Employee	-	456	-	-
	<b>Total 3100</b>	-	<b>456</b>	-	-
3320	OASDHI Classified	-	1,049	318	-
3325	Medicare Classified	-	515	234	-
3335	Medicare Other Academic Employee	-	78	-	-
	<b>Total 3300</b>	-	<b>1,643</b>	<b>552</b>	-
3520	SUI Classified	-	572	178	-
3530	SUI Other Academic Employee	-	89	-	-
	<b>Total 3500</b>	-	<b>661</b>	<b>178</b>	-
3620	Work Comp Classified	-	639	347	-
3630	Work Comp Other Academic Employee	-	87	-	-
	<b>Total 3600</b>	-	<b>725</b>	<b>347</b>	-
	<b>Total 3000 Series</b>	-	<b>3,485</b>	<b>1,077</b>	-
<b><u>Books and Supplies</u></b>					
4555	Copying & Printing	-	5	-	-
4590	Office/Other Supplies	-	140	635	-
	<b>Total 4500</b>	-	<b>145</b>	<b>635</b>	-
	<b>Total 4000 Series</b>	-	<b>145</b>	<b>635</b>	-

**Riverside Community College District  
2013-2014 Final Budget  
Resource 4180 - 2010D Build America Bonds Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b><u>Services and Operating Expenses</u></b>					
5198	Professional Services	121,311	111,677	-	-
	<b>Total 5100</b>	<b>121,311</b>	<b>111,677</b>	<b>-</b>	<b>-</b>
5210	Mileage	-	135	-	-
5220	Conferences	-	10,285	-	-
	<b>Total 5200</b>	<b>-</b>	<b>10,420</b>	<b>-</b>	<b>-</b>
5440	Telephone	8,661	-	-	-
5541	Cellular Telephone	222	284	103	-
	<b>Total 5500</b>	<b>8,884</b>	<b>284</b>	<b>103</b>	<b>-</b>
5630	Rents and Leases	144,100	171,568	8,565	-
5644	Repairs	-	-	5,644	-
5649	Computer Software Maintenance/Lic	-	3,900	4,574	-
	<b>Total 5600</b>	<b>144,100</b>	<b>175,468</b>	<b>18,783</b>	<b>-</b>
5890	Outside Services and Operating Costs	7,914	40,654	16,255	-
	<b>Total 5890</b>	<b>7,914</b>	<b>40,654</b>	<b>16,255</b>	<b>-</b>
	<b>Total 5000 Series</b>	<b>282,208</b>	<b>338,503</b>	<b>35,140</b>	<b>-</b>
<b><u>Capital Outlay</u></b>					
<b><u>Site and Site Improvements</u></b>					
6121	Advertising / Legal	-	1,521	5,569	-
6122	Engineering	-	194,029	252,060	4,614,888
6123	Architect's Fee	271,703	273,881	244,573	98,869
6124	Testing	1,415,927	677,256	44,894	192,305
6126	Construction	-	-	3,497,907	7,922,863
6127	Fixtures/Fixed Equipment	-	6,960	938,069	-
6128	Inspection	-	-	168,697	25,000
6129	Other Site Expense	-	68,593	972,104	531,502
	<b>Total 6100</b>	<b>1,687,629</b>	<b>1,222,241</b>	<b>6,123,873</b>	<b>13,385,427</b>
<b><u>Buildings</u></b>					
6210	Buildings/Building Improvement	3,453,242	512,058	-	2,602,600
6211	Advertising/Legal	10,791	1,300	1,643	-
6212	Engineering	191,389	3,129	76,499	1,010,255
6213	Architect's Fee	1,337,177	787,328	3,327,789	40,280,623
6214	Testing	155,771	106,802	294,747	102,375
6215	Demolition/Grading	82,049	318,988	-	-



**Riverside Community College District  
2013-2014 Final Budget  
Resource 4180 - 2010D Build America Bonds Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
6216	Construction	2,506,038	5,619,753	7,073,604	37,006,390
6217	Fixtures/Fixed Equipment	62,913	87,007	66,255	1,673
6218	Inspection	336,296	208,426	298,938	105,310
6219	Other Building Expense	2,956,202	3,394,869	3,100,292	8,441,913
6221	Advertising / Legal	4,751	3,048	254,811	-
6222	Engineering	9,681	23,404	9,541	-
6223	Architect's Fee	324,913	188,095	167,107	88,010
6224	Testing	215,849	81,490	6,355	1,400
6226	Remodel	4,480,635	12,611,311	1,299,212	2,673,095
6227	Fixtures/Fixed Equipment	175,590	189,019	21,468	-
6228	Inspection	188,515	301,863	15,639	34,960
6229	Other Building Expense	417,218	1,520,099	219,022	105,030
	<b>Total 6200</b>	<b><u>16,909,022</u></b>	<b><u>25,957,987</u></b>	<b><u>16,232,922</u></b>	<b><u>92,453,634</u></b>
<b>Equipment</b>					
6481	Equip Add'l \$200-\$4999	86,383	3,563,435	424,375	6,087,295
6482	Equip Add'l >\$5000	451,609	1,290,698	340,342	458,464
6485	Computer Eq Add'l \$200-\$4999	171,834	476,395	47,116	37,562
6486	Computer Eq Add'l >\$5000	53,417	351,756	341,720	294,163
	<b>Total 6400</b>	<b><u>763,242</u></b>	<b><u>5,682,284</u></b>	<b><u>1,153,552</u></b>	<b><u>6,877,484</u></b>
	<b>Total 6000 Series</b>	<b><u>19,359,893</u></b>	<b><u>32,862,512</u></b>	<b><u>23,510,347</u></b>	<b><u>112,716,545</u></b>
	<b>Total Expenditures</b>	<b><u>19,642,101</u></b>	<b><u>33,253,272</u></b>	<b><u>23,563,398</u></b>	<b><u>112,716,545</u></b>
<b>Contingency/Fund Balance</b>					
7910	Restricted	83,078,092	50,143,993	27,033,359	(57,601,437)
	<b>Total 7900</b>	<b><u>83,078,092</u></b>	<b><u>50,143,993</u></b>	<b><u>27,033,359</u></b>	<b><u>(57,601,437)</u></b>
	<b>Total 7000 Series</b>	<b><u>83,078,092</u></b>	<b><u>50,143,993</u></b>	<b><u>27,033,359</u></b>	<b><u>(57,601,437)</u></b>
<b>Total Resource 4180</b>					
<b>Expenditures/Contingency/Fund Balance</b>		<b><u>\$ 102,720,193</u></b>	<b><u>\$ 83,397,265</u></b>	<b><u>\$ 50,596,757</u></b>	<b><u>\$ 55,115,108</u></b>

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
FUND 61, RESOURCE 6100 - HEALTH AND LIABILITY SELF-INSURANCE

FINAL BUDGET  
2013-2014

INCOME

Unaudited Beginning Balance, July 1		\$ 460,042
Local Income	\$ 4,559,308	
Interfund Transfer from Resource 1000	<u>1,500,000</u>	
Total Income		<u>6,059,308</u>
Total Available Funds (TAF)		<u>\$ 6,519,350</u>

EXPENDITURES

Object Code

2000	Classified Salaries	\$ 184,549
3000	Employee Benefits	71,739
	Set-Aside for Potential Compensation Adjustment	3,520
4000	Books and Supplies	1,700
5000	Services and Operating Expenses	5,577,442
6000	Capital Outlay	<u>15,000</u>
	Total Expenditures	5,853,950
7900	Contingency / Reserves	<u>665,400</u>
	Total Resource 6100 Including Contingency / Reserves	<u>\$ 6,519,350</u>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 6100 - Health and Liability Self-Insurance Income**

<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b>1.0 Federal Income</b>				
8190 Other Federal Revenue	\$ 262,826	\$ 350,879	\$ (5,058)	\$ -
<b>Total 1.0</b>	<b><u>262,826</u></b>	<b><u>350,879</u></b>	<b><u>(5,058)</u></b>	<b><u>-</u></b>
<b>2.0 State Income</b>				
8699 Other State Revenue	67,651	101,119	(1,388)	-
<b>Total 2.0</b>	<b><u>67,651</u></b>	<b><u>101,119</u></b>	<b><u>(1,388)</u></b>	<b><u>-</u></b>
<b>3.0 Local Income</b>				
8830 Health Premiums from Other Funds	4,649,183	4,332,725	4,352,014	4,553,308
8860 Interest	35,025	10,861	5,754	5,000
8890 Administrative Fees	1,943	2,794	296	1,000
<b>Total 3.0</b>	<b><u>4,686,150</u></b>	<b><u>4,346,381</u></b>	<b><u>4,358,064</u></b>	<b><u>4,559,308</u></b>
<b>4.0 Interfund Transfer</b>				
8980 From Resource 1000	250,000	250,000	1,500,000	1,500,000
<b>Total 4.0</b>	<b><u>250,000</u></b>	<b><u>250,000</u></b>	<b><u>1,500,000</u></b>	<b><u>1,500,000</u></b>
<b>5.0 Unaudited Beginning Balance July 1</b>				
<b>Total 5.0</b>	<b><u>1,752,955</u></b>	<b><u>3,221,022</u></b>	<b><u>1,145,392</u></b>	<b><u>460,042</u></b>
<b>Total Available Funds</b>	<b><u>\$ 7,019,581</u></b>	<b><u>\$ 8,269,401</u></b>	<b><u>\$ 6,997,010</u></b>	<b><u>\$ 6,519,350</u></b>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 6100 - Health and Liability Self-Insurance Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b><u>Classified Salaries</u></b>					
2118	Full Time Administrator	\$ 65,164	\$ 33,963	\$ 78,336	\$ 103,499
2119	Full Time Regular / Confidential	72,627	74,988	77,264	81,050
2139/2339	Classified Hourly	1,878	-	754	-
2169/2369	Substitutes	6,812	-	-	-
2190/2390	Special Projects	-	4,670	-	-
	<b>Total 2100</b>	<b>146,482</b>	<b>113,621</b>	<b>156,354</b>	<b>184,549</b>
2349	Overtime	903	137	1,813	-
	<b>Total 2300</b>	<b>903</b>	<b>137</b>	<b>1,813</b>	<b>-</b>
	<b>Total 2000 Series</b>	<b>147,385</b>	<b>113,758</b>	<b>158,167</b>	<b>184,549</b>
<b><u>Employee Benefits</u></b>					
3120	STRS - Classified	-	-	-	1,969
	<b>Total 3100</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,969</b>
3220	PERS Classified	14,876	11,864	17,707	18,385
	<b>Total 3200</b>	<b>14,876</b>	<b>11,864</b>	<b>17,707</b>	<b>18,385</b>
3320	OASDHI Classified	7,356	6,492	9,099	9,255
3325	Medicare Classified	2,136	1,631	2,268	2,675
	<b>Total 3300</b>	<b>9,492</b>	<b>8,123</b>	<b>11,366</b>	<b>11,930</b>
3420	H&W Classified	33,037	29,305	32,145	35,137
	<b>Total 3400</b>	<b>33,037</b>	<b>29,305</b>	<b>32,145</b>	<b>35,137</b>
3520	SUI Classified	1,079	1,822	1,734	92
	<b>Total 3500</b>	<b>1,079</b>	<b>1,822</b>	<b>1,734</b>	<b>92</b>
3620	Work Comp Classified	2,341	1,780	3,503	4,226
	<b>Total 3600</b>	<b>2,341</b>	<b>1,780</b>	<b>3,503</b>	<b>4,226</b>
3920	OB Classified	67	283	98	-
	<b>Total 3900</b>	<b>67</b>	<b>283</b>	<b>98</b>	<b>-</b>
	<b>Total 3000 Series</b>	<b>60,892</b>	<b>53,177</b>	<b>66,553</b>	<b>71,739</b>
<b><u>Set-Aside for Potential Compensation Adjustment</u></b>					
3999	Other - Potential COLA	-	-	-	3,520
	<b>Total 3999</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,520</b>
	<b>Total 3999 Series</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,520</b>
<b><u>Books and Supplies</u></b>					
4230	Reference Books	-	-	-	100
	<b>Total 4200</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>100</b>
4320	Instructional Supplies	22,421	45,827	-	-

**Riverside Community College District  
2013-2014 Final Budget  
Resource 6100 - Health and Liability Self-Insurance Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
4330	Periodicals and Magazines	-	-	-	100
	<b>Total 4300</b>	<b>22,421</b>	<b>45,827</b>	<b>-</b>	<b>100</b>
4530	Grounds Supplies	3,014	-	-	-
4540	Health Supplies	17,797	-	-	-
4590	Office/Other Supplies	1,783	687	392	1,500
	<b>Total 4500</b>	<b>22,594</b>	<b>687</b>	<b>392</b>	<b>1,500</b>
4644	Repair Parts	1,631	-	-	-
	<b>Total 4600</b>	<b>1,631</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>Total 4000 Series</b>	<b>46,645</b>	<b>46,514</b>	<b>392</b>	<b>1,700</b>
<b><u>Services and Operating Expenses</u></b>					
5110	Consultant	2,272	28,228	48,417	24,850
5198	Professional Services	35,008	-	4,900	3,750
	<b>Total 5100</b>	<b>37,280</b>	<b>28,228</b>	<b>53,317</b>	<b>28,600</b>
5210	Mileage	-	-	24	200
5220	Conference Expenses	-	-	146	100
	<b>Total 5200</b>	<b>-</b>	<b>-</b>	<b>171</b>	<b>300</b>
5310	Memberships	-	-	-	640
	<b>Total 5300</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>640</b>
5400 / 5451	Self Insurance Claims	3,583,675	4,477,188	5,125,669	4,700,000
5410	Fire & Theft Insurance	109,696	-	-	-
5420	Liability Insurance	463,668	429,399	591,753	374,902
5450	Insurance Claims	45	-	178,622	240,000
5451	Self Insurance Claims	-	80,736	250,000	-
	<b>Total 5400</b>	<b>4,157,084</b>	<b>4,987,323</b>	<b>6,146,044</b>	<b>5,314,902</b>
5541	Cellular Telephone	785	1,299	659	1,000
	<b>Total 5500</b>	<b>785</b>	<b>1,299</b>	<b>659</b>	<b>1,000</b>
5644	Repairs	135,934	33,477	125	15,000
	<b>Total 5600</b>	<b>135,934</b>	<b>33,477</b>	<b>125</b>	<b>15,000</b>
5730	Legal	141,211	292,084	106,918	200,000
	<b>Total 5700</b>	<b>141,211</b>	<b>292,084</b>	<b>106,918</b>	<b>200,000</b>
5861	Theft Losses	8,412	19,378	-	5,000
5863	Bodily Injury Losses	-	6,754	-	7,000
5880	Damage Personal Property	3,909	9,129	(790)	5,000
5881	Damage District Property	726	(317)	-	-
	<b>Total 5800</b>	<b>13,046</b>	<b>34,944</b>	<b>(790)</b>	<b>17,000</b>
	<b>Total 5000 Series</b>	<b>4,485,341</b>	<b>5,377,355</b>	<b>6,306,443</b>	<b>5,577,442</b>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 6100 - Health and Liability Self-Insurance Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b><u>Capital Outlay</u></b>					
<b>Site and Site Improvement</b>					
6126	Construction Contract	4,500	420,963	-	-
6127	Fixtures & Fixed Equipment	14,963	-	-	-
	<b>Total 6100</b>	<b>19,463</b>	<b>420,963</b>	<b>-</b>	<b>-</b>
<b>Buildings</b>					
6227	Fixtures / Fixed Equipment	45,212	-	-	-
	<b>Total 6200</b>	<b>45,212</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Equipment</b>					
6481/6491	Equip Repl \$200-4999	51,575	1,851	5,413	-
6482/6492	Equip Repl \$5000>	48,548	-	-	15,000
6485/6495	Computer Equip Repl \$200-4999	3,887	-	-	-
	<b>Total 6400</b>	<b>104,011</b>	<b>1,851</b>	<b>5,413</b>	<b>15,000</b>
	<b>Total 6000 Series</b>	<b>168,686</b>	<b>422,814</b>	<b>5,413</b>	<b>15,000</b>
	<b>Total Expenditures</b>	<b>4,908,950</b>	<b>6,013,619</b>	<b>6,536,968</b>	<b>5,853,950</b>
<b><u>Contingency/Fund Balance</u></b>					
7920	Restricted	2,110,632	2,255,782	460,042	665,400
	<b>Total 7900</b>	<b>2,110,632</b>	<b>2,255,782</b>	<b>460,042</b>	<b>665,400</b>
	<b>Total 7000 Series</b>	<b>2,110,632</b>	<b>2,255,782</b>	<b>460,042</b>	<b>665,400</b>
<b>Total Resource 6100</b>					
<b>Expenditures/Contingency/Fund Balance</b>		<b>\$ 7,019,581</b>	<b>\$ 8,269,401</b>	<b>\$ 6,997,010</b>	<b>\$ 6,519,350</b>

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
FUND 61, RESOURCE 6110 - WORKERS COMPENSATION SELF-INSURANCE

FINAL BUDGET  
2013-2014

INCOME

Unaudited Beginning Balance, July 1	\$ 2,831,950
Local Income	<u>2,425,660</u>
Total Available Funds (TAF)	<u>\$ 5,257,610</u>

EXPENDITURES

Object Code

2000	Classified Salaries	\$ 279,772
3000	Employee Benefits	97,671
	Set-Aside for Potential Compensation Adjustment	5,161
4000	Books and Supplies	1,300
5000	Services and Operating Expenses	<u>2,582,947</u>
	Total Expenditures	2,966,851
7900	Contingency / Reserves	<u>2,290,759</u>
	Total Resource 6110 Including Contingency / Reserves	<u>\$ 5,257,610</u>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 6110 - Workers Compensation Self-Insurance Income**

<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b>1.0 Local Income</b>				
8830 Workers Comp Premiums From Other Funds	\$ 1,785,962	\$ 1,659,686	\$ 2,327,111	\$ 2,405,660
8860 Interest	<u>22,844</u>	<u>22,163</u>	<u>17,537</u>	<u>20,000</u>
<b>Total 1.0</b>	<b><u>1,808,806</u></b>	<b><u>1,681,849</u></b>	<b><u>2,344,648</u></b>	<b><u>2,425,660</u></b>
<b>2.0 Unaudited Beginning Balance July 1</b>				
	<u>797,079</u>	<u>3,221,022</u>	<u>3,193,460</u>	<u>2,831,950</u>
<b>Total 2.0</b>	<b><u>797,079</u></b>	<b><u>3,221,022</u></b>	<b><u>3,193,460</u></b>	<b><u>2,831,950</u></b>
<b>Total Available Funds</b>	<b><u>\$ 2,605,885</u></b>	<b><u>\$ 4,902,871</u></b>	<b><u>\$ 5,538,108</u></b>	<b><u>\$ 5,257,610</u></b>



**Riverside Community College District  
2013-2014 Final Budget  
Resource 6110 - Workers Compensation Self-Insurance Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b><u>Classified Salaries</u></b>					
2118	Full Time Administrator	\$ 21,079	\$ 52,738	\$ 167,704	\$ 232,978
2119	Full Time Regular / Confidential	26,111	29,531	32,067	37,508
2139/2339	Classified Hourly	320	-	1,963	-
2169/2369	Substitutes	9,149	-	-	-
2190/2390	Special Projects	-	38,294	-	9,286
	<b>Total 2100</b>	<b>56,660</b>	<b>120,564</b>	<b>201,734</b>	<b>279,772</b>
2349	Overtime	3	-	-	-
	<b>Total 2300</b>	<b>3</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>Total 2000 Series</b>	<b>56,663</b>	<b>120,564</b>	<b>201,734</b>	<b>279,772</b>
<b><u>Employee Benefits</u></b>					
3120	STRS - Classified	-	-	-	5,120
	<b>Total 3100</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,120</b>
3220	PERS Classified	5,651	8,967	22,791	23,848
	<b>Total 3200</b>	<b>5,651</b>	<b>8,967</b>	<b>22,791</b>	<b>23,848</b>
3320	OASDHI Classified	2,507	5,032	11,324	11,490
3325	Medicare Classified	859	1,734	2,908	4,057
	<b>Total 3300</b>	<b>3,367</b>	<b>6,766</b>	<b>14,232</b>	<b>15,547</b>
3420	H&W Classified	13,395	15,564	34,469	46,609
	<b>Total 3400</b>	<b>13,395</b>	<b>15,564</b>	<b>34,469</b>	<b>46,609</b>
3520	SUI Classified	455	1,927	2,217	140
	<b>Total 3500</b>	<b>455</b>	<b>1,927</b>	<b>2,217</b>	<b>140</b>
3620	Work Comp Classified	985	1,890	4,498	6,407
	<b>Total 3600</b>	<b>985</b>	<b>1,890</b>	<b>4,498</b>	<b>6,407</b>
3920	OB Classified	(24)	587	23	-
	<b>Total 3900</b>	<b>(24)</b>	<b>587</b>	<b>23</b>	<b>-</b>
	<b>Total 3000 Series</b>	<b>23,829</b>	<b>35,701</b>	<b>78,230</b>	<b>97,671</b>
<b><u>Set-Aside for Potential Compensation Adjustment</u></b>					
3999	Other - Potential COLA	-	-	-	5,161
	<b>Total 3999</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,161</b>
	<b>Total 3999 Series</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,161</b>
<b><u>Books and Supplies</u></b>					
4555	Copying and Printing	-	4	65	300
4590	Office/Other Supplies	-	-	430	1,000
	<b>Total 4500</b>	<b>-</b>	<b>4</b>	<b>495</b>	<b>1,300</b>
	<b>Total 4000 Series</b>	<b>-</b>	<b>4</b>	<b>495</b>	<b>1,300</b>

**Riverside Community College District  
2013-2014 Final Budget  
Resource 6110 - Workers Compensation Self-Insurance Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b><u>Services and Operating Expenses</u></b>					
5110	Consultants	6,815	35,185	14,250	25,000
5130	Doctors / Nurses	-	-	263	5,000
5198	Professional Services	8,000	-	31,793	14,000
	<b>Total 5100</b>	<b>14,815</b>	<b>35,185</b>	<b>46,306</b>	<b>44,000</b>
5210	Mileage	-	-	444	1,000
5220	Conference	-	-	695	1,000
	<b>Total 5200</b>	<b>-</b>	<b>-</b>	<b>1,139</b>	<b>2,000</b>
5310	Dues / Memberships	-	-	-	900
	<b>Total 5300</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>900</b>
5420	Work. Comp. Excess Liability Insur.	138,830	122,061	151,132	166,197
5450	Claims Expense	61,099	57,463	60,957	55,000
5451	Claims Payments	(920,734)	1,319,005	2,159,404	2,300,000
	<b>Total 5400</b>	<b>(720,805)</b>	<b>1,498,528</b>	<b>2,371,493</b>	<b>2,521,197</b>
5541	Cell Phone	196	620	865	1,100
	<b>Total 5500</b>	<b>196</b>	<b>620</b>	<b>865</b>	<b>1,100</b>
5644	Repairs	-	-	125	-
5691	Governmental Fees	9,865	18,809	-	5,000
	<b>Total 5600</b>	<b>9,865</b>	<b>18,809</b>	<b>125</b>	<b>5,000</b>
5730	Legal	-	-	3,045	8,750
	<b>Total 5700</b>	<b>-</b>	<b>-</b>	<b>3,045</b>	<b>8,750</b>
5863	Bodily Injury	300	-	-	-
	<b>Total 5800</b>	<b>300</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>Total 5000 Series</b>	<b>(695,628)</b>	<b>1,553,142</b>	<b>2,422,972</b>	<b>2,582,947</b>
<b><u>Capital Outlay</u></b>					
6481	Equipment Repl \$200-\$4,999	-	-	2,728	-
	<b>Total 6400</b>	<b>-</b>	<b>-</b>	<b>2,728</b>	<b>-</b>
	<b>Total 6000 Series</b>	<b>-</b>	<b>-</b>	<b>2,728</b>	<b>-</b>
	<b>Total Expenditures</b>	<b>(615,137)</b>	<b>1,709,410</b>	<b>2,706,159</b>	<b>2,966,851</b>
<b><u>Contingency/Fund Balance</u></b>					
7920	Restricted	3,221,022	3,193,461	2,831,950	2,290,759
	<b>Total 7900</b>	<b>3,221,022</b>	<b>3,193,461</b>	<b>2,831,950</b>	<b>2,290,759</b>
	<b>Total 7000 Series</b>	<b>3,221,022</b>	<b>3,193,461</b>	<b>2,831,950</b>	<b>2,290,759</b>

**Riverside Community College District  
 2013-2014 Final Budget  
 Resource 6110 - Workers Compensation Self-Insurance Expenditures**

<u>Object</u>	<u>Account Description</u>	<u>Audited Actuals 2010-2011</u>	<u>Audited Actuals 2011-2012</u>	<u>Unaudited Actuals 2012-2013</u>	<u>Final Budget Proposal 2013-2014</u>
<b>Total Resource 6110</b>					
<b>Expenditures/Contingency/Fund Balance</b>		<b><u>\$ 2,605,885</u></b>	<b><u>\$ 4,902,871</u></b>	<b><u>\$ 5,538,108</u></b>	<b><u>\$ 5,257,610</u></b>

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
STUDENT FEDERAL GRANTS

FINAL BUDGET  
2013-2014

INCOME

Unaudited Beginning Balance, July 1		\$	-
Federal Income			
PELL Student Grants and Book Waivers	\$ 46,000,000		
FSEOG Student Grants and Book Waivers	1,225,000		
Federal Work Study	1,172,000		
Direct Loans	<u>5,030,000</u>		
Total Federal Income			<u>53,427,000</u>
Total Available Funds (TAF)		\$	<u>53,427,000</u>

EXPENDITURES

Object Code

7520	Student Grants, Direct Loans, Work Study and Book Waivers	\$ <u>53,427,000</u>
	Total Student Federal Grants	\$ <u>53,427,000</u>

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
STATE OF CALIFORNIA STUDENT GRANTS

FINAL BUDGET  
2013-2014

INCOME

Unaudited Beginning Balance, July 1	\$ -
State Income - Cal Grant B and C	<u>2,100,000</u>
Total Available Funds (TAF)	<u>\$ 2,100,000</u>

EXPENDITURES

Object Code

7520	Student Grants	<u>\$ 2,100,000</u>
	Total State of California Student Grants	<u>\$ 2,100,000</u>

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
ASSOCIATED STUDENTS OF RCCD

FINAL BUDGET  
2013-2014

INCOME

Unaudited Beginning Balance, July 1		\$	850,352
Local Income			
Student Fees	\$	843,000	
Interest		15,000	
Athletic Events		<u>2,000</u>	
Total Local Income			<u>860,000</u>
Total Available Funds (TAF)		\$	<u>1,710,352</u>

EXPENDITURES

Account Code

905	Organizations Funding	\$	75,050
906	Athletics		153,700
910	Associated Students of Riverside City College		172,995
920	Associated Students of Norco College		60,950
924	Norco College - Organizations Funding		69,050
930	Associated Students of Moreno Valley College		<u>224,000</u>
	Total Expenditures	\$	755,745
	Contingency		<u>954,607</u>
	Total ASRCCD Accounts	\$	<u>1,710,352</u>

## GLOSSARY OF TERMS

**Abatements** – The return of part or all of an item of income or expenditure.

**Academic Employee** – A district employee who is required to meet minimum academic standards as a condition of employment.

**Academic Salaries (Object Code Series 1000)** – Includes expenditures for full-time, part-time and prorated portions of salaries for all academic personnel.

**Accounting Period** – Any period of time at the end of which a district determines its financial position and results of operations.

**Accounting Procedures** – All processes that identify, record, classify and summarize financial information to produce reports and to provide internal control.

**Accounting System** – The total structure of records and procedures which identify, record, classify, and report information on the financial operations of an agency through its funds, balanced account groups, and organizational components.

**Accrual Basis** – The method of accounting which calls for recognizing revenues/gains and expenses/losses in the accounting period in which the transactions occur regardless of the timing of the related cash flow (contrast with cash basis).

**Actuarial Basis** – A basis used in computing the amount of contributions to be made periodically to a fund or account so that the total contributions plus the compounded earnings thereon will equal the required payments to be made out of the fund. The factors taken into account in arriving at the amount of these contributions include the length of time over which each

contribution is to be held and the rate of return compounded on such contribution over its life.

**Allocation of Costs** – Districts regularly incur costs that are not exclusively for one program. When this occurs, these costs are assigned based on the proportional benefit related to each program, using an acceptable allocation method.

**Appropriation** – A legal authorization granted by a legislative or governing body to make expenditures and incur obligations for a specified time and purpose.

**Arbitrage** – The simultaneous purchase and sale of the same or an equivalent security in order to profit from price discrepancies. In government finance, the most common occurrence of arbitrage involves the investment of the proceeds from the sale of tax-exempt securities in a taxable money market instrument that yields a higher rate, resulting in interest revenue in excess of interest costs.

**Assessed Valuation** – A value for land and residential or business property, set by the County Assessor for property tax purposes. The value is the cost of any newly built or purchased property, or the value on March 1, 1975, of continuously owned property plus an annual increase of 2%. (See Proposition 13) The assessed value is not necessarily equivalent to the market value, due to annual increase limitations imposed by law.

**Associated Students Fund** – The fund designated to account for moneys held in trust by the district for student body associations. The governing board must provide for the supervision of all moneys

raised by any student body or student organization using the name of the college (ECS 76065).

**Audit** – An examination of financial statements and related documents, records, and accounts for the purpose of determining the propriety of transactions, whether transactions are recorded properly and whether statements drawn from accounts reflect an accurate picture of financial operations and financial status. Audits may also include reviews of compliance with applicable laws and regulations, economy and efficiency of operations and effectiveness in achieving program results. The general focus of the annual audit conducted on the District is usually a financial statement examination and compliance review.

**Balance Sheet** – A basic financial statement as of June 30 that shows assets, liabilities, reserves and net assets which exhibits the financial condition of a district. Balance sheets are provided in the District's external auditor's report.

**Basic Skills** – This program provides funding for pre-collegiate courses to correct skills deficiency.

**Bonded Debt Limit** – The maximum amount of bonded debt for which a community college may legally obligate itself. The total amount of bonds issued cannot exceed a stipulated percent of the assessed valuation of the District.

**Books, Supplies (Object Code Series 4000)** – An item of an expendable nature that is consumed, wears out, or deteriorates in use.

**Budget** – A plan of financial operation for a given period for specified purposes consist-

ing of an estimate of expenditures and the proposed means of financing them.

**Budget and Accounting Manual (BAM)** – A document produced by the California Community Colleges Chancellor's Office that defines, establishes, and maintains the budgeting and accounting structure and procedures for the California Community Colleges.

**Budget Code** – A sequence of numbers and/or letters assigned to ledger accounts for ease of reference.

**Budget Document** – The instrument used by the budget-making authority to present a comprehensive financial program (for California Community Colleges, one such document is Form CCFS-311). Included is a balanced statement of revenues and expenditures (both actual and budgeted), as well as other exhibits.

**Budgetary Control** – The management of business affairs in accordance with an approved plan of estimated income and expenditures.

**Capital Outlay (Object Code Series 6000)** – Capital outlay expenditures are those which result in the acquisition of or addition to fixed assets. They are expenditures for land or existing buildings, improvement of sites, construction of buildings, additions to buildings, remodeling of buildings, or initial or additional equipment.

**Cash Basis** – Method of accounting in which income and expenditures are recorded only when cash is actually received or disbursed (contrast with accrual basis).

**Categorical Funds** – Money from the state or federal government granted to qualifying districts for special programs, such as



Matriculation or Vocational Education. Expenditure of categorical funds is restricted by the funding source.

**Chart of Accounts (COA)** – A systematic list of accounts applicable to a specific entity.

**Classified Salaries (Object Code Series 2000)** – Includes expenditures for full-time, part-time and prorated portions of salaries for all classified personnel.

**Community Education Services** – Educational, cultural, and recreational services which an educational institution may provide for its community in addition to regularly scheduled classes. Community college districts receive no direct State apportionment for community service classes.

**Compensated Absences** – Absences, such as vacation, illness and holidays, for which it is expected employees will be paid. The term does not encompass severance or termination pay, postretirement benefits, deferred compensation or other long-term fringe benefits, such as group insurance and long-term disability pay.

**Consumer Price Index (CPI)** – A measure of change in the cost of living compiled by the United States Bureau of Labor Statistics. Consumer price indexes are calculated regularly for the United States, California, some regions within California and selected cities.

**Contingency** – That portion of the current fiscal year's budget not appropriated for a specific purpose. In 2004, the District established guidelines for budgeting the unrestricted general operating contingency account at not less than 5%.

**Contingent Liabilities** – Items which may become liabilities as a result of conditions undetermined at a given date, such as guarantees, pending lawsuits, judgments under appeal, unsettled disputed claims, unfilled purchase orders, and uncompleted contracts. All contingent liabilities should be disclosed within the annual audited financial statements, including the notes thereto, when there is a reasonable possibility a loss may occur.

**Contributions and Donations** – Anything of value received from any source for which no repayment or service to the contributor is expected.

**Cost Of Living Adjustment (COLA)** – A reflection of the percentage change of the Implicit Price Deflator for State and Local Government Purchases of Goods and Services for the United States, as published by the United States Department of Commerce, from the fourth calendar quarter of the prior year to the fourth calendar quarter of the latest available year rounded up to the next hundredth. Depending upon the availability of State funds, this index is used to compute a cost of living adjustment augmentation to community college districts. It is most commonly used to refer to percentage adjustments on salary schedules.

**Credit FTES** – Credit Full-Time Equivalent Students (FTES) is the workload measure for the program-based funding formula categories of Instruction and Instructional Services.

**Current Expense of Education (CEE)** – The Unrestricted General Fund expenditures of a community college district in objects of expenditure 1000 through 5000 and 6480 (equipment replacement) for program activity codes 0100 through 6700. Excluded

from the current expense of education are expenditures for student transportation, food services, community services, lease agreements for plant and equipment, and other costs specified in law and regulations. Amounts expended from State Lottery proceeds are also excluded.

**Debt Service** – Expenditures for the retirement of principal and interest on long-term debt.

**Deferred Revenue** – Revenue received prior to being earned such as advances received on Federal or State program grants or enrollment fees received for a term in a subsequent fiscal year.

**Deficit** – (1) Excess of liabilities over assets.  
(2) The excess of expenditures or expenses over revenues during an accounting period.

**Depreciation** – Expiration of the service life of capital assets, attributable to wear and tear, deterioration, action of the physical elements, inadequacy and obsolescence. In accounting for depreciation, the cost of a capital asset, less any salvage value, is prorated over the estimated life of such an asset, and each period is charged with a portion of such cost. Through this process, the entire cost of the asset is ultimately charged off as an expense.

**Direct Costs** – Expenses specifically traceable to specific goods, services, activities, programs, functions, units, or departments. Direct expenses or costs differ from indirect expenses or costs in that the latter cannot be specifically traced and so must be allocated on some systematic and rational basis.

**Employee Benefits (Object Code Series 3000)** – Amounts paid by an employer on behalf of employees. These amounts are not

included in the gross salary, but are over and above. While not paid directly to employees, they are nevertheless a part of the total cost of employee compensation. Examples are: group health or life insurance payments; contributions to employee retirement plans; district share of Social Security taxes; worker's compensation payments.

**Encumbrances** – Commitments related to unperformed contracts for goods and services. Used in budgeting, encumbrances are not expenditures or liabilities but represent the estimated amount of expenditures ultimately to result if unperformed contracts in process are completed.

**Enrollment Fees** – Imposed for the first time in 1984, enrollment fees are a per-credit unit fee assessed all students enrolled in community colleges classes. This required student fee is set by the State. The current rate is \$20 per semester credit.

**ERAF (Educational Revenue Augmentation Fund)** – Implemented in 1992-93, ERAF legislation allows a portion of local property tax going to counties, cities and other local agencies to be redirected to local educational agencies within that county.

**Expenditures** – Outflow or other use of assets or incurrence of liabilities from delivering or producing goods, rendering services or carrying out other activities.

**Fifty (50) Percent Law** – Education Code §84362 requiring a district to spend at least 50% of its Current Expense of Education (CEE) on the salaries and benefits of classroom instructors and instructional aides.

**Fiscal Year** – For governmental entities in the State of California, the period beginning July 1 and ending June 30. Some grants use a fiscal year beginning October 1, and ending September 30, which is consistent with the federal government’s fiscal year.

**Full-Time Equivalent Employees (FTE)** – Ratio of the hours worked based upon the standard work hours of one full-time employee.

**Full-Time Equivalent Students (FTES)** – One FTES represents 525 class (contact) hours of student instruction/activity in credit and noncredit courses. The number of students in attendance as determined by actual count for each class hour of attendance or by prescribed census periods. The number 525 is derived from the fact that 175 days of instruction are required each year, and students attending classes 3 hours per day for 175 days would be in attendance for 525 hours (i.e. 3 times 175 equals 525). Full-Time equivalent student (FTES) is the most significant workload measure used in the computation of State support for California community colleges.

**Fund** – An independent fiscal and accounting entity with a self-balancing set of accounts for recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein.

**Gann Limit** – In California all governmental jurisdictions, including community college districts, must compute an annual appropriation limit based on the amount in prior years adjusted for changes in population, cost-of-living, and other factors, if applicable.

**GASB 45** – An accounting standard issued by the Governmental Accounting

Standards Board that requires community college districts to record as a liability the unfunded portion of retiree health benefit costs of current and retired employees.

**General Apportionment Revenue** – An amount determined by the statewide allocation formula for each community college district to be its base revenue, the major source of revenue for general unrestricted purposes. Components consist of property taxes, ERAF, 98% of enrollment fees, and State apportionment.

**General Ledger** – Computerized accounting software, books, files, or other devices in which accounts are kept to the degree of detail necessary to summarize financial transactions.

**General Obligation Bond** – A governmental debt instrument voted in by a minimum 2/3 vote (or 55% for a Proposition 39 bond) and paid through an increase in property taxes.

**General Operating Resource** – The resource used to account for the ordinary operations of the district. It is available for any legally authorized purpose not specified for payment by other funds.

**Generally Accepted Accounting Principles (GAAP)** – Uniform minimum standards and guidelines for financial accounting and reporting.

**Governmental Accounting Standards Board (GASB)** – The authoritative accounting and financial reporting standard-setting body for governmental entities.

**Grants** – Contributions or gifts of cash or other assets from another government or private organization to be used or expended for a specified purpose, activity, or facility.

**Indirect Costs** – Those elements of cost necessary in the production of a good or service which are not directly traceable to the product or service. Usually these costs relate to objects of expenditure that do not become an integral part of the finished product or service, such as rent, heat, light supplies, management and supervision.

**Instructional Equipment** – Tangible property (excluding land, buildings or improvements thereon) purchased for instructional activities to enhance student learning and skills development.

**Interfund Transfers** – The transfer of moneys from one fund to another fund.

**Intrafund Transfers** – The transfer of moneys within the same fund.

**Investments** – Securities, real estate, etc., held for the production of revenues in the form of interest, dividends, rentals, or lease payments. The term excludes capital assets used in governmental operations.

**Lottery** – Funds derived from State lottery sales that began in 1985. Approximately 34% must be distributed to public schools and colleges. The allocation of lottery revenue is based upon prior year resident and non-resident FTES.

**Noncredit FTES** – The workload measure for all Noncredit Activities including instruction, instructional support, and student services.

**Nonresident Tuition** – A student who is not a resident of California is required, under the uniform student residency requirements, to pay a tuition fee as prescribed by ECS 76140. The fee shall not be less than the average statewide cost per student.

**Object Codes** – Accounts used to record revenues and expenditures into descriptive categories.

**Other Financing Sources and Uses (Object Code Series 7000)** – Includes expenditures for debt, interfund transfers, other transfers, appropriations for contingencies, and student financial aid.

**PERB** – Public Employment Relations Board, established to regulate collective bargaining between school districts and employees.

**PERS** – The Public Employee Retirement System, a State retirement program utilized for classified employees.

**Position Budget Control** – A process for monitoring and maintaining budgetary control over authorized, full-time positions. Position control information includes the position description, incumbent, former incumbent, budgeted salary, placement, range, step, and applicable fixed charges and health benefits.

**Prepaid Expenses** – Goods or services for which payment has been made, but for which benefits have not been realized as of a certain date; e.g., prepaid rent, prepaid interest, and premiums on unexpired insurance. Benefits and corresponding charges to expenses will be borne in future accounting periods.

**Program** – Category of activities with common outputs and objectives.

**Proposition 13** – An initiative amendment passed in June 1978 which added article XIII A to the California Constitution. Tax rates on secured property are restricted to no more than 1% of full cash value. The

measure also defines assessed value and the voting requirements to levy new taxes.

**Proposition 98** – An amendment of the California Constitution establishing minimum funding levels for K-14 education and changing some of the provision of Proposition 4 (Gann limit). A Senate Constitutional Amendment, Proposition 111 (1990), modified Proposition 98 and made numerous changes to the way the appropriations limit is calculated and how the minimum funding guarantee for public schools and community colleges is determined, including the appropriations limit formula, the K-14 education funding guarantee and the allocation of excess revenues.

**Purchase Order** – A document issued to a vendor to authorize the delivery of specified merchandise or the performance of certain services at a specified cost.

**Purchase Requisition** – A document submitted to initiate a purchase order to secure specified articles or services.

**Reserve** – An amount set aside to provide for estimated future expenditures or losses, for working capital, or for other specified purposes.

**Restricted Funds** – Those moneys designated by law or a donor agency for specific purposes, such as Matriculation, Vocational Education or Health Services. The expenditures of these funds are accounted for separately to maintain their identity.

**Revolving Cash Account** – A stated amount of money authorized by the district governing board to be used primarily for emergency disbursements. The fund is reimbursed periodically through properly

documented expenditures which are summarized and charged to proper account classifications.

**SB 361** – Implemented in FY 2006-2007, a comprehensive reform to the formulas that allocate general-purpose apportionments to California community colleges, replacing the Program-Based Funding methodology.

**Sales and Use Tax** – A tax imposed upon the sale of goods. The use tax is paid in lieu of the sales tax on goods purchased outside the State, but intended for use in the State.

**Scheduled Maintenance** – Major repairs of buildings and sites which have been postponed by districts, usually due to a shortage of funds. The State has provided special funding to community colleges for approved projects. The State provides for half the cost, and the district provides the other half.

**Services and Operating Expenses (Object Code Series 5000)** – Includes expenditures for consultants, travel, conferences, membership dues, insurance, utilities, rentals, leases, elections, audits, repair and maintenance contracts, and other contracted services.

**STRS** – State Teachers Retirement System, a State retirement program for academic employees.

**Supplanting** – Use of one type of funds to provide goods or services previously paid for with another type of funds. Generally, this practice is prohibited when State or Federal funds are used to replace local funds.

**Tax Revenue Anticipation Note (TRAN)** – Instrument issued to secure short-term moneys borrowed in expectation of

collection of taxes.

**Taxonomy of Programs and Services**

**(TOPS)** – Districts are required to report expenditures by program categories identified in the TOPS. The major categories are:

- Instruction
- Instructional Administration
- Instructional Support Services
- Admissions and Records
- Counseling and Guidance
- Other Student Services
- Operation and Maintenance
- Planning and Policy Making
- General Institutional Support
- Community Services
- Ancillary Services
- Property Acquisitions
- Long-term Debt
- Transfers
- Appropriations for Contingencies

**Unencumbered (Available) Balance** – That portion of a budget (appropriation) not yet expended or obligated.

**Unrestricted Funds** – Generally, those moneys of the General Fund that are not designated by law or a donor agency for a specific purpose. Unrestricted funds may have been designated by the Board for a specific purpose, but they are still legally regarded as unrestricted since the designation may be changed at the Board's discretion.

**Warrant** – A written order drawn by the governing board or its authorized officer(s) or employee(s) directing the county treasurer to pay a specified amount to a designated payee.

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO TEMPORARILY SUSPEND THE MINIMUM 5.0 PERCENT FUND  
BALANCE TARGET AND LOWER IT TO 3.8 PERCENT FOR FY 2013-2014

RESOLUTION No. 04-13/14

WHEREAS the governing board of the Riverside Community College District has adopted Board Policy 6200 – Budget Preparation which specifies a minimum 5.0 percent fund balance target concept for the Unrestricted General Fund budget, calculated from the sum of the projected beginning balance for a particular fiscal year and the estimated revenues for that year, and is the first item funded in the budget for any fiscal year; and

WHEREAS the minimum 5.0 percent fund balance target concept is a guiding principle for the Budget Allocation Model; and

WHEREAS the District identified an estimated budget shortfall of \$4.09 million during the FY 2013-2014 Tentative Budget development process; and

WHEREAS positive budget adjustments were identified and positive budget strategies were implemented during the FY 2013-14 Final Budget development process to reduce the estimated budget shortfall but were insufficient to fully eliminate it; and

WHEREAS it is deemed necessary to temporarily suspend the minimum 5.0 percent fund balance target concept and lower it to 3.8 percent for FY 2013-14 to balance the Unrestricted General Fund budget; and

NOW, THEREFORE, the Board of Trustees of the Riverside Community College District does hereby resolve to temporarily suspend the minimum 5.0 percent fund balance target concept and lower it to 3.8 percent for FY 2013-2014.

PASSED AND ADOPTED this 17<sup>th</sup> day of September 2013, at the regular meeting of the Riverside Community College District Board of Trustees.

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President of the Board of Trustees  
Riverside Community College District



## Agenda Item (IV-A)

Meeting 9/17/2013 - Regular  
Agenda Item Chancellor's Reports (IV-A)  
Subject Chancellor's Communications  
College/District District  
Information Only

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### Background Narrative:

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

Prepared By: Cynthia Azari, Interim Chancellor

### Attachments:





## Agenda Item (IV-B)

Meeting 9/17/2013 - Regular  
Agenda Item Chancellor's Reports (IV-B)  
Subject Presentation - MVC Upward Bound Program Highlights  
College/District Moreno Valley  
Information Only

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### Background Narrative:

The staff of the newly funded Upward Bound Math and Science grant from the Department of Education has been working with a cohort of 60 students from Vista Del Lago High School. Under the direction and supervision of Ms. Micki Clowney and assisted by Ms. Angel Orta-Perez, the focus of the program is to motivate students to pursue studies in science, technology, engineering, and math (STEM). The presentation highlights the activities of the students participating in the UBMS Program.

Prepared By: Sandra Mayo, President, Moreno Valley College

### Attachments:

[MVC Upward Bound Presentation\\_091713](#)



# ***Moreno Valley College Upward Bound Math and Science Program***



***“STEM”ulate Your Mind***

***Micki Poole Clowney, Director  
Angel Orta-Perez, Outreach Specialist***





SCIENCE AND TECHNOLOGY

MORENO VALLEY COLLEGE

# HISTORY

- **1964** – Economic Opportunity Act
- 1965 – Higher Education Act
- Upward Bound, Talent Search, Student Support Services





**funded  
\$1.25  
million,**

five year grant  
by the U.S.  
Department of  
Education

# MORENO VALLEY: College gets Upward Bound grant



/FILE PHOTO

Vista Del Lago High School graduates make their way onto the football field in 2009. Moreno Valley College was awarded a grant to start an Upward Bound program to convince students from the high school to graduate and go to college.



SCIENCE AND TECHNOLOGY

MORENO VALLEY COLLEGE



# UPWARD BOUND MATH AND SCIENCE (UBMS) PROGRAM

- Partnership between Moreno Valley College and Moreno Valley Unified School District



- **Serves 60 students**  
from Vista Del Lago High School





SCIENCE AND TECHNOLOGY

MORENO VALLEY COLLEGE

## PURPOSE

- designed to **strengthen** the math and science skills of participating students.
- help students recognize and **develop** their potential to excel in math and science
- **encourage** students to pursue postsecondary degrees in math and science, and ultimately careers in science, technology, engineering, and math **(STEM)**.



SCIENCE AND TECHNOLOGY

MORENO VALLEY COLLEGE

## SERVICES and BENEFITS

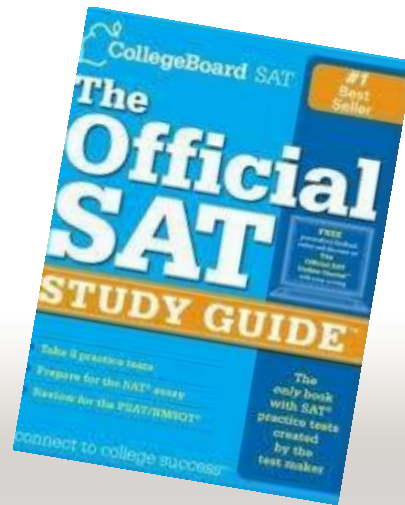
- Academic Support and Tutoring
- Mentoring
- Academic Advising
- Family Workshops





SCIENCE AND TECHNOLOGY

# MORENO VALLEY COLLEGE



- Assistance in completing college, financial aid, and scholarship applications
- SAT/ACT/Test Prep
- Hands-on STEM Activities



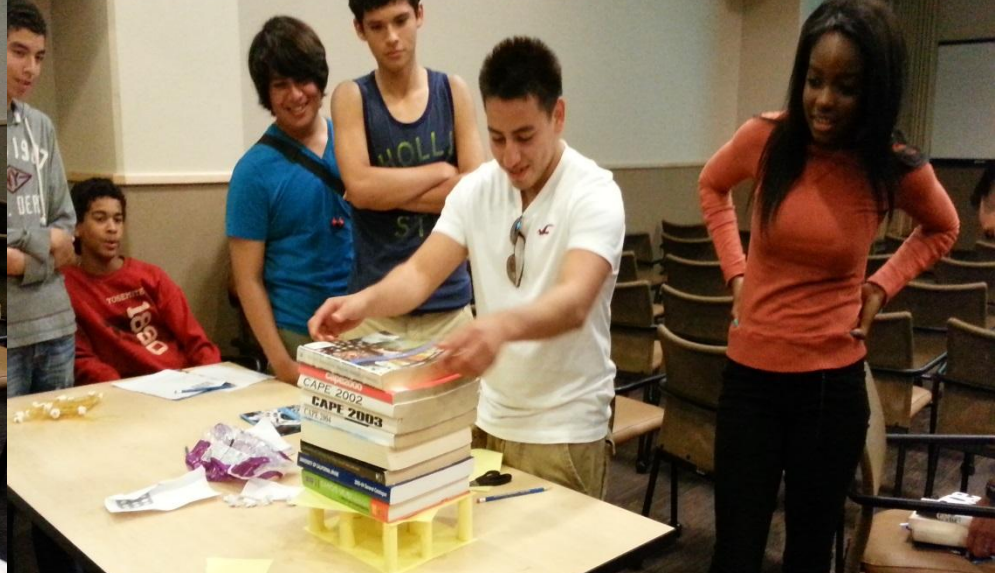
# Designing and Building Cardboard Boats and Bottle Rockets





# Racing Cardboard Boats





# Principles of Engineering Design: Building Paper Towers for Strength



- Exposure to Research and Internship Opportunities
- Exclusive Academic Preparedness, Leadership Development, and Student Development Opportunities
- College Exploration and STEM Field Experiences



UBMS Scholars testing water samples and conducting observations at the Ocean Institute

# UBMS Scholars preparing to leave for Nanotechnology Chip Camp at UC Santa Barbara





UBMS Scholars  
conducting research  
experiments  
at the  
University of California,  
Santa Barbara  
Nanofabrication Facility





There are **14** NNIN Centers in the nation.

Only **2** work with high school students (UCSB and Wells)

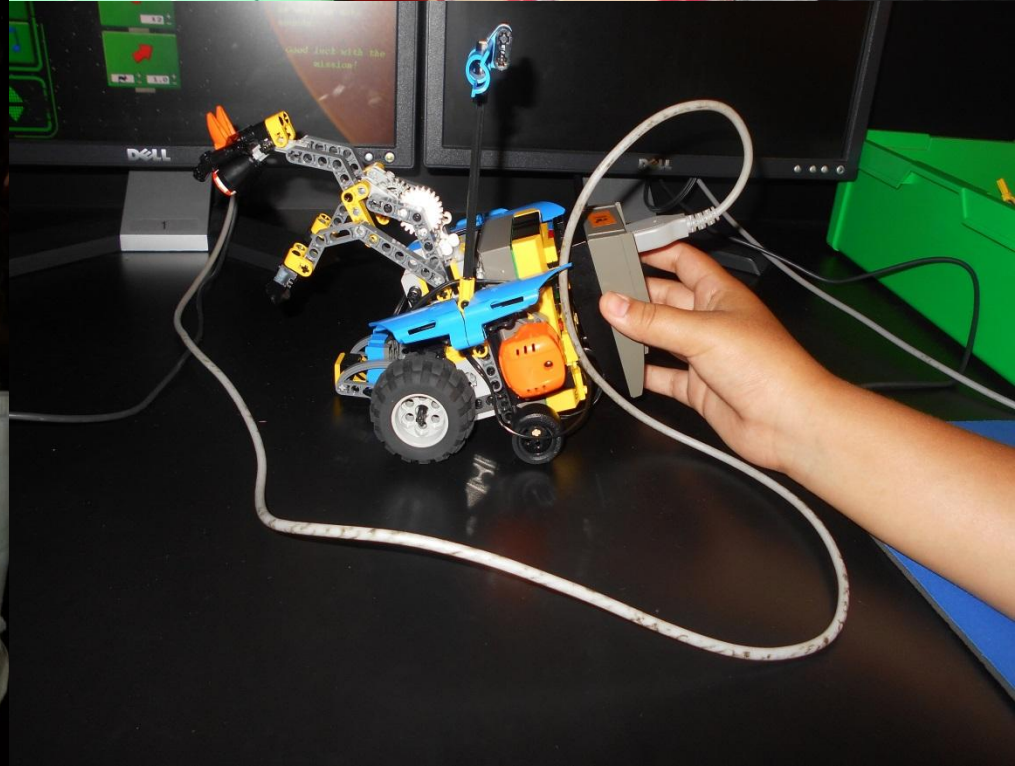
**40** high school students participated in the UCSB Summer Nanotechnology Chip Program



**24** were selected from Moreno Valley Upward Bound Math and Science Program



# Columbia Memorial Space Center



Analyzing  
specimens on  
Advanced  
Floating  
Ocean  
Institute  
Laboratory  
Ocean



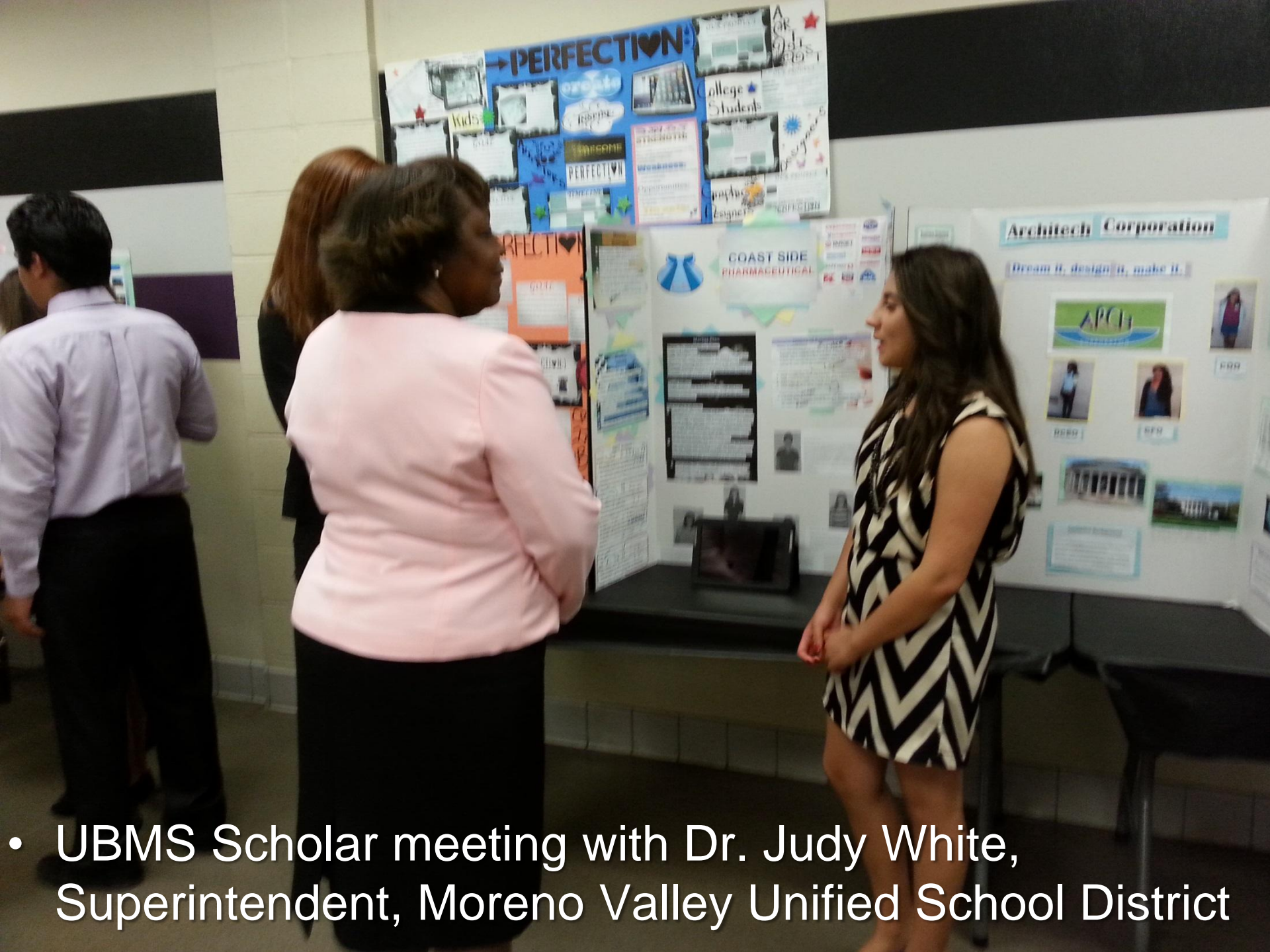
# CSU Long Beach - Engineering



# Preparing to leave for Super Saturday College Fair at CSU Dominguez Hills

*Transportation sponsored by McDonald's*



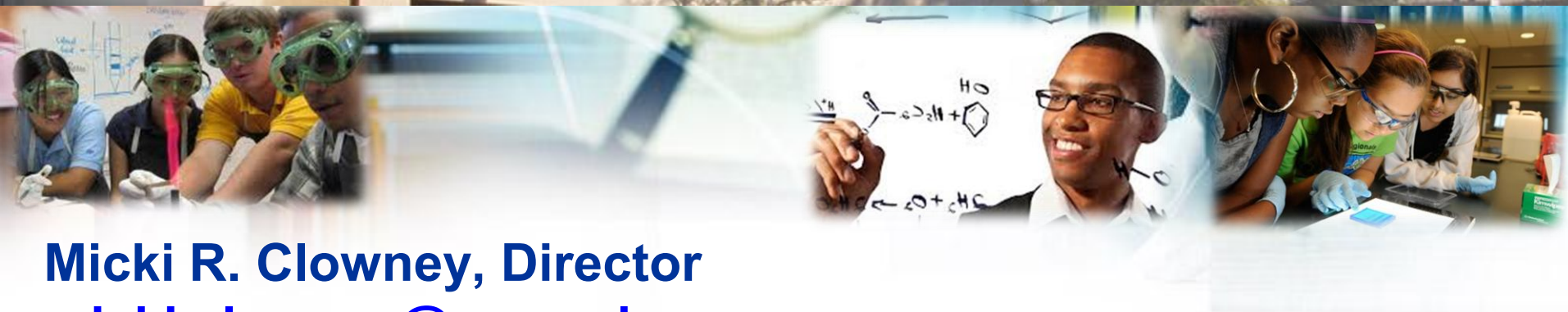


- UBMS Scholar meeting with Dr. Judy White, Superintendent, Moreno Valley Unified School District



SCIENCE AND TECHNOLOGY

MORENO VALLEY COLLEGE



**Micki R. Clowney, Director**

**[micki.clowney@mvc.edu](mailto:micki.clowney@mvc.edu)**

**(951) 571-6382 or (951) 233-3719**

or

**Angel Orta-Perez, Outreach Specialist**

**[angel.orta-perez@mvc.edu](mailto:angel.orta-perez@mvc.edu)**

**(951) 571-6379 or (951) 235-6240**

**TRiO**  
UPWARD BOUND MATH-SCIENCE



**Thank You.**



**QUESTIONS**

**???**





## Agenda Item (IV-C)

Meeting	9/17/2013 - Regular
Agenda Item	Chancellor's Reports (IV-C)
Subject	Five to Thrive Presentation Led by Dr. Dan Clark, Professor, English
College/District	Moreno Valley
Information Only	

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### Background Narrative:

Each month, a faculty member is invited through the Academic Senate to present on teaching and programs from the classroom that distinguish RCCD and its faculty and colleges. This month the presentation will be from Dr. Dan Clark, Professor, English.

Prepared By: Cynthia Azari, Interim Chancellor  
Michelle Haeckel, Administrative Assistant, Office of the Chancellor

### Attachments:

[Five to Thrive\\_091713](#)

Scaling Success:  
Accelerated Pre-Transfer Writing  
at Moreno Valley College

The Problem:  
High Attrition in the Traditional Writing  
Sequence:  
60A->60B->50->1A

	Started 60A	passed 1A	Overall success
Fall 2008- Spring 2011	539	62	11.5%
Spring 2009- Fall 2011	370	18	4.5%

## Part of the Solution:

### Eng 80: Accelerated Pre-Transfer Writing

- One Semester
- Six Units
- Open to All—No Placement Requirement

# Potential Benefits of Eng 80

- Higher Success Rates
- Shift of Resources to Transfer Level

# Three Principles of Acceleration:

- Fewer Exit Points
- 1A All the Time
- Affective Domain

## Reduce the Exit Points from Seven . . .

Do they pass 60A?	63%
If they pass 60A, do they enroll in 60B?	56%
If they enroll, do they pass 60B?	79%
If they pass 60B, do they enroll in 50?	79%
If they enroll, do they pass 50?	85%
If they pass 50, do they enroll in 1A	71%
If they enroll, do they pass 1A?	87%
$.63 \times .56 \times .79 \times .79 \times .85 \times .71 \times .87 =$	11.5%

. . . to Three

Pass 80 → Enroll in 1A → Pass 1A



# 1A All the Time

Traditional Path:

Sentences to

Paragraphs to

Short Essays to

Full-length, Source-Based Essays

# 1A All the Time

## Acceleration Approach

- College-level Reading
- Full Length, Source-Based Essays
- Scaffolding and Support
- Sentence Skills in Context, not “Front Loaded”

# The Affective Domain

- Growth Mindset
- Overcoming the Fear Factor
- Creating Community
- High Challenge – Low Risk

# English 80 at Moreno Valley

- 2011-12: Course Developed and Approved
- 2012-2013: 4 Fulltime Instructors Receive Statewide Training
- Acceleration Academy at MoVal Trains 5 Part-time Instructors
- Fall 2012—3 Sections
- Spring 2013—3 Sections
- Fall 2013—5 Sections
- Fall 2013—Acceleration Academy, More In-house Training

# Preliminary Findings:

Fall 2012 (3 sections)

- Overall Pass Rate: 66%
- Pass Rate for Students with a Placement into 60A: 53%
- Pass Rate into 1A for 60A students in the traditional sequence: 19%

# The Big Question: Will These Students Succeed in 1A?

- They have in other acceleration programs in California.
- We are collecting the data here at MVC.



## Agenda Item (IV-D)

Meeting 9/17/2013 - Regular

Agenda Item Chancellor's Reports (IV-D)

Subject Future Monthly Committee Agenda Planner and Annual Master Planning Calendar.

College/District District

Information Only

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### Background Narrative:

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

Prepared By: Cynthia Azari, Interim Chancellor

### Attachments:

[Future Monthly Committee Agenda Planner and Annual Master Planning Calendar\\_091713](#)

A. Governance	B. Teaching and Learning	C. Planning and Operations	D. Resources	E. Facilities
Chancellor	Vice Chancellor, Academic Affairs	Chief of Staff and Facilities Development	Vice Chancellor, Business & Financial Services; Vice Chancellor, Diversity and Human Resources	Chief of Staff and Facilities Development
	<p>✓ Presentation on Tactical Rifles for RCCD/Maghroori/Miyashiro (Info Only)</p> <div data-bbox="506 753 848 1159" style="border: 1px solid black; padding: 5px;"> <ul style="list-style-type: none"> <li>✓ Board report &amp; backup materials attached for review by the Cabinet.</li> <li>■ Board report and/or backup not yet complete – review pending.</li> <li>★ Approved by the Cabinet for placement on the Board agenda.</li> </ul> <p><b>ALL FINAL REPORTS DUE TO THE CHANCELLOR'S OFFICE BY 09/24/13 &amp; 10/08/13.</b></p> </div>			



**RECOMMENDED 2012-13 GOVERNING BOARD AGENDA MASTER PLANNING CALENDAR**

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



## Agenda Item (V-A)

Meeting 9/17/2013 - Regular

Agenda Item Student Report (V-A)

Subject Student Report

College/District District

Information Only

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### Background Narrative:

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

Prepared By: Cynthia Azari, Interim Chancellor

### Attachments:

[Student Report\\_091713](#)



## **MORENO VALLEY COLLEGE**

### **ASSOCIATED STUDENTS**

#### **BOARD REPORT**

**September 2013**

- Moreno Valley College is in the process of preparing upcoming conferences that include a new one called HACU (The Hispanic Association of Colleges and Universities) in October.
- To address and raise awareness for Diabetes, the students of Moreno Valley College are active registering for the upcoming Step Out Diabetes Walk at Castle Park with an event date of Saturday, November 16, 2013.
- The Student Government of Moreno Valley College are continuing its efforts towards a solution between its constituency and RTA. We are working on a new proposal that will accommodate all.
- In continuing with advocacy for the students, Associated Students Moreno Valley College is actively participating with our sister colleges and its Region IX representatives through constant communication and representation at the state level. The next Region IX meeting is on Friday September 13, 2013 at College of the Desert.
- In welcoming the new students and raising Awareness College wide, the student body will be holding an Advisor's Luncheon for new and returning clubs on campus.
- The Student Senate of Moreno Valley College will hold its first meeting Monday September 9, 2013.

# NORCO COLLEGE



The Associated Student of Norco College (ASNC) has been working hard on training and preparing potential candidates for next academic year's ASNC. We completed the orientation/training for the ASNC members on August 18, 2013. We will be having our first ASNC Senate Meeting on September 12, 2013.

In regards to activities on campus, ASNC has been involved in the following:

- Information Booth
  - A booth was set up during the first week of the semester from 7a.m. to 7p.m. in order to assist students

ASNC is currently looking forward to the following upcoming event:

- Club Rush
  - It will be held during the forth week of the semester (09/16-09/18), from 8a.m. to 3p.m.
  - Clubs and organizations will be given the opportunities to set up booths in order to recruit new members
  
- Read 2 Succeed
  - The event will be held on September 12, 2013
  - A discussion will be held regarding the book titled "A Child Called 'It'"
  - Refreshments will be available
  
- Accreditation
  - We are currently preparing for the upcoming accreditation by gathering evidence and attending shared governance
  - Also, we are in the process of launching our new ASNC website, which is [www.asnorcolleage.org](http://www.asnorcolleage.org)

Also, ASNC provides student aids:

- Emergency loan

- Students can apply for the emergency loan to be used towards textbooks or any school supplies
- One can apply up to \$500
- ASNC Scholarship
  - ASNC Scholarship is available, and the applications are due on September 6<sup>th</sup>, 2013
  - The recipient will receive \$100 each

**ASSOCIATED STUDENTS**  
of riverside city college



The Associated Students of Riverside City College are excited and ready for a productive and successful school year. We are looking forward in continuing our successful student-based programs while implementing new

ones.

The following are highlights from activities/events leading up to the September BOT Meeting:

- Our Student Leadership team facilitated weekly meetings this summer to plan for the year. We hosted three different planning retreat days and planned an entire year's calendar while facilitating leadership workshops for our student leaders.
- Our student government has been working hard to develop a strong team and we have grown to just over 80 members. This has been the most members ASRCC has had in the history of ASRCC.
- ASRCC had an opportunity to visit Father Boyle's Homeboy Industries in Los Angeles this summer to get a better understanding of the community-based service organization. It gave our student leaders an opportunity in brainstorming in how we can implement similar programs on our campus and in our community.
- We also had the opportunity in serving approximately 2000 homeless adults on skid row in Los Angeles as well as getting enough donations to put together over 500 hygiene kits for them. This event was a humbling experience for all of our students.
- Our 2<sup>nd</sup> annual "RCC Welcome Day" was a successful event hosting over 1000 new freshman and their families. Several workshops, open houses, and tours were facilitated for our students as well as hosting a mini club rush.
- We designed our Student Resource Activities Calendar/Book and have already distributed over 2500 copies. It has become the most popular and demanded printed material on campus.
- We started our first two days of the fall semester with our information booths from 7am-6pm throughout our campus. Our student government leaders wore their ASRCC shirts and walked around campus answering questions and directing students.
- On September 5, ASRCC hosted its first Welcome Back BBQ/ "Tiger Pride Day" of the semester. We served free lunch, launched our new mobile phone ASRCC application, and handed out "swag" to over 1500 students. We promoted our events and our tiger pride, had our RCC Cheer perform, had fun games, free samples from Marie Calendar's and Rock Star, as well as recruited more students to get involved.
- On September 10<sup>th</sup>, Active Minds, Inc. hosted a "Send Silence Packing" event bringing awareness to the 1100 college-aged students that die by suicide each year. Over 1100 backpacks were displayed throughout our Quad and had local media present. This was an emotionally impacted and educational event.
- On September 11<sup>th</sup> we had a day of remembrance for those impacted by the 9/11 tragedies. Flags were placed throughout the campus as well as speakers and our ASRCC Vice President singing the national anthem.

Events to come:

- September 17<sup>th</sup>, 18<sup>th</sup>: Club Rush and iCan Food Drive
- September 19<sup>th</sup>: ASRCC Open House in the Student Government Center
- September 26<sup>th</sup>: ASRCC Multicultural Festival
- Week of October 1<sup>st</sup>: Pink Ribbon Week
- October 3: Tiger Pride Day, Breast Cancer Awareness
- September 10<sup>th</sup>: ASRCC Open House in the Student Government Center

With over 80 students involved in our student government this year and an even more dedicated ASRCC Executive Cabinet, we are looking forward in getting students involved in campus life and engaging in shared governance meetings to make sure students are heard.



## Agenda Item (VI-A-1)

Meeting 9/17/2013 - Regular

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

Subject Academic Personnel

College/District District

Funding

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

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### 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: Art Alcaraz, Director, Diversity and Human Resources

### Attachments:

[20130917\\_Academic Personnel](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
DIVERSITY AND HUMAN RESOURCES

Subject: Academic Personnel

Date: September 17, 2013

1. Appointments

Board Policy 2200 authorizes the Chancellor (or designee) to make an offer of employment to a prospective employee, subject to final approval by the Board of Trustees. It is recommended that the Board of Trustees approve/ratify the employment contracts and authorize the Chancellor to sign the management employment contracts.

a. Management Contracts

<u>Name</u>	<u>Position</u>	<u>Term of Employment</u>	<u>Contract Salary</u>
NORCO COLLEGE			
Uesugi, Koji	Interim Dean, Student Services	9/18/13-Not to Exceed One Year	Z-5
RIVERSIDE CITY COLLEGE			
Richard, Charles	Interim Dean of Instruction, Fine and Performing Arts	08/26/13-02/13/14	Z-5

b. Contract Faculty

<u>Name</u>	<u>Discipline</u>	<u>Effective Date</u>	<u>Salary Placement</u>
NORCO COLLEGE			
ASSISTANT PROFESSOR			
Dominguez, Ladylyn	Counseling	08/20/13	D-4
RIVERSIDE CITY COLLEGE			
ASSISTANT PROFESSOR			
Hernandez, Scott	Film, Television and Video	08/20/13	G-6
Scullin, Patrick	Applied Digital Media	08/20/13	F-6



Subject: Academic Personnel

Date: September 17, 2013

1. Appointments (Continued)

c. Long-Term, Temporary Faculty

<u>Name</u>	<u>Discipline</u>	<u>Date</u>	<u>Effective Salary Placement</u>
MORENO VALLEY COLLEGE			
VISITING ASSISTANT PROFESSOR			
Floerke, Jennifer	Communication Studies	08/20/13	C-6
RIVERSIDE CITY COLLEGE			
VISITING ASSISTANT PROFESSOR			
Holod, Audrey	English	08/20/13	D-4
Merrill, Valerie	Mathematics	08/26/13	C-7

d. Department Chairs 2013-14 Academic Year

Revisions/additions to the list approved by the Board of Trustees on June 18, 2013.

<u>Name</u>	<u>Department</u>	<u>Effective</u>	<u>Chair Stipend</u>	<u>Additional Headcount Stipend</u>
MORENO VALLEY COLLEGE				
Fontaine, Robert	Chair, PSET	07/01/13	\$5,332	\$1,515
RIVERSIDE CITY COLLEGE				
Mayse, Kevin	Co-Chair, Performing Arts (Music) (33.3%)	07/01/13	\$1,777.33	
Richard, Charles	Co-Chair, Performing Arts (Music) (0%)	07/01/13	\$ .00	

e. Extra-Curricular Assignments, Academic Year 2013-14

Additions to the list submitted/approved by the Board of Trustees on June 18, 2013

<u>Name</u>	<u>Activity</u>	<u>Stipend</u>
Allmond, Andrea	Assistant Track Coach	\$3,650
Valencia, Jessie	Assistant Women's Basketball Coach	\$3,898



## Agenda Item (VI-A-2)

Meeting 9/17/2013 - Regular

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

Subject Classified Personnel

College/District District

Funding

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

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### Background Narrative:

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

Prepared By: Art Alcaraz, Director, Diversity and Human Resources

### Attachments:

[20130913\\_Classified Personnel](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
DIVERSITY AND HUMAN RESOURCES

Subject: Classified Personnel

Date: September 17, 2013

1. Appointments

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

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

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Contract/ Salary</u>	<u>Action</u>	
a.	Management/Supervisory Al-Amin, John Thomas	Interim Vice President, Business Services	09/18/13- 01/31/14	AB-5	Contract
b.	Management/Supervisory – Categorically Funded (None)				
c.	Classified/Confidential				
DISTRICT					
	Anderson, Bernadina	Foundation Administrative Technician	09/18/13	K-1	Appointment
	Villaseñor, Georgina	Diversity & Human Resources Analyst	10/01/13	N-3	Appointment
MORENO VALLEY COLLEGE (None)					
NORCO COLLEGE (None)					
RIVERSIDE CITY COLLEGE					
	Brambila, Jorge	Officer, Safety and Police (Part-Time, 60%)	09/21/13	N-1	Appointment
	Escalera, Anthony	Custodian	08/19/13	C-4	Rehire
d.	Classified/Confidential – Categorically Funded MORENO VALLEY COLLEGE				
	Gonzalez, Evelyn	Enrollment Services Assistant (Part-Time, 48.8%)	10/02/13	E-4	Transfer

Subject: Classified Personnel

Date: September 17, 2013

2. Effects of Layoff – Placement on 39-Month Reemployment List

On August 20, 2013 the Board approved Resolution No. 03-13/14 to eliminate a classified service due to lack of funds and/or work load. Following provisions of the education code regarding seniority rights, it is recommended the Board of Trustees approve the personnel action as a result of the effects of layoff/reduction of the specified position. The employee laid off has elected not to exercise her bumping rights and will be placed on the 39 month reemployment list for the position currently held.

Placement on 39-Month Reemployment List – Effective 11/1/13

<u>Name</u>	<u>Position Title</u>
Chipman, Natalie	Administrative Assistant II – 100%

3. Requests for Temporary Increase in Workload

It is recommended the Board of Trustees approve/ratify the temporary increase in workload for the following individuals. The requests have the approval of the College Presidents.

<u>Name</u>	<u>Title</u>	<u>From/To Workload</u>	<u>Effective Date</u>
NORCO COLLEGE			
Boykin, Briana	Educational Advisor	75% to 100%	09/18/13-06/30/14
Reyes, Irene	Administrative Assistant II	47.5% to 75%	09/18/13-06/30/14
Welch, Caitlin	Institutional Research Specialist	75% to 100%	09/18/13-09/30/14
MORENO VALLEY COLLEGE			
Gonzalez, Julio	Director, Middle College High School	11 to 12 Months	09/18/13-06/30/14
Orta-Perez, Angel	Outreach Specialist	50% to 100%	10/01/13-11/30/13
RIVERSIDE CITY COLLEGE			
Figuroa, Daisy	Student Services Technician	48.75% to 87.5%	09/18/13-12/20/13

Subject: Classified Personnel

Date: September 17, 2013

4. Separation(s)

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

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

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Reason</u>
Castro, Maria	Certified Athletic Trainer	08/30/13	Personal
Harvey, Elizabeth	Occupational Education Specialist	08/23/13	Personal
Jones, Andre	EOPS Specialist	08/22/13	Personal
Martinez, Ashley	Educational Advisor	09/11/13	Personal



## Agenda Item (VI-A-3)

Meeting	9/17/2013 - Regular
Agenda Item	Consent Agenda Action (VI-A-3)
Subject	Other Personnel
College/District	District
Funding	n/a
Recommended Action	It is recommend that the Board of Trustees approve/ratify the other personnel actions.

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### Background Narrative:

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

Prepared By: Art Alcaraz, Director, Diversity and Human Resources

### Attachments:

[20130917\\_Other Personnel](#)  
[20130917\\_Other Personnel\\_Backup](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
DIVERSITY AND HUMAN RESOURCES

Subject: Other Personnel

Date: September 17, 2013

1. Substitute Assignments

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

2. Short-term Positions

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

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

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

SUBSTITUTE ASSIGNMENTS

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
DISTRICT (None)				
MORENO VALLEY COLLEGE				
Ramirez, Darlene	Student Employment Personnel Specialist	Student Financial Svc	09/01/13-09/13/13	\$22.28
NORCO COLLEGE				
Oliver, Larry	Goundsperson	Facilities	09/18/13-06/30/14	\$16.89
RIVERSIDE CITY COLLEGE				
Navarro, Julian	Trainer	Athletics	09/07/13-11/05/13	\$26.74



SHORT-TERM POSITIONS

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
DISTRICT				
Jones, Iliana	Grant Facilitator	TRIO Program - UB	09/18/13-06/30/14	\$40.00
Reynolds, Gary	Reserve Officer	College Safety & Police	09/18/13-06/30/14	\$15.65
MORENO VALLEY COLLEGE				
Cammon, David	Role Player	Public Safety Education and Training	09/18/13-06/30/14	\$8.00
Valadez, Sarah	Role Player	Public Safety Education and Training	09/18/13-06/30/14	\$8.00
Wood, Rosalyn	SI Leader	GCSP STEM/Title III	09/18/13-06/30/14	\$12.00
NORCO COLLEGE				
RIVERSIDE CITY COLLEGE				
Artega, Alejandra	Stage Technician IV	Performance Riverside/ Landis PAC	07/01/13-12/31/13	\$10.65
Everley, Shannon	Stage Technician IV	Performance Riverside/ Landis PAC	07/01/13-12/31/13	\$10.65
Hennager, David	Stage Technician II	Performance Riverside/ Landis PAC	07/01/13-12/31/13	\$9.55
Hudgens, Ethan	Stage Technician IV	Performance Riverside/ Landis PAC	07/01/13-12/31/13	\$10.65
McGuire, Andrea	Box Office Specialist	Performance Riverside/ Landis PAC	07/01/13-12/31/13	\$13.00
Schultz, Jason	Stage Technician IV	Performance Riverside/ Landis PAC	07/01/13-12/31/13	\$10.65
Ybarra, Allyssa	Tutor IV	Tutorial Services	08/26/13-06/30/14	\$10.00

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<u>DISTRICT FUNDS</u>				
MORENO VALLEY COLLEGE				
Abbasi, Sara	Student Aide II	Middle College	08/19/13	\$ 9.00
Aidoo, Paul	Student Aide II	Tutorial Services	07/17/13	\$ 9.75
Allen, Mary	Student Aide II	Instructional Media Ctr	07/09/13	\$ 9.00
Angel, Luciana	Student Aide IV	Tutorial Services	07/01/13	\$ 12.00
Avila, Stephany	Student Aide II	Tutorial Services	07/03/13	\$ 9.00
Banuelos, Ilianne	Student Aide II	Early Childhood Educ.	07/01/13	\$ 9.00
Bocanegra, Rebecca	Student Aide I	Food Services	07/01/13	\$ 8.00
Broussard, Lynette	Student Aide II	Instructional Media Ctr	07/09/13	\$ 9.00
Brown, Harvey	Student Aide I	Food Services	07/01/13	\$ 8.00
Callan, Trent	Student Aide III	Tutorial Services	07/03/13	\$ 10.25
Chapman, Dawnique	Student Aide II	Early Childhood Educ.	07/01/13	\$ 9.00
Crew, Cassandra	Student Aide II	Math Lab	07/09/13	\$ 9.25
Dean, Sunselurac	Student Aide II	Library	07/16/13	\$ 8.00
DeLong, James	Student Aide II	Tutorial Services	07/03/13	\$ 9.75
Elias, Karina	Student Aide I	Food Services	07/01/13	\$ 8.00
Franco, Alejandro	Student Aide II	Tutorial Services	07/08/13	\$ 9.00
Fukushima, Eiko	Student Aide II	Math Lab	07/09/13	\$ 9.25
Garcia, Areli	Student Aide II	Tutorial Services	07/01/13	\$ 9.00
Garcia, Teresa	Student Aide II	Tutorial Services	07/08/13	\$ 9.00
Gutierrez, Oliver	Student Aide II	Tutorial Services	07/03/13	\$ 9.50
Hadley, Jamie	Student Aide II	Tutorial Services	07/03/13	\$ 10.00
Herrington, Vincent	Student Aide I	Food Services	09/09/13	\$ 8.00
Hicks, Tamika	Student Aide I	Library	07/08/13	\$ 8.00
Holt, Dalila	Student Aide I	Food Services	07/01/13	\$ 8.00
Kelley, Jordan	Student Aide I	Library	07/09/13	\$ 8.00
Miller, Regina	Student Aide IV	Tutorial Services	07/16/13	\$ 11.50
Probizansky, Henry	Student Aide III	Tutorial Services	07/03/13	\$ 10.25
Rodriguez, Stephanie	Student Aide II	Instructional Media Ctr	08/01/13	\$ 9.00
Salcedo, Jessica	Student Aide II	Tutorial Services	07/03/13	\$ 9.00
Salinas, Jesus	Student Aide I	Food Services	07/18/13	\$ 8.00
Tarrabe, Teresa	Student Aide II	Math Lab	07/09/13	\$ 9.25
Tarula, Justo	Student Aide III	Tutorial Services	07/09/13	\$ 10.25
Vasquez, Stephanie	Student Aide I	Instructional Media Ctr	07/18/13	\$ 8.00
Veradt, Derek	Student Aide II	Tutorial Services	07/02/13	\$ 9.00
Vitrano, Thomas	Student Aide II	Tutorial Services	07/02/13	\$ 10.00
Vu, Uyen	Student Aide II	Math Lab	07/17/13	\$ 9.25
Wade, Darren	Student Aide I	Food Services	07/01/13	\$ 8.00

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<b>MORENO VALLEY COLLEGE (Continued)</b>				
Xu, Jim	Student Aide II	Math Lab	07/09/13	\$ 9.25
Zaragoza, Frances	Student Aide I	Food Services	07/18/13	\$ 8.00
<b>NORCO COLLEGE</b>				
Almaraz, Evelyn	Student Aide I	Food Services	08/22/13	\$ 8.00
Alvarado, Jadrick	Student Aide I	Food Services	08/22/13	\$ 8.00
Avila, Brian	Student Aide II	Tutorial Services	08/14/13	\$ 10.00
		Business, Engineering &		
Baretto, Marta	Student Aide III	Information Technology	09/09/13	\$ 10.00
Bateman, Joel	Student Aide III	Tutorial Services	08/22/13	\$ 10.00
Campos-Ramirez, Salvador	Student Aide I	Food Services	08/22/13	\$ 8.00
Castro, Jacqueline	Student Aide I	Food Services	08/22/13	\$ 8.00
Chavez, Sarah	Student Aide II	Tutorial Services	08/22/13	\$ 9.00
Cude, Lindsey	Student Aide I	Food Services	08/22/13	\$ 8.00
Duong, Phuoc Brian	Student Aide II	Tutorial Services	08/15/13	\$ 9.00
Haque, Syed	Student Aide I	Food Services	08/15/13	\$ 8.00
Hendricks, Franchesca	Student Aide II	Food Services	08/22/13	\$ 8.00
Higley, Joy	Student Aide II	Tutorial Services	08/22/13	\$ 9.00
		Business, Engineering &		
Jarvis, Matthew	Student Aide III	Information Technology	09/09/13	\$ 10.00
Loster, Jessica	Student Aide II	Tutorial Services	08/15/13	\$ 9.00
Manrique, Julio	Student Aide I	Food Services	08/15/13	\$ 8.00
Quintero, Laura	Student Aide II	Tutorial Services	08/15/13	\$ 9.00
Simmons, Kaitlin	Student Aide II	Tutorial Services	08/15/13	\$ 9.00
<b>RIVERSIDE CITY COLLEGE</b>				
Adams, Katrina	Student Aide I	Writing and Reading Ctr	08/20/13	\$ 8.00
Alcaraz, Adriana	Student Aide I	Instructional Media Ctr	09/04/13	\$ 8.00
Andriamiarisoa, Soraya	Student Aide I	Tutorial Services	08/28/13	\$ 8.00
Barajas, Giovanni	Student Aide IV	Mathematics	07/24/13	\$ 11.00
Baumann, Christopher	Student Aide I	Tutorial Services	08/21/13	\$ 8.00
Bonds Sr, Michael	Student Aide V	Academic Support	07/01/13	\$ 12.00
Calma, Louie	Student Aide V	Academic Support	08/28/13	\$ 12.00
Cardenas, Joyce	Student Aide I	School of Nursing	08/15/13	\$ 8.00
Chalkus, Shauntee	Student Aide I	Library	08/26/13	\$ 8.00
Chavez-Martinez, Brandon	Student Aide II	Disabled Student Svcs	08/13/13	\$ 9.00
Cheng, Tian	Student Aide I	Tutorial Services	08/13/13	\$ 8.25
Clark, Ariel	Student Aide II	Disabled Student Svcs	08/13/13	\$ 9.50
Davis, Abigail	Student Aide I	Writing and Reading Ctr	08/20/13	\$ 8.00
Davis, Madilaine	Student Aide I	Writing and Reading Ctr	08/20/13	\$ 8.00

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RIVERSIDE CITY COLLEGE (Continued)				
Diaz, Sandra	Student Aide III	Writing and Reading Ctr	08/14/13	\$ 10.00
Emelina, Albina	Student Aide I	Writing and Reading Ctr	08/26/13	\$ 8.00
Fierro, Evelyn	Student Aide V	Academic Support	08/28/13	\$ 12.00
Figueroa, Ivan	Student Aide V	Academic Support	08/28/13	\$ 12.00
Finau, Tutulu	Student Aide I	Writing and Reading Ctr Applied Tech /	08/20/13	\$ 8.00
Fraker, Justin	Student Aide II	Film and Television	09/04/13	\$ 10.00
Garcia, Jairo	Student Aide I	Instructional Media Ctr	09/04/13	\$ 8.00
Garcia, Sergio	Student Aide I	Writing and Reading Ctr	08/20/13	\$ 8.00
Garcia-Alcaraz, Ricardo	Student Aide IV	Mathematics	08/13/13	\$ 11.00
Gilmour, John	Student Aide I	Library	08/14/13	\$ 8.00
Gonzalez, Darlene	Student Aide I	Writing and Reading Ctr Center for Communication Excellence	08/20/13	\$ 8.00
Gonzalez, DeBrianna	Student Aide I	Excellence	08/22/13	\$ 8.00
Guajardo, Isaac	Student Aide I	Tutorial Services	08/27/13	\$ 8.00
Holman, Aerial	Student Aide I	Writing and Reading Ctr	08/20/13	\$ 8.00
Hughes, Katelyn	Student Aide I	Food Services	08/26/13	\$ 8.00
Hulbert, Rebecca	Student Aide I	Food Services	08/21/13	\$ 8.00
Inacio, Roxann	Student Aide V	Academic Support	08/28/13	\$ 12.00
Jindal, Bhavin	Student Aide I	Writing and Reading Ctr	08/20/13	\$ 8.00
Johnson, Brooke	Student Aide II	Disabled Student Svcs	08/12/13	\$ 9.50
Kamoto, Jared	Student Aide I	Food Services	08/22/13	\$ 8.00
Kesselman, Robert	Student Aide I	Food Services	08/22/13	\$ 8.00
Khan, Sharukh	Student Aide I	Writing and Reading Ctr	08/20/13	\$ 8.00
King, Heather	Student Aide I	Food Services	08/22/13	\$ 8.00
Laguna, Zaira	Student Aide I	Tutorial Services	08/28/13	\$ 8.00
Landers, Serrena	Student Aide I	Writing and Reading Ctr	08/20/13	\$ 8.00
Lopez Jr., Juan	Student Aide II	Assessment Center	08/13/13	\$ 9.00
Lopez, Samantha	Student Aide V	Academic Support Center for Communication Excellence	08/28/13	\$ 12.00
Luckner, Victoria	Student Aide I	Excellence	08/22/13	\$ 8.00
Lyder, Nadine	Student Aide II	Disabled Student Svcs	08/13/13	\$ 10.00
Marquez, Renee	Student Aide I	Writing and Reading Ctr Applied Tech /	08/20/13	\$ 8.00
Martinez, Melissa	Student Aide II	Film and Television	7/1/13	\$ 10.00
Menon, Deepak	Student Aide I	Instructional Media Ctr	09/04/13	\$ 8.00
Oliver, Calli	Student Aide I	Instructional Media Ctr	09/04/13	\$ 8.00

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RIVERSIDE CITY COLLEGE (Continued)				
		Center for Communication		
Orhuosee, Eseosa	Student Aide I	Excellence	08/22/13	\$ 8.00
Orozco Jr., Raymundo	Student Aide I	Tutorial Services	08/21/13	\$ 8.00
Ortiz, Selena	m,	Food Services	08/26/13	\$ 8.00
Ozmun, Brittney	Student Aide I	Food Services	08/22/13	\$ 8.00
Perez, Mariah	Student Aide I	Early Childhood Studies	08/26/13	\$ 8.00
		Applied Tech /		
Ramos Barajas, Emmanuel	Student Aide II	Film and Television	08/30/13	\$ 10.00
Rothwell, Nathan	Student Aide I	Food Services	08/26/13	\$ 8.00
Saldana, Maribel	Student Aide I	Counseling	08/21/13	\$ 8.00
Sanchez, Ruby	Student Aide III	Writing and Reading Ctr	08/13/13	\$ 10.00
Sanders, Karena	Student Aide I	Outreach	08/15/13	\$ 8.00
Schardein, Midori	Student Aide I	Writing and Reading Ctr	08/20/13	\$ 8.00
Sebastian, Tyler	Student Aide I	Writing and Reading Ctr	08/20/13	\$ 8.00
Sedillo, Mitzi	Student Aide II	Disabled Student Svcs	08/15/13	\$ 10.00
Siems, Matthew	Student Aide I	Writing and Reading Ctr	08/20/13	\$ 8.00
Solis, Alexis	Student Aide I	Mathematics	08/13/13	\$ 8.00
Tu, Allison	Student Aide I	Writing and Reading Ctr	08/20/13	\$ 8.00
Valfre, Allyson	Student Aide III	Writing and Reading Ctr	07/01/13	\$ 10.00
Valfre, Gabriel	Student Aide I	Writing and Reading Ctr	08/20/13	\$ 8.00
Vasquez, Amanda	Student Aide I	Tutorial Services	08/21/13	\$ 8.00
Verstappe, Anthony	Student Aide I	Performing Arts / Theatre	08/14/13	\$ 8.00
Villagran, Krystle	Student Aide I	Writing and Reading Ctr	07/01/13	\$ 8.00
Volz, Eric	Student Aide V	Academic Support	07/01/13	\$ 12.00
Wickes, Alexander	Student Aide I	Writing and Reading Ctr	08/20/13	\$ 8.00
Woods Saunders, Olympia	Student Aide I	Writing and Reading Ctr	08/20/13	\$ 8.00
Zhang, Yi	Student Aide I	Tutorial Services	08/13/13	\$ 8.25
COMMUNITY SERVICE PROGRAM				
		City of Riverside/		
Bermudez, Lorae	Student Aide I	Eastside Cybrary - RCC	08/26/13	\$ 8.25
Cazares, Sinscmilla	Student Aide I	Food Services-Norco	09/05/13	\$ 8.00
Cruz, Melissa	Student Aide II	UCR Artsblock - RCC	08/23/13	\$ 9.00
		MVUSD-Risk Mgmt/		
Escobedo, Rosa	Student Aide I	MVC	09/03/13	\$ 9.00
		Early Childhood Ed -		
Gonzalez, Yasmeeen	Student Aide II	MVC	07/01/13	\$ 9.00
		Early Childhood Ed -		
Ogden, Nancy	Student Aide II	MVC	07/15/13	\$ 9.00

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COMMUNITY SERVICE PROGRAM (Continued)				
Paige, Tai Leah	Student Aide I	City of Riverside/ Eastside Cybrary - RCC	08/26/13	\$ 8.25
Perera, Cecilia	Student Aide I	Early Childhood Ed - MVC	08/01/13	\$ 9.00
Rojas, Diana	Student Aide II	Early Childhood Ed - MVC	07/01/13	\$ 9.00
Tinajero, Stephanie	Student Aide II	Early Childhood Ed - MVC	07/09/13	\$ 9.00
Van Der Vegt, Demi	Student Aide II	Early Childhood Ed - MVC	07/01/13	\$ 9.00
MORENO VALLEY COLLEGE				
Alexander, Naimah	Student Aide IV	Facilities	07/29/13	\$ 11.00
Anguiano, Diana	Student Aide II	President's Office	07/11/13	\$ 9.00
Aranda, Yaquelin	Student Aide III	Student Financial Services	07/08/13	\$ 10.00
Ashraf, Adeel	Student Aide II	Math Lab	07/09/13	\$ 10.00
Avila, Stephany	Student Aide II	Tutorial	07/03/13	\$ 9.00
Balajadia, Mary Ann	Student Aide II	Disabled Student Svcs	08/26/13	\$ 10.00
Burdette, Kyla	Student Aide II	Workforce Preparation/ Calworks	07/01/13	\$ 11.00
Hawthorne, Garret	Student Aide III	Services	07/18/13	\$ 10.00
Hernandez-Vega, Isabelle	Student Aide I	Library	08/20/13	\$ 8.00
Herrera, Monica	Student Aide II	Counseling	07/15/13	\$ 9.50
Hoffman, Anna	Student Aide III	Student Financial	07/08/13	\$ 10.00
Johnson, LaQuesha	Student Aide II	Workforce Preparation/ Calworks	07/08/13	\$ 10.00
Johnson, Tahandanya	Student Aide II	Student Activities	08/20/13	\$ 10.00
Larkin, Cherokee	Student Aide I	Renaissance Scholars Health, Human and Public Svcs / EMS	07/22/13	\$ 8.75
Lopez, Sonya	Student Aide I	Program	07/16/13	\$ 9.00
Neal, La Mar	Student Aide III	Admissions & Records	07/09/13	\$ 10.75
Martinez-Sanchez, Alma	Student Aide II	Career Transfer Center	07/25/13	\$ 9.50
Maciel, Sandra	Student Aide II	Academic Affairs/ Business Svcs	07/11/13	\$ 10.00
McEnnis, Ebony	Student Aide II	Health, Human and Public Svcs / Human Services	07/15/13	\$ 10.00
Miller, Delia	Student Aide II	Admissions & Records	07/24/13	\$ 9.00

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MORENO VALLEY COLLEGE (Continued)				
Miller, Regina	Student Aide III	Admissions & Records Extended Oppurtunity	07/09/13	\$ 10.50
Morales, Marissa	Student Aide I	Programs and Services	08/13/13	\$ 9.00
Munoz, Shantal	Student Aide I	Counseling	08/07/13	\$ 8.00
Parker, Jessica	Student Aide I	Health Services Health, Human and Public Svcs / EMS Program	07/29/13	\$ 8.00
Pemberton, Shanda	Student Aide II	Instructional Media Ctr	07/16/13	\$ 10.00
Pisa, Amanda	Student Aide I	Services	08/19/13	
Riggins, Denise	Student Aide III	Student Activities	07/08/13	\$ 10.00
Russo, Catherine	Student Aide II	Student Employment	08/20/13	\$ 10.00
Salas, Esmeralda	Student Aide III	Extended Oppurtunity	07/17/13	\$ 10.00
Sandoval, Ruben	Student Aide I	Programs and Services	07/01/13	\$ 9.00
Sandoval, Steven	Student Aide I	Counseling Student Financial Services	08/05/13	\$ 8.00
Saway-Jenkins, Chanthon	Student Aide III	Extended Oppurtunity	07/08/13	\$ 10.00
Sawyer, Debra	Student Aide I	Programs and Services	07/11/13	\$ 9.00
Scott, Kathleen	Student Aide II	Admissions & Records	07/11/13	\$ 9.00
Springer, Jelani	Student Aide I	Library	08/20/13	\$ 8.00
Stanfield, Carmen	Student Aide I	Assessment Center	07/29/13	\$ 9.00
Steckman, Deborah	Student Aide III	Services Extended Oppurtunity	07/01/13	\$ 10.00
Stevens, Matthew	Student Aide I	Programs and Services	07/11/13	\$ 9.00
Tarula, Justo	Student Aide III	Math Lab	07/09/13	\$ 10.00
Covach, Matt	Student Aide II	Transfer Center	08/27/13	\$ 9.00
Del Real, Mark	Student Aide II	Student Activities	09/05/13	\$ 9.50
Domingues, Sayana	Student Aide I	Disabled Resource Center	07/08/13	\$ 8.00
Elick, Connie	Student Aide II	Tutorial Services Extended Oppurtunity	07/09/13	\$ 10.50
Fabian, Norma	Student Aide I	Programs and Services Student Financial	08/26/13	\$ 8.00
Flores, Jessica	Student Aide I	Services Arts Humanities &World	07/09/13	\$ 8.00
Flores, Wendy	Student Aide II	Languages	07/01/13	\$ 9.00
Gaines, Devon	Student Aide I	Student Activities	08/22/13	\$ 8.00
Hendy, Dakota	Student Aide I	Admissions and Records	08/22/13	\$ 8.00

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MORENO VALLEY COLLEGE (Continued)				
		Extended Oppurtunity Programs and Services		
Hernandez, Christopher	Student Aide I	Tutorial Services	07/01/13	\$ 10.00
Hinojosa, Michelle	Student Aide II	CalWORKS	08/15/13	\$ 9.50
Johnson, Tabitha	Student Aide II	Library	08/29/13	\$ 8.00
Khan, Vahida	Student Aide I	Tutorial Services	08/29/13	\$ 9.25
Khawaja, Adam	Student Aide II	Tutorial Services	07/08/13	\$ 9.00
Koenig, Patricia	Student Aide I	Library	07/01/13	\$ 8.00
Kuria, Andrew	Student Aide I	Writing Lab	08/28/13	\$ 9.00
Kuryllo, Evan	Student Aide II	Library	08/15/13	\$ 8.00
Lopez, Elizabeth	Student Aide II	Veteran's Services	09/05/13	\$ 8.00
Lord, Heather	Student Aide I	Tutorial Services	08/15/13	\$ 9.50
Majzoub, Nader	Student Aide II	Veteran's Services	09/05/13	\$ 8.00
Martinez, Mario	Student Aide I			
Moy Kevin	Student Aide I	Disabled Resource Center	08/26/13	\$ 8.00
Murphy, Alexander	Student Aide I	Transfer Center	08/19/13	\$ 8.00
		Instructional Media Center		
Navarro, Ignacio	Student Aide IV	Center	08/15/13	\$ 11.00
		Extended Oppurtunity Programs and Services		
Navarro, Karen	Student Aide I	Transfer Center	07/08/13	\$ 8.25
Nazari, Zaynab	Student Aide I	Tutorial Services	09/05/13	\$ 8.00
Nunez, Cecilia	Student Aide II	Tutorial Services	07/01/13	\$ 9.50
Olguin, Stephanie	Student Aide II	Assessment Center	08/15/13	\$ 9.25
Ortiz, Rikki	Student Aide I	Library	07/09/13	\$ 8.00
		Student Financial Services		
Perez, Adam	Student Aide I	Services	07/09/13	\$ 8.00
		Instructional Media Center		
Perkins, Stephanie	Student Aide IV	Center	09/05/13	\$ 11.00
		Student Financial Services		
Ramirez-Palestino, Raquel	Student Aide I	Services	09/09/13	\$ 8.00
Rosada, Jennifer	Student Aide I	Student Financial	08/12/13	\$ 8.50
Rubi, Stephanie	Student Aide II	Tutorial Services	08/15/13	\$ 9.25
Rubio, Cristina	Student Aide I	Learning Resource Center	08/08/13	\$ 8.00
Rubio, Erika	Student Aide II	CalWORKS	08/15/13	\$ 10.00
Sanchez, Gissell	Student Aide I	Disabled Resource Center	07/09/13	\$ 8.00
Sohail, Rubia	Student Aide II	Tutorial Services	09/05/13	\$ 9.00
Soto, Jake	Student Aide I	Library	08/29/13	\$ 8.00
Terrell, Brishay	Student Aide II	Assessment Center	07/24/13	\$ 9.50



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<b>MORENO VALLEY COLLEGE (Continued)</b>				
Tumanuvao, Fuaau	Student Aide I	Dean Of Instruction	08/15/13	\$ 8.50
Vidales, Hector	Student Aide II	Tutorial Services	09/05/13	\$ 9.00
Villareal, Fernando	Student Aide I	Transfer Center	07/08/13	\$ 8.50
Wutzke, Hallie	Student Aide I	Admission and Records Extended Oppurtunity	09/05/13	\$ 8.00
You, Mike	Student Aide I	Programs and Services	08/08/13	\$ 8.00
<b>RIVERSIDE CITY COLLEGE</b>				
		Kinesiology /		
Bernardez, Yosimar	Student Aide I	Men's Basketball	08/13/13	\$ 8.00
Boyd Jr., Samuel	Student Aide I	Kinesiology / Football	08/23/13	\$ 8.00
Brule, Meya	Student Aide I	Transfer Center	07/08/13	\$ 8.50
		Kinesiology /		
Carr, Kierra	Student Aide I	Women's Basketball	08/23/13	\$ 8.00
		Kinesiology /		
Carrillo, Lorena	Student Aide I	Women's Basketball	08/23/13	\$ 8.00
		Kinesiology /		
Cooper IV, Edward	Student Aide I	Men's Basketball	08/23/13	\$ 8.00
		Workforce Preparation /		
Cubbage, Nichole	Student Aide I	Student Employment	08/23/13	\$ 8.50
Devany, Stacy	Student Aide II	Workforce Preparation	08/19/13	\$ 9.00
		Kinesiology /		
Edwards Jr., Andre	Student Aide I	Men's Basketball	08/23/13	\$ 8.00
		Kinesiology /		
Felix, Diego	Student Aide II	Men's Track	08/14/13	\$ 9.25
Garcia, Evelyn	Student Aide I	School of Nursing	08/22/13	\$ 8.00
		Kinesiology /		
Harris, Bennett	Student Aide II	Men's Track	08/23/13	\$ 9.00
Hernandez, Rosalina	Student Aide I	Culinary Academy	08/23/13	\$ 8.00
		Kinesiology /		
Johnson-Hunter, Michael	Student Aide I	Athletic Training	08/23/13	\$ 8.00
Lafaele, Jocellee	Student Aide I	Kinesiology / Football	08/23/13	\$ 8.00
		Kinesiology /		
League, Alexis	Student Aide I	Women's Track	08/23/13	\$ 8.50
		Kinesiology /		
Miles, Maliek	Student Aide I	Men's Basketball	08/13/13	\$ 8.00
Perez, Patricia	Student Aide II	Payroll	08/23/13	\$ 9.50
		Kinesiology /		
Ratliff, Samantha	Student Aide I	Women's Basketball	08/22/13	\$ 8.00

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

Backup Other Personnel  
 September 17, 2013  
 Page 9 of 9

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
RIVERSIDE CITY COLLEGE (Continued)				
Reynolds, Maia	Student Aide I	Kinesiology Women's Track	09/03/13	\$ 8.50
Surratt, Samuel	Student Aide II	Kinesiology / Men's Track	08/22/13	\$ 9.75
Turner, Jordan	Student Aide I	Kinesiology / Men's Basketball	08/13/13	\$ 8.00
Valencia, Jessie	Student Aide I	Kinesiology / Women's Basketball	08/23/13	\$ 8.00
Venegas, John	Student Aide I	Art Gallery Kinesiology /	09/03/13	\$ 8.00
Williams, Ricky	Student Aide I	Men's Basketball	08/13/13	\$ 8.00



## Agenda Item (VI-B-1)

Meeting	9/17/2013 - Regular
Agenda Item	Consent Agenda Action (VI-B-1)
Subject	Purchase Order and Warrant Report – All District Resources
College/District	District
Funding	Various Resources
Recommended Action	It is recommended that the Board of Trustees approve/ratify the Purchase Orders and Purchase Order Additions totaling \$2,538,463 and District Warrant Claims totaling \$5,519,278.

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### Background Narrative:

The attached Purchase Order and Warrant Report – All District Resources is submitted to comply with Education Code Sections 81656 and 85231. The Purchase Orders and Purchase Order Additions, totaling \$2,538,463 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 213149 – 214185) totaling \$5,519,278 have been reviewed by the Business Office to verify that monies are available in the appropriate funds for payment of these warrants. These claims also have been reviewed, on a sample basis, by the Riverside County Office of Education through its claim audit process.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services  
Majd Askar, Purchasing Manager

### Attachments:

[09172013\\_Contracts and Purchase Orders Over \\$83,400 Report \(August\)](#)

Report of Purchases - All District Resources  
Purchases Over \$83,400  
8/01/13 thru 8/31/13

PO#	Department	Vendor Name	Description	Amount
P0039111	Information Services	Ellucian Inc	Computer Software Maint/Lic	\$ 366,720
P0039237	Information Services	Nexus IS, Inc	Computer Software Maint/Lic-CMAS Master Agreement	209,946
P0039240	Information Services	CDW-G	Computer Software Maint/Lic-NIPA Master Agreement	110,785
<u>Additions to Approved/Ratify Purchase Orders of \$83,400 and Over</u>				
C0002677	Applied Technology - Riverside	Blue Mountain Two LP	Rents and Leases	272,964
C0004098	Human Resources & Diversity	Healthnow Administrative Services	Claims Expense	240,000
			Total	<u>\$ 1,200,415</u>
<u>All Purchase Orders, Contracts, and Additions for the Period 8/01/13 - 8/31/13</u>				
			Contracts- C4323 - C4349	379,506
			Contract Additions- C2150 - C4317	
			Purchase Orders- P38960 - P39281	639,513
			Purchase Order Additions- P36700 - P38939	
			Blanket Purchase Orders- B11925 - B12057	319,029
			Blanket Purchase Order Additions- B11220 - B11851	
			Total	<u>\$ 1,338,048</u>
			Grand Total	<u><u>\$ 2,538,463</u></u>



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

Meeting	9/17/2013 - Regular
Agenda Item	Consent Agenda Action (VI-B-5-a)
Subject	Request for Proposal Award for the District Wide Elevator Maintenance and Preventive Services
College/District	District
Funding	General Fund
Recommended Action	It is recommended that the Board of Trustees award Request for Proposal Number 2013/14-04 – District Wide Elevator Maintenance & Preventive Services, in the total amount of \$243,771 for a five year contract to Amtech Elevator Services.

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### Background Narrative:

On August 23, 2013, the District received responses to a Request for Proposals solicitation for elevator maintenance and preventive services for all elevators located at Riverside City College, Norco College, Moreno Valley College and District Offices. See the attached Lowest Responsive and Responsible Bidders summary.

References for Amtech Elevator Services were checked by District staff and found to be satisfactory.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services  
Norm Godin, Vice President, Business Services, MVC  
Beth Gomez, Vice President, Business Services (Norco)  
Scott Zwart, Assistant Director, Facilities, Maintenance and Operations  
Majd Askar, Purchasing Manager

### Attachments:

[09172013\\_District Wide Elevator Maintenance & Preventive Services - Bid Summary](#)

## Lowest Responsive and Responsible Bidders District-Wide Elevator Maintenance and Preventive Services

<u>Contractor</u>	<u>Location</u>	<u>Year One (1) Total Cost</u>	<u>Year Two (2) Total Cost</u>	<u>Year Three (3) Total Cost</u>	<u>Year Four (4) Total Cost</u>	<u>Year Five (5) Total Cost</u>	<u>Total Cost for Five (5) Years</u>
Amtech Elevator Services	Anaheim	\$ 35,703	\$ 50,104	\$ 50,604	\$ 52,628	\$ 54,732	<b>\$ 243,771</b>
ThyssenKrupp Elevator Corporation	Anaheim	\$ 42,210	\$ 62,964	\$ 64,548	\$ 66,528	\$ 68,544	<b>\$ 304,794</b>
Kone, Inc.	Riverside	\$ 52,740	\$ 73,812	\$ 73,812	\$ 76,092	\$ 76,092	<b>\$ 352,548</b>
5 Star Elevator Services, Inc.	Orange	\$ 51,525	\$ 77,688	\$ 80,712	\$ 83,772	\$ 87,192	<b>\$ 380,889</b>
Excelsior Elevator	Santa Ana	\$ 72,810	\$ 104,508	\$ 107,016	\$ 109,524	\$ 112,032	<b>\$ 505,890</b>



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

Meeting	9/17/2013 - Regular
Agenda Item	Consent Agenda Action (VI-B-5-b)
Subject	Bid Award for the District Wide Utility Infrastructure 12kV Loop Project
College/District	Riverside
Funding	District Measure C
Recommended Action	It is recommended that the Board of Trustees award Bid Number 2012/13-48 Trade Category 01 – Concrete, District Wide Utility Infrastructure 12kV Loop Project in the total amount of \$379,800 to JBH Structural Concrete, Inc.

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### Background Narrative:

On May 29, 2013, the District received bids in response to an Invitation for Bid solicitation for Trade Category 01 – Concrete, District wide Utility Infrastructure 12kV Loop Project at Riverside City College. The project consists of improvements to the electrical infrastructure, including a new 12kV distribution system, high voltage switches, transformers, conduit ductbank, and manholes to connect several buildings on the upper portion of the campus. See the attached Lowest Responsive and Responsible Bidders summary, exercising deductive alternates 1 and 2 only.

References for JBH Structural Concrete, Inc. were checked by District staff and found to be satisfactory.

Prepared By: Chris Carlson, Chief of Staff & Facilities Development  
Charlie Wyckoff, Interim Vice President, Business Services, RCC  
Calvin Belcher, Project Manager  
Majd Askar, Purchasing Manager

### Attachments:

[09172013\\_District Wide Utility Infrastructure 12kV Loop Project at RCC - Bid Summary](#)

**Lowest Responsive and Responsible Bidders**  
**District-Wide Utility Infrastructure 12kV Loop Project at Riverside City College**  
**Trade Category 01 - Concrete**

<u>Contractor</u>	<u>Location</u>	<u>Base Bid</u>	<u>Alt #1</u>	<u>Alt #2</u>	<u>Total Bid</u>	<u>Alt #3</u>
JBH Structural Concrete, Inc.	Murrieta	\$ 444,900	\$ (7,800)	\$ (57,300)	<b>\$ 379,800</b>	\$ (6,300)
Inland Building Construction Companies, Inc.	San Bernardino	\$ 476,600	\$ (3,100)	\$ (36,200)	<b>\$ 437,300</b>	\$ (3,100)
Bravo Concrete Construction Services, Inc.	Riverside	\$ 812,120	\$ (11,720)	\$ (83,000)	<b>\$ 717,400</b>	\$ (12,900)





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

Meeting	9/17/2013 - Regular
Agenda Item	Consent Agenda Action (VI-B-5-c)
Subject	Purchase Information Technology, Equipment, Software and Services Utilizing the California Multiple Award Schedule (CMAS)
College/District	District
Funding	Various Resources
Recommended Action	It is recommended that the Board of Trustees approve the purchase of information technology equipment, software and services from Nexus IS, Inc., utilizing the California Multiple Award Schedules (CMAS) Contract No. 3-09-70-0163AE through September 30, 2017.

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### Background Narrative:

On September 18, 2012 the Riverside Community College District Board of Trustees approved the California Multiple Award Schedules (CMAS) and Nexus IS, Inc. contract term extension, to provide information technology equipment, software and services through July 30, 2013. The Department of General Services (DGS) and Nexus IS, Inc. mutually agreed to amend the contract to extend the term through September 30, 2017.

Staff recommends use of the extended CMAS contract, as needed throughout the District, with Nexus IS, Inc., as one of the sources for providing information technology, equipment, software and services. District staff has reviewed available cooperative purchasing agreements and other formal purchasing options and found that this contract best meets the needs of the District.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services  
Majd Askar, Purchasing Manager

### Attachments:



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

Meeting	9/17/2013 - Regular
Agenda Item	Consent Agenda Action (VI-B-5-d)
Subject	Purchase Audio Visual and Communication Integration Goods and Services Utilizing the California Multiple Award Schedule (CMAS)
College/District	District
Funding	Various Resources
Recommended Action	It is recommended that the Board of Trustees approve the purchase of audio visual and communication integration goods and services from Extron Electronics, utilizing the California Multiple Award Schedule (CMAS) Contract No. 3-07-70-2382A through September 30, 2017.

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### Background Narrative:

On February 21, 2012, the Riverside Community College District Board of Trustees approved the California Multiple Award Schedule (CMAS) and Extron Electronics contract term extension to provide audio visual and communication integration goods and services through September 30, 2012. The Department of General Services (DGS) and Extron Electronics mutually agreed to amend the contract to extend the term through September 30, 2017.

Staff recommends use of the extended CMAS contract, as needed throughout the District, with Extron Electronics as one of the sources for providing information technology, equipment, software and services. District staff has reviewed available cooperative purchasing agreements and other formal purchasing options and found that this contract best meets the needs of the District.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services  
Majd Askar, Purchasing Manager

### Attachments:



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

Meeting	9/17/2013 - Regular
Agenda Item	Consent Agenda Action (VI-B-5-e)
Subject	Purchase Information Technology Equipment, Software, and Services Utilizing the National Intergovernmental Purchasing Alliance Company (National IPA) Contract
College/District	District
Funding	Various Resources
Recommended Action	It is recommended that the Board of Trustees approve the purchase of information technology equipment, software, and services from CDW-G, utilizing the National IPA contract through August 17, 2014, with option to renew for four (4) additional one-year periods through August 17, 2018.

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### Background Narrative:

On January 25, 2013, the Riverside Community College District Board of Trustees approved utilizing the National Intergovernmental Purchasing Alliance Company (National IPA) contract with CDW-G, to provide information technology equipment, software, and services, through July 31, 2013. National IPA issued a new solicitation and on August 18, 2013 awarded the new competitively bid contract to CDW-G, through August 17, 2014, with option to renew for four (4) additional one-year periods.

Staff recommends use of the extended National IPA contract, as needed throughout the District, with CDW-G, as one of the sources for providing information technology equipment, software, and services. District staff has reviewed available cooperative purchasing agreements and other formal purchasing options and found that this contract best meets the needs of the District.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services  
Majd Askar, Purchasing Manager

### Attachments:



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

Meeting	9/17/2013 - Regular
Agenda Item	Consent Agenda Action (VI-B-5-f)
Subject	Purchase Science Supplies, Equipment, Furniture, Services and Related Science Instructional Items Utilizing U.S. Communities Government Purchasing Alliance Contract
College/District	District
Funding	Various Resources
Recommended Action	It is recommended that the Board of Trustees approve the purchase of science supplies, equipment, furniture, services and related science instructional items from Fisher Science Education, utilizing U.S. Communities Government Purchasing Alliance Contract No. 08-04026 through June 30, 2015.

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### Background Narrative:

On September 20, 2011, the Riverside Community College District Board of Trustees approved utilizing U.S. Communities Government Purchasing Alliance Contract No. 08-04026 with Fisher Science Education, to provide science supplies, equipment, furniture, services and related science instructional items, through June 30, 2013. U.S. Communities Government Purchasing Alliance and Fisher Science Education mutually agreed to amend the contract to extend the term through June 30, 2015.

Staff recommends use of the extended U.S. Communities Government Purchasing Alliance contract, as needed throughout the District, with Fisher Science Education, as one of the sources for providing instructional science supplies, equipment, furniture, services and related science instructional items. District staff has reviewed available cooperative purchasing agreements and other formal purchasing options and found that this contract best meets the needs of the District.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services  
Majd Askar, Purchasing Manager

### Attachments:



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

Meeting	9/17/2013 - Regular
Agenda Item	Consent Agenda Action (VI-B-6-a)
Subject	Contracts and Agreements Report Less than \$83,400 – All District Resources
College/District	District
Funding	Various Resources
Recommended Action	It is recommended that the Board of Trustees ratify contracts totaling \$379,506.

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### 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 \$83,400. The attached listing of contracts and agreements under \$83,400 requested by college and District staff has been reviewed and verified that budgeted funds are available in the appropriate categories of expenditure. The contracts and agreements have been executed pursuant to the Board's delegation of authority and are presented on this agenda for ratification.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services  
Majd Askar, Purchasing Manager

### Attachments:

[09172013\\_Contracts and Agreements Less than \\$83,400 \(August\)](#)

Contracts and Agreements Report - All District Resources  
\$83,400 and Under  
8/01/13 thru 8/31/13

PO#	Department	Vendor Name	Location	Description	Amount
C0004323	Matriculation - Moreno Valley	The College Board	Dallas, TX	Tests	\$ 18,600
C0004324	Matriculation - Riverside	The College Board	Dallas, TX	Tests	50,646
C0004325	President - Norco Campus	Soroptimist International of Corona Inc	Corona	Advertising	1,000
C0004326	President - Moreno Valley	Acorn Technology Corporation	Riverside	Repairs - Service	1,250
C0004327	Food Services - Riverside	Culligan	Ontario	Soft Water Service	1,440
C0004328	Workforce Preparation	Desilva, Falaya	Corona	Professional Services	1,375
C0004329	Workforce Preparation	Phillips, Linda	Murrieta	Professional Services	1,400
C0004330	Workforce Preparation	Victoriano, Eutimio	Moreno Valley	Professional Services	875
C0004331	Workforce Preparation	Victoriano, Marlene	Moreno Valley	Professional Services	250
C0004332	Student Financial Services - Riverside	Sharp Electronics Corp.	Pasadena	Repairs - Service	423
C0004333	Student Services - Riverside	Chancellor's Office of the CA Community Colleges	Sacramento	Professional Services	23,400
C0004334	Health, Human & Public Services - Moreno Valley	Riverside Faculty Medical Group	Moreno Valley	Consultants	17,000
C0004335	Facilities Planning & Development	Inland Inspections & Consulting	Riverside	Norco STEM Center Renovation	36,570
C0004336	Campus Student Services - Norco	Shred-It	Riverside	Shredding Services	140
C0004337	Academic Affairs	CAPA	Boston, MA	Conferences	1,000
C0004338	Student Services - Moreno Valley	Holiday Inn	Moreno Valley	Meeting Expenses	324
C0004339	Food Services - Moreno Valley	Culligan	Ontario	Soft Water Service	480
C0004340	Early Childhood Studies - Riverside	Leader Services	Temecula	Professional Services	30,000
C0004341	Customized Solutions	Rogers, Henry	Riverside	Professional Services	3,201
C0004342	Workforce Preparation	Frasher, Steven	Redlands	Consultants	15,000
C0004343	Academic Affairs	Gurtov, Melvin	Deadwood, OR	Lecturers	750
C0004344	Community & Economic Development	Developing Leaders	Fontana	Professional Services	6,001
C0004345	Community Ed & Senior Citizen Education	El Camino Community College District	Hawthorne	Rents and Leases	7,000
C0004346	Community & Economic Development	Denbo, Dennis J	Fontana	Professional Services	10,000
C0004347	Workforce Preparation	Reyes, Eufemia	Colton	Professional Services	1,900
C0004348	Workforce Preparation	Solano, Alberto	Santa Ana	Professional Services	10,000
C0004349	Workforce Preparation	Stephan, Victoria	Corona	Professional Services	3,675
N/A	Auxiliary Business Services	Chancellor of the California Community Colleges	Sacramento	COTOP Collection Services	No Cost
N/A	Business Services - Moreno Valley	Riverside County Superintendent of Schools	Riverside	Rents and Leases	No Cost
N/A	Workforce Preparation	Riverside County Office of Education	Riverside	Paraprofessional Career Ladders Sponsored Billing	No Cost
N/A	Customized Solutions	Rogers, Henry	Riverside	Professional Services	No Cost
N/A	TriTech	Irvine Chamber of Commerce	Irvine	Consultants	No Cost
N/A	Community Education	Notary Public Seminars	Los Angeles	Professional Services	No Cost
N/A	Customized Solutions	Customized Training & Consulting	Fontana	Professional Services	No Cost
N/A	Customized Solutions	Developing Leaders	Fontana	Professional Services	No Cost
N/A	Business Services - Moreno Valley	Westat	Rockville, MD	Rents and Leases	No Cost
N/A	Student Services - Moreno Valley	Moreno Valley Unified School District	Moreno Valley	Allows FWS Recipients to Work at MVUSD	No Cost
N/A	Risk Management	Bank of America	Riverside	Workers' Compensation Clearing Account	No Cost
N/A	Customized Solutions	Flexsteel Industries, Inc	Riverside	Customized Training	No Cost
N/A	TriTech	City of Temecula	Temecula	MOU Use of Incubator and Resource Center Site	No Cost
N/A	Purchasing	Hyatt Place	Riverside	Corporate Rate Agreement	No Cost
<b>Additions to Approved/Ratify Contracts of \$83,400 and Under</b>					
C0002150	Facilities - Riverside	Adecco USA, Inc.	Ontario	Transportation Services	2,500
C0002683	Facilities - Riverside	Amtech Elevator Services	Anaheim	Repairs - Service	11,299
C0003341	Business & Financial Services	Dolinka Group, LLC	Irvine	Consultants	15,000
C0003428	Administrative Support Center	Mailfinance, Inc	Milford, CT	Rents and Leases	962

Contracts and Agreements Report - All District Resources  
\$83,400 and Under  
8/01/13 thru 8/31/13

PO#	Department	Vendor Name	Location	Description	Amount
C0003616	Academy / Criminal Services	Shred-It	Riverside	Shredding Services	363
C0003893	Community & Economic Development	Xsolve	Plano, TX	Professional Services	5,400
C0003959	Allied Health - Riverside	Sharp Electronics Corp.	Santee	Repairs - Service	1,722
C0003960	Matriculation - Moreno Valley	Harland Technology Services	Omaha, NE	Repairs - Service	1,834
C0004019	Academy / Criminal Services	Riverside County	Riverside	Rents and Leases	63,237
C0004038	Physical Education - Riverside	Pronto Gym Services, Inc.	Pacoima	Repairs - Service	728
C0004047	Academy / Criminal Services	Riverside County Fire Department	Riverside	Other Transportation Supplies	376
C0004052	Facilities Planning & Development	Padilla & Associates, Inc	Santa Ana	ADA Transition Plan	2,196
C0004065	Board of Trustees	Vicenti, Lloyd & Stutzman, LLP	Glendora	Audit	33
C0004073	Facilities Planning & Development	Pro-Craft Plumbing Company, Inc	Redlands	ADA Transition Plan	8,959
C0004194	Facilities - Moreno Valley	National Construction & Maintenance	Perris	New Irrigation Control System	4,870
C0004219	Student Financial Services - Riverside	Academic Works Inc	Austin, TX	Computer Software Maint/Lic	10,672
C0004317	Disabled Student Services - Moreno Valley	RISE - ASL Interpreters	Hem	Interpreting Services	5,655
N/A	Dean of Instruction, Career & Technical Ed	Riverside County Children & Families Commission	Riverside	Amendment #2, Changes Tier Requirements	No Cost
N/A	Workforce Preparation	Riverside County Department of Public Social Svs	Riverside	Amend #5, Revised Contract No., Amount & Budget	No Cost
N/A	Business Services - Moreno Valley	Tamra Kay Interior Design Consulting, Inc.	Irvine	Amendment #1, Extends Term	No Cost
N/A	Customized Solutions	Solid State Devices, Inc.	La Mirada	Amendment #1, Extends Term & Adds \$8,100	No Cost
N/A	Procurement Assistance Center	Defense Logistics Agency	Ft Belvoir, VA	Amendment #1, Removes Probationary Status	No Cost
N/A	Foundation	RCCD Foundation	Riverside	Amendment #1, Reallocates Funding	No Cost
				Total	<u>\$ 379,506</u>



## Agenda Item (VI-B-7)

Meeting	9/17/2013 - 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.

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### 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: Cynthia Azari, Interim Chancellor  
Kathy Tizcareno, Administrative Assistant

### Attachments:

[Out-of-State Travel\\_091713](#)



RIVERSIDE COMMUNITY COLLEGE DISTRICT  
CHANCELLOR'S OFFICE

Subject: Out-of-State Travel Date:

September 17, 2013

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

Retroactive:

None

Revision:

None

Current:

*Moreno Valley College:*

None

*Norco College:*

- 1) Ms. Elena Santa Cruz, grant administrative specialist, career and technical education, to travel to Washington, DC, October 22 – 25, 2013, to attend the 2013 Advanced Technological Education National Principal Investigators Conference. Estimated cost: \$2,073.40. Funding source: National Center for Supply Chain Technology Education Grant funds
- 2) Mr. Kevin Fleming, dean of instruction, career and technical education, to travel to Washington, DC, October 22 – 25, 2013, to attend the 2013 Advanced Technological Education National Principal Investigators Conference. Estimated cost: \$1,773.40. Funding source: National Center for Supply Chain Technology Education Grant funds.
- 3) Mr. George Walters, project director, career and technical education, to travel to Washington, DC, October 22 – 25, 2013, to attend the 2013 Advanced Technological Education National Principal Investigators Conference. Estimated cost: \$2,073.40. Funding source: National Center for Supply Chain Technology Education Grant funds.

*Riverside City College:*

- 1) Dr. Edward C. Bush, vice president, student services, to travel to Pittsburgh, Pennsylvania, October 12 – 19, 2013, to attend the 2013 Thomas Lakin Institute. Estimated cost: \$3,478.70. Funding source: the general fund.
- 2) Ms. Veasna Chiek, associate professor, math and science, to travel to Atlanta, Georgia, October 3 – 6, 2013, to attend The 2013 Teaching Professor Technology Conference. Estimated cost: \$2,847.33. Funding source: Title V Pathways to Excellence Grant fund.

RIVERSIDE COMMUNITY COLLEGE DISTRICT  
CHANCELLOR'S OFFICE

Subject: Out-of-State Travel Date:

September 17, 2013

- 3) Ms. Estrella Romero, associate professor, communication studies, to travel to Atlanta, Georgia, October 3 – 6, 2013, to attend The 2013 Teaching Professor Technology Conference. Estimated cost: \$2,847.33. Funding source: Title V Pathways to Excellence Grant fund.

*Riverside Community College District:*

None



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

Meeting	9/17/2013 - Regular
Agenda Item	Consent Agenda Action (VI-B-8-a)
Subject	Agreement to Continue Providing Information Technology Support Services with Riverside County Superintendent of Schools
College/District	District
Funding	General Fund
Recommended Action	It is recommended that the Board of Trustees approve the agreement to continue information technology services between Riverside Community College District and the Riverside County Superintendent in the amount of \$200,000.

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### 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 for fiscal reporting. The term of the agreement is from July 1, 2013 through June 30, 2014. The fee for this service is based on the District's Full-Time Equivalent Student (FTES) count measured at the first principal apportionment date.

In FY 2009-2010, the Galaxy Development Council approved a significant project enhancement to the Galaxy System: Electronic Timekeeping and Attendance (ETA). In FY 2011-2012, development of the ETA project was suspended due to the economic crisis pending further action by the Galaxy Development Council. In August 2013, the Galaxy Development Council voted to reinstate development of the ETA project.

The total estimated cost for this contract for FY 2013-2014, including the ETA development project, is estimated to be approximately \$200,000.

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

### Attachments:

[09172013\\_RCOE Information System Support Services Agreement](#)

**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 the **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 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 MicroStratgey 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 MicroStrategy 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
- Unless explicitly stated the Galaxy maintenance window is Sunday, 12 noon to 10 p.m. Service may be interrupted during those hours. Advance notice of downtime is given wherever possible.

**Report Processing and Distribution**

- Maintenance of Actuate & MicroStrategy Reports (including converted Crystal Reports)
- Development of new countywide MicroStrategy 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	\$90.00/Hour
Custom/Advanced Data Extracts (Time Duration more than one hour)	\$90.00/Hour
Custom Advanced Mass Data Updates (Time Duration more than one hour)	\$90.00/Hour
Direct Deposit	\$.04/transaction
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 SUPERINTENDENT strives for high system availability; however the SUPERINTENDENT reserves the right to bring systems down for maintenance, upgrades or emergency fixes with fair notice to the DISTRICT.
  4. The DISTRICT agrees to pay the SUPERINTENDENT the amount of \$4.00 times the District's enrollment reported on the FY 2013-14 First Period Apportionment Attendance report in January 2014 for Galaxy System Support.
  5. The DISTRICT agrees to pay the SUPERINTENDENT the amount of \$.40 times the District's enrollment reported on the FY 2012-13 First Period Apportionment Attendance report in January 2014 for Report Processing and Distribution.
  6. The DISTRICT agrees to pay the SUPERINTENDENT the amount of \$480.00 for Standard Retirement Reporting and Support.
  7. **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 31<sup>st</sup> 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:

2012-13 Galaxy Development Council Approved Development:

- a. The cost for **Electronic Time and Attendance Project** is to be determined by vote of the Galaxy Development Council. The SUPERINTENDENT will notify the DISTRICT of the cost for the 2013-14 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 2013-14 First Period Apportionment Attendance report in January 2014.
  - b. The DISTRICT agrees to pay the SUPERINTENDENT the amount of \$1.25 times the District's enrollment reported on the FY 2013-14 First Period Apportionment Attendance report in January 2014 for the **End User Reporting Project (Galaxy Business Intelligence)**.
8. The term of this agreement shall be from **the July 1, 2013** to and including **June 30, 2014**. The SUPERINTENDENT will provide a rate letter for a successor agreement in April of 2014. The DISTRICT shall notify the SUPERINTENDENT by May 1, 2014 in writing if the DISTRICT does not intend to participate in the 2014-15 fiscal year.
  9. The SUPERINTENDENT shall invoice the DISTRICT in March 2014 for the annual charges. Semiannual or usage charges shall be invoiced in March 2014 and July 2014. The DISTRICT agrees to make payment within 30 days.
  10. The SUPERINTENDENT at his discretion may reduce the rate should increased participation warrant a reduction.
  11. 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.
  12. 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.
  13. 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.

14. **CHANGES:** This agreement may only be amended in writing by the mutual consent of the parties hereto, except that the SUPERINTENDENT may amend the contract to accomplish the below-listed changes:

- a. Administrative changes.
- b. Changes as required by law.
- c. Reduction of rates authorized by the SUPERINTENDENT.

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**

Signed \_\_\_\_\_  
Authorized Signature

Signed \_\_\_\_\_  
Authorized Signature

Richard D' Souza, Executive Director  
Printed Name and Title

Aaron S. Brown, V.C. Bus. & Fin. Services  
Printed Name and Title

Date \_\_\_\_\_

Date \_\_\_\_\_





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

Meeting	9/17/2013 - Regular
Agenda Item	Consent Agenda Action (VI-B-8-b)
Subject	Notices of Completion
College/District	District
Funding	N/A
Recommended Action	It is recommended that the Board of Trustees 1) accept the projects listed on the attachment as complete, and 2) approve the execution of the Notices of Completion (under Civil Code Section 3093 – Public Works).

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### Background Narrative:

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

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services  
Majd Askar, Purchasing Manager

### Attachments:

[09172013\\_Notices of Completion](#)

## COMPLETED PROJECTS

September 17, 2013

### Project

Physician Assistant Lab Remodel at Moreno Valley College  
ADA Transition Plan Implementation, Phase 1 – General Construction  
ADA Transition Plan Implementation, Phase 1 – Miscellaneous  
ADA Transition Plan Implementation, Phase 1 – Plumbing

### Contractor

Silver Creek Industries, Inc.  
Inland Building Construction Companies, Inc.  
Inland Building Construction Companies, Inc.  
Pro-Craft Construction, Inc.

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

Name **Aaron S. Brown**  
Business and Financial Services  
Street Address **4800 Magnolia Avenue**  
City & State **Riverside, CA 92506**

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SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

### NOTICE OF COMPLETION

Notice is hereby given that:

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

NAMES	ADDRESSES
<u>None</u>	
- A work of improvement on the property hereinafter described was completed on 09/17/2013. The work done was:  
Physican Assistant Lab Remodel
- The name of the contractor, if any, for such work of improvement was Silver Creek Industries, Inc.  
(If no contractor for work of improvement as a whole, insert "none")
- The property on which said work of improvement was completed is in the city of Moreno Valley, County of Riverside, State of California, and is described as follows: Community College
- The street address of said property is 16130 Lasselle St. Moreno Valley, CA 92551  
(If no street address has been officially assigned, insert "none")

Dated: 09/17/2013

Riverside Community College District  
President, Board of Trustees

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

### VERIFICATION

I, the undersigned, say: I am the Vice Chancellor, Business & Financial Services, Aaron S. Brown the declarant of the foregoing notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.

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

Executed on \_\_\_\_\_, 20\_\_\_\_, at Riverside, California.

(Date of signature)

(City where signed)

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

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

Name **Aaron S. Brown**  
Business and Financial Services  
Street Address **4800 Magnolia Avenue**  
City & State **Riverside, CA 92506**

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

NAMES	ADDRESSES
<u>None</u>	
- A work of improvement on the property hereinafter described was completed on 09/17/2013. The work done was:  
ADA Transition Plan Implementation Phase 1 - General Const
- The name of the contractor, if any, for such work of improvement was Inland Building Construction Companies, Inc.  
(If no contractor for work of improvement as a whole, insert "none")
- The property on which said work of improvement was completed is in the city of Norco, County of Riverside, State of California, and is described as follows: Community College
- The street address of said property is 2001 Third St. Norco, CA 92860  
(If no street address has been officially assigned, insert "none")

Dated: 09/17/2013

Riverside Community College District  
President, Board of Trustees

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

### VERIFICATION

I, the undersigned, say: I am the Vice Chancellor, Business & Financial Services, Aaron S. Brown the declarant of the foregoing notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.

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

Executed on \_\_\_\_\_, 20\_\_\_\_, at Riverside, California.

(Date of signature)

(City where signed)

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

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

Name Aaron S. Brown  
Business and Financial Services  
Street Address 4800 Magnolia Avenue  
City & State Riverside, CA 92506

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SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

### NOTICE OF COMPLETION

Notice is hereby given that:

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

NAMES	ADDRESSES
<u>None</u>	
- A work of improvement on the property hereinafter described was completed on 09/17/2013. The work done was:  
ADA Transition Plan Implementation Phase 1 - Misc
- The name of the contractor, if any, for such work of improvement was Inland Building Construction Companies, Inc.  
(If no contractor for work of improvement as a whole, insert "none")
- The property on which said work of improvement was completed is in the city of Norco, County of Riverside, State of California, and is described as follows: Community College
- The street address of said property is 2001 Third St. Norco, CA 92860  
(If no street address has been officially assigned, insert "none")

Dated: 09/17/2013

Riverside Community College District  
President, Board of Trustees

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

### VERIFICATION

I, the undersigned, say: I am the Vice Chancellor, Business & Financial Services, Aaron S. Brown the declarant of the foregoing notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.

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

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

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

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

Name **Aaron S. Brown**  
Business and Financial Services  
Street Address **4800 Magnolia Avenue**  
City & State **Riverside, CA 92506**

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SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

### NOTICE OF COMPLETION

Notice is hereby given that:

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

NAMES	ADDRESSES
<u>None</u>	
- A work of improvement on the property hereinafter described was completed on 09/17/2013. The work done was:  
ADA Transition Plan Implementation Phase 1 - Plumbing
- The name of the contractor, if any, for such work of improvement was Pro-Craft Construction, Inc.  
(If no contractor for work of improvement as a whole, insert "none")
- The property on which said work of improvement was completed is in the city of Norco, County of Riverside, State of California, and is described as follows: Community College
- The street address of said property is 2001 Third St. Norco, CA 92860  
(If no street address has been officially assigned, insert "none")

Dated: 09/17/2013

Riverside Community College District  
President, Board of Trustees

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

### VERIFICATION

I, the undersigned, say: I am the Vice Chancellor, Business & Financial Services, Aaron S. Brown the declarant of the foregoing notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.

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

Executed on \_\_\_\_\_, 20\_\_\_\_, at Riverside, California.

(Date of signature) (City where signed)

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



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

Meeting	9/17/2013 - Regular
Agenda Item	Consent Agenda Action (VI-B-8-c)
Subject	Surplus Property
College/District	District
Funding	N/A
Recommended Action	It is recommend that the Board of Trustees by unanimous vote: (1) declare the property on the attached list to be surplus; (2) find property does not exceed the total value of \$5,000; and (3) authorize the property to be consigned to The Liquidation Company to be sold on behalf of the District.

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### Background Narrative:

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

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

### Attachments:

[09172013\\_Surplus Property List](#)

## Surplus Property September 17, 2013

QUANTITY	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	SONY	CD/DVD PLAYER	CVP-NS55P	1018613	NONE
1	JVC	DVD VIDEO RECORDER	SR-V530U	089H1049	23890
1	PANASONIC	VCR	DMR-T3040P	KR4E001026	23896
1	PANASONIC	VCR	AG-1340P	LITB01011	NONE
1	PANASONIC	VCR	AG-1340P	CATB01127	23866
1	PANASONIC	VCR	PX-24752	J21A49616	20074
1	SONY	VCR	SLV-D380P	2228306	NONE
1	PANASONIC	VCR	AG-2570P	KITB00466	NONE
1	PANASONIC	VCR	AG-2580P	G2A1413JV2	22748
1	SHARP	TV	XM2701	STV4849392	24306
1	SONY	CAMERA	CD100063698	632827636	NONE
2	SURE	MICROPHONE	NONE	NONE	NONE
1	BOGEN	CAMER TRIPOD	NONE	NONE	NONE
1	VIEW SONIC	MONITOR	NONE	H0K050300488	NONE
1	3M	TRANSPARENCY MAKER	4550	NONE	NONE
1	3M	TRANSPARENCY MAKER	4550	NONE	NONE
1	SHARP	TV	XM-2701	617887	15192
1	SONY	VCR	SLV-D380P	316321	17815
1	SHARP	TV	XM-2701	314096	NONE
1	SONY	VCR	SLV-D380P	316320	NONE
2	NONE	METAL BRACKETS	NONE	NONE	NONE
1	SHARP	VCR	XA-905	12716149	NONE
1	SHARP	VCR	XA-905	11715483	NONE
1	SHARP	VCR	XA-505	510825371	7865
1	CORPORATE EXP	PAPER CUTTER	NONE	NONE	NONE
1	DAHLE	PAPER CUTTER	NONE	NONE	NONE
3	MAGNAVOX	TV BASE	910X101	NONE	NONE
1	SHARP	VCR	XA-905	11715842	NONE
1	SHARP	VCR	XA-905	11715511	NONE
1	SHARP	VCR	XA-905	11715510	NONE
1	SHARP	TV	XM-2701	NONE	5487
1	SHARP	TV	XM-2701	NONE	2105
1	HITACHI	TV	CT7872	W0J013169	NONE
1	SONY	CD/DVD PLAYER	DVP-NS55P	3008623	NONE
1	SONY	CD/DVD PLAYER	DVP-NS55P	10131506	NONE
1	SONY	CD/DVD PLAYER	DVP-NS55P	2586839	23893
1	JVC	DVD/CD PLAYER	NONE	060K365	30937
1	JBL	SPEAKER	MR825	26354	7174
1	JBL	SPEAKER	MR825	21074	7175
1	YAMAHA	SPEAKER	NONE	NONE	5446
1	YAMAHA	SPEAKER	NONE	NONE	5447
1	ANCHOR	PA SYSTEM WITH CD	NONE	E5005792	23879
1	ANCHOR	SPEAKER	NONE	BAL00085	NONE
1	SONY	CASSETTE RECORDER	SLV-R1000	930115823	NONE
1	SONY	CASSETTE RECORDER	SLV-R160	CE728670	5450
1	QUASAR	TV/VCR	BB2020	SB40351126	8959
1	SHARP	TV	XM-2701	313716	20830
1	PHILLIPS	TV	PA7032	74557120	NONE



## Surplus Property September 17, 2013

QUANTITY	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	MAGNAVOX	TV	PR0910	54323434	NONE
1	MAGNAVOX	TV	PR0910	4314985	NONE
1	SHARP	VCR	XA-705	807713683	17178
1	NONE	BLACK SHELF	NONE	NONE	NONE
1	SEERITE	PROJECTOR	NONE	NONE	NONE
1	CRAIG	AM/FM CASSETE PLAYER	JD2830	1513019333	NONE
1	SHARP	VCR	XA-905	11715455	NONE
1	SHARP	VCR	XA-905	11715503	NONE
1	SHARP	VCR	XA-305	11326728	5626
1	SHARP	TV	XM2701	313716	5353
1	BURLE	VCR	TC3960B	70202703	NONE
1	PANASONIC	VCR	AGVP320	G51A40001	NONE
2	NONE	4 WHEEL DOLLY	NONE	NONE	NONE
1	SHARP	VCR	XA-905	11715497	NONE
1	SHARP	VCR	XA-905	1171419	NONE
1	SHARP	VCR	XA-305	1336459	NONE
1	SHARP	VCR	XA-305	11326402	NONE
1	SHARP	TV	XA-605A	710725056	10414
1	TOSHIBA	VCR	M-65	87928155	NONE
1	PHILLIPS	TV	PA7032	77616953	NONE
1	SHARP	TV	XN2701	5486766	8961
1	EPSON	PRINTER	B311A	FMJE007885	21332
1	EPSON	PRINTER	B281A	FK9K206655	40399
1	EPSON	PRINTER	P120A	CLQ048745	NONE
1	SHARP	VCR	XA-505	510725401	7866
1	NONE	AV CART	NONE	NONE	NONE
1	NONE	RACK SHELVES	NONE	NONE	NONE
1	NONE	TWO DRAWER FILE CABINET	NONE	NONE	NONE
1	NONE	GREY FELT WHEELED CABINET	NONE	NONE	NONE
1	NONE	MISC. METAL SHELVES	NONE	NONE	NONE
1	GATEWAY	CPU	E4100	1621	2270
1	GATEWAY	CPU	E4100	7211	23741
1	GATEWAY	CPU	E4100	9270	23151
1	GATEWAY	CPU	E4100	9457	23702
1	GATEWAY	CPU	E4100	9461	23704
1	GATEWAY	CPU	E4100	9456	23705
1	GATEWAY	CPU	E4100	9456	NONE
1	GATEWAY	CPU	E4100	9459	23707
1	GATEWAY	CPU	E4300	8961	24534
1	GATEWAY	CPU	E4300	8960	24535
1	GATEWAY	CPU	E4300	8962	24536
1	GATEWAY	CPU	E4300	1779	24652
1	GATEWAY	CPU	E4300	6645	24653
1	GATEWAY	CPU	E4300	1178	25131
1	GATEWAY	CPU	E4300	1286	25168
1	GATEWAY	CPU	E4300	1717	25173
1	GATEWAY	CPU	E4300	1766	25691
1	GATEWAY	CPU	E4300	1742	25880

## Surplus Property September 17, 2013

QUANTITY	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	GATEWAY	CPU	E4300	1786	25881
1	GATEWAY	CPU	E4300	9360	25888
1	GATEWAY	CPU	E4300	5170	26545
1	GATEWAY	CPU	E4300	3599	30615
1	GATEWAY	CPU	E4300	1708	31754
1	GATEWAY	CPU	E4300	1759	25678
1	GATEWAY	CPU	E4300	1737	25679
1	GATEWAY	CPU	E4300	8860	25876
1	GATEWAY	CPU	E4500S	1392	35484
1	GATEWAY	CPU	E4610S	4581	33048
1	GATEWAY	CPU	E4620N	2837	37290
1	GATEWAY	CPU	E4620N	2839	37688
1	GATEWAY	CPU	E4620N	2838	37686
1	GATEWAY	CPU	E4620S	9197	37687
1	GATEWAY	CPU	E4620S	7110	34478
1	GATEWAY	CPU	E4620S	7846	39080
1	GATEWAY	CPU	E4620S	7847	36884
1	GATEWAY	CPU	E4620S	1306	36885
1	GATEWAY	CPU	E6500	2513	37554
1	GATEWAY	CPU	E6500	6242	32606
1	GATEWAY	CPU	E6610D	8334	34679
1	GATEWAY	CPU	E6610D	6900	37761
1	GATEWAY	CPU	FPD1530	335	36890
1	GATEWAY	CPU	FPD1530	9367	23256
1	GATEWAY	CPU	FPD1530	932	25344
1	GATEWAY	CPU	FPD1730	8189	26177
1	GATEWAY	CPU	FPD1730	8177	23709
1	GATEWAY	CPU	FPD1730	8165	23712
1	GATEWAY	CPU	FPD1730	4088	23715
1	GATEWAY	CPU	FPD1730	1048	24566
1	GATEWAY	CPU	FPD1765	7961	24957
1	GATEWAY	CPU	FPD1965	3717	31485
1	GATEWAY	CPU	M280E	558	32834
1	GATEWAY	CPU	M280E	560	32691
1	GATEWAY	CPU	M280E	563	32693
1	GATEWAY	CPU	M320	NONE	32696
1	GATEWAY	CPU	M360SB	8017	24532
1	GATEWAY	CPU	M460	4439	25100
1	GATEWAY	CPU	M680	8652	32070
1	GATEWAY	CPU	Profile 5.5	3809	6658
1	GATEWAY	CPU	Profile 6	9677	5434
1	GATEWAY	CPU	FPD1530	7039	7165
1	OPTIQUEST	CPU	VS11201	Q5W070163370	3273
1	HP	PRINTER	311	1ZPX	43550
1	HP	PRINTER	311	0G80	43555
1	HP	PRINTER	311	1XW9	43562
1	HP	PRINTER	311	1XVK	43566
1	HP	PRINTER	311	0GB3	43598





## Agenda Item (VII-A)

Meeting 9/17/2013 - Regular

Agenda Item Consent Agenda Information (VII-A)

Subject CCFS-311Q – Quarterly Financial Status Report for the 4th Quarter Ended

College/District District

Information Only

---

### Background Narrative:

See the attached CCFS-311Q – Quarterly Financial Status Report for the 4th Quarter ended June 30, 2013.

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

### Attachments:

[09172013\\_ CCFS-311Q \(4th Quarter\)](#)

# CCFS-311Q – Quarterly Financial Status Report Background Narrative June 30, 2013

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

The General Fund consists of the following:

## Fund 11 – Unrestricted

Resource 1000 – General Unrestricted

Resource 1080 – Community Education

Resource 1090 – Performance Riverside

Resource 1110 – Bookstore (Contractor Operated)

Resource 1170 – Customized Solutions

## Fund 12 – Restricted

Resource 1050 – Parking

Resource 1070 – Student Health

Resource 1120 – Center for Social Justice and Civil Liberties

Resource 1180 – Redevelopment Pass-Through

Resource 1190 – Grants and Categorical Programs

# CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE

## Quarterly Financial Status Report, CCFS-31 IQ CERTIFY QUARTERLY DATA

CHANGE THE PERIOD

Fiscal Year: 2012-2013

Quarter Ended: (Q4) Jun 30, 2013

District: (960) RIVERSIDE

Your Quarterly Data is Certified for this quarter.

### Chief Business Officer

**CBO Name:** Aaron S. Brown

**CBO Phone:** 951-222-8789

**CBO Signature:** 

**Date Signed:** 8-15-13

**Chief Executive Officer Name:** Dr. Cynthia E. Azari

**CEO Signature:** 

**Date Signed:** 8/15/2013

**Electronic Cert Date:** 08/15/2013

### District Contact Person

**Name:** Bill J. Bogle, Jr.

**Title:** Controller

**Telephone:** 951-222-8041

**Fax:** 951-222-8021

**E-Mail:** Bill.Bogle@rccd.edu

---

California Community Colleges, Chancellor's Office  
Fiscal Services Unit  
1102 Q Street, Suite 4554  
Sacramento, California 95814-6511

Send questions to:  
Christine Atalig (916)327-5772 [catalig@cccco.edu](mailto:catalig@cccco.edu) or Tracy Britten (916)323-6899 [tbritten@cccco.edu](mailto:tbritten@cccco.edu)

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# CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE

## Quarterly Financial Status Report, CCFS-31 IQ

[VIEW QUARTERLY DATA](#)

**CHANGE THE PERIOD** ▼

**Fiscal Year: 2012-2013**

**Quarter Ended: (Q4) Jun 30, 2013**

District: (960) RIVERSIDE

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2009-10	Actual 2010-11	Actual 2011-12	Projected 2012-2013
<b>I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:</b>					
<b>A. Revenues:</b>					
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	141,019,430	143,808,312	130,719,885	136,633,788
A.2	Other Financing Sources (Object 8900)	-2,610,591	1,410,028	-176,023	272,936
A.3	<b>Total Unrestricted Revenue (A.1 + A.2)</b>	138,408,839	145,218,340	130,543,862	136,906,724
<b>B. Expenditures:</b>					
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	139,960,566	142,578,585	135,251,667	130,689,684
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	1,152,570	632,790	1,251,129	1,941,414
B.3	<b>Total Unrestricted Expenditures (B.1 + B.2)</b>	141,113,136	143,211,375	136,502,796	132,631,098
C.	<b>Revenues Over(Under) Expenditures (A.3 - B.3)</b>	-2,704,297	2,006,965	-5,958,934	4,275,626
<b>D. Fund Balance, Beginning</b>					
D.1	Prior Year Adjustments + (-)	-80,868	-25,000	125,235	34,130
D.2	<b>Adjusted Fund Balance, Beginning (D + D.1)</b>	13,172,981	10,443,684	12,575,884	6,651,080
E.	<b>Fund Balance, Ending (C. + D.2)</b>	10,468,684	12,450,649	6,616,950	10,926,706
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	7.4%	8.7%	4.8%	8.2%

**II. Annualized Attendance FTES:**

G.1	<b>Annualized FTES (excluding apprentice and non-resident)</b>	31,185	29,437	25,858	25,119
-----	--	--------	--------	--------	--------

III. Total General Fund Cash Balance (Unrestricted and Restricted)	As of the specified quarter ended for each fiscal year			
	2009-10	2010-11	2011-12	2012-2013





<b>b. BENEFITS:</b>	<b>Year 3:</b>							
	<b>Year 1:</b>							
	<b>Year 2:</b>							
	<b>Year 3:</b>							

\* As specified in Collective Bargaining Agreement or other Employment Contract

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

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

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

Due to the State's continuing Budget Strategy of deferring apportionment, the District was forced to seek cash flow alternatives such as internal borrowing, and Mid-Year Tax and Revenue Anticipation Notes (TRAN).

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

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

FY 2012-2013

The lingering effects of significant State budget cuts contributed to a budget shortfall for the District. The District was forced to make cuts to section offerings despite student demand; decrease discretionary expenses; continue a hiring freeze; impose layoffs; and utilize one-time sources to mitigate the impact of the budget shortfall. The State's action of deferring apportionment funding will cause the District to experience cash flow shortages. The District was forced to secure alternate financing and implement internal borrowing measures to mitigate the impact of expected cash deficits.

FY 2013-2014

An improving economy and the passage of Proposition 30 will halt the revenue reductions experienced in prior years and will result in marginal revenue restoration, albeit not to the level of prior years. However uncertainty still exists relative to the amount of new revenues to be generated by Proposition 30, and ultimately the impact on community college and, specifically, Riverside Community College District.

It is expected that the State will continue to defer apportionment funding albeit at lower amounts than in prior fiscal years. The District will be forced to again secure external financing and implement internal borrowing measures to mitigate the impact of cash deficits as a result of the apportionment deferrals.

**RIVERSIDE COMMUNITY COLLEGE DISTRICT  
GENERAL FUND REVENUE AND EXPENDITURE REPORT  
FOR THE PERIOD ENDED JUNE 30, 2013**

**Cash Position - Unrestricted and Restricted**

	<u>YTD Activity</u>
Beginning Cash, July 1, 2012	\$ 5,050,878
Net Change in Accounts Receivables	3,986,789
Net Change in Accounts Payables	(306,304)
Revenue and Other Financial Sources	166,229,407
Expenditures and Other Outgo	(161,236,484)
Ending Cash, June 30, 2013	<u>\$ 13,724,286</u>

**Budget and Actual Activity - Unrestricted**

	<u>Adopted Budget</u>	<u>Revised Budget</u>	<u>YTD Activity</u>
<b>Revenues</b>			
Federal	\$ 199,313	\$ 199,313	\$ 198,956
State	94,080,630	94,080,630	89,822,923
Local	40,396,057	41,700,818	46,611,909
Total Revenues	<u>134,676,000</u>	<u>135,980,761</u>	<u>136,633,788</u>
<b>Other Financing Sources</b>	282,888	266,960	272,936
<b>Total Revenues</b>	<u>134,958,888</u>	<u>136,247,721</u>	<u>136,906,724</u>
<b>Expenditures</b>			
Academic Salaries	\$ 59,368,583	\$ 59,241,594	\$ 59,718,877
Classified Salaries	28,202,609	28,170,987	27,169,753
Employee Benefits	29,348,216	29,368,711	29,029,615
Materials & Supplies	2,416,607	2,526,850	1,547,187
Services	15,186,138	15,655,812	11,929,135
Capital Outlay	736,490	1,617,652	1,295,117
Total Expenditures	<u>135,258,643</u>	<u>136,581,606</u>	<u>130,689,684</u>
<b>Other Outgo - Objects</b>	1,941,414	1,941,414	1,941,414
<b>Total Expenditures and Other Outgo</b>	<u>137,200,057</u>	<u>138,523,020</u>	<u>132,631,098</u>
<b>Revenues Over (Under)</b>			
<b>Expenditures</b>	\$ (2,241,169)	\$ (2,275,299)	\$ 4,275,626
<b>Beginning Fund Balances</b>	6,616,950	6,651,080	6,651,080
<b>Ending Fund Balances</b>	<u>\$ 4,375,781</u>	<u>\$ 4,375,781</u>	<u>\$ 10,926,706</u>
<b>Contingency</b>			
Unrestricted	\$ 3,475,781	\$ 3,475,781	\$ 10,026,706
<b>Reserve</b>	900,000	900,000	900,000
<b>Total Contingency/Reserve</b>	<u>\$ 4,375,781</u>	<u>\$ 4,375,781</u>	<u>\$ 10,926,706</u>



## Agenda Item (VIII-A-1)

Meeting	9/17/2013 - Regular
Agenda Item	Committee - Governance (VIII-A-1)
Subject	Revised and New Board Policies – First Reading
College/District	District
Funding	N/A
Recommended Action	It is recommended that the Board of Trustees accept Board Policies 2716, 2730, 3410 and 6550 for First Reading.

---

### Background Narrative:

In keeping with our current process of updating our Board Policies, the items below come before the Board for first reading:

#### Board of Trustees

Board Policy 2716 Political Activity – This is a revision of the Policy that was last revised on May 21, 2013.

Board Policy 2730 Health and Welfare Benefits – This is a revision of the Policy that was originally adopted on September 16, 2008.

#### General Information

Board Policy 3410 Nondiscrimination – This is a revision of the Policy that was last revised on September 18, 2012.

#### Business and Fiscal Affairs

Board Policy 6550 – Disposal of Surplus Personal Property – This is a new Policy for the District.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services  
Ruth Adams, General Counsel

### Attachments:

[09172013\\_Board Policies 2716, 2730, 3410 and 6550](#)

**Riverside Community College District Policy**

**No. 2716**

**Board of Trustees  
DRAFT – CCLC UPDATE #22**

**BP 2716 POLITICAL ACTIVITY**

**References:**

Education Code Sections 7054, 7054.1, and 7056;  
Government Code Section 8314

Members of the Board of Trustees shall not use District funds, services, supplies or equipment to urge the passage or defeat of any ballot measure or candidate, including, but not limited to, any candidate for election to the Board of Trustees.

Initiative or referendum measures may be drafted on an area of legitimate interest to the District. The Board of Trustees may by resolution express the Board's position on ballot measures. Public resources may be used only for informational efforts regarding ***the possible effects of*** District Bond ***issues or other ballot*** measures.

---

Date Adopted: September 16, 2008

Revised: May 21, 2013

***Revised:***

**Riverside Community College District Policy**

**No. 2730**

**Board of Trustees  
DRAFT – CCLC UPDATE 20**

**BP 2730 HEALTH AND WELFARE BENEFITS**

**Reference:**

Government Code Section 53201 **and 53208.5**

Members of the Board of Trustees shall be permitted to participate in the District's health and welfare benefits program, which includes medical, dental and life insurance. The District shall pay the premiums for said benefits as long as the individual is an active member of the Board. **The benefits of members of the Board through the District's health benefits program shall not be greater than the most generous schedule of benefits being received by any category of non-safety employee of the District.**

Former members of the Board of Trustees may continue to participate in the District's health benefits programs upon leaving the Board if the following criteria are met: the member must have begun service on the Board of Trustees after January 1, 1981; the member must have been first elected to the Board before January 1, 1995; and the member must have served at least 12 years, and who agree to and do pay the full costs of the health benefits. All other former Board of Trustees members may continue to participate in the District's health benefits programs on a self-pay basis.

---

Date Adopted: September 16, 2008

**Revised:**

**Riverside Community College District Policy**

**No. 3410**

**General Institution  
DRAFT – CCLC UPDATE #22**

**BP 3410 NONDISCRIMINATION**

**References:**

Education Code Sections 200 et seq, 66250 et seq., 70901, 72010, et seq., and 87100 et seq.;

Penal Code Sections 422.55 et seq;

Government Code Sections 11135 -11139.5, 12926.1 and 12940 et seq.;

California Code of Regulations, Title 5 Sections 53000 et seq. and 59300 et seq.;

Title 20, United States Code, Section 1681

Title 29, United States Code, Section 794

Title 42, United States Code Sections 6101, 12100 et seq, and 2000d

Accreditation Standard I.6

Veterans Employment Opportunity Act of 1998

The District is committed to equal opportunity in educational programs, employment, and all access to institutional programs and activities.

The District, and each individual who represents the District, shall provide access to its services, classes, and programs without regard to actual, perceived or association with others' ethnic group identification, national origin, religion, age, gender, gender identity, gender expression, race **or ethnicity**, color, genetic information, ancestry, sexual orientation, or physical or mental disability, **pregnancy**, or any characteristic listed or defined in Section 11135 of the Government code or any characteristic that is contained in the prohibition of hate crimes set forth in subdivision (a) of Section 422.6 of the Penal Code. In addition to these protected bases, the District additionally provides equal employment opportunities to all applicants and employees regardless of gender, medical condition, marital status, or status as a Vietnam-era veteran.

The Chancellor shall establish administrative procedures that ensure all members of the college community can present complaints regarding alleged violations of this policy and have their complaints heard in accordance with the Title 5 regulations and those of other agencies that administer state and federal laws regarding nondiscrimination.

No District funds shall ever be used for membership, or for any participation involving financial payment or contribution on behalf of the District or any individual employed by or associated with it, to any private organization whose membership practices are discriminatory.

The District shall comply with the accessibility requirements of Section 508 of the Rehabilitation Act of 1973 in the development, procurement, maintenance, or use of electronic or information technology and respond to and resolve unlawful discrimination complaints regarding accessibility. Such complaints will be treated as complaints of discrimination on the basis of disability.

Information regarding the filing of a complaint can be obtained from the Director, Diversity, Equity and Compliance, and is also included in Administrative Procedures 3410 and 3435.

---

Date Approved: May 15, 2007

Revised: February 26, 2008

Revised: November 18, 2008

Revised: September 18, 2012

**Revised:**

(Replaces Policies 6100 and 6200)

Business and Fiscal Affairs  
DRAFT

**BP 6550 DISPOSAL OF *SURPLUS PERSONAL* PROPERTY**

**References:**

Education Code Sections 70902(b)(6) and 81450 et seq.

**The *Vice Chancellor of Business and Financial Services, or designee*, is delegated authority by the Board of Trustees to declare as surplus such personal property of the District as is no longer useful for District purposes and shall establish procedures to dispose of such property in accordance with applicable law. All sales of surplus personal property shall be reported to the Board on a periodic basis.**

- ❖ From Riverside CCD Policy 7025 titled Sale of Equipment, Furniture and Supplies

~~Equipment, furniture and supplies that are no longer needed for District purposes shall, in compliance with the California Education Code requirements, be sold. The detailed functions of the sale of equipment, furniture and supplies are outlined in the related regulations.~~

-----  
**NOTE:** The **bold type** signifies **legally required** language recommended from the Community College League and legal counsel (Liebert Cassidy Whitmore). The information in ***italic type*** is additional language to consider including in this policy. The language in regular type is current Riverside Policy 7025 titled Sale of Equipment, Furniture and Supplies adopted on 5-7-75 and amended on 10-4-83.

---

**Date Adopted:**

*(Replaces current Riverside CCD Policy 7025)*





## Agenda Item (VIII-E-1)

Meeting	9/17/2013 - Regular
Agenda Item	Committee - Facilities (VIII-E-1)
Subject	Agreement Amendment for MVC Phase III Student Academic Services Facility with CW Driver
College/District	Moreno Valley
Funding	College Measure C
Recommended Action	It is recommended that the Board of Trustees approve an agreement amendment for the MVC Phase III Student Academic Services Facility for construction management services with C.W. Driver in the amount of \$59,173. A one month extension of time is also requested, for a revised completion date of October 4th, 2013.

---

### Background Narrative:

On October 19, 2010, the Board of Trustees approved an agreement with C.W. Driver in the amount of \$2,008,743 to provide construction management services for the Phase III Student Academic Services Facility project at Moreno Valley College.

Due to the extended Division of State Architecture (DSA) review and response times regarding the bridge connection details to the Humanities building and recent design changes to the fire lane per the Moreno Valley fire department, it is necessary to extend the services of CW Driver in the amount not to exceed \$59,173. Funds in project contingency will cover the amendment and no augmentation to the project budget is needed. The completion date is now anticipated to be October 4th, 2013.

Prepared By: Sandra Mayo, President, Moreno Valley College  
Chris Carlson, Chief of Staff & Facilities Development  
Bart Doering, Director, Construction

### Attachments:

[MVC Phase III SAS Amended Agreement\\_C.W. Driver](#)

FIRST (1) AMENDMENT TO CONSTRUCTION MANAGEMENT – MULTIPLE PRIME  
PUBLIC WORKS AGREEMENT  
BETWEEN  
RIVERSIDE COMMUNITY COLLEGE DISTRICT  
AND  
C.W. DRIVER  
PHASE III STUDENT ACADEMIC SERVICES FACILITY  
MORENO VALLEY COLLEGE

This document amends the original agreement between the Riverside Community College District and C.W. Driver, which was originally approved by the Board of Trustees on October 19, 2010.

The agreement is hereby amended as follows:

Additional compensation of this amended agreement shall not exceed \$ 59,173.00, including reimbursable expenses. The term of this agreement shall be from the original agreement date of October 20, 2010, to the extended amended date of October 4, 2013. Payments and final payment shall coincide with original agreement.

Additional scope of work shall be provided in Exhibit I, Attached.

All other terms and conditions of the original agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the date written below.

CONSULTANT NAME

RIVERSIDE COMMUNITY COLLEGE  
DISTRICT

By: \_\_\_\_\_

Gregg Riddle  
Project Executive  
4200 Concours Dr. Suite 350  
Ontario, CA 91764

By: \_\_\_\_\_

Aaron S. Brown  
Vice Chancellor  
Business and Financial Services

Date: \_\_\_\_\_

Date: \_\_\_\_\_

## Exhibit I

### RCCD MVC Phase III Student Academic Services Facility Proposal

8/5/2013

Bart Doering  
Riverside Community College District  
450 E. Alessandro Blvd.  
Riverside, CA, 92508

**C.W. Driver**  
BUILDERS SINCE 1919



PROJECT: RCCD MVC Phase III Student Academic Services Facility

SUBJECT: Extended General Conditions Proposal #1

Dear Bart,

We at C.W. Driver are pleased to submit this fee proposal for the extend general conditions related to the ongoing Student Academic Services Facility project utilizing the multi-prime, not-at-risk project delivery method, as defined in this proposal.

Our price for our construction management services is based on our estimate of the staff and related expenses for a defined time period of 16 months. We have assumed our team will be needed for an additional time period starting on September 05, 2013 continuously through October 04, 2013 (1 month) due to extended DSA review times, RFI response times, and recent design changes to the fire lane.

Our proposal assumes that:

1. The existing Construction Management – Multiple Prime Public Works Trade Agreement for the Student Academic Services Facility project will be amended to reflect the pricing, scope and schedule as defined herein, or a similar stand alone agreement will be utilized.
2. Our extended services will commence September 05, 2013 and continue through October 04, 2013.
3. As necessary, this contract can be amended for other preconstruction, construction or post construction work commencing prior to or after September 04, 2013 and as necessary to included additional project(s).
4. Typical construction management - multiple prime services will be provided as defined in the existing agreement.
5. Whether the cost of an item is considered part of our services, a direct cost of the work or provided by others, is described in the previously provided matrix.

Our fee for these extended general conditions as defined above on the Student Academic Services Facility project is \$59,173. Delays in starting or completing this project within the time line indicated above may result in an increase to the fees, as our price for these construction management services is based on our estimate of the staff and related expenses for a defined time period. We agree to work with you to address the additional cost to provide our services beyond October 04, 2013 or to manage any other projects that may occur.

We thank you for the opportunity to provide this additional fee proposal and look forward to the opportunity to working with you as your team to deliver these much needed facilities. Should you have any questions please contact me directly at (909) 533-9272, or via email at [jdcocx@cwdriver.com](mailto:jdcocx@cwdriver.com).

Sincerely,

A handwritten signature in black ink, appearing to read "Jake Cox". The signature is fluid and cursive.

Jake Cox  
Project Manager

**Jobsite**  
16130 Lasselle Street  
Moreno Valley, CA 92551  
T (951) 571-0222 F (951) 571-0226

**CWD Office**  
4200 Concoors Drive, Suite 350  
Ontario, CA 91764  
T 909.945.1919 F 909.945.1955

CWD Job No. 100512.  
Report Date: 7/26/13  
Page 1/1





## Agenda Item (IX-A-1)

Meeting	9/17/2013 - Regular
Agenda Item	Administrative Reports (IX-A-1)
Subject	Resolution No. 05-13/14 – Resolution Authorizing the Chancellor, or Designee, of the District to Layoff and Reduce Hours of the Classified Service
College/District	District
Funding	
Recommended Action	It is recommended that the Board of Trustees adopt Resolution No. 05-13/14, authorizing the Chancellor, or Designee, of the District to layoff and reduce hours of the classified service and send the appropriate notification.

---

### Background Narrative:

The position reduction identified is part of cost-reduction strategies for the Chancellor's Office. Due to the funding situation, the position of Administrative Assistant I will be eliminated as we address the allocation of available funding in the Chancellor's office.

Prepared By: Art Alcaraz, Director, Diversity and Human Resources

### Attachments:

[20130917\\_Resolution No 05 13-14 Layoff and Reduce Hours of the Clsfd Serv\\_Backup](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

Resolution No. 05-13/14

Resolution of the Board of Trustees of Riverside Community College District Authorizing the Chancellor, or Designee, of the District to Layoff and Reduce Hours of the Classified Service

WHEREAS, funds and/or work load have been eliminated/reduced; and

WHEREAS, projected funding levels and/or work load for a classified position load has been eliminated or reduced, the Governing Board of the Riverside Community College District (“District”) hereby finds it necessary and in the best interest of the District to eliminate the classified service as specified below:

<u>Position Title</u>	<u>Department</u>	<u>FTE</u>
Administrative Assistant I	Chancellor’s Office	1.0

NOW THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED that, as of November 22, 2013 the classified position specified herein shall be eliminated to the extent set forth in accordance with California Education Code §88017;

BE IT FURTHER RESOLVED, DETERMINED, AND ORDERED that the Board of Trustees, Chancellor, or Designee, of the District is authorized and directed to give notice of layoff to all affected employees and to the appropriate exclusive bargaining representative no later than 60 days prior to the effective date of layoff as set forth above.

ADOPTED this 17th day of September, 2013.

\_\_\_\_\_  
President of the Board of Trustees

ATTEST:

\_\_\_\_\_  
Secretary, Board of Trustees



## Agenda Item (IX-A-2)

Meeting	9/17/2013 - Regular
Agenda Item	Administrative Reports (IX-A-2)
Subject	Increase of Salary Schedules for District Employees as funded by the COLA of 1.57%
College/District	District
Funding	
Recommended Action	It is recommended that the Board of Trustees approve the increase of the salary schedules for the District employees, as funded by the COLA (1.57%) effective July 1, 2013.

---

### Background Narrative:

On the September 17, 2013 Board Agenda, the Trustees are considering adoption of the 2013-14 budget. Included in this budget is an increase of the faculty and classified staff salary schedule, as the state has funded a Cost of Living Adjustment(COLA) of 1.57%, which the District has included in the budget to be directly passed on to employees of the District. In the past, the District has provided the same salary package to all employee groups (CTA and CSEA), to include management and confidential. The expenses are accounted for in the 2013-2014 budget.

Memorandums of Agreement/Understanding will be entered into by the District with the represented groups of CSEA and CTA, per the contract, to reflect this action.

Prepared By: Art Alcaraz, Director, Diversity and Human Resources

### Attachments:



## Agenda Item (XII-A)

Meeting	9/17/2013 - Regular
Agenda Item	Business From Board Members (XII-A)
Subject	Selection of an Executive Search Consulting Services Firm to Conduct the Chancellor Search
College/District	District
Funding	
Recommended Action	The Board will select an Executive Search Consulting Services firm to assist in the recruitment and selection of the Chancellor for Riverside Community College District.

---

### Background Narrative:

In the case of a Chancellor vacancy the Board of Trustees established, under BP/AP 2431, a procedure for a search process to fill the vacancy. The procedure states that the Board of Trustees in consultation with the Vice Chancellor, Diversity and Human Resources may employ a search consultant to assist with the hiring process and recruit candidates. And, that the Diversity and Human Resources Department will solicit proposals from executive search firms to assist the Board in filling the open position. After review of the proposals, the Board will select a firm to conduct the Chancellor search.

As directed by the Board at the June 18th board meeting, the District invited Requests for Proposals (RFP) for consideration in the selection of an Executive Search Consultant to assist the District in the process of recruitment and selection of a Chancellor. Six search firms were invited to submit a proposal to perform Executive Search Consultant Services. The RFP was also advertised in the Press Enterprise on July 9th and 16th. The following three firms responded to the RFP and provided brief presentations to the Board on September 3, 2013.

Association of Community College Trustees  
Narcisa Polonio, EVP for Board Services

CollegeCEOs, Inc.  
Sperry MacNaughton, President

The ELS Group, LLC  
Ed Valeau, Sallie Savage and Jesus Carreon, ELS Group Senior Partners

Prepared By: Art Alcaraz, Director, Diversity and Human Resources

### Attachments:

[20130917\\_Selection of Ex Search Consulting Serv Firm to Conduct Chan Search\\_Backup](#)



**BP 2431 CHANCELLOR SELECTION**

References:

Education Code Sections 70901.2, 70902 (b)(7) & (d) and 87100 et seq;  
Title 5 sections 51023.5 and 53000 et seq;  
Accreditation Standard IV.B.1.b, e and j

In the case of a Chancellor vacancy, the Board of Trustees shall establish a search process to fill the vacancy. The process shall comply with relevant regulations.

---

Date Adopted: May 15, 2007

## **AP 2431 CHANCELLOR SELECTION**

### **Reference:**

Education Code Sections 70901.2, 70902 (b)(7) & (d) and 87100 et seq;  
Title 5 sections 51023.5 and 53000 et seq;  
Accreditation Standards III A.1, III A.3, IV A.2 and IV B.1.b., e., and j.

The process for hiring the Chancellor will be inclusive, participatory and transparent. The district and community will be informed and involved throughout the process through the distribution of regular progress reports and a dedicated webpage with up-to-date information.

### Executive Search Firm

1. The Board of Trustees in consultation with the Vice Chancellor, Diversity and Human Resources may employ a search consultant to assist with the hiring process and recruit candidates.
2. Diversity and Human Resources Department will solicit proposals from executive search firms to assist the Board in filling the open position. After review of the proposals, the Board will select a firm to conduct the Chancellor search.

### Chancellor Profile

1. Public forums with district constituencies (students, staff, faculty, management) and the community will be held to obtain suggestions for qualities, characteristics and desired/required qualifications for the Chancellor.
2. The Chancellor profile will be developed from these suggestions, reviewed by the search committee and finalized by the Board.

### Job Announcement

The job announcement for the position shall be developed by the Diversity and Human Resources Department in collaboration with the Associate Vice Chancellor, Public Affairs & Institutional Advancement and shall include the following information:

1. The position profile, including qualities, characteristics and desired/minimum qualifications for the position
2. How to apply
3. "Review" of applications or closing date

Advertisements will appear in publications and websites such as, but not limited to:

Affirmative Action Register  
CalJobs.Ca.gov  
CCC Registry  
Chronicle of Higher Education  
Community College Times  
Diverse Issues in Higher Education  
HERC  
HigherEdJobs.com  
HispanicOutlook.com  
InsideHigerEd.com  
LatinosinHigerEd.com  
Local Newspapers  
tribalcollegejournal.org

#### Screening Committee Composition

The composition of the screening committee for the position of Chancellor will be determined by the Board and shall include representation broadly reflective of the district's constituencies and shall be comprised of the following with the ideal committee between 12 to 16 members:

1. Board of Trustee representatives selected by the Board and adopted Chair and Co-chair of the search committee
2. Faculty representatives nominated by each campus/college academic senate
3. Faculty representatives nominated by the CTA
4. Part-time faculty representative nominated by the CTA
5. Student representative nominated by ASRCC
6. Classified representative nominated by the CSEA
7. Confidential representative nominated by the Confidential Employees Group
8. Management representative nominated by the District Management Association
9. Foundation representative nominated by the RCCD Foundation Board
10. Community representatives selected by the Board, broadly reflective of the district

#### Search Committee Member Responsibilities

1. Assist in the search for Chancellor using the profile statement of qualities, characteristics and desired/minimum qualifications
2. Follow Equal Employment Opportunity guidelines and considerations as well as the federal, state and local regulations
3. Establish and follow the timetable for screening and interviewing that will bring recommendations to the Board by a certain date

4. Make periodic reports to the college constituents and community on the progress of the search (chair)
5. Evaluate and rate candidates
6. Interview candidates
7. Recommend, ideally, five to seven candidates, in unranked alphabetical order, to the Board of Trustees.

Committee members shall maintain strict confidentiality with regard to candidates, applicants, and nominees for the position throughout the entire hiring process and after the process is complete.

A committee member who fails to participate in the screening process or all interviews shall be removed from the committee.

### Screening Committee Operating Procedures

1. The initial meeting of the screening committee shall be convened by the Search Committee Chair. The initial meeting will include EEO training, overview of the search process and confidentiality, review of the position profile, training in review of application materials and set tentative dates for screening and interviewing.
2. No additions or replacements to the committee membership shall be made subsequent to the initial meeting of the screening committee.
3. The screening committee shall develop the following for use in evaluating candidates against the chancellor profile:
  - a. Paper screening criteria and interview questions.
  - b. Parameters for conducting interviews

### Screening of Applications and Selection of Candidates for Interview

1. The search consultant or Vice Chancellor, Diversity and Human Resources will receive applications and make all applications available to the screening committee.
2. The applications shall be independently assessed by each member of the screening committee, using the rating criteria developed by the committee. Committee members shall avoid any discussion of ratings, rankings, or recommendations of candidates until independent evaluations of all candidates have been completed by each committee member.
3. The committee will then discuss the ratings and evaluate the merits of the candidates to determine if there is an adequate pool of professionally qualified candidates with which to continue the selection process.
4. If the pool is deemed adequate by the committee, the committee shall proceed with the selection of candidates for interview.
5. If the pool is not deemed adequate by the committee, the committee shall discuss the matter with the Search Consultant, who shall determine the action to

be taken after consultation with the Vice Chancellor, Diversity and Human Resources or designee.

### Selection of Candidates for Interview

1. The screening committee shall determine an initial pool of potential candidates for interview.
2. The search consultant or Vice Chancellor, Diversity and Human Resources shall establish an interview schedule and notify the candidates to be interviewed.
3. The Vice Chancellor, Diversity and Human Resources will contact each candidate confirming the interview appointment, place and time and provide other appropriate materials to all candidates.

### Initial Interviews

- The circumstances of each interview shall be as similar as is practicable.
- Each candidate will be asked the same interview questions developed by the committee.
- Committee members shall avoid any discussion of ratings, rankings, or recommendations of the candidates until all interviews have been completed and independent evaluations have been completed by each committee member.

### Selection of Finalists

1. The committee chair shall lead discussion, which shall focus on the strengths and weaknesses of the candidates to determine the candidates to be recommended as finalists.
2. The search consultant or Vice Chancellor, Diversity and Human Resources shall conduct reference and background checks of each of the recommended finalists, which shall include investigation of professional experience and personal qualities relevant to performance in the position. Following a discussion of the results of the reference checks, the committee shall make a final determination of the candidates to be recommended as finalists to the Board of Trustees.
3. The Board will review the finalists recommended by the committee and may:
  - a. Meet with the committee to clarify the reasons for the finalist recommendations.
  - b. Meet with the search consultant or Vice Chancellor, Diversity and Human Resources to review results of the reference and background checks
4. If, after discussion, the Board is not satisfied with the committee's recommendation, the Board may request the committee to reconsider. If, after reconsideration, the committee forwards the same recommendation, the Board will determine whether to continue the process.
5. If the Board is satisfied with the finalists recommended by the committee, the Board may:

- a. Interview recommended candidates, following the same process used for the “Initial Interviews”, to narrow the number of finalist before making a public announcement.
- b. Announce the finalist recommended by the committee to the public.

### Public Forums

Public forums and/or site visits may be conducted as part of the hiring process for Chancellor.

1. Public forums shall be conducted to introduce candidates to the district’s constituents and the community.
2. If a site visit is conducted as part of the hiring process, the composition of the visiting team shall be determined by the Board.

### Selection of Chancellor

The Board of Trustees will interview finalists for Chancellor.

1. On completion of the final interviews, the Board will make their selection of a candidate.
2. On acceptance by the selected candidate, the Board and the Vice Chancellor of Diversity and Human Resources and/or legal council will enter into contract negotiations with the candidate.
3. When a contract has been agreed to the Board will make a public announcement. The contract will be signed by the selected candidate and the President of the Board of Trustees.

*Office of Primary Responsibility:* Diversity and Human Resources Department

Also see Administrative Procedure 3410, titled Nondiscrimination and Administrative Procedure 3420, titled Equal Employment Opportunity

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Date Approved: May 19, 2009



1233 20th STREET, NW, SUITE 301, WASHINGTON, DC 20036  
866.895.ACCT (2228) 202.775.4667 FAX: 202.223.1297  
[www.acct.org](http://www.acct.org)

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August 1, 2013

Purchasing Office, North Hall  
Attention: Majd Askar, Purchasing Manager  
Riverside Community College District  
4800 Magnolia Avenue  
Riverside, CA 92506

Dear Majd Askar:

It would be both an honor and a privilege to have the opportunity to work with the Board of Trustees on the search for a new Chancellor for Riverside Community College District (No. 2013/14-01-RFP). The Association of Community College Trustees (ACCT) has been conducting searches for over 35 years and has the expertise, flexible fee structure, and tailored support services to fit the interests and needs of both the Board and District.

As the national leading association in support of Trustees, ACCT has a wealth of experience providing comprehensive search services for Boards. Our efficacious process entails seven components: (1) search organization and planning, (2) search committee development, (3) institutional analysis and profile development, (4) marketing and advertising strategy, (5) recruitment, (6) candidate evaluation, and (7) facilitation of appointment.

We have an understanding of your District's culture and our assurance is to provide all the support required to make your Chancellor search successful. Please call me at 202-276-1983 or e-mail me at [npolonio@acct.org](mailto:npolonio@acct.org) with any questions regarding these proposals. I look forward to hearing from you.

Sincerely,

Narcisa A. Polonio, Ed.D.  
Executive Vice President for Research, Education and Board Services



Proposal Submitted to  
The Board of Trustees of  
**RIVERSIDE COMMUNITY COLLEGE DISTRICT**  
to Assist with the Search for a New Chancellor  
(No. 2013/14-01-RFP)

August 1, 2013

Submitted by:  
Association of Community College Trustees  
Board Leadership Services  
1233 20<sup>th</sup> St. NW  
Suite 301  
Washington, DC 20036  
202-775-4670  
[www.acct.org](http://www.acct.org)



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*Association of Community College Trustees  
Board Leadership Services*

Behind every successful college chancellor or president stands a committed Board of Trustees that collectively represents the interests of the community. This is a key principle that guides every Association of Community College Trustees executive search. The legacy of the Board rests on the quality of the decisions it makes, and the most important decision is the hiring of Riverside Community College District's next leader. We will work in close partnership with the Board of Trustees to assist in every step of this important journey.

**SECTION A) ORGANIZATIONAL PROFILE**

---

Founded in 1972, the Association of Community College Trustees (ACCT) is the national nonprofit educational association that represents more than 6,500 trustees who govern over 1,200 community, technical, and junior colleges. ACCT helps to strengthen the capacity of these institutions to accomplish their missions through effective Board leadership, education, training, and advocacy at local, state, and national levels.

As the leading national association that serves trustees, ACCT has the built-in capacity to conduct a comprehensive national recruitment endeavor to bring the most qualified leaders to Riverside Community College District. Our full range of services - education, training, conferences, consultations, and advocacy – enables us to build sustainable, collaborative relationships with trustees and understand their institutions from multiple perspectives, thereby strengthening our ability to assist in identifying the District's "best fit" leader.

***Reputation for High-Quality Candidates***

All ACCT clients evaluate our service at the conclusion of each search. Some of the strengths consistently cited include:

- ACCT's ability to attract high-quality candidates -- particularly those who might not respond to advertisements.
- ACCT's professionalism and equity promotes a broadly inclusive pool of quality candidates.
- ACCT's unparalleled relationship with senior leaders at community colleges fosters efficient recruitment efforts.
- ACCT's proactive identification of minority and female candidates. For example, of the hundreds of searches that have been completed in the last 12 years, more than 50% of the presidents selected by boards have been female and/or minority candidates.
- ACCT's due diligence ensures an open and fair process to select the most qualified candidate.

### *Commitment to Service Professionalism*

For each individual search, ACCT promises to:

- provide an **honest assessment** of our ability to perform the assignment based on the information provided by the Board and the District.
- furnish **high-level consultative support** with a clear understanding that we work for the Board of Trustees.
- ensure the **utmost confidentiality** with all search-related information.
- keep the Board and Search Committee **fully informed** and regularly updated regarding each step of the process, with no surprises.
- **neither recruit nor invite**, for a minimum period of three years, candidates that we have successfully placed.
- provide the Board with additional services and assistance, as requested, to ensure a **smooth leadership transition**.

### *ACCT Executive Searches Completed in the Last Three Fiscal Years*

#### **2013**

- Alabama Community College System, AL: Dr. Mark Heinrich, Chancellor
- Bellevue College, WA: Dr. David Rule, President
- Central Louisiana Community Technical College,  
Louisiana Community & Technical College System, LA: Dr. Barbara Hanson, Chancellor
- Cowley College, KS: Dr. Evelyn Jorgenson, President
- Florence-Darlington Technical College, SC: Dr. Ben Dillard III, President
- Louisiana Delta Community College,  
Louisiana Community & Technical College System, LA: Dr. Rodney Ellis, Chancellor
- Monroe County Community College, MI: Dr. Kojo Quartey, President
- NorthWest Arkansas Community College, AR: Dr. Evelyn Jorgenson, President
- Navarro College, TX: Dr. Barbara Kavalier, District President
- New River Community and Technical College, WV: Dr. L. Marshall Washington, President
- Pima Community College, AZ: Lee Lambert, Chancellor
- Reedley College, State Center Community College District, CA: Dr. Sandra Caldwell, President
- Roanoke-Chowan Community College, NC: Dr. Michael Elam, President

#### **2012**

- Baton Rouge Community College,  
Louisiana Community & Technical College System, LA: Dr. Andrea Lewis Miller, Chancellor
- Black Hawk College, IL: Dr. Thomas Baynum, President
- Cape Cod Community College, MA: Dr. John L. Cox, President
- Chabot College, Chabot-Las Positas Community College District, CA: Dr. Susan Sperling, President
- Coastal Bend College, TX: Dr. Beatriz Espinoza, President
- Delgado Community College,  
Louisiana Community & Technical College System, LA: Dr. Monty Sullivan, Chancellor
- Fresno City College, State Center Community College District, CA: Dr. Tony Cantu, President
- Hartnell College, CA: Dr. Willard Lewallen, President
- Joliet Junior College, IL: Dr. Debra Daniels, President
- Great Falls College Montana State University, MT: Dr. Susan Wolff, CEO/Dean
- North Country Community College, State University of New York, NY: Dr. Steve Tyrell, President

- Northeast Community College, NE: Dr. Michael Chipps, President
- North Idaho College, ID: Dr. Joe Dunlap, President
- Sowela Technical Community College,  
Louisiana Community & Technical College System, LA: Dr. Stacy Neil Aspinwall, Chancellor
- South Louisiana Community College,  
Louisiana Community & Technical College System, LA: Dr. Natalie Harder, Chancellor
- Stark State College, OH: Dr. Para M. Jones, President
- Tohono O'odham Community College, AZ: Dr. James Vander Hooven, President

## 2011

- Bronx Community College, City University of New York, NY: Dr. Carole Berotte Joseph, President
- Coast Community College District, CA: Dr. Andrew Jones, Chancellor
- Dodge City Community College, KS: Dr. Don Woodburn, President
- Eastern Iowa Community College District, IA: Dr. Donald Doucette, Chancellor
- Ivy Tech Community College, IN: Dr. Ann M. Valentine, Chancellor
- Mass Bay Community College, MA: Dr. John O'Donnell, President
- Middlesex Community College, MA: Dr. Anna M. Wasescha, President
- Southeast Arkansas College, AR: Dr. Stephen Hilterbran, President
- St. Louis Community College, MO: Dr. Myrtle Dorsey, Chancellor
- St. Louis Community College- Meramac, MO: Mr. George Wasson, President
- Umpqua Community College, OR: Dr. Joseph Olson, President
- Washtenaw Community College, MI: Dr. Rose Bellanca, President
- West Los Angeles College, CA: Mr. Nabil Abu-Ghazaleh, President
- Yavapai College, AZ: Dr. Penelope Wills, President
- Yuba Community College District, CA: Dr. Douglas Houston, Chancellor

## 2010

- Allegany College of Maryland, MD: Dr. Cynthia Bambara, President
- Cumberland County College, NJ: Dr. Thomas A. Isekenegbe, President
- Essex County College, NJ: Edythe M. Abdullah, J.D., President
- Garrett College, MD: Dr. Richard L. MacLennan, President
- Harford Community College, MD: Dr. Dennis Golladay, President
- Harrisburg Area Community College, PA: Dr. John "Ski" Sygielski, President
- Hazard Community and Technical College,  
Kentucky Community & Technical College System, KY: Dr. Stephen Greiner, President
- Heartland Community College, IL: Dr. Allen Goben, President
- Henderson Community College,  
Kentucky Community & Technical College System, KY: Dr. Kris Williams, President
- Hillsborough Community College, FL: Dr. Kenneth Atwater, President
- Milwaukee Area Technical College, WI: Dr. Michael L. Burke, President
- Northern New Mexico College, NM: Dr. Nancy "Rusty" Barceló, President
- Northern Wyoming Community College District, WY: Dr. Paul Young, President
- North Hennepin Community College, MN: Dr. John O'Brien, President
- Orange Coast College, Coast Community College District, CA: Dr. Dennis Harkins, Campus President
- Owensboro Community & Technical College,  
Kentucky Community & Technical College System, KY: Dr. James Klauber, President
- St. Louis Community College – Forest Park, MO: Dr. Cynthia Hess, Campus President
- State Center Community College District, CA: Dr. Deborah Blue, Chancellor

- Sussex County Community College, NJ: Dr. Paul Mazur, President
- Union County College, NJ: Dr. Margaret M. McMenammin, President

## **SECTION B) LOCATION**

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ACCTs office is located in Washington, D.C. Our address is:

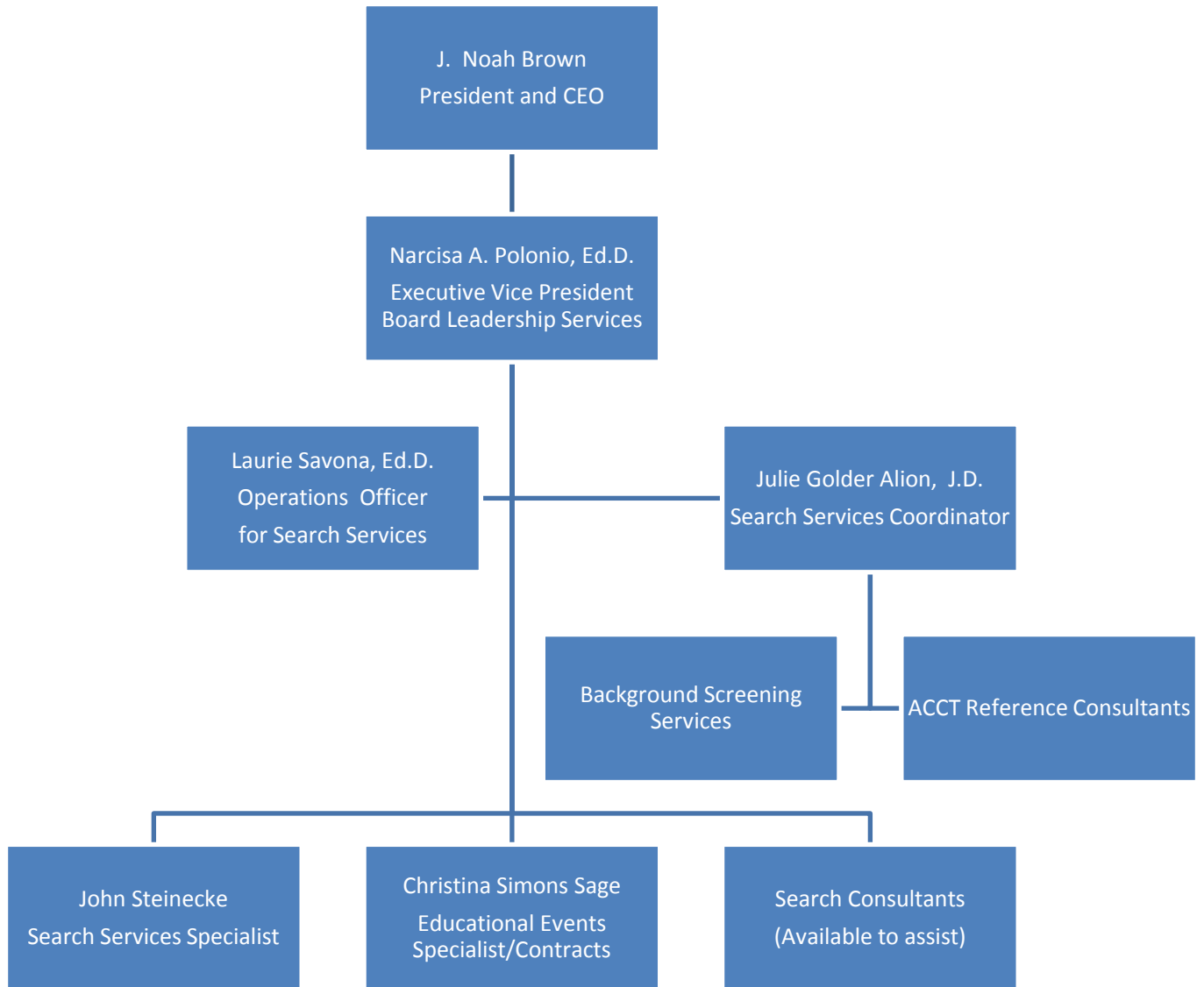
Association of Community College Trustees (ACCT)  
1233 20<sup>th</sup> Street, NW, Suite 301  
Washington, DC 20036  
Website: [www.acct.org](http://www.acct.org)

There are no ACCT offices in California.

**SECTION C) ORGANIZATIONAL CHART**

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An organizational chart that includes the key team members involved in the search process is below. Further information regarding these individuals may be found in Section E.



**SECTION D) YEARS IN BUSINESS**

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With 35 years of experience as the only national nonprofit organization dedicated to providing services to community college boards of trustees, ACCT has successfully completed over 400 searches for chief executive officers, including chancellors, superintendents, and presidents. Focusing on two-year public community and technical colleges, we are uniquely able to provide

comprehensive search assistance, recruitment of a diverse and high quality pool of candidates, and guidance on an efficacious process to the Board and Search Committee.

### ***Expertise Developed Through Experience***

Over the course of three and a half decades, ACCT has conducted over 400 searches nationwide, primarily for chief executive officer positions (presidents and chancellors) at community colleges and districts.

At the conclusion of each search, formal evaluation feedback is requested from the Board and Search Committee members. Overall, respondents consistently give ACCT Search Services strong ratings between four and five on a five-point scale, with five being the highest possible rating. In particular, they have been pleased with the guidance provided by the ACCT search consultants, and considered the caliber of candidates recruited, the training materials provided, and the facilitation assistance to be excellent overall. Over 80% of Search Committee and Board members who responded would definitely want to use ACCT again and would recommend our services to others.

## **SECTION E) STAFF QUALIFICATIONS AND EXPERIENCE**

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ACCT staff brings a powerful combination of a keen understanding of community colleges, hands-on experience in higher education leadership, and dedicated professionalism to each of its executive searches. ACCT is unique in that we use a team approach for each search. There is a lead person for each search, and team members come together to plan visits to the District, recruitment, website development, advertising, etc. The key personnel who will work with the Board of Trustees of Riverside Community College District include:

- Narcisa Polonio, Ed.D, Executive Vice President for Research, Education, and Board Leadership Services
- Laurie Savona, Ed.D, Operations Officer for Search Services
- Julie Golder-Alion, J.D, Search Services Coordinator
- John Steinecke, Search Services Specialist

### ***Principal***

**Narcisa Polonio, Ed.D**, is responsible for coordinating all direct services to the Board of Trustees. She will have overall project oversight in the Riverside Community College District Chancellor search.

Dr. Polonio has over 35 years of experience working with community colleges, including serving as a community college president as well as a board member. Her previous positions include:

- Chief Operating Officer, Replication and Program Strategies, Inc., PA
- President, Harcum College, PA
- President, Hudson County Community College, NJ
- Director, Office of Community Colleges, New Jersey Department of Higher Education

- Director, Bilingual and International Programs, New Jersey Department of Higher Education
- Faculty Member, Institute for Educational Management, Graduate School of Education, Harvard University, MA
- Board of Trustees Member, College of St. Elizabeth, NJ

Dr. Polonio attended Foothill Community College, CA; earned a Bachelor of Arts in history from San Jose State University, CA; a Master of Arts from Stanford University, CA; and a Doctor of Education from the University of Massachusetts, Amherst.

### *Search Services Team*

The ACCT Search Services unit maintains a full-time team to assist with all aspects of the chancellor search process.

- **Laurie Savona, Ed.D, Operations Officer for Board Services**, is responsible for administration, recruitment for executive searches and operations management of Search Services. Previously Special Assistant to the Senior Vice President for Programs and Services for the American Council on Education (ACE), Laurie has eight years of experience as the Executive Assistant to the President/Compliance Officer for Suffolk County Community College in Long Island, NY. She earned a Doctor of Education in Higher Education Management from the University of Pennsylvania, a Master of Public Administration from the University of Maine, and a Bachelor of Arts in Economics from Stony Brook University, NY.
- **Julie Golder-Alion, J.D, Search Services Coordinator**, has worked on dozens of CEO searches throughout the country. She is responsible for recruiting for and leading executive searches, coordinating reference reports, and managing training webinars for aspiring community college presidents. Before joining ACCT, Julie served as a law clerk for the U.S. Senate Finance Committee. She received a Juris Doctor from the University of Montana's School of Law and a Bachelor of Arts in communications from the University of Central Florida.
- **John Steinecke, Search Services Specialist**, leads and assists executive searches and has a combined 18 years of recruiting experience in the corporate and higher education areas. In addition, he was appointed by the Governor of Maryland to the Board of Trustees of Prince George's Community College, Largo, in July 2002, and served until August 2010. He is responsible for recruiting for and leading executive searches. John received a Bachelor of Arts in English literature from Middlebury College, VT.

ACCT also maintains a seasoned team of search consultants who are available to assist with the Riverside Community College District search:

- **Jose Leyba, Ed.D., ACCT Consultant**, retired from the Maricopa Community Colleges in 2008 as the Vice President for Corporate Development and Relations for Maricopa Community Colleges Foundation in Tempe, Arizona, and currently serves as an ACCT Search Consultant. He also served higher education in variety of roles, both permanent



and temporary including Interim College President at Los Angeles Mission College, Los Angeles Community College District, CA, Interim Vice President of Instruction at West Campus, Pima Community College District, AZ, Acting Provost/Executive Vice Chancellor at Pima Community College, AZ, Vice President for Development and Community Relations at Mesa Community College, AZ, and Associate Vice Chancellor for Human Resources for Maricopa Community college District, AZ. Dr. Leyba received a Doctor of Education in educational administration and supervision, a Masters of Education in educational administration and supervision and a Bachelor of Arts degree in history/secondary education from Arizona State University, Arizona.

- **Pat Stanley, Ed.D., ACCT Consultant**, is the former President of Frederick Community College in Maryland. She served as the first Deputy Assistant Secretary for Community Colleges in the U.S. Department of Education from 2006 to 2009. Prior to working in the Maryland-DC area, Pat held a number of positions in California including administrator for workforce development in the state Chancellor's office, Administrative Dean at Orange Coast College, Executive Vice President at Cypress College and Executive Director of the California Institute for Career Development. Dr. Stanley holds a bachelor's degree from Wittenberg University in Springfield, Ohio, a master's degree from the University of Southern Mississippi and a doctorate degree from the University of the Pacific in Stockton, California. A consultant with the Association of Community College Trustees, Pat's most recent assignment was as an Interim Community College President in California.

## **SECTION F) SEARCH PROCESSES AND METHOD**

---

ACCT strongly believes that a well-developed and transparent process will facilitate successful outcomes. Our experience demonstrates that a successful search encompasses working with all the college and community constituency groups in a process that is collaborative, open, and transparent, and encourages discussion of alternate points of view.

The search process itself, therefore, becomes instrumental in establishing the foundation for the relationships between a chancellor and his/her internal and external constituents. The role of the ACCT search consultant is, in part, to ensure that one group does not overshadow other groups, and to assist in the development of consensus throughout the search. Our practice builds confidence in the process, which builds confidence in the outcome.

The ACCT search process is designed to respond to the needs and culture of Riverside Community College District, while ensuring our commitment to confidentiality and clear, consistent communication. The process incorporates the following major components:

- **Search Organization and Planning**
- **Search Committee Development**
- **Institutional Analysis and Profile Development**
- **Marketing and Advertising Strategy**
- **Recruitment**
- **Candidate Evaluation**
- **Facilitation of Appointment**

### **Search Organization and Planning**

ACCT will work closely with the Board of Trustees to outline an overall process, set a timeline, and keep all constituencies consistently informed. We will also provide the Board with written progress reports to be shared with the District community. The following sample timelines will be reviewed with the Board of Trustees and adjusted accordingly to meet the specific needs of Riverside Community College District. The sample work plan will be reviewed with the Board upon award and revised based on the needs of the District and Board.

Sample Timeline (subject to adjustment based on input from the Board of Trustees)

**August**

- ACCT meets with Board to receive charge and guidance on process, Search Committee development, timeline and additional information requested.
- Position profile preparation: ACCT visits the District to conduct open public forums at all campuses and meet with Search Committee and Board. Information gathered by ACCT will be used to prepare the position profile. Board will review and revise profile.
- ACCT prepares progress report(s) for distribution.
- ACCT works with PR and IT offices to prepare and post profile and information on the District's web page and post on our dedicated search website [www.acctsearches.org](http://www.acctsearches.org) as well as ACCT's main website [www.acct.org](http://www.acct.org).
- Candidate recruitment: ACCT commences nationwide recruitment activities, including national electronic broadcasts, personal outreach, providing source letter to District liaison for mass mailing, and use of social media.
- ACCT uses its systematic confidential web-based application process to collect and manage candidates' applications and additional materials, and to track all nominations, declines, withdrawals and overall communication.

**September**

- Recruitment continues.
- Target date for applications
- ACCT provides progress report(s) for distribution.

**October**

- Search Committee reviews applications and selects 6-8 semi-finalists for preliminary interviews.
- ACCT begins preliminary checks for semi-finalists.
- ACCT provides progress report(s) for distribution.

**November - December**

- Search Committee interviews semi-final candidates and recommends 3-5 unranked finalists to the Board.
- ACCT provides oral in-depth reference reports on final candidates (up to 3) to the Board.
- ACCT provides progress report(s) for distribution.
- Final candidates visit District and participate in open forums.
- Board interviews final candidates.
- Board visits #1 candidate's institution (optional)
- ACCT facilitates final negotiations.

**January**

- Board appoints new Chancellor

**Sample Work Plan**

Tasks, services and activities necessary to successfully accomplish the search:

	<b>Tasks</b>	<b>ACCT Services/Deliverables</b>	<b>Activities</b>
<b><u>Board of Trustees of Riverside Community College District</u></b>	<ol style="list-style-type: none"> <li>1. Define process for conducting search</li> <li>2. Appoint Search Committee and the Committee chair</li> <li>3. Receive recommendation of final candidates from Search Committee</li> <li>4. Conduct final interviews, review background information, visit campus of final candidate</li> <li>5. Select, negotiate contract and make appointment</li> </ol>	<ol style="list-style-type: none"> <li>1. Assist Board in defining steps, timeline and approach for search, and be available to the Board</li> <li>2. Provide advice and matrix on receiving nominations, selection and sample letters</li> <li>3. Coordinate calendar of activities with the Board</li> <li>4. Keep the Board Chair informed</li> <li>5. Provide advice on all aspects of the search</li> <li>6. Provide advice and information on contract and compensation</li> <li>7. Provide extensive background information – oral report</li> <li>8. Provide advice on public/press announcements</li> </ol>	<ol style="list-style-type: none"> <li>1. Board of Trustees meeting</li> <li>2. Issue a report to the District</li> <li>3. Formal appointment of and charge to the Search Committee by the Board</li> <li>4. Receive regular reports at monthly meetings of the Board</li> <li>5. Conduct final stage of search including interviewing finalists and visiting campus of selected candidate.</li> <li>6. Negotiate contract</li> </ol>
<b><u>District's Internal Constituents</u></b>	<ol style="list-style-type: none"> <li>1. Participate in forums to provide input on position description</li> <li>2. Make nominations</li> <li>3. Participate in forums for final candidates</li> </ol>	<ol style="list-style-type: none"> <li>1. Design and facilitate forums</li> <li>2. Accept nominations and comments from all District constituencies</li> <li>3. Provide advice on format for campus visit of final candidates</li> <li>4. Prepare monthly progress report to keep District informed</li> </ol>	<ol style="list-style-type: none"> <li>1. Hold public open forums</li> <li>2. Post position description and contact information on District's and ACCT's web pages</li> <li>3. Host campus visits</li> <li>4. Complete public forums and provide input to Board of Trustees on all candidates</li> </ol>
<b><u>Chancellor Search Committee</u></b>	<ol style="list-style-type: none"> <li>1. Finalize the position descriptions, review applications, conduct interviews and recommend 3-5 unranked finalists to the Board of Trustees</li> <li>2. Maintain confidentiality</li> </ol>	<ol style="list-style-type: none"> <li>1. Work closely with Search Committee in all aspects of search</li> <li>2. Provide application review training</li> <li>3. Suggest format for reviewing, rating and discussing all applications</li> <li>4. Provide relevant background information (oral report) on semi-final candidates</li> <li>5. Assist with interview questions</li> </ol>	<ol style="list-style-type: none"> <li>1. Search Committee meetings</li> <li>2. Review and rate applications</li> <li>3. Select and interview semi-final candidates</li> <li>4. Forward recommendations to the Board of Trustees</li> </ol>
<b><u>District Search Liaison</u></b>	<ol style="list-style-type: none"> <li>1. Logistical arrangements of all meetings</li> <li>2. Distribute progress reports</li> <li>3. Coordinate review of applications, interviews, and visits to the District</li> <li>4. Provide support to the Board of Trustees</li> </ol>	<ol style="list-style-type: none"> <li>1. Provide guidance on all aspects of the search</li> <li>2. Maintain daily contact with the search liaison</li> <li>3. Work closely in the preparation of correspondence, reports, and files</li> <li>4. Have contact with all candidates and/or nominators</li> </ol>	<ol style="list-style-type: none"> <li>1. Handle logistics for all meetings and visits to the District</li> <li>2. Distribute progress reports regularly</li> <li>3. Post position announcement on web page</li> <li>4. Post advertisement</li> <li>5. Make travel arrangements for all candidates</li> </ol>

### Search Committee Development

The appointment of a Search Committee will have far-reaching implications for the results of the search process and ultimately on the success of the new chancellor. Frequently, a board finds that using a broad-based inclusive Search Committee helps to ensure internal and external constituents that the process is open and fair, and that the candidate selected is the most qualified from a national pool. The individuals serving on the Search Committee will be responsible for reviewing the application materials of the candidates, interviewing semi-final candidates, and recommending the three to five candidates for the Board of Trustees to interview.

ACCT recommends that the Search Committee be large enough to ensure internal and external constituents of Riverside Community College District are represented, including the Board of Trustees. The search process enables and encourages the appropriate and effective integration of administration, faculty, staff, students, and community members into a cohesive group that will represent the District to the candidates.

In addition to advising the Board of Trustees in the selection and appointment of members of the Search Committee, ACCT will facilitate an initial meeting, via video conference, with the Search Committee to orient members to each other and their roles and responsibilities in the search process. We will prepare the Committee for interviewing and evaluating candidates.

### Institutional Analysis and Profile Development

A change in leadership provides the opportunity for an institution to step back and examine its strengths, needs, opportunities, and challenges. A successful search requires a current and thorough understanding of the institution from multiple perspectives. ACCT will assist in the development of the characteristics, qualifications, and expectations for the next chancellor by conducting a comprehensive yet concise analysis of Riverside Community College District.

The ACCT search consultant will use information gathered from open public forums and discussions with key internal and external constituencies, including trustees, faculty, staff, students, alumni, community leaders, and partners. Budgets, student enrollment and demographics, faculty and staff information, as well as data about the surrounding communities and schools, will be analyzed.

Information culled from these multiple sources will be used to develop a position profile that 1) describes the unique assets of the institution; 2) assesses the District's opportunities and challenges; and 3) presents the qualities, experience, and leadership characteristics desired for the next chancellor of Riverside Community College District.

The Board of Trustees and the Search Committee's participation in contributing to the development and review of this profile is critical. The profile is an essential instrument in developing candidates through individual recruitment, national distribution, and web site postings at Riverside Community College District, ACCT, and other targeted sources.

### Marketing and Advertising Strategy

- Provide advertising and marketing guidance regarding the position and the search process.
- Assist with the development of print and online advertisements in the *Chronicle of Higher Education*, *Diverse: Issues in Higher Education*, *Hispanic Outlook*, *Community College Times*, and other publications.
- Work with the public information/human relations offices to design a webpage for the District website containing important information about the search and featuring periodic updates from the Chair of the Search Committee.
- Prominently feature the position and place a link on [www.acctsearches.org](http://www.acctsearches.org), a dedicated search website, as well as ACCT's website [www.acct.org](http://www.acct.org).
- Provide source letter to solicit nominations and interest in the presidency.
- Nationally broadcast position electronically to over 9,000 community college and university administrators, as well as government, military, and business and industry leaders who have shown interest in community college leadership.

### Recruitment

ACCT is proud of its extensive network and proactive identification of competitive candidates from diverse backgrounds nationwide, as well as at the state and regional levels. The goal is always to recruit a rich pool of candidates and provide the Board of Trustees and Search Committee with choices. As noted earlier, we are proactive in the identification of minority and female candidates. ACCT will work to identify excellent candidates representing diverse ethnic and cultural demographics through a broad advertising and communication strategy. We recommend the following national recruitment activities:

- **Personal Recruitment:** One-to-one confidential outreach to outstanding candidates, including prominent community college leaders, by the ACCT search consultant. Dr. Polonio has longstanding relationships with the American Indian Higher Education Consortium, the National Council on Black American Affairs, the National Community College Hispanic Council, the American Association of Women in Community Colleges, the American Council on Education's Center for the Advancement of Racial and Ethnic Equity (CAREE), and the Office of Women in Higher Education.
- **National Advertisements:** Posting ads in *The Chronicle of Higher Education*, *Community College Week*, *Asian Pacific Careers*, *AACC Times*, *Hispanic Outlook in Higher Education*, *Diverse: Issues in Higher Education*, and other periodicals. ACCT will provide samples and advice on ad designs.
- **Mailings:** A formal request for nominations and the chancellor profile materials will be sent by the District to national and regional sources identified by ACCT, which utilizes its relationships with a vast array of higher education institutions to ensure the broadest possible recruitment efforts.
- **Web Listings:** The position vacancy announcement will also appear on the internet via ACCT and Riverside Community College District's home pages, as well as on various educational job posting sites. ACCT will also broadcast the search via email to an extensive database of over 9,000 community college administrators.

ACCT makes sure that its recruitment strategies are in compliance with the District’s EEO policies, plans and procedures, and are respectful of the confidentiality of all potential candidates as well as the institutions involved.

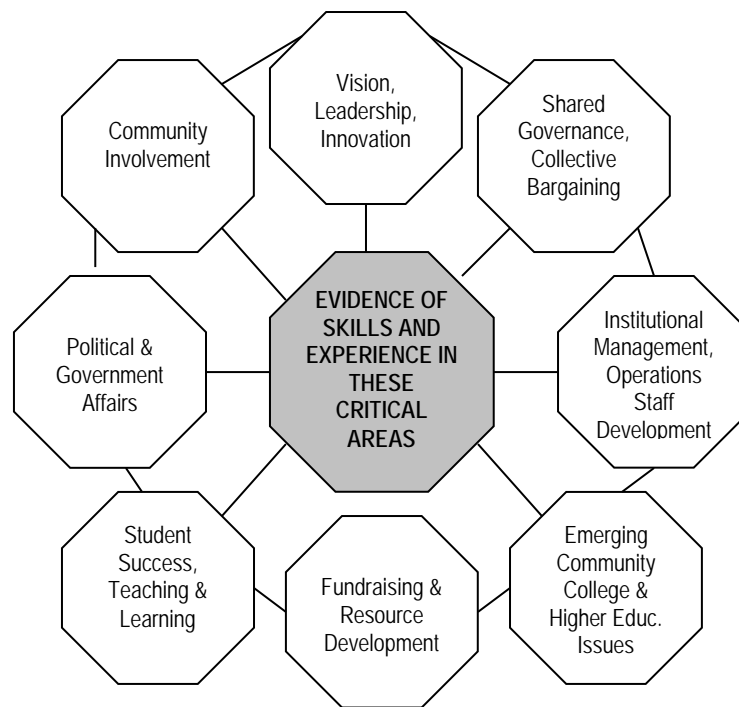
### **Candidate Evaluation**

ACCT’s key activities to guide the Search Committee and Board of Trustees in evaluating candidates include: *effective initial screening; facilitation of discussion to review applications and select semi-finalist candidates; and assistance in semi-finalist and finalist interviewing.* ACCT also provides *background and reference checks* on semi-finalist and finalist candidates.

### ***Effective Initial Screening***

ACCT has a systematic web-based process to collect and manage candidates’ application materials, which keeps track of all applications, nominations, declines, withdrawals, and overall communication. ACCT will make available all completed applications, but we are also able to effectively screen and present to the Search Committee only the highest ranked candidates using the criteria developed in the chancellor profile.

#### **ACCT’s Initial Screening Criteria for Successful Chancellor Candidates:**



### ***Facilitation of Search Committee’s Review and Discussion to Select Semi-Finalists***

Prior to the Search Committee’s meeting to review applications and select semi-finalists, ACCT will meet with the group in-person to provide a training on candidate evaluation. We use a search process guide that contains comprehensive advice on assessing applications, and suggestions for interviewing that is appropriate for District leadership positions. The ACCT consultants will use this guide as a tool to provide training and practice for the Search Committee.

ACCT will provide tools to facilitate the Search Committee's review of the applications, be available to answer questions or concerns during the review, and facilitate the discussion to help the committee select finalists based on the chancellor profile.

### ***Assistance in Semi-Finalist and Finalist Interviews***

ACCT has demonstrated expertise in conducting in-depth interviews and facilitating the interview process. We will assist the Board of Trustees and Search Committee in preparing appropriate questions and interviewing candidates.

ACCT proposes that the Board of Trustees schedule one- to two-day candidate visits to the District for the final interviews. These visits would include formal interviews with the Board, dinner, visiting the institution's campuses, or some other type of social interaction opportunity with the candidate (and spouse, if desired by the Board), and public forums with the District community.

The ACCT search consultant will coordinate and schedule these visits, as well as provide sample interview questions for the Board's use. Internal constituents and external community members will be encouraged to attend the public forums and provide feedback to the Board of Trustees on the final candidates.

### ***Reference Background Reports***

Summary reference reports are developed on final candidates (up to three – additional reports are available for a fee) and are presented **orally** to the Board. In conducting in-depth background and reference checks, ACCT's consultants will speak directly with individuals who are now, or have been in the recent past, in a particularly good position to observe and evaluate the candidate's performance. Summary reference reports include information obtained from supervisors, subordinates, and colleagues from current and previous institutions, and individuals who are **not** on the candidate's own reference list. Each candidate's qualifications and achievements are examined in relation to the specified requirements of the position. These references and evaluations are combined to provide frank, objective appraisals.

Should the Board request credit, civil and criminal background reports, ACCT will provide this information, at cost, using the screening services of HireRight (formerly Kroll).

### **Facilitating the Appointment**

ACCT provides advice and a plan for a successful chancellor transition. Our consultants are available to assist by providing up-to-date information on contracts and compensation packages. ACCT will provide information on the final candidate's current salary and benefits, as well as sample contracts and other relevant information. The ACCT search consultant will assist the board in reaching agreement with the final choice and, if desired, is available to assist in finalizing the terms and conditions of employment of the incoming chancellor. The ACCT search consultant will provide recommendations on methods for announcing the selection and introducing the selected candidate to the community.



## SECTION G) COSTS FOR SEARCH SERVICES

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### **Fees and related costs associated with the consulting services.**

ACCT's fee and expense structure is cost-effective and adheres to the ethical and judicial use of public funds. **The ACCT search fee is \$50,000 plus consultant(s) travel expenses and shipping costs for a full-service search, and provision of all services outlined in this proposal.**

### **Detailed Services included in the ACCT fee:**

- **Search Approach Services**
  - All services outlined in proposal, including in-person facilitated Board and Search Committee training available.
- **Consultant Accessibility**
  - Unlimited availability on an ongoing basis (telephone (mobile), e-mail, etc.) to the Board and staff. We facilitate your progress through every step of the process.
  - On-site visits by the ACCT consultant to the College (up to 3 – additional visits are available at a cost of \$2,000 each plus travel).
  - Video conferencing with Board or Search Committee as requested.
- **Recruiting Services**
  - Provide one-to-one, focused recruiting of high caliber candidates.
  - Develop national communications strategy and advertising campaign, national exposure of the District search on ACCT's searches website: [www.acctsearches.org](http://www.acctsearches.org) and ACCT's main website [www.acct.org](http://www.acct.org).
  - Prominently promote the search at ACCT's and other national higher education meetings.
- **Technical Assistance**
  - Process Applications.
  - Assist with search organization, timeline development, position profile and ad development.
  - Communicate with the Board, Search Committee, and District Liaison.
  - Develop candidate recruitment, evaluation, screening, interviewing, and site visit materials.
  - Develop search process materials for each step in the search.
  - Work closely with District staff.
  - Provide optional web-based secure application review process for \$500 per search.
- **Background Reference Reports**
  - Provide preliminary summary reference reports on semi-final candidates.
  - Provide in-depth summary reference reports (up to 3). Additional reports are available at \$1,200 each.

### **Possible Additional Search Expenses**

Depending on the Board of Regent’s search process decisions, the following are *possible additional* search expenses (not included in the ACCT fee):

<b>Activity</b>	<b>Estimated Costs</b>
Profile and Source Letter: Profile Brochure/Letter Regional Mailing (first class):	\$800
Semi-final Candidate Travel: Six to 10 Semi-final Candidates at \$500-700 each	\$3,000-7,000
Final Candidate Travel: Three to Five Final Candidates at \$500-700 each	\$1,500-3,500
Position Announcements: National Regional/Local	\$7,000-10,000 \$1,000
Search Committee Incidentals: Refreshments/Meetings, etc. Travel Reimbursement Hotel Meeting Space for Candidate Interviews	\$500 \$200 \$800
Board of Trustees to Visit Final Candidate's Current Institution: Three Members at \$700 each	\$2,100

### **SECTION H) REFERENCES**

#### **State Center Community College District, CA**

- Comprehensive Chancellor Search, SCCCCD
  - Comprehensive President Search, Fresno City College
  - Comprehensive Campus President Search, Willow International Community College Center
- Contact: Dr. Deborah Blue- District Chancellor  
2930 East Annadale Avenue, Fresno, CA 93725  
(559)244-5901 | [Deborah.Blue@scccd.edu](mailto:Deborah.Blue@scccd.edu)

#### **Yuba Community College District, CA**

- Comprehensive Chancellor Search, YCCD
  - Comprehensive President Search, Yuba Community College
- Contact: Mr. Brent Hastey, Vice Chair, Board of Trustees/Search Committee Chair  
2088 North Beale Road, Marysville, CA 95901  
(530) 741-1992 or (530) 400-1992 | [bhastey@yccd.edu](mailto:bhastey@yccd.edu)

**Coast Community College District, CA**

-Comprehensive Chancellor Search

Contact: Mr. Jim Moreno, President, Board of Trustees

1370 Adams Avenue, Costa Mesa, CA 92626

(714) 438-4848 | [jmoreno@mail.cccd.edu](mailto:jmoreno@mail.cccd.edu)

**Thank you for inviting ACCT to provide information regarding ACCT's Executive Search Services.**

**Key Contact:**

Narcisa Polonio, Ed.D.

Executive Vice President of Research, Education, and Board Leadership Services

Association of Community College Trustees (ACCT)

1233 20<sup>th</sup> Street, NW, Suite 301

Washington, DC 20036

Cell: 202-276-1983; Office: 202-775-4670 Email: [npolonio@acct.org](mailto:npolonio@acct.org)

Website: [www.acctsearches.org](http://www.acctsearches.org)

REQUEST FOR PROPOSALS # 2013/14-01-RFP  
EXECUTIVE SEARCH CONSULTANT

PROPOSAL SIGNATURE FORM

Due Date: NO LATER THAN 4:00 P.M. ON AUGUST 1, 2013

The undersigned officer, having become familiar with the Request for Proposal, the specifications, the contract terms and conditions, the solicitation conditions, and the instructions for completing the PROPOSAL form, hereby offers to provide the products and services described in the request for proposal for **Executive Search Consultant**. Bidder proposes and agrees to provide the equipment, materials, services, and related documentation required for the proposal described as, "**Executive Search Consultant**," in the amounts proposed in the response. A duly executed copy of the signature page of this proposal document must accompany the response.

Company Name Association of Community College Trustees (ACCT)  
Authorized Signature Marcisa A. Polonio  
Name of Authorized Signer Marcisa Polonio  
Title Executive VP, Board Leadership Services  
Address 1233 20th St NW, Suite 301  
City Washington DC 20036  
Phone Number 202-276-1983 Fax Number 202-223-1297

Number of Addenda received, acknowledged and incorporated into this Proposal: N/A



Submitted July 26, 2013

Proposal for a Search  
For a  
**Chancellor**

Sperry MacNaughton, President  
CollegeCEOs, Inc.  
1155 Via Vallarta  
Riverside, CA 92506-3659  
(O) 951-788-4951  
(F) 951-788-4953  
(Email) [sperrym@collegeceos.com](mailto:sperrym@collegeceos.com)  
(Web site) [ww.collegeceos.com](http://ww.collegeceos.com)

Federal ID #28-3072691

## **INTRODUCTION LETTER**

July 19, 2013

### **CONFIDENTIAL**

Ms. Virginia Blumenthal  
Chair of the Board of Trustees  
Riverside Community College District  
C/O Purchasing Office  
3617 Saunders Street, Room 202  
Riverside, CA 92506-1294

RE: Proposal to provide executive search services for the Riverside Community College District Chancellor search.

Dear Ms. Blumenthal and Members of the Board of Trustees:

Thank you for inviting me to submit a proposal to provide executive search services to the Riverside Community College District for a Chancellor search. As you are aware, CollegeCEOs, Inc. is a national, retained executive search firm specializing in colleges and universities. We have built an excellent, nationwide record of success assisting higher education institutions with senior level administrative searches.

Originally founded in 1987 (formerly known as MacNaughton Associates), CollegeCEOs, Inc. is, by design, a highly focused and accomplished search firm that concentrates primarily on a higher education client base. The firm has handled searches for universities and colleges from Idaho to Texas, from Hawai'i to New Jersey and throughout the mid-west. We pride ourselves on establishing strong, long term relationships with our clients that are based on timely and successful completions. This strategy is confirmed by the fact that over the years we have been invited to handle multiple searches by our client institutions. For instance, we have handled four searches for the Riverside Community College District, eight searches for Oakland University, five searches for California State University Fresno, six searches for The University of Michigan, Dearborn, four searches for Illinois State University, and four searches for Eastern Michigan University.

Several years ago, my partner, Dr. Sean Fanelli and I changed the name of the firm to CollegeCEOs, Inc. and focused our activities on recruiting college and university chief executive officers, with particular emphasis on community college CEOs. Because of our 28 years of professional search experience, we have been quite successful. For instance, here in southern California, we secured a Chancellor for the Riverside Community College District, followed by a President for Riverside City College. Last year, we completed simultaneous

president searches for Moreno Valley College and Norco College. This year, we recruited a new president for Sullivan County Community College, part of the State University of New York system. Additionally, in 2013, we completed a search for a new President for Los Angeles City College in the Los Angeles Community College District. We found this assignment to be a particularly challenging search because Los Angeles City College, a largely urban campus, serves one of the most diverse student populations in Southern California. Additionally, it has the distinction of being the flagship of the nine campuses that comprise LACC District, the largest community college district in the country. Indeed, Los Angeles City College began service as the original site of the University of California Los Angeles (UCLA), before the campus was moved to the current Westwood location.

We specialize in handling chief executive officer searches for large, urban community college districts. We have been able to succeed in this sophisticated environment due to our 28 years of providing top professional search services nationally for both two-year and four-year colleges and universities. We are particularly adept at understanding our clients because of the time we spend on your campuses and in your community. This knowledge permits us to design an inclusive search process that will tap the organizational strengths of the district's various constituents and represent the institution in an attractive and comprehensive manner to prospective candidates. We are then able to develop a dynamic search that embraces the institution's operating schedule and will consistently recruit a pool of qualified applicants that will satisfy your administrative and institutional needs.

What follows is a description of our firm that contains an overview and description of our capabilities as well as a summary of methodology, costs, consultant experience and a prospective search schedule. Thank you for the opportunity to present Riverside Community College District with our qualifications. I trust that this letter will give you a thorough understanding of how we would handle the Riverside Community College District Chancellor search. We are available to begin working with RCCD immediately. If you have any questions, I can be reached at (951) 788-4951. Please let me know if we may assist Riverside Community College District with your Chancellor search.

Sincerely,

Sperry MacNaughton  
President, CollegeCEOs, Inc.  
1155 Via Vallarta  
Riverside, CA 926506  
(O) 951-788-4951  
(F) 951-788-4953  
(Email) [sperrym@collegeceos.com](mailto:sperrym@collegeceos.com)  
(Web site) [www.collegeceos.com](http://www.collegeceos.com)

Federal ID #28-3072691

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## SEARCH FIRM INFORMATION

### **CollegeCEOs, Inc.**

CollegeCEOs, Inc. is a national, full-service retained executive search firm located in Southern, California and in New York. By design, the firm is a compact, boutique firm that concentrates on senior administrative officer searches for community colleges nationwide, especially large, sophisticated urban organizations.

The principals of the firm are highly experienced professionals. As a result of the principals' more than twenty eight years of executive search and management expertise, CollegeCEOs is able to offer our clients the effectiveness of a nationwide network of contacts and its substantial experience matching the specific leadership needs of an organization with the talents and judgment of seasoned professionals from compatible institutions around the country.

We believe that our clients require visionary leaders who will understand and implement the mission of your college and its core values. They are capable of confronting the future through collaborative leadership that promotes academic excellence. To ensure these goals, they will effectively engage in fund raising, partnerships, investment, and growth, as they manage costs and provide a constructive environment for students, faculty, administrators and staff. Every institution has a distinctive culture that differentiates it from its peer establishments. Attracting individuals capable of harnessing institutional strengths to the external challenges of its local, regional and national communities is the answer to your institution's future.

### ***EFFECTIVE SEARCH PROCESS***

Our job is to ensure that the search is successful. We match candidates to your specifications to produce top, available candidates, as quickly as possible.

CollegeCEOs provides a meticulous and demanding search process. Consultants:

- Visit the organization to study its culture to best match gifted leaders to the job and the institution.
- Establish a schedule to provide an efficient implementation of the search process.
- Nationally market the position and recruit prospective candidates.
- Working within the institution's search procedures, present initial candidates within 30 days. Select finalists to be presented by the search committee within 60 days.
- Assist client with candidate due diligence and the selection process.
- Develop an offer and finalize a contract with the successful candidate.
- Notify remaining applicants of the client's decision.
- Offer an additional option to mentor the new leader for one year.

### **SUMMARY INFORMATION**

- College CEOs, Inc. is a California corporation.
- Firm: Specialty is Higher Education, Education, and Not-For-Profit. The firm qualifies as a **Small Business**.
- The firm has been in business for **28 years**. Principal Consultants: MacNaughton (50% ownership) - 28 years professional experience. Fanelli (50 % ownership) – 28 years as president of a large community college.
- As an exclusive, retained search firm, we specialize in executive level searches (President/Chancellor, VP, CFO/Controller, CIO & CAO) for community colleges.

- The firm normally restricts its work load to 3 to 4 searches at any one time.
- Three employees (*see below under Representatives*).
- The firm does **not subcontract** any search services noted above.
- **The firm has completed 99% of all contracted searches.**
- CollegeCEOs, Inc. does not have any past or pending litigation or claims filed against it. The firm is not in default on any loan or financing agreement.

**OFFICES:**

CollegeCEOs, Inc. has two offices. The main corporate office is located in Riverside, California. The East coast office is located in the state of New York.

Sperry MacNaughton, President  
 1155 Via Vallarta  
 Riverside, CA 92506  
 (O) 951-788-4951  
 (C) 951-536-5906  
 (F) 951-788-4953  
 (Email) [sperrym@collegeceos.com](mailto:sperrym@collegeceos.com)

Dr. Sean A. Fanelli, Vice President  
 125 Butler Streets  
 Westbury, NY 11590  
 (O) 516-554-7529  
 (Email) [fanellis@collegeceos.com](mailto:fanellis@collegeceos.com)

**REPRESENTATIVES:**



**Sperry MacNaughton, President**

**Mr. MacNaughton** is President of the firm. He has thirty years of executive search experience. The first four years were spent with Korn/Ferry International, the largest executive search firm in the nation.

Prior to joining Korn/Ferry International, Mr. MacNaughton was President of Cox Cable Tucson, a subsidiary of Cox Cable Communications, Inc. of Atlanta, Georgia. He also served as Mid-Atlantic regional marketing manager for the Coca-Cola Company, Atlanta, Georgia. Mr. MacNaughton had previous experience as an advertising account executive in the

Proctor and Gamble group of Dancer, Fitzgerald, Sample Advertising in New York. He attended Whitman College in Walla Walla, Washington and obtained an MBA from the Columbia University Graduate School of Business in New York, New York.

**Dr. Sean A. Fanelli, Vice President**

Sean Fanelli received his Ph.D. in Biological Science from Fordham University, specializing in aquatic ecology with emphasis in the areas of physical and chemical limnology and marine microbial physiology. He has spent forty-nine years in education, thirty-nine of which have been at the post-secondary level. He is an experienced teacher in community colleges having served as professor of biology, chairman of the department, associate dean and dean of academic affairs/deputy to the president at Westchester Community College, prior to becoming Nassau Community college's fourth president. Until he retired in January 2010, Dr. Fanelli continued to teach one course each semester despite a demanding presidential schedule. As President of New York State's largest community college for the past 28 years, he has had significant academic management experience. His expertise in the field of Higher Education is recognized within the profession as evidenced by his selection as a Commissioner and/or chair of evaluation teams for the Middle States Commission on Higher Education (MSCHE) , a member of the Board of the American Association of Community Colleges (AACC) and a member of its Executive Committee, a member of the Board of the National Junior College Athletic Association (NJCAA) and a member of its Executive Committee and the American Council on Education (ACE) and as a consultant and chair for evaluation teams for the New Jersey Department of Higher Education. He has helped to instill leadership skills through his memberships on the Boards of the Institute for Leadership Development (ICCD) and the National Institute for Leadership Development (NLID).



**Mia Moyer, Executive Assistant**

**Mia Moyer** is the executive assistant and office manager. She has worked for Mr. MacNaughton for 12 years.

*The principals, Mr. MacNaughton and Dr. Fanelli, will work with the College's Search Committee. We will not sub-contract this important task. Mr. MacNaughton will handle 80% - 90% of all the search services including client contact and candidate recruitment. Dr. Fanelli will assist with candidate recruitment.*

**CLIENT REFERENCES:**

- a) **Ms. Virginia Blumenthal**, Managing Partner, Blumenthal & Lomazow Law Offices, Riverside California. Chair, Board of Trustees, Riverside Community College District, Riverside, California. (Phone) 951-682-5110.  
(Email) [vblumenthal@blumenthallawoffices.com](mailto:vblumenthal@blumenthallawoffices.com)
- b) **Dr. Daniel LaVista**, Retired Chancellor (until July, 1, 2013) of the Los Angeles Community College District, 770 Wilshire Boulevard, Los Angeles, CA 90017. Currently resides in Charleston, South Carolina (cell) 804-426-5444, (email) [dan\\_vista@yahoo.com](mailto:dan_vista@yahoo.com)
- c) **Dr. Greg Gray**, Former Chancellor (until June 30, 2013), Riverside Community College District, 1533 Spruce Street, Suite 210, Riverside, CA 92507. Currently President, Connecticut State Colleges & Universities (phone) 860-493-0011, (fax) 860-493-0009, (email) [grayg@ct.edu](mailto:grayg@ct.edu)
- d) **Ms. Melissa Kane**, Vice Chancellor, Diversity and Human Resources, Riverside Community College District, 3845 Market Street, Riverside, CA 92501, (phone) 951-222-8589, (fax) 951-222-8831, (email) [melissa.kane@rcc.edu](mailto:melissa.kane@rcc.edu)
- e) **Dr. Cynthia Azari**, Interim Chancellor, Riverside Community College District. (phone) 951-222-8800, (fax) 951-682-5339. Normally, President, Riverside City College, Magnolia Avenue, Riverside, CA 92506, (phone) 951-222-8155 (email) [Cynthia.azari@rcc.edu](mailto:Cynthia.azari@rcc.edu).

**RELEVANT EXPERIENCE - PARTIAL LIST OF CLIENT SEARCHES****Riverside Community College District, Riverside, California**

- Chancellor
- President, Riverside City College, Riverside, California
- President, Norco College
- President, Moreno Valley College

**Sullivan County Community College, State University of New York**

- President

**Los Angeles City College, Los Angeles Community College District**

- President

**The Crossroads School for Arts and Sciences, Santa Monica, California**

- Chief Advancement Officer

**Oregon State University (Performed candidate references for committee)**

- President

**The University of California, Berkeley, California**

- Chancellor
- Executive Director of Affirmative Action

**The University of Michigan, Dearborn**

- Chancellor
- Provost & Vice Chancellor for Academic Affairs
- Dean of Students
- Dean of Management (2 consecutive Deans)
- Dean, College of Arts, Sciences and Letters

**The University of North Dakota**

- President

**Minot State University, North Dakota**

- President

**The University of Hawai'i System**

- Vice President for Academic Planning and Policy
- Associate Vice President of Capital Improvements

**Eastern Michigan University, Ypsilanti, Michigan**

- Controller
- Dean, College of Business
- Dean of Technology (2 consecutive deans)
- Executive Director of Information Technology

**Oakland University, Rochester, Michigan**

- Vice Provost for Graduate Studies and Research
- Dean, College of Arts and Sciences
- Dean, College of Business Administration (2)
- Dean, School of Engineering and Computer Sciences
- Dean of the Library
- Vice Provost for Information Technology
- Dean School of Nursing
- Chair, Electrical & Systems Engineering

**Boise State University, Boise, Idaho**

- Dean, College of Business and Economics (2 consecutive deans)
- Dean, College of Social Sciences and Public Affairs

## **RIVERSIDE COMMUNITY COLLEGE DISTRICT**

Founded in 1916, 97 years ago, Riverside Community College District is the seventh oldest public two-year higher education institution in the state. Each semester its three colleges (Riverside City, Norco and Moreno Valley) serve more than 37,000 students. RCCD is distinguished as the only multi-college district in the state in which all three colleges are individually accredited yet remain under the management of a single district administration and a single Board. Advantages include additional state funds and more efficient centralization of key internal services. In March 2010, the Board of Governors of the California Community Colleges officially recognized Moreno Valley college and Norco College at the 111<sup>th</sup> and 112<sup>th</sup> community colleges in the state. The RCCD Board of trustees determined that four elements would remain common: a common core curriculum; one student contract allowing students to take courses at all three colleges; one academic calendar; and one set of faculty and staff contracts. Most athletic programs are resident to the Riverside City College campus, except for soccer which is located at the Norco College campus. The District has completed or is in the process of completing new academic and service facilities on each of the three colleges and has recently opened a fully renovated Wheelock Basketball Center and a state-of-the-art Riverside Aquatics Center on the Riverside City College campus. Additionally, the District recently dedicated the Center for Social Justice and Civil Liberties in down town Riverside and will begin construction of a new administrative complex next door that will house the Culinary Academy on the lower floor and the Chancellor's and staff offices above. Finally, the District is in the final planning phase of the Henry W. Coil, Senior and Alice Edna Coil School for the Arts which will be constructed on a site behind the administrative complex, abutting the City's White Park.

Riverside City, home to over 350,000 residents is home to Riverside County's public administrative center, the Court system and the County Sheriff's headquarters. The City has become the defacto center for the Inland Empire

## **SPECIFIC SERVICES PROVIDED & RECRUITMENT PLAN**

Our work begins with in depth interviews with the Board of Trustees and key RCC District and campus senior administrators, appropriate Riverside Community College District personnel (faculty and staff) and key external community representatives to determine the unique environment, needs and parameters of the Chancellor of Riverside Community College District. We will conduct internal and external community forums if appropriate. We then meet with the search committee to assess the information previously gathered and to identify the desired qualities and qualifications for the position. One of the first tasks for the search committee and the consultant is to establish a methodology and schedule for the entire search process, so that prospective applicants and the college community can mark their schedules and set aside key dates. A schedule is essential because it provides an operative discipline to the search process. Throughout the search process, CollegeCEOs will work with the search committee and chair to provide as much transparency as appropriate for the Riverside Community College District community through the public posting of the search schedule, campus-wide regular email updates, video-streaming of candidate forums during campus interviews and easy access for the campus community to submit feedback on candidates to the search committee. At the same time, candidate confidentiality must be maintained until candidates have accepted an invitation to Riverside interviews. At that point, candidates' names will be publically posted.

It has been our experience that the competitiveness of the national recruitment marketplace rewards those who are first to market. Consequently, we advocate placing recruitment advertising in late August and early September. The next tasks are to develop a position specification/job description, as well as background information and marketing pieces about the chancellor position including information about the respective services and programs and the context (internal and external forces) in which the Chancellor-select will be operating. Additionally, we strongly suggest, for this search, that a web site linked to the system/district home page be created that will include the marketing brochures, search schedule, job description (position specification) and in-depth information detailing RCC operating policies, budget, retirement packages and other facts relevant to a prospective applicant. The site should be surrounded by representative and enticing pictures of the college district office and the campuses. We also work with RCCD's administrative staff to create functional documents such as marketing brochures, media advertisements, applicant evaluation forms, interview questions and applicant response letters. We offer prototypes and examples of each document and present them to the appropriate college personnel for amendment and finalization.

As a practice, we communicate consistently (several times per week) with the search committee chair and the clerical assistant assigned to support the chair and the committee. The majority of communication will be through email and telephone. We also maintain an open-door policy with all members of the committee and encourage their suggestions, questions and nominations through email and telephone. During search committee meetings, we respond directly when invited by the committee chair. We consider our position a support agent for, but not a member of the search committee.

As the search draws to a conclusion, once the search committee has recommended a finalist, we assist the RCCD Board of Trustees to develop an offer and negotiate a contract. When the contracts have been signed, we help with the announcement of the new chancellor and notify all applicants that participated in the search process of the successful conclusion to the search.



**Sources and Recruitment:** We anticipate that the majority of qualified individuals are most likely established, senior community college administration professionals, preferably sitting, public community college chancellors and presidents. We will generate prospects by utilizing sources that include higher education directories, appropriate Internet web sites, nominations, and CollegeCEOs, Inc. professional contacts. Once the initial research has identified a sufficient volume of potential candidate prospects, we begin active/direct recruitment of individuals. In addition to a focus on in-state prospects, a substantial outreach will be made to attract qualified, out-of-state applicants to attempt to provide a depth and diversity of options for the search committee.

We recommend use of the RCCD-developed, secure, database for applicant materials that is “password protected”. As applications are submitted, their materials will be posted into the database, so that they may be accessed at any time/anywhere by committee members. This database significantly increases efficiency and reduces time and expenses, because the committee members may review applications on their own schedule.

**Candidate Processing:** As the applicant pool matures, we meet with the search committee to select a limited group to be preliminarily interviewed and then produce and execute the interviews. Depending on the preference of the search committee, interviews may be conducted in-person (airport interviews) or using videoconference technology. We recommend utilizing videoconference technology. Videoconferencing saves on costs and enables the committee to make interview videotapes which can then be shared with the end-hiring agent, the Board of Trustees. From this preliminary pool, semi-final candidates are identified. We then provide the committee with written references for each of these finalists. The final candidates are then invited to Riverside interviews. CollegeCEOs, Inc. will coordinate with the appropriate college offices to schedule the Riverside interviews with the candidates. We will work with Riverside Community College District to produce an in-depth background check of the final candidate and references, prior to an offer being extended and finalized. We then coordinate closely with Riverside Community College District to assist the new hire with relocation issues, announcements of the hiring and “end of search” notification of all applicants that participated in the search. Throughout the search process, we provide the search committee with consultative services and market data upon which committee members may base their decisions.

**CollegeCEOs, Inc.'s One year guarantee:** That *CollegeCEOs, Inc.* will participate fully and without professional fees in the implementation of a search to replace a selected candidate who has been terminated due to performance and/or other professional factors. *CollegeCEOs, Inc.* shall not solicit the placed candidates for a period of 2 years for other positions.

CollegeCEOs, IncFEE STRUCTURES AND EXPENSES*Permanent Chancellor*1. Professional Fees

For the services outlined in this proposal, our normal fees would be 30 % of the position's first year compensation. However, CollegeCEOs, Inc. proposes to offer the same discounted fee of **28%** of the Chancellor's first year compensation that we employed in 2009, when we recruited Dr. Greg Gray. A non-refundable retainer of one third of the estimated total fee will confirm the assignment and initiate work. The balance of the fee will be billed in two equal installments on the 30th and on the 60th calendar day following retention. The final fee adjustment will be billed when the final salary has been negotiated and the new Chancellor has accepted the position.

2. Expenses

Total expenses for this assignment are estimated not to exceed **\$1,500.00** as follows:

*Administrative, Travel & Meals, and Support Expenses* for this assignment are estimated not to exceed \$1,500.00. They include telephone, copying, and other expenses specific to this search, such as express mail and related items, as well as, expenses for assisting candidate on-site interviews and other visits.

*Candidate Expenses* related to interviews, videoconference costs, travel and advertising are sent to you and handled directly by your organization.

All expenses are reimbursements of actual expenses incurred. There is no markup for the search firm on expenses.

3. Cancellation

Either party may cancel this assignment in writing at any time. Your organization is responsible for all expenses incurred by CollegeCEOs, Inc. through the date of cancellation. From the 31st day forward, you are obligated for 1/60th of the remaining professional fee per day for each day worked on the assignment through the 90th calendar day from retention.

**GENERAL CONDITIONS**

- Our fees are not contingent upon our placing a candidate with your organization.
- Bills are due and payable upon receipt.
- CollegeCEOs, Inc. shall maintain public liability insurance and professional Errors and Omissions insurance in the amount of \$1 million per occurrence and \$1 million aggregate. The insurance policy is placed with National Casualty Company, a member company of the Scottsdale Insurance Group which is a subsidiary of Nationwide Insurance Company. The insurance policy has been placed through CTK North American Insurance Services, LLC/INSURICA of Anaheim Hills, California. Riverside Community College District agrees to defend, indemnify and hold harmless CollegeCEOs, Inc. its

officers, employees and agents against any and all liability of whatever nature which may arise directly or indirectly by reason of the performance of this contract by Riverside Community College District, or any of its partners, subsidiaries, affiliates, successors, assigns, subcontractors, employees, agents or representatives under this proposal process and/or any subsequent contract or purchase order. To the fullest extent permitted by law, Riverside Community College District for itself and its partners, subsidiaries, related entities, affiliates, successors, assigns, subcontractors, employees, agents or representatives, expressly waives any and all immunity or damage limitation provisions available to any agent, employee or servant under any workers' or workmen's compensation acts, disability benefit acts or employee benefit acts, to the extent such statutory or case law would otherwise limit the amount recoverable by CollegeCEOs, Inc. pursuant to the indemnification provision contained in this proposal or contract while CollegeCEOs, Inc. is acting within the scope of its employment or agency with Riverside Community College District and under the terms of this agreement.

## SUGGESTED TIMELINE

# Search for a CHANCELLOR Riverside Community College District

<u>Time Frame</u>	<u>Activity</u>
Aug 12 (Mon)	Submission of Media Advertisements (through HR Dept.) <ul style="list-style-type: none"> <li>• Development and placement of Media Advertisement</li> <li>• Initiate set up of Search Website</li> <li>• Chronicle of Higher Education</li> <li>• Internet sites such as Higher Ed Jobs.com and Inside Higher Ed</li> <li>• Other Media Selected by Committee</li> </ul> ** HR to place ads in Chronicle of Higher Education
Aug 19 - 23	Consultants' Due Diligence meetings with college and Riverside community
Aug 23 (Fri)	Organizational meeting (Committee and Consultants) <ul style="list-style-type: none"> <li>• Finalize Search Schedule</li> <li>• Finalize Position Specification</li> <li>• Active Recruitment of Candidates Begins</li> </ul>
Aug 23 & Sept 6	Advertisements run in Chronicle of Higher Education issues (Aug 23 Almanac Issue; Sept 6 Academic Year Kick-Off Issue)
Aug 26 (Mon)	Screening of Applications Begins
Sept 6 (Fri)	Committee Meeting <ul style="list-style-type: none"> <li>• Develop Preliminary Interview Questions (Consultant provides list of sample questions that can be used by committee to develop final questions)</li> <li>• Housekeeping Items</li> </ul>
Oct 11 (Fri) 2 ½-3 hrs	Committee Meeting (Committee/ Consultant) <ul style="list-style-type: none"> <li>• <b>Selection of Applicants</b> for Preliminary Interviews</li> </ul>
Oct 25 (Fri) 7:30 AM – 5:30 PM	Preliminary Interviews (Videoconference or Airport) (Committee/Consultant) <ul style="list-style-type: none"> <li>• Select Candidates for Riverside Interviews</li> </ul>

Nov 4– 20	Riverside Interviews Conducted
Nov 22 (Fri)	Committee Meeting <ul style="list-style-type: none"><li>• Selection of Finalists</li><li>• Preparation for meeting with Board of Trustees</li></ul>
Dec 3 (Tues)	Committee meets with Board in Special Session <ul style="list-style-type: none"><li>• Presentation of Finalists</li><li>• Board selects Finalist</li></ul>
Dec 12 & 13	Final Candidate (and Spouse) Second Visit <ul style="list-style-type: none"><li>• Salary/Contract Negotiations</li></ul>
Jan 21, 2014	Announcement of the new Riverside Community College District Chancellor at Board of Trustees Meeting
July 2014	New Chancellor Targeted Start Date (or earlier if possible)



NATIONAL SEARCH PROPOSAL FOR  
THE CHANCELLOR OF RIVERSIDE  
COMMUNITY COLLEGE DISTRICT

July 28, 2013



The **els** Group, LLC  
1071 Roosevelt St.  
Monterey CA 93940

Phone: 831.643.0993  
Fax: 831.333.0384  
[ssavage@elsgroup.org](mailto:ssavage@elsgroup.org)





## *Education Leadership Search*

Purchasing Office, North Hall  
Attention: Majd Askar, Purchasing Manager  
Riverside Community College District  
3617 Saunders Street, Room 202  
Riverside, CA 92506-1294

July 28, 2013

Ms. Askar,

We are honored to have an opportunity to be selected as the Executive Search firm by the Riverside Community College District in order to work with the Board, District constituents and community to appoint a new Chancellor. Our proposal is in response to the formal document, "Request for Proposal (RFP)-No. 2013/14-01-RFP.

The ELS Group, LLC is a minority/woman owned and operated executive and mid management search and educational services firm. We specialize in providing recruitment and placement activities to colleges and universities nationwide. We have conducted numerous executive level searches and placed interim personnel in higher education for our clients since 2004. Our competitive advantage resides in our commitment to excellence and a strong network of diverse professionals across the country.

The ELS Group's approach to all executive searches is confidential, disciplined, and comprehensive. We will spend quality time to get to know your organization and to create, through a collaborative process, a profile of the ideal candidate for the organization. Our ten-step process emphasizes in-depth reference checking of candidates along with a thoughtful analysis of the best fit of client and candidate. We will consistently communicate with the Board in order to keep them updated about the process.

Our primary contact person for this search is Dr. Jesus "Jess" Carreon, Senior Partner. The contact information is as follows: a) The ELS Group, LLC, 1071 Roosevelt, St, Monterey, CA, 93940; b) his phone number is (949)680-6171; c) our fax number is (831)241-0384; and, d) his email is [jcarreon@elsgroup.org](mailto:jcarreon@elsgroup.org).

Sincerely,

Jesus "Jess" Carreon , Ed.D.  
Senior Partner





## *Education Leadership Search*

### **A Proposal to Assist the Board of Trustees of the Riverside CCD in a National Search for the District Chancellor, Riverside, CA No. 2013-/14-01-RFP July 28, 2013**

#### **A. Description of the nature of the firm's business**

The ELS Group, LLC is a minority, owned executive search and educational services firm started by diverse and highly experienced administrators, who fully understand how higher educational systems work. The ELS Group have chaired and served on numerous hiring committees for chancellors, superintendents, presidents, administrators, faculty, and staff. Based on these experiences, The ELS Group, LLC began in 2004 to help better serve the needs of California educational institutions. We have conducted 16 permanent CEO and high-level administration searches and have produced exceptional results for our clients. The ELS Group has never had a failed search and no selectee has left our client's district within the first 3 years of hire.

The firm's senior partners personally conduct each search and we focus on the institution's unique needs and culture through intense and detailed inquiry. We partner with the Board of Trustees, Administration, Search Committee, and Human Resources to establish a firm calendar of events and a viable process. We communicate with the Board throughout the process in order to keep them updated about the process. Most importantly, we are present and committed to helping the Board and District to achieve their institutional goals through recruiting a top leader and effective administrator.

Overall, we are guided by the following principles in our relationship with our clients: trust, honesty, respect, integrity, commitment, and efficient delivery systems.

#### **B. Firm Profile and Location**

- The ELS GROUP, LLC
- 1071 Roosevelt Street, Monterey, CA 93940
- Telephone (831)241-8379
- FAX: (831) 333-0384
- Contact: Sallie A. Savage, [ssavage@elsgroup.org](mailto:ssavage@elsgroup.org)
- Federal Tax ID: 32 0228471

- Monterey Business License: #1003
- Limited Liability Company, taxed as a partnership

### C. Corporate Organization

- Firm Owners and Senior Partners
  - Dr. Edward J. Valeau
  - Dr. Jesus “Jess” Carreon
  - Ms Sallie Savage

### D. Firm established August, 2004

### E. Dedicated Search Consultants for Riverside CCD

**Jesus “Jess” Carreon, Ed.D.**, is a Senior Partner in the ELS Group, LLC who has over 38 years in leadership and management in community colleges/districts with experience in organizational development, accountability, Board and CEO development, foundation planning and development, fundraising, leadership and management training and strategic planning. He served 14 years as a community college Chief Executive Officer. Specifically, he has served as the Chancellor of the Dallas County Community College District, Dallas TX; District President of Portland Community College, Portland, Oregon; Superintendent/President of Rio Hondo Community College District, Whittier, CA; and, President of Ventura College in the Ventura County Community College District, Ventura, CA. In addition, Dr. Carreon has held a variety of senior level positions in community colleges, and has private sector experience. He has national and international recognition having served as the Chair of the Board of the American Association of Community Colleges. He has also served on state and national boards which included the Association of Community College Trustee President’s Advisory Council as well as the Board of the American Council of Education. **Lead consultant for this search who will be active and committed to the entire process.**

**Edward J. Valeau, Ed.D.**, is a Senior Partner in the ELS Group, LLC, President Emeritus, Hartnell Community College and the CEO of Valeau International and Associates, which provides consultancy to the international higher education community. He has over 36 years of experience in higher education administration with experience in institutional development, technology planning, fundraising, and assessment. He is recognized nationally and has served on the Board of Directors of the American Association of Community Colleges, where he chaired several commissions. He is an American Council on Education Fellow, a Fulbright Scholar, and a past member of the Board of the Chief Executive Officers of the California Community Colleges. He is the co-author of Community College Models: Globalization and Higher Education Reform, (New Directions Publications Spring 2009), and International Reform Efforts and Challenges in Community Colleges, among other books and publications. **Consultant for this search who will be active and committed to the entire process.**

**Sallie A. Savage**, MPA, served as a Director of Human Resources in three California Community Colleges for over 15 years after she retired from the United States Air Force with the rank of Lieutenant Colonel. Her experience is in successful recruiting and personnel management of a multicultural workforce. She has worked extensively in labor contract negotiations and labor management relations. She has performed in professional human resources capacities for over 36 years, including six years as a personnel advisor to the Secretary of the Air Force.

Ms. Savage has conducted or participated in thirteen (14) senior level searches within the last 24 months. **Technical support consultant for this search who will be active and committed to the entire process.**

## **F. Scope of Service-Search Process Methodology and Timelines**

The ELS Group's approach to all executive searches is confidential, disciplined, and comprehensive. We spend quality time with you to get to know your organization and to create, through a collaborative process, a profile of the ideal candidate for the organization. Our ten-step process emphasizes in-depth reference checking of candidates along with a thoughtful analysis of the best fit of client and candidate. We take pride in our customer service orientation. Many of our clients and past candidates are part of our extended network. Thus, they share our goal of working to strengthen the talent pool of higher education administration and help us to identify those individuals, who are ready to assume the role of upper-level leadership. They know our capacity to match the individual to the job is exceptional and that our searches attract the best possible candidates.

### **Step 1 Search Approach**

- We meet with the Board and college constituent groups to understand the culture of the organization and to understand the attributes needed for the next President.
- ELS consultants spend considerable time at the outset of the search learning about the college and helping the Board of Trustees and Search Advisory Committee to shape and define concrete objectives for the new executive.

### **Step 2 Prepare the Announcement Brochure**

- We work collaboratively with the Board and District to shape the job description that outlines the Chancellor's profile and duties, required professional experience, reporting relationships as well as the challenges the candidate will face once selected.
- We assist the District to clearly define the wording, design, and distribution of the announcement brochure.

- The announcement guides the application assessment, the Search Advisory Committee's selection criteria, and is the ethical and legal blueprint for the selection process.

### **Step 3 Talent Search**

- We cast a wide net to assemble a diverse pool of qualified candidates, who possess the talent and experience to succeed in this position through, advertising media, national databases, our proprietary database, and associations.
- Through the use of our national network and sophisticated software capabilities, we mail personalized letters signed by the Board President or designee to hundreds of prospective candidates throughout the United States.
- We have a reputation for building large pools of experienced leaders from diverse backgrounds, and cultures.

### **Step 4 Screening**

- ELS consultants manage the pool of applicants in accordance with the District's EEO guidelines, Board Policies, and Procedures.
- We recommend that the committee allows us to preview the applications and categorize them into three tiers:
  - Most likely to be successful (whom we do preliminary reference checks)
  - Meet the qualifications
  - Do not meet minimum qualifications

### **Step 5 Interview Process**

- ELS consultants coordinate the search committee in order to clearly provide an efficient interviewing process and facilitate discussions, interviews and deliberation of the selection of candidates at every level, lending advice as needed.
- Communicate the progress of the search to the Board of Trustees, District constituents and the community, and provide coordination and necessary guidance.
- We provide customer service to candidates who are selected to be interviewed.
- We work closely with the candidates in each round up to and including the final selection by providing them with information regarding the organization, answering personal questions, and affirming the candidates' intentions regarding the position.

### **Step 6 Background/Reference Checks**

- ELS consultants contact as many as 10 individuals, who are or have been supervisors, direct reports, and peers in the candidate's last two positions.
- Background inquiries are made with the Department of Justice, the Department of Motor Vehicles, and credit agencies.

- A comprehensive written report of the findings is presented to the Chancellor.

**Step 7 Candidate’s Self Assessment (Value Added)**

We recommend that each finalist take a 45 minute on-line self assessment questionnaire, The Occupational Personality Questionnaire (OPQ). This assessment is used to identify the candidate’s preferred leadership and communication styles. It is a proven technique designed and reviewed by the Assessment Technology Group (ATG), a consultant firm affiliated with the ELS Group. ATG specializes in a scientific approach to identifying candidates for positions that are most compatible with their skills and personality. A very thorough written report on the management styles of each finalist is presented to the Board or its representative before the final interview.

**Step 8 Final Interview**

- ELS Consultants remain active through the final phase of the search, and assist the Board of Trustees in their discussion, interviews and deliberations in making well-informed decisions as they select the Chancellor.
- We stay in close contact with the finalists to address their questions and concerns.
- We provide support to the Board of Trustees or representatives’ visits to the finalists’ work sites, if desired.
- We assist with scheduling of public forums, interview schedules, and candidate visits to the district.

**Step 9 Negotiations**

The ELS principal consultant will facilitate negotiations between the Board of Trustees and the selectee, if desired.

**Step 10 Close Out**

- All applicants are informed of the status of their applications.

The optimum time period for the entire search process is approximately 125 calendar days from start to final selection. The estimation of time and task is fluid and is dependent upon the activities requested by the District. ELS Group consultants are always available to assist via telecom or in person with a twenty-four (24) hour notice.

	<u>Task</u>	<u>Duration</u>	<u>Start-End</u>
1.	Awarding of the search contract to The ELS Group, LLC		
2.	ELS meet with District officials to discuss the overall search process.	3 hours	

3.	ELS consultants meet with constituent groups for input.	8 hours	
4.	ELS meets with the Search Committee.	3-4 hours	
5.	ELS and the District advertise and market the open position.	60 days	
6.	ELS completes correspondence with applicants. The District receives applications and ELS reviews and assembles them.	15 days	
7.	ELS meets with the Search Committee to review application packages and to select candidates to be interviewed.	2 days	
8.	ELS determines if selected candidates remain interested in being considered. ELS coordinates schedules for candidate interviews.	5 days	
9.	The Search Committee, assisted by ELS, conducts interviews of candidates and selects the semi-finalists.	5 days	
10.	The Search Committee recommends up to six candidates to the Board.	1 day	
11.	The Board selects the finalists for second interviews by District representatives. ELS determines the continued interest of each finalist, and schedules finalists for the agreed upon time set aside for District-wide forums.	5 days	
12.	ELS arranges for and assists Board/Search Committee members for on-campus visits to candidates' work places, if desired.	3-5 days	
13.	ELS conducts reference checks and submits written and verbal reports to the Board.	7 days	
14.	Campus tours and meeting with District stakeholders are arranged.	4-5 days	
15.	ELS assists the Board with final interviews. The Board selects the next Chancellor.	5-7 days	

16.	ELS assists the Board of Trustees with negotiations for the contract with the selectee.	3 days	
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### G. District Support

The ELS Group requires the following support from the District:

- Direct communication with the Board of Trustee’s representative, the Chair of the Screening Advisory Committee, and the assigned Human Resources’ Officer.
- Timely response to the ELS Group’s requests for information and arrangements.
- Names and home/office/mobile contact information for the District/College personnel assigned to work with ELS.
- Designation of one person as the key contact person for the District.
- Secure office space to house any on-campus confidential records of the Committee.
- Periodic use of a secure conference room for meetings of the Screening Committee and ELS.
- Clerical support to capture and record data for diversity reporting.

### H. Schedule of Fees

The ELS Group, LLC fee is \$57,500.00 for the Chancellor search, which includes:

- The cost of all communications, postage, software assistance
- Three (3) finalist reference checks/background checks
- The Occupational Personality Questionnaire and associated reports for three (3) finalists
- Three (3) visits to the campus

Expenses beyond the three (3) campus visits

Ground Travel: IRS Rate per mile

Lodging: \$150 per night

Air Fare: Coach Rate

All costs will be accounted for by receipts which will be attached to the invoice.

Added fees: If the District selects more than three (3) finalists, the cost for reference checks will be \$1000 per added finalist.

One third of the cost will be invoiced within 30 days after the contract for services is signed. The second invoice will be presented approximately 50 days from the date the contract for services is signed. The final payment will be due when the project is completed. The ELS Group will invoice the District according to the above schedule and payment will be due within 30 days of the receipt of a valid invoice.

The ELS Group has never had a failed search in the nine years we have been in business. The ELS Group will continue to provide search services in the event of a failed search without charging additional fees. Expenses will be charged which include travel, lodging, and the cost of meals. A failed search is one in which the pool of applicants is less than ten qualified candidates each of whom meet all minimum qualifications and at least 55% of the preferred qualifications listed in the position announcement.

## I. Recent Search History and References

Ventura County Community College District, 255 Stanley Ave Suite 150, Ventura, Ca 93007, **Dr. Jamillah Moore, Chancellor**, (805) 652-5502, [jmoore@vcccd.edu](mailto:jmoore@vcccd.edu)

- *Search for President, Ventura College*

Desert Community College District, 43-500 Monterey Ave, Palm Desert, Ca 92260, **Michael O'Neill, Trustee**, (760) 320-7985, [moneill@collegeofthedesert.edu](mailto:moneill@collegeofthedesert.edu)

Desert Community College District, 43-500 Monterey Ave, Palm Desert, Ca 92260, **Bonnie Stefan, President Board of Trustees**, (760) 773-2500, [bstefanmsangeldoc@peoplepc.com](mailto:bstefanmsangeldoc@peoplepc.com)

Desert Community College District, **Stan Dupree, Acting Human Resources Director**, (760) 773-2529, [sdupree@collegeofthedesert.edu](mailto:sdupree@collegeofthedesert.edu)

- *Search for Superintendent President*

Yosemite Community College District, PO Box 4065 Modesto, CA 95352, **Joan Smith, Chancellor**, (209) 575-6508, [smithj@yosemite.edu](mailto:smithj@yosemite.edu)

Yosemite Community College District, PO Box 4065 Modesto, CA 95352, **Teresa Scott, Executive Vice Chancellor** (209) 575-6530, [scott@yosemite.edu](mailto:scott@yosemite.edu)

- *Search for Vice President College and Administrative Services*

## J. Exceptions requested

- None

## K. Propriety information

- No information submitted

## L. The ELS Group Guarantee

The search will yield a significant number of highly qualified candidates from across the nation who will represent a richness of diversity and talent.



**ELS will guarantee any individual hired through our assistance, up to a period of one full year, provided the position requirements do not change substantially and the Chancellor provides comprehensive performance evaluations. If that person leaves the college within that period of time, voluntarily or involuntarily, we will conduct the replacement search at no cost to the District, other than out of pocket expenses.**

Presented by:

Jesus "Jess" Carreon, Ed.D.  
Senior Partner



## Agenda Item (XII-B)

Meeting	9/17/2013 - Regular
Agenda Item	Business From Board Members (XII-B)
Subject	Board of Trustees Nomination for 2014 Associate Committee for Association of Community College Trustees
College/District	District
Funding	
Recommended Action	Recommend approving the nomination of Board Vice President Janet Green to an Association of Community Colleges Trustees (ACCT) 2014 Associate Committee

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### Background Narrative:

Presently the Association of Community College Trustees (ACCT) is inviting trustees to serve on the 2014 Associate Committees to expand membership participation in the governance of the Association, while bringing new ideas and expertise to committee deliberations. Board Vice President has served on the Public Policy Associate Committee. Vice President Green would like to continue her service on the associate Committee for 2014; and the Board is being asked to take action in support of her participation.

Prepared By: Cynthia Azari, Interim Chancellor  
Kathy Tizcareno, Administrative Assistant

### Attachments:

[Letter of Nomination ACCT Committee Janet Green](#)

September 17, 2013

ACCT Chair  
Association of Community College Trustees  
1233 20<sup>th</sup> Street, NW, Suite 301  
Washington, DC 20036

Dear ACCT Chair:

As president of the Riverside Community College District (RCCD) Board of Trustees, and on behalf of my colleagues on the Board, it is my pleasure to write this letter of nomination for Board of Trustees Vice President Janet Green's appointment to an ACCT associate committee. Attached is the 2014 Associate Committee Interest Form completed by Vice President Green.

Janet Green, elected to the RCCD Board of Trustees in November 2006, is serving her third -term as Vice President of RCCD's Board of Trustees this year. Beginning in fall 2008, Janet continues to serve on the Community College League of California's Advisory Committee on Legislation. Agendas for that committee include the review of pending and proposed legislation, especially those affecting student learning and success, college operations, student services, career and technical training, institutional accountability, cost of education, employment relations, and governance; development of advocacy strategies and messages; and planning other legislative advocacy activities for college representatives and students.

Our District, Board of Trustees, and Ms. Green understand the commitment which this national position entails and commits to the required responsibilities -- and we strongly support and endorse Board Vice President Green as an excellent candidate for any of the ACCT associate committees.

Sincerely,

Virginia Blumenthal  
President  
Board of Trustees

Enclosure

1533 Spruce Street, Suite 210  
Riverside, CA 92507-2427  
(951) 222-8800  
Fax (951) 682-5339  
[www.rccd.edu](http://www.rccd.edu)

# 2014 Associate Committee Interest Form

Please rank the committees in your preferred order of service (1=Most Preferred; 5=Least Preferred).

- If only one choice is listed and you are not selected to serve on the committee of your choice, you may NOT be placed on another committee unless a second and third choice is stated.

- 4 Diversity Committee  
5 Finance and Audit Committee  
3 Governance and Bylaws Committee  
1 Member Communications and Education Committee  
2 Public Policy Committee

## INFORMATION:

(Please fill out completely)

Ms. Janet Green  
PREFIX NAME SUFFIX

Vice President, Board of Trustees Riverside Community College District  
TITLE INSTITUTION

1533 Spruce Street, Suite 210  
ADDRESS

Riverside, CA 92507  
CITY / STATE / ZIP

(951) 222-8800 (951) 682-5339 janetgreen@juno.com  
PHONE FAX E-MAIL

## PROFESSIONAL BOARD STAFF

Kathy Tizcareno (951) 222-8804 kathy.tizcareno@rccd.edu  
NAME PHONE E-MAIL

Letter of nomination from your board supporting the appointment to an ACCT committee enclosed

## COMMENTS:

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Association of Community College Trustees • 1233 20th Street, NW • Suite 301 • Washington, D.C. 20036  
866-895-ACCT (2228) • Fax: 866-904-ACCT (2228) • [assocmem@acct.org](mailto:assocmem@acct.org)

## Agenda Item (XII-C)

Meeting 9/17/2013 - Regular  
Agenda Item Business From Board Members (XII-C)  
Subject Update from Members of the Board of Trustees on Business of the Board.  
College/District District  
Information Only

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### Background Narrative:

Members of the Board of Trustees will briefly share information about recent events/conferences they attended since the last meeting, including any updates regarding the following assigned associations:

Association of Community College Trustees (ACCT)  
Association of Governing Board of Universities and Colleges (AGB)  
California Community College Trustees and Legislative Network (CCCT)  
Community College League of California (CCLC) Latino Trustees  
Latino Trustees Association  
Inland Valleys Trustees and CEO Association  
African-American Organizations Liaison Riverside Branch - NAACP  
Hispanic Chambers of Commerce: Corona, Moreno Valley, and Riverside  
Chambers of Commerce: Corona, Moreno Valley, and Norco  
Riverside County School Board Association  
Riverside County Committee on School District Organization  
Alvord Unified School District Ad-Hoc Committee  
Mine Okubo Committee

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

### Attachments:



## Agenda Item (XIII-A)

Meeting	9/17/2013 - Regular
Agenda Item	Closed Session (XIII-A)
Subject	Pursuant to Government Code Section 54957, Public Employee Discipline/Dismissal/Release
College/District	District
Funding	n/a
Recommended Action	To be Determined

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### Background Narrative:

None.

Prepared By: Cynthia Azari, Interim Chancellor

### Attachments: