



**Board of Trustees - Regular Meeting
Tuesday, February 16, 2016 6:00 PM
Moreno Valley College, Student Academic
Services, General Assembly Room #121, 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.

I. COMMENTS FROM THE PUBLIC

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

II. APPROVAL OF MINUTES

- A. [Minutes of the Board of Trustees Special Meeting of December 8, 2015](#)
Recommend approving the December 8, 2015 Board of Trustees Special meeting minutes as prepared.
- B. [Minutes of the Board of Trustees Regular Meeting of December 8, 2015](#)
Recommend approving the December 8, 2015 Board of Trustees Regular minutes as prepared.
- C. [Minutes of the Board of Trustees Regular/Committee Meeting of January 12, 2016](#)
Recommend approving the January 12, 2016 Board of Trustees Regular/Committee minutes as prepared.
- D. [Minutes of the Board of Trustees Regular Meeting of January 19, 2016](#)
Recommend approving the January 19, 2016 Board of Trustees Regular minutes as prepared.

III. PUBLIC HEARING (NONE)

IV. CHANCELLOR'S REPORTS

- A. [Chancellor's Communications](#)
Information Only

- B. [Student Presentation - MVC Swallows Grant](#)
Information Only
 - C. [Re-organization of Educational Services to Strategic Planning and Educational Services](#)
Recommend reviewing and accepting the proposed re-organization of Educational Services to Strategic Planning and Educational Services, effective July 1, 2016.
 - D. [Update on Silver Centennial Celebration](#)
Information Only
 - E. [Healthcare Update](#)
Information Only
 - F. [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 \$2,865,756 and District Warrant Claims totaling \$9,301,259.
 - 2. Budget Adjustments
 - a. [Budget Adjustments](#)
Recommend approving the budget transfers as presented.
 - 3. Resolution(s) to Amend Budget
 - a. [Resolution No. 34-15/16 – 2015-2016 CARES Plus](#)
Recommend adding the revenue and expenditures of \$14,791 to the budget.
 - b. [Resolution No. 35-15/16 – 2015-2016 Proposition 39 Clean Energy Grant](#)
Recommend adding the revenue and expenditures of \$9,825 to the budget.
 - c. [Resolution No. 36-15/16 – 2015-2016 Board Financial Assistance Program – Student Financial Aid Administration \(BFAP-SFAA\) - Capacity](#)
Recommend adding the revenue and expenditures of \$10,000 to the budget.
 - 4. Contingency Budget Adjustments
 - a. [Contingency Budget Adjustments](#)
Recommend approving by a two-thirds vote of the members, the contingency budget transfer as presented.
 - 5. Bid Awards
 - a. [Proposal to Award Furniture for the Riverside City College Student Services & Administration Building](#)
Recommend awarding Request for Proposal (RFP) Number 2015/16-10 –Furniture for the Riverside City College Student Services & Administration Building, in the total amount of \$578,372 to Interior Office Solutions.

- b. [Purchase Information Technology Goods and Services, Utilizing the California Multiple Award Schedules \(CMAS\) Contract Number 3-15-70-2486F](#)
Recommend awarding purchase of Information Technology Goods and Services from SIGMAnet, Inc., using CMAS contract.
- 6. Grants, Contracts and Agreements
 - a. [Contracts and Agreements Report Less than \\$87,800 – All District Resources](#)
Recommend ratifying the contract for the period of July 1, 2015 through June 30, 2016 not to exceed \$464,100.
 - b. [Instructional Service Agreement for Public Safety Education and Training Career and Technical Education Programs with the County of Riverside](#)
Recommend approving Instructional Services Agreement with the County of Riverside for Public Safety Education and Training Career and Technical Education Programs held at the Ben Clark Training Center, from July 1, 2015 through June 30, 2017.
 - c. [License Agreement for Facility Use at Ben Clark Training Center with County of Riverside](#)
Recommend approving License Agreement for Facility Use at Ben Clark Training Center with County of Riverside, for an amount not to exceed \$719,184 annually from July 1, 2015 through June 30, 2018.
 - d. [Contract for Apprentice Training Program Remittance to Riverside County Educational and Training Trust Fund](#)
Recommend ratifying the contract for the period of July 1, 2015 through June 30, 2016 not to exceed \$464,100.
 - e. [Agreement for Galaxy System with Riverside County Superintendent of Schools](#)
Recommend approving the agreement for Galaxy System with Riverside County Superintendent of Schools in the amount of \$158,700.
- 7. [Out-of-State Travel](#)
Recommend approving out-of-state travel.
- 8. Other Items
 - a. [Notice of Completion](#)
Recommend accepting the projects listed on the attachment as complete, and 2) approve the execution of the Notice of Completion (under Civil Code Section 3093 – Public Works).

VII. CONSENT AGENDA INFORMATION

- A. [CCFS-311Q – Quarterly Financial Status Report for the 2nd Quarter Ended December 31, 2015](#)
Information Only
- B. [Monthly Financial Report for Month Ending – January 31, 2016](#)
Information Only

VIII. BOARD COMMITTEE REPORTS

- A. Governance (None)
- B. Teaching and Learning (None)
- C. Planning and Operations (None)
- D. Resources (None)
- E. Facilities
 - 1. [Agreement Amendment No. 3 for Network Operations Center with Inland Inspections and Consulting](#)

Recommend approving Agreement Amendment No. 3 for the Network Operations Center project at Moreno Valley College for additional inspection services with Inland Inspections & Consulting in the amount not to exceed \$2,640.

- IX. ADMINISTRATIVE REPORTS
 - A. Vice Chancellors
 - B. Presidents
- X. ACADEMIC SENATE REPORTS
 - A. Moreno Valley College
 - B. Norco College/Riverside Community College District
 - C. Riverside City College
- XI. BARGAINING UNIT REPORTS
 - A. CTA - California Teachers Association
 - B. CSEA - California School Employees Association
- XII. BUSINESS FROM BOARD MEMBERS
 - A. [Resolution Number 38-15/16 to Recognize and Celebrate Riverside City College's 100th Anniversary](#)
Recommend Adopting Resolution Number 38-15/16 Recognizing and Celebrating Riverside City College's 100th Anniversary.
 - B. [Resolution Number 39-15/16 to Recognize and Celebrate Moreno Valley College's 25th Anniversary](#)
Recommend Adopting Resolution Number 39-15/16 Recognizing and Celebrating Moreno Valley College's 25th Anniversary.
 - C. [Resolution Number 40-15/16 to Recognize and Celebrate Norco College's 25th Anniversary](#)
Recommend Adopting Resolution Number 40-15/16 Recognizing and Celebrating Norco College's 25th Anniversary
 - D. [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 Performance Evaluation Title: Chancellor](#)
Recommended Action to be Determined.
 - B. [Pursuant to Government Code Section 54957, Public Employee Discipline/Dismissal/Release](#)
Recommended Action to be Determined.
 - C. [Conference with Labor Negotiators Pursuant to Government Code Section 54957.6 District Representatives: Bradley Neufeld of Gresham Savage, Employee Organization: California School Employees Association](#)
Recommended Action to be Determined.
- XIV. ADJOURNMENT

Agenda Item (II-A)

Meeting	2/16/2016 - Regular
Agenda Item	Approval of Minutes (II-A)
Subject	Minutes of the Board of Trustees Special Meeting of December 8, 2015
College/District	District
Funding	
Recommended Action	It is recommended that the Board of Trustees review and approve the minutes of the December 8, 2015 Special Meeting.

Background Narrative:

Minutes of the December 8, 2015 Special Meeting were prepared for the Board's review and approval. At the January 2016 regular meeting of the Board of Trustees, corrections were noted for the meeting minutes. The minutes have been reviewed, and corrected for the meeting location of the January 2016 board meeting. With this correction, the minutes are provided to the Board of Trustees for review and approval.

Prepared By: Chris Carlson, Chief of Staff & Facilities Development
Heidi Gonsier, Executive Administrative Assistant

Attachments:

[120815_MIN](#)

MINUTES OF THE SPECIAL BOARD OF TRUSTEES
MEETING OF DECEMBER 8, 2015

President Blumenthal called the Board of Trustees meeting to order at 5:45 p.m., in the Center for Student Success, Room 217, Norco College, 2001 Third Street, Norco, California.

CALL TO ORDER

Trustees Present

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

Staff Present

Michael L. Burke, Ph.D., Chancellor
Ms. Chris Carlson, Chief of Staff and Facilities Development
Mr. Aaron Brown, Vice Chancellor, Finance and Business Services
Dr. Terri Hampton, Vice Chancellor, Human Resources and Employee Relations
Dr. Sandra Mayo, President, Moreno Valley College
Dr. Paul Parnell, President, Norco College
Dr. Wolde-Ab Isaac, President, Riverside City College

President Blumenthal turned the gavel over to Chancellor Burke who presided over the election of the President of the Board.

ORGANIZATIONAL MEETING

Green/Miller nominated Trustee Blumenthal for President of the Board of Trustees. Motion carried by roll call vote. (5 ayes)

Election of President

Green/Vackar nominated Trustee Miller for Vice President of the Board of Trustees. Motion carried by roll call vote. (5 ayes)

Election of Vice President

Green/Miller nominated Trustee Vackar as Secretary of the Board of Trustees. Motion carried by roll call vote. (5 ayes)

Election of Secretary

Miller/Green moved that the Board of Trustees: Select Option B with Board of Trustees Regular and Regular/Committee meetings rotating to colleges, until April 2016 with Board of Trustees meetings at new District Office located at 3801 Market Street, Riverside, with a 6:00 p.m. start time. Board of Trustees discussed looking into

Selection of Day, Time and Place of Board and Committee Meetings

video conferencing meeting to colleges or broadcasting; Regular/Committee meetings taking place on the first Tuesday of each month; and, Regular meetings taking place on the third Tuesday of each month. Motion carried. (5 ayes)

However, the January Regular/Committee meeting will take place on January 12, 2016, in the O. W. Noble Building, AD 122, Riverside City College. The December 6, 2016 Regular meeting will be held in the District Office at 3801 Market Street, Riverside. Motion carried. (5 ayes)

President Blumenthal made the following appointments to committees and associations:

Board Association and Board
Committee Appointments

Appointments to Committees: Trustee Blumenthal - Governance Committee chair; Trustee Figueroa - Planning and Operations Committee chair; Trustee Green – Resources Committee chair; Trustee Vackar – Teaching and Learning Committee chair; and Trustee Miller – Facilities Committee chair.

Appointments to Associations: Trustees Figueroa and Green – Association of Community College Trustees Liaison; Trustee Vackar – Association of Governing Board of Universities and Colleges Liaison; Trustees Figueroa and Miller - California Community College Trustees/Community College League of California Liaisons –Trustee Figueroa – Latino Trustees Association Liaison; Trustee Figueroa – Inland Valleys Trustees and CEO Association Liaison; Trustees Blumenthal and Vackar - African-American Organizations Liaison Riverside Branch – NAACP; Trustees Figueroa and Miller – Greater Corona Hispanic Chamber of Commerce; Trustees Figueroa and Vackar - Moreno Valley Hispanic Chamber of Commerce; Trustee Figueroa and Blumenthal - Riverside Hispanic Chamber of Commerce; Trustee Miller – Corona Chamber of Commerce; Trustee Vackar – Moreno Valley Chamber of Commerce; Trustee Miller – Norco Chamber of Commerce; Trustees Blumenthal and Green, Riverside Chamber of Commerce; Trustees Vackar and Miller – Riverside County School Board Association Liaison; Trustees Miller and

Green – Riverside County Committee on School
District Organization Liaisons; Trustees
Blumenthal and Figueroa – Alvord Unified
School District Ad-Hoc Committee.

The Board adjourned the meeting at 6:13 p.m.

ADJOURNMENT

Agenda Item (II-B)

Meeting	2/16/2016 - Regular
Agenda Item	Approval of Minutes (II-B)
Subject	Minutes of the Board of Trustees Regular Meeting of December 8, 2015
College/District	District
Funding	
Recommended Action	It is recommended that the Board of Trustees review and approve the minutes of the December 8, 2015 Regular Meeting.

Background Narrative:

Minutes of the December 8, 2015 Regular Meeting were prepared for the Board's review and approval. At the January 2016 regular meeting of the Board of Trustees, corrections were noted for the meeting minutes. The minutes have been reviewed, and corrected the closed session item. The standard for minutes applied to public hearing items were reviewed, and the minutes reflect that standard practice applied to minutes for public hearing items.

With this review and correction, the minutes are provided to the Board of Trustees for review and approval.

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

Attachments:

[120815_MIN2](#)

MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING
OF DECEMBER 8, 2015

President Blumenthal called the Board of Trustees meeting to order at 6:13 p.m., in the Center for Student Success, Room 217, Norco College, 2001 Third Street, Norco, California.

CALL TO ORDER

Trustees Present

Virginia Blumenthal, President
Nathan Miller, Vice President (left at 6:40 p.m.)
Tracey Vackar, Secretary
Janet Green, Board Member
Mary Figueroa, Board Member
Ryan Rudolph, Student Trustee

Staff Present

Michael L. Burke, Ph.D., Chancellor
Mr. Aaron Brown, Vice Chancellor, Business and Financial Services
Dr. Terri Hampton, Vice Chancellor, Human Resources and Employee Relations
Dr. Paul Parnell, President, Norco College
Dr. Sandra Mayo, Moreno Valley College
Dr. Wolde-Ab Isaac, President, Riverside City College
Ms. Chris Carlson, Chief of Staff and Facilities Development
Ms. Peggy Cartwright, Associate Vice Chancellor, Strategic Communications and Institutional Advancement
Ms. LaTonya Parker, Academic Senate Representative, Moreno Valley College
Ms. Peggy Campo, Academic Senate Representative, District/Norco College
Dr. Mark Sellick, Academic Senate Representative, Riverside City College
Dr. Kevin Fleming, Dean of Instruction, Career and Technical Education, Norco College
Mr. Jesse Lopez, Career and Technical Education Project Supervisor, Norco College
Ms. Quinton Bemiller, Art Professor, Norco College

Guests Present

Dr. Henry Shannon, Superintendent/President, Chaffey College
Dr. Lee McDougal, Immediate Past President, Board of Trustee, Chaffey College
Ms. Katie Roberts, Clerk, Board of Trustee, Chaffey College
Ms. Deborah Yorba, Senior Vice President, Keenan and Associates

Student Trustee Ryan Rudolph led the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

Moment of Silence for December 2, 2015 tragedy in San Bernardino, CA

Vackar/Figueroa moved that the Board of Trustees approve the minutes of the Board of Trustees Regular/Committee Meeting of November 3, 2015. Motion carried.
(5 ayes)

MINUTES OF THE BOARD OF TRUSTEES REGULAR/COMMITTEE MEETING NOVEMBER 3, 2015

Vackar/Figueroa moved that the Board of Trustees approve the minutes of the Board of Trustees Regular Meeting of November 17, 2015, with the following changes:

MINUTES OF THE BOARD OF TRUSTEES REGULAR MEETING OF NOVEMBER 17, 2015

Page 6 of the Minutes, under “Board Committee Reports” and page 7 under “Business from Board Members.” Trustee Vackar’s name is misspelled. Also, under “Bargaining Unit Report,” change the title to “Dr. Fabian Biancardi.” Motion carried. (5 ayes)

PUBLIC HEARING

Figueroa/Vackar moved that the Board of Trustees accept the Collective Bargaining – 2015/2016 RCCD Faculty Association CCA/CTA/NEA Proposal for a Supplemental Early Retirement Program (SERP). Motion carried (5 ayes)

Public Hearing – Collective Bargaining – 2015/2016 RCCD Faculty Association CCA/CTA/NEA Proposal for a Supplemental Early Retirement Program (SERP)

Figueroa/Green moved that the Board of Trustees accept the Collective Bargaining – 2015/2016 RCCD California Schools Employees Associate (CSEA), Chapter 535 Proposal for a Golden Handshake. Motion carried (5 ayes)

Public Hearing – Collective Bargaining – 2015/2016 RCCD California Schools Employees Associate (CSEA), Chapter 535 Proposal for a Golden Handshake.

CHANCELLOR’S REPORTS

Dr. Fleming and Mr. Lopez presented information on the ACE program; courses are offered on each accelerated program for career pathways. Industrial automation will be offered in the next cohort. Students Edward Saenz and Suvanna Moua expressed confidence in their career path; met potential employers.

Presentation on the ACE Program at Norco College

Professor Bemiller presented on the exhibits currently featured at the Norco College Art Gallery. One of the exhibits features the art work of Professor emerita Karin Skiba-Russo.

Five to Thrive Presentation on Norco College's Art Gallery Exhibits

Green/Figueroa moved that Board of Trustees accept the proposal in the interest of commencing negotiations with Faculty Association beginning January 2016. Motion carried. (4 ayes, 1 absent, [Miller])

RCCD Request to Sunshine 2015/2016 Proposal to RCCD Faculty Association CCA/CTA/NEA for a Supplemental Early Retirement Program (SERP)

Green/Figueroa moved that Board of Trustees accept the proposal in the interest of commencing negotiations with CSEA, Chapter 535, beginning January 2016. Motion carried. (4 ayes, 1 absent, [Miller])

RCCD Request to Sunshine 2015/2016 Proposal for a Golden Handshake for California School Employees' Association (CSEA), Chapter 535.

Figueroa/Green moved that the Board of Trustees accept the proposal in the interest of commencing discussions with management and confidential employees beginning January 2016. Motion carried (4 ayes, 1 absent, [Miller])

RCCD Request to Sunshine 2015/2016 Proposal for a Golden Handshake for Management and Confidential Classified Employees

Ms. Cartwright gave a summary of the events scheduled since the last update.

Update on Silver Centennial Celebration

Ms. Yorba gave an update and reported there are currently open issues being addressed.

Healthcare Update

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

Future Monthly Committee Agenda Planner and Annual Master Planning Calendar

STUDENT REPORT

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

CONSENT ITEMS

Action

Green/Figueroa 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 \$2,427,186 and District Warrant Claims totaling \$4,382,147;

Purchase Order and Warrant Report
– All District Resources

Approve the budget transfers as presented;

Budget Adjustments

Approve adding the revenue and expenditures of \$55,107 to the budget;

Resolution No. 23-15/16 – 2015-2016 TANF and CalWORKS Programs

Approve adding the revenue and expenditures of \$949,908 to the budget;

Resolution No. 25-15/16 – 2015-2016 State of California Employment Training Panel - #16-0217

Approve the purchase of office products from Office Depot, Inc. utilizing the Foundation for California Community Colleges Contract Number CB15-016 through October 2018, with option to renew for two (2) additional one-year periods;

Purchase office products from Office Depot, Inc., utilizing the Foundation for California Community Colleges Contract Number CB15-016

Ratify contracts totaling \$274,423 for the Period November 1, 2015 through November 19, 2015;

Contracts and Agreements Report Less than \$86,000 – All District Resources

Approve agreement ET16-0217 with the Employment Training Panel for reimbursement of training costs not to exceed \$949,908;

Agreement ET16-0217 for Training Funds with Employment Training Panel

Ratify the agreement with Riverside County Fire Department, for an amount not to exceed \$206,793.00 annually from July 1, 2015 through June 30, 2017.

Agreement with County of Riverside Fire Department

Approve out-of-state travel;

Out-of-State Travel

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

Surplus Property

Authorize each Trustee and designated District administrators to sign vendor warrant orders, salary payment orders, notices of employment, bank checks, purchase orders, change orders, and grant documents.

Signature Authorization

Motion carried (4 ayes,1 absent, [Miller])

BOARD COMMITTEE REPORTS

Governance

Vackar/Figueroa moved that the Board of Trustees accept Board Policy and Administrative Procedure 3560 – for first reading. Requested changes that Alcoholic beverages policy include distilled spirits. Committee to review for 2nd reading at the committee meeting on January 12, 2016. Motion carried. (4 ayes,1 absent [Miller])

Board Policy for First Reading

Teaching and Learning

Vackar/Green moved that the Board of Trustees approve the curricular changes for inclusion in the catalog and in the schedule of class offerings. Motion carried. (4 ayes, 1 absent [Miller])

Proposed Curricular Changes

Vackar/Figueroa moved that the Board of Trustees approve the Student Equity Plans from each of the district colleges: Moreno Valley College, Norco College and Riverside City College for 2015-2018. Motion carried (4 ayes, 1 absent [Miller])

Student Equity Plans for Moreno Valley, Norco, and Riverside City College for 2015-2018

Planning and Operations

Figueroa/Green moved that the Board of Trustees adopt Resolution No. 24-15/16 – to establish Riverside Community College District segment of the Riverside County Operational Area Multi-Jurisdictional Local Hazard Mitigation Plan. Motion carried. (4 ayes, 1 absent [Miller])

Resolution No. 24-15/16 – Adopting the Local Hazard Mitigation Plan

Resources

Green/Figueroa moved that the Board of Trustees approve project budget in the amount of \$23,081 for the Student Academic Services Facility at Moreno Valley College and approve the Exterior Building signage services agreement with All Star Signs in the amount of \$20,980.24. Motion carried. (4 ayes, 1 absent [Miller])

Project Budget Approval and Professional Services Agreement for Exterior Building Signage for the Student Academic Services Facility with All Star Signs

Green/Figueroa moved that the Board of Trustees receive the Riverside Community College District Foundation's independent audit report for the year ended June 30, 2015 for the permanent file of the District. Motion carried. (4 ayes, 1 absent [Miller])

2014-15 Independent Audit Report for the Riverside Community College District Foundation

Green/Figueroa moved that the Board of Trustees receive the Riverside Community College District independent audit report for the year ended June 30, 2015 for the permanent file of the District. Motion carried. (4 ayes, 1 absent [Miller])

2014-15 Independent Audit Report for the Riverside Community College District

ADMINISTRATIVE REPORTS

Vice Chancellors

Green/Figueroa moved that the Board of Trustees approve the 2015-2016 holiday schedule for classified, confidential and management employees (subject to CSEA ratification processes). Motion Carried. (4 ayes, 1 absent [Miller])

2015-16 Holiday Schedule

ACADEMIC SENATE REPORTS

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

Moreno Valley College

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

Norco College/District

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

Riverside City College

BARGAINING UNIT REPORTS

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

CTA – California Teachers Association

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

CSEA – California School Employees Association

BUSINESS FROM BOARD MEMBERS

Trustee Vackar wished everyone a happy holiday and happy new year.

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

Trustee Figueroa conveyed the ACCT review on students and stereotypes; and related issues that need to be addressed. Trustee Figueroa congratulated Dr. Hampton on her Ph.D. and for providing grief counseling after recent tragic events in San Bernardino. She inquired about the status of ethnic/diversity data for the District. Wished all a memorable Christmas and New Year.

Trustee Green thanked the Foundation for the luncheon for retired faculty. She attended the Hanukkah festival and was very impressed with event; 1,200 people attended. Wished everyone a healthy holiday season.

Trustee Blumenthal complimented Tigerbackers on their successful event. Will be accompanying RCC Band to Paris. Wished all happy holidays.

The Board adjourned to closed session at 8:11 p.m. and reconvened at 8:19 p.m. after considering the following closed sessions items:

The Board announced no action was taken.

ADJOURNED TO CLOSED
SESSION/RECONVENED

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

The Board announced no action was taken.

Conference with Labor Negotiators
Pursuant to Government Code
Section 54957.6, District
representatives: Bradley Neufeld of
Gresham Savage, Employee
Organization: California School
Employees Association

The Board adjourned the meeting at 8:20 p.m.

ADJOURNED

Agenda Item (II-C)

Meeting	2/16/2016 - Regular
Agenda Item	Approval of Minutes (II-C)
Subject	Minutes of the Board of Trustees Regular/Committee Meeting of January 12, 2016
College/District	District
Funding	n/a
Recommended Action	Recommend approving the January 12, 2016 Board of Trustees Regular/Committee meeting minutes as prepared.

Background Narrative:

Recommend approving the January 12, 2016 Board of Trustees Regular/Committee meeting minutes as prepared.

Prepared By: Michael Burke, Ph.D., Chancellor
Heidi Gonsier, Executive Administrative Assistant

Attachments:

[011216 Minutes](#)

MINUTES OF THE BOARD OF TRUSTEES REGULAR
AND COMMITTEE MEETINGS OF THE GOVERNANCE,
TEACHING AND LEARNING, PLANNING AND OPERATIONS,
RESOURCES AND FACILITIES COMMITTEES
OF JANUARY 12, 2016

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

CALL TO ORDER

Trustees Present

Virginia Blumenthal, President
Nathan Miller, Vice President
Tracey Vackar, Secretary
Mary Figueroa, Board Member
Janet Green, Board Member (left at 8:00 p.m.)
Ryan Rudolph, Student Trustee

Staff Present

Michael L. Burke, Ph.D., Chancellor
Mr. Aaron Brown, Vice Chancellor, Business and Financial Services
Dr. Terri Hampton, Vice Chancellor, Human Resources and Employee Relations
Dr. Wolde-Ab Isaac, President, Riverside City College
Dr. Sandra Mayo, President, Moreno Valley College
Ms. Chris Carlson, Chief of Staff and Facilities Development
Ms. Peggy Cartwright, Associate Vice Chancellor, Strategic Communications and Institutional Advancement
Ms. Sylvia Thomas, Associate Vice Chancellor, Educational Services
Mr. Mike Simmons, Director, Risk Management, Safety & Police Services
Mr. Charles Richard, Associate Professor, Music, Riverside City College
Ms. Patricia Avila, Dean of Instruction, CTE, Riverside City College
Mr. Richard Keeler, Dean, Grants
Ms. MaryAnn Doherty, Interim Director of Grants

Student Trustee Ryan Rudolph led the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

Dr. Dariush Haghighat addressed the Board on campus safety for staff and students.

PUBLIC COMMENT

The Committee Chair Tracey Vackar convened the meeting at 6:25 p.m. Committee members in attendance: Michael L. Burke, Ph.D., Chancellor; Academic Senate Representatives: Ms. LaTonya Parker (Moreno Valley College), and Ms. Peggy Campo (Norco College/RCCD); CTA Representative: Ms. Rhonda Taube; and Management Representative: Ms. Virginia McKee-Leone.

TEACHING AND LEARNING
COMMITTEE

Mr. Charles Richard led the committee review of the Substantive Change Report on the Henry W. Coil, Sr. and Alice Edna Coil School for the Arts that will be presented to the Board for approval at the January 19 regular meeting. Discussion followed.

Riverside City College Substantive Change Report on the Henry W. Coil, Sr. and Alice Edna Coil School for the Arts

Ms. Patricia Avila presented the committee with the Substantive Change Report on the Culinary Academy that will be presented to the Board for approval at the January 19 regular meeting. Discussion followed.

Riverside City College Substantive Change Report on the Culinary Academy

Ms. Thomas led the committee review of the curricular changes for inclusion in the catalog and in the schedule of class offerings that will be presented to the Board for approval at the January 19 regular meeting. Discussion followed.

Proposed Curricular Changes

Mr. Keeler and Ms. Doherty presented the Grants Office Winter Report for 2015- 2016. Discussion followed.

Grants Office Winter Report for 2015-2016

The committee adjourned the meeting at 7:18 p.m.

Adjourned

The Committee Chair Mary Figueroa convened the meeting at 7:19 p.m. Committee members in attendance: Chris Carlson, Chief of Staff and Facilities Development; Academic Senate Representatives: Ms. LaTonya Parker (Moreno Valley College), and Ms. Peggy Campo (Norco College/RCCD); CTA Representative: Ms. Rhonda Taube and Management Representative: Ms. Virginia McKee-Leone.

PLANNING AND OPERATIONS COMMITTEE

Mr. Simmons facilitated a presentation on the Risk Management department which included a comprehensive review of current and prior Risk Management initiatives and future objectives. Discussion followed.

Risk Management Update

The committee adjourned the meeting at 7:50 p.m.

Adjourned

The Committee Chair Janet Green convened the meeting at 7:51 p.m. Committee members in attendance: Aaron Brown, Vice Chancellor, Business and Financial Services; Dr. Terri Hampton, Vice Chancellor, Human Resources and Employee Relations; Academic Senate Representatives: Ms. LaTonya Parker (Moreno Valley College), and Ms. Peggy Campo (Norco College/RCCD); CTA Representative: Ms. Rhonda Taube and Management Representative: Ms. Virginia McKee-Leone.

RESOURCES COMMITTEE

Ms. Carlson reviewed the budget augmentation for Construction, FFE and Management Services for the Culinary Arts Academy and District Offices Project in the amount of \$1,853,515 for additional Construction, Group II and Construction Services that will be presented to the Board for approval at the January 19 regular meeting. Discussion followed.

Budget Augmentation for Construction, FFE and Management Services for the Culinary Arts Academy and District Offices Project

The committee adjourned the meeting at 7:58 p.m.

Adjourned

The Committee Chair Nathan Miller convened the meeting at 7:59 p.m. Committee members in attendance: Chris Carlson, Chief of Staff and Facilities Development; Academic Senate Representatives: Ms. LaTonya Parker (Moreno Valley College), and Ms. Peggy Campo (Norco College/RCCD); CTA Representative: Ms. Rhonda Taube and Management Representative: Ms. Virginia McKee-Leone.

FACILITIES COMMITTEE

Ms. Carlson reviewed the Project Change Order No. 2 with Kamran and Co., Inc. in the amount of \$42,297.20 and the change order in excess of ten percent by a total of \$57,540.38 that will be presented to the Board for approval at the January 19 regular meeting. Discussion followed.

Change Order No. 2 for Culinary Arts Academy and District Office Building with Kamran and Co., Inc.

Ms. Carlson reviewed the agreement with Holt Architecture in the amount not to exceed \$15,280 to provide a Preliminary Site Analysis for a new classroom building for the Ben Clark Training Center that will be presented to the Board for approval at the January 19 regular meeting. Discussion followed.

Agreement for Ben Clark Training Center Preliminary Site Analysis with Holt Architecture

The committee adjourned the meeting at 8:02 p.m.

Adjourned

The Board adjourned the meeting at 8:03 p.m.

ADJOURNMENT

Agenda Item (II-D)

Meeting	2/16/2016 - Regular
Agenda Item	Approval of Minutes (II-D)
Subject	Minutes of the Board of Trustees Regular Meeting of January 19, 2016
College/District	District
Funding	n/a
Recommended Action	It is recommended that the Board of Trustees review and approve the minutes.

Background Narrative:

Recommend approving the January 19, 2016 Board of Trustees Regular meeting minutes as prepared.

Prepared By: Michael Burke, Ph.D., Chancellor
Heidi Gonsier, Executive Administrative Assistant

Attachments:

[011916_MIN](#)

MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING
OF JANUARY 19, 2016

President Blumenthal called the Board of Trustees meeting 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
Nathan Miller, Vice President
Tracey Vackar, Secretary
Janet Green, Board Member
Mary Figueroa, Board Member
Ryan Rudolph, Student Trustee (absent)

Staff Present

Michael L. Burke, Ph.D., Chancellor
Ms. Chris Carlson, Chief of Staff and Facilities Development
Mr. Aaron Brown, Vice Chancellor, Business and Financial Services
Dr. Terri Hampton, Vice Chancellor, Human Resources and Employee Relations
Dr. Paul Parnell, President, Norco College
Dr. Sandra Mayo, Moreno Valley College
Dr. Wolde-Ab Isaac, President, Riverside City College
Ms. Sylvia Thomas, Associate Vice Chancellor, Educational Services
Ms. Peggy Cartwright, Associate Vice Chancellor, Strategic Communications and Institutional Advancement
Ms. Amy Cardullo, Director, RCCD Foundation and Alumni Affairs

Guests Present:

Ms. Jan Schall, Associate Professor and Coordinator, International Education Program, Riverside City College
Dr. Richard Davin, Professor Emeritus, Riverside City College
Ms. Deborah Yorba, Senior Vice President, Keenan and Associates

Interim Police Chief Colleen Walker led the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

COMMENTS FROM THE PUBLIC

Antoine Thomas (former basketball player at RCC) and Adolfo Espinosa both in doctoral programs at Cal State San Bernardino; required to attend a board meeting.

Arthur Haber, Jan Schall and Dr. Richard Davin in attendance to present the significant contributions Michael Joyce provided to RCC.

Miller/Vackar moved that the Board of Trustees approve the minutes of the Board of Trustees Regular/Committee Meeting of December 1, 2015. Motion carried. (5 ayes)

MINUTES OF THE BOARD OF TRUSTEES REGULAR MEETING OF DECEMBER 1, 2015

Minutes of the Board of Trustees Special Meeting of December 8, 2015 were pulled for amendments/corrections.

MINUTES OF THE BOARD OF TRUSTEES SPECIAL MEETING OF DECEMBER 8, 2015

Minutes of the Board of Trustees Regular/Committee Meeting of December 8, 2015 were pulled for amendments/corrections.

MINUTES OF THE BOARD OF TRUSTEES REGULAR MEETING OF DECEMBER 8, 2015

CHANCELLOR'S REPORTS

Chancellor Burke presented the Fall 2015 Scholarship Award to Student Trustee Ryan Rudolph as the student trustee of Riverside Community College District. Mr. Rudolph was out of town.

Presentation of Student Trustee Scholarship Award for Fall 2015

Dr. Isaac presented on the trip to Paris trip with the RCC Marching Tigers.

Presentation on RCC Marching Tigers

Vackar/Green moved that the Board of Trustees approve the naming of the Forensics Laboratory at Riverside City College Quadrangle 16 after Michael Joyce. Motion carried (5 ayes)

Proposed Naming of Riverside City College Quadrangle 16

Green/Figueroa moved that the Board of Trustees approve the naming of the and Orchestra Room at the Henry W. Coil Sr. and Alice Edna Coil School for the Arts in honor of Roger Rickson. Motion carried (5 ayes)

Proposed Naming of the Band and Orchestra Room at the Henry W. Coil, Sr. and Alice Edna Coil School for the Arts

Resolution Number 28-15/16 was requested to be tabled.

Resolution Number 28-15/16 in Support of America's College Promise Proposal: Tuition-Free Community College for Responsible Students

Miller/Green moved that the Board of Trustees adopt Resolution Number 29-15/16 in support of Kindergarten

Resolution Number 29-15/16 in support of Kindergarten through Community College Public

through Community College Public Education Facilities Bond Act of 2016 Motion carried (5 ayes)

Education Facilities Bond Act of 2016

Miller/Vackar moved that the Board of Trustees approve the Memorandum of Agreement between the Riverside Community College District and the Riverside Community College District Faculty Association CCA/CTA/NEA Offer a Retirement Incentive Plan for Faculty. Motion carried. (5 ayes)

Memorandum of Agreement to Offer a Retirement Incentive Plan for Faculty

Miller/Green moved that the Board of Trustees approve the Memorandum of Agreement between the Riverside Community College District Employees Chapter #535 and authorize the Chancellor to sign the Agreement. Motion carried. (5 ayes)

Memorandum of Agreement to Offer a Retirement Incentive Plan for Classified Employees

Miller/Green moved that the Board of Trustees approve the Retirement Incentive Plan for Academic and Classified Management, and Classified Confidential Employees. Motion carried. (5 ayes)

Retirement Incentive Plan for Academic and Classified Management, and Classified Confidential Employees

Vackar/Miller moved that the Board of Trustees approve Resolution No. 32-15/16, for the Retirement Incentive Plan with California State Teachers' Retirement System. Motion carried. (5 ayes)

Resolution No. 32-15/16 – Retirement Incentive Plan with California State Teachers' Retirement System

Miller/Green moved that the Board of Trustees approve Resolution No. 33-15/16, Agreement for Administrative Services with Phase II Systems dba Public Agency Retirement Services to implement the retirement incentive plan for faculty, classified, management and confidential employees. Motion carried. (5 ayes)

Resolution No. 33-15/16 and Administrative Services Agreement for the Proposed Public Agency Retirement Services Retirement Incentive Plan

Ms. Yorba gave an update and reported there are currently open issues being addressed.

Healthcare Update

Ms. Cartwright gave a summary of the events scheduled since the last update. Trustees Blumenthal and Figueroa inquired about Centennial open house.

Update on Silver Centennial Celebration

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

Miller/Figueroa 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 \$4,733,309 and District Warrant Claims totaling \$15,730,692;

Purchase Order and Warrant
Report – All District Resources

Approve the budget transfers as presented;

Budget Adjustments

Approve adding the revenue and expenditures of \$540,527 to the budget;

Resolution No. 26-15/16 – 2015-2016 AB 86 Adult Education Block Grant

Approve adding the revenue and expenditures of \$593,680 to the budget;

Resolution No. 27-15/16 – 2015-2016 Disabled Students Programs and Services (DSPS)

Approve adding the revenue and expenditures of \$100,000 to the budget;

Resolution No. 30-15/16 – 2015-2016 CalWORKs Community College Set-Aside

Approve adding the revenue and expenditures of \$100,000 to the budget;

Resolution No. 30-15/16 – 2015-2016 Deputy Sector Navigator Grant

Award Bid Number RFP No. 2015/16-09, Piano and Piano Lab Instruments in the total amount of \$223,292.40 to SoCal Pianos;

RFP Award for Piano and Piano Lab Instruments for the Coil School for the Arts

Award Bid Number 2015/16-08, Tile Replacement for Building A & C in the total amount of \$129,520 to Best Contracting Services, Inc.;

Bid Award for Tile Replacement for Buildings A & C Project

Approve/Ratify Contracts totaling \$798,482;

Contracts and Agreements Report Less than \$86,000 – All District Resources

Approve/ratify contract for the period of November 1, 2015 through October 31, 2016 in the amount of \$100,000;

Contract for the California Work Opportunity and Responsibility to Kids (CalWORKs) set-aside fund.

Approve out-of-state travel;

Out-of-State Travel

Adopt a non-resident tuition fee rate of \$211 per unit and a capital outlay surcharge fee rate of \$57 per unit for FY 2016-2017; and direct staff to promulgate these charges via the 2016-17 catalog, schedule of classes, and other appropriate materials;

2016-2017 Nonresident Tuition and Capital Outlay Surcharge Fees

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

Surplus Property

Approve 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

CONSENT AGENDA
INFORMATION

Monthly Financial Report

BOARD COMMITTEE
REPORTS

Governance

Miller/Vackar moved that the Board of Trustees approve Board Policy and Administrative Procedure 3560. Motion carried.(5 ayes)

Board Policy for Second Reading and Approval

Teaching and Learning

Vackar/Green moved that the Board of Trustees approve Riverside City College's Substantive Change Report on the Henry W. Coil, Sr. and Alice Edna Coil School for the Arts. Motion carried. (5 ayes)

Riverside City College
Substantive Change Report on the Henry W. Coil, Sr. and Alice Edna Coil School for the Arts

Vackar/Figueroa moved that the Board of Trustees approve Riverside City College's Substantive Change Report on the Culinary Academy. Motion carried. (5 ayes)

Riverside City College
Substantive Change Report on the Culinary Academy

Vackar/Figueroa moved that the Board of Trustees approve the curricular changes for inclusion in the college catalogs and in the schedule of class offerings. Motion carried. (5 ayes)

Proposed Curricular Changes

Resources

Green/Miller moved that the Board of Trustees approve the budget augmentation for the Culinary Arts Academy and District Offices Project by \$1,853,515 for additional Construction, Group II and Construction Services. Motion carried. (5 ayes)

Budget Augmentation for Construction, FFE and Management Services for the Culinary Arts Academy and District Offices Project

Facilities

Miller/Green moved that the Board of Trustees approve the Project Change Order No. 2 with Kamran and Co., Inc. in the amount of \$42,297.20; and the change order in excess of ten percent by a total of \$57,540.38. Motion carried. (5 ayes)

Change Order No. 2 for Culinary Arts Academy and District Office Building with Kamran and Co., Inc.

Miller/Figueroa moved that the Board of Trustees approve the agreement with Holt Architecture in the amount not to exceed \$15,280 to provide a Preliminary Site Analysis for a new classroom building for the Ben Clark Training Center. Motion carried. (5 ayes)

Agreement for Ben Clark Training Center Preliminary Site Analysis with Holt Architecture

ADMINISTRATIVE REPORTS

Vice Chancellors

Ms. Sylvia Thomas presented on the Adult Education Block Grant.

Adult Education Block Grant

Mr. Aaron Brown presented on the Governor's Budget proposal.

Governor's Budget Proposal

ACADEMIC SENATE REPORTS

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

Moreno Valley College

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

Norco College/District

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

Riverside City College

BARGAINING UNIT REPORTS

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

CTA – California Teachers Association

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

CSEA – California School Employees Association

BUSINESS FROM BOARD MEMBERS

Miller/Green moved that the Board of Trustees nominate Trustee Figueroa to serve on the CCCT Board for 2016. Motion Carried. (5 ayes)

CCCT Board Election Nominations for 2016

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

Trustee Green gave an update on her work as Centennial Ambassador. Will begin visits with colleges getting input from staff. Will give a report at each board meeting.

Trustee Figueroa encouraged access to the community for Centennial events. Trustee Figueroa said RCCD Foundation publication should include Cesar Chavez event. Congratulated Dr. Parnell on his new position as Chancellor in Fresno. Encouraged constant communication with our students; provide resources.

Trustee Vackar congratulated Dr. Parnell. Encouraged our district to be proactive and provide resources to the community on diversity, safety and leadership.

Trustee Miller encouraged proactive communication, using resources like our police force. Thanked Dr. Parnell for his work with RCCD.

Trustee Blumenthal congratulated Dr. Parnell on his new position. Discussed safety and security with our District. Looking forward to Centennial events.

The Board adjourned to closed session at 8:10 p.m. and reconvened at 8:20 p.m. after considering the following closed session items;

No action was taken.

No action was taken.

ADJOURNED TO CLOSED
SESSION/RECONVENED

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

Conference with Conference with
Labor Negotiators Pursuant to
Government Code Section
54957.6, District Representatives:
Bradley Neufeld of Gresham
Savage, Employee Organization:
California School Employees
Association

The Board adjourned the meeting at
8:21 p.m.

ADJOURNED

Agenda Item (IV-A)

Meeting 2/16/2016 - Regular
Agenda Item Chancellor's Reports (IV-A)
Subject Chancellor's Communications
College/District District
Information Only

Background Narrative:

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

Prepared By: Michael Burke, Ph.D., Chancellor
Heidi Gonsier, Executive Administrative Assistant

Attachments:

None.

Agenda Item (IV-B)

Meeting 2/16/2016 - Regular
Agenda Item Chancellor's Reports (IV-B)
Subject Student Presentation - MVC Swallows Grant
College/District Moreno Valley
Information Only

Background Narrative:

The Moreno Valley College (MVC) has been awarded a three year grant for \$249,999 from the National Science Foundation (NSF), allowing further study of the swallows, which make MVC home each spring. The "Flying with the Swallows" grant was won for its merit in an open category, competing against other universities throughout the nation for the funds.

The grant proposal was developed by Joanna Werner-Fraczek, Associate Professor, Biology, and Diana Marsh, Associate Professor, Chemistry. The project studies various aspects of swallow life within the suburban area, with an emphasis on pollutants in the swallows' food chain and any health hazards these birds may pose to humans when located close to neighborhoods.

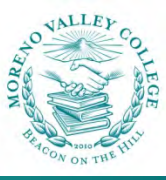
The project will provide a broader impact on College students, faculty, and staff, two- and four-year university research faculty, staff, local businesses, and other educational institutions, students and faculty nationwide.

The project will also provide opportunities for students to participate in relevant and real research opportunities and for qualified faculty to obtain professional development to enhance and improve upon solid, research-supported STEM pedagogy and teaching strategies.

Prepared By: Sandra Mayo, President, Moreno Valley College

Attachments:

[Student Presentation - Swallows Grant](#)



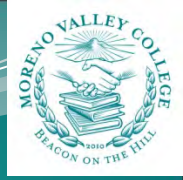
“Flying With Swallows” Project (FWS)

Moreno Valley College

PI: Joanna Werner-Fraczek (biology)


Co-PI: Diane Marsh (chemistry)

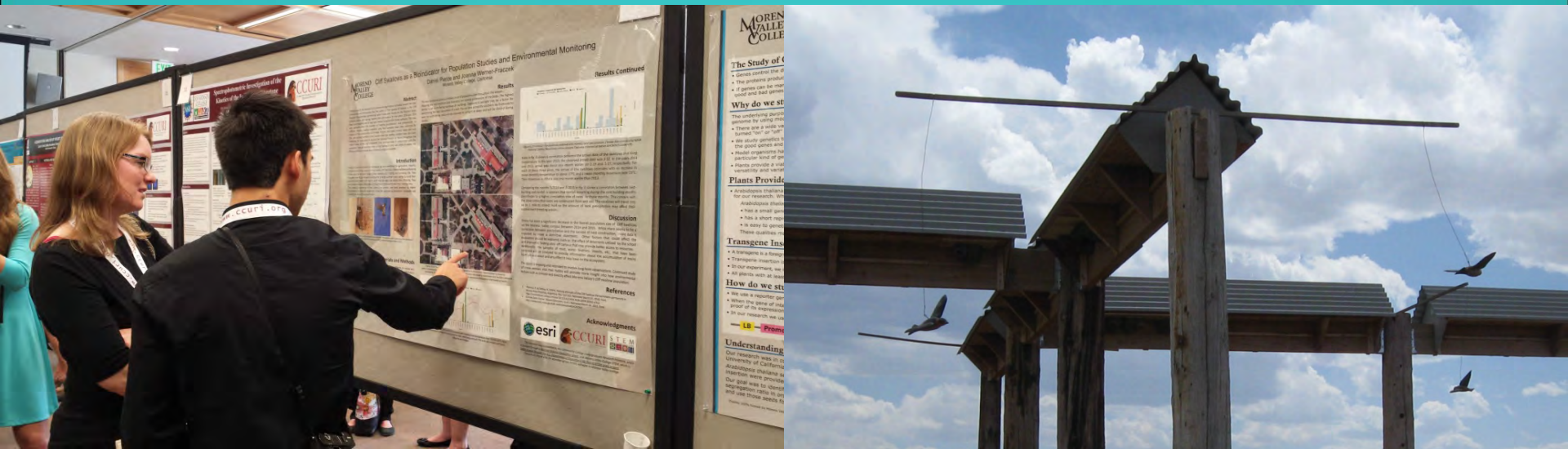


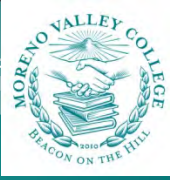


FWS - Multidisciplinary Student Driven Project

Research Avenues # 1 – Swallows at MVC

- college-wide “Adopt a Nest “ initiative
- nest location data bases – ArcGIS 
- alternative structures / Bird Sanctuary at MVC
- analysis of nest structure





FWS - Multidisciplinary Student Driven Project

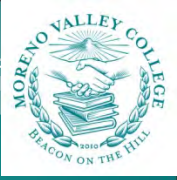
Research Avenues # 2 – Insects & Swallows

- Swallow's diet
- Ecoparasites



✓ by insect barcoding and metabarcoding





FWS - Multidisciplinary Student Driven Project

Research Avenues # 3 -MVC Fauna & Flora

- camera trapping
- educational flyers about individual species for MVC



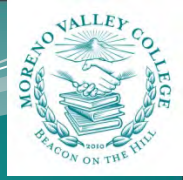


FWS - Multidisciplinary Student Driven Project

Research Avenues # 4 – Swallows & Biomonitoring

- Biological magnification studies
- Inorganic pollutant's concentration in water, soil, nests and droppings
 - ✓ chemistry students
 - ✓ confirmed by UCR laboratory

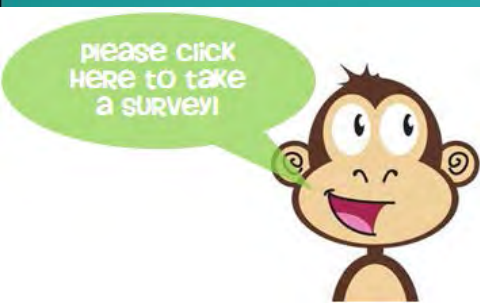




Flying Together

MVC Disciplines Involved

Biology, Chemistry,
 Psychology, Anthropology ,
 Computer Science,
 Library corner, website presence





“Flying” Together

You are Cordially Invited



Agenda Item (IV-C)

Meeting	2/16/2016 - Regular
Agenda Item	Chancellor's Reports (IV-C)
Subject	Re-organization of Educational Services to Strategic Planning and Educational Services
College/District	District
Funding	
Recommended Action	It is recommended that the Board of Trustees review and accept the proposed re-organization of Educational Services to Strategic Planning and Educational Services, effective July 1,2016.

Background Narrative:

I am bringing forward proposed modifications to the current organizational structure within the District Office that will enable us to continue our maturation as a multi-college district. Two months ago, you accepted recommendations related to the realignment of our Risk Management, Safety and Polices Services functions. I now present for your consideration a reorganization within the Educational Services function.

The successful attainment of the District mission is dependent upon our ability to strategically plan with intentionality. As we are currently organized, the focal point for such planning to occur at the District level lies within the organizational responsibility of the Vice Chancellor of Educational Services. The proposed reorganization of Educational Services described below will bring added clarity to the District's ability to effectively and efficiently plan. The recommended changes include the following:

- The Vice Chancellor of Educational Services job description has been modified to clarify the responsibility for facilitating strategic planning. The position title is changed to accentuate these duties;
- Management roles and responsibilities will be streamlined in order to more effectively use resources and to eliminate redundancy in the decision-making process. As such, both Associate Vice Chancellor positions (Economic Development and Educational Services) within Educational Services will be eliminated.
- Open Campus will report to the new Vice Chancellor of Strategic Planning and Educational Services.

Given all three colleges are separately accredited, have their own curricular and program development processes, and routinely manage the work related to faculty evaluation, this reorganization is a necessary change, as there is little need for the continued presence of such roles at the District level.

Attached are the current organizational charts and the revised organizational chart for FY 2016-17.

Prepared By: Michael Burke, Ph.D., Chancellor
Terri Hampton, Vice Chancellor, HR and Employee Relations

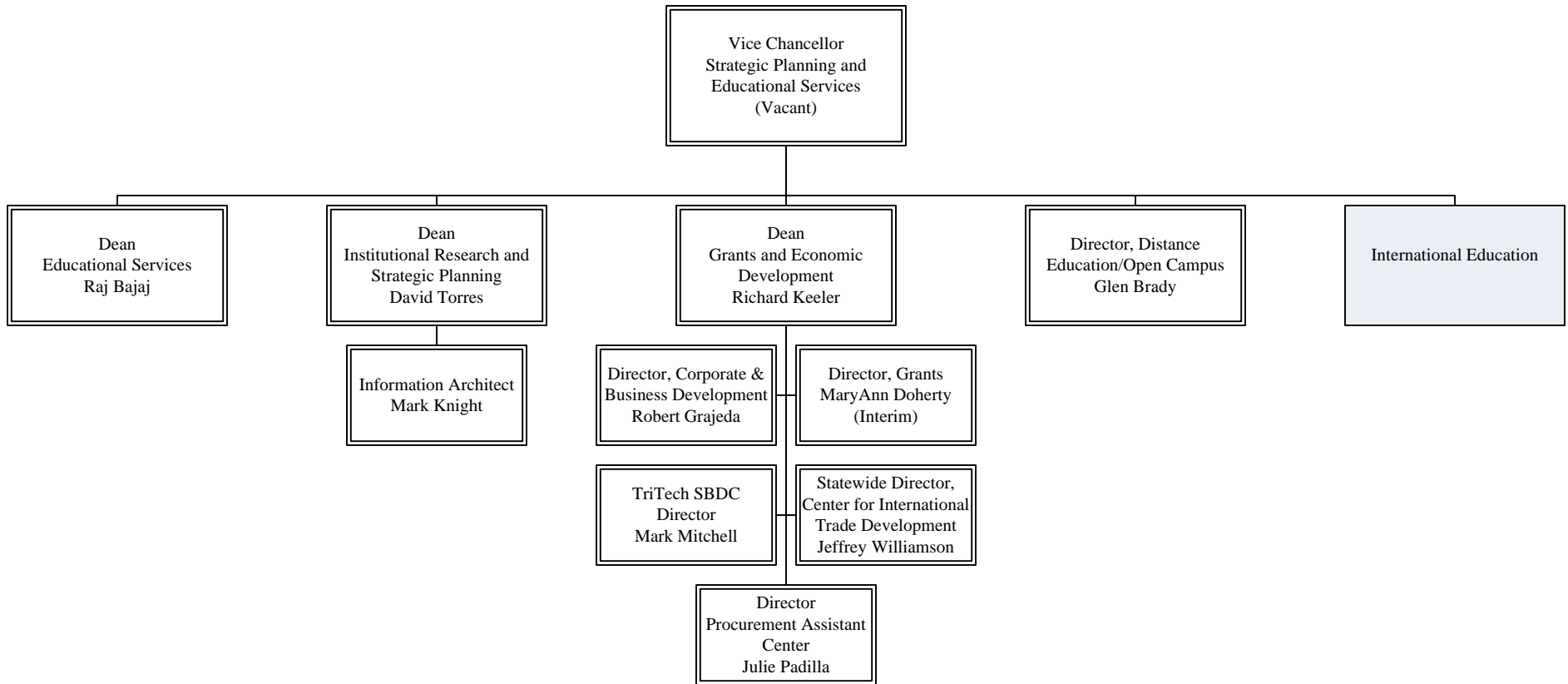
Attachments:

[Proposed Strategic Planning and Ed Services and Curent Ed Services Org Charts](#)

Riverside Community College District

Strategic Planning and Educational Services

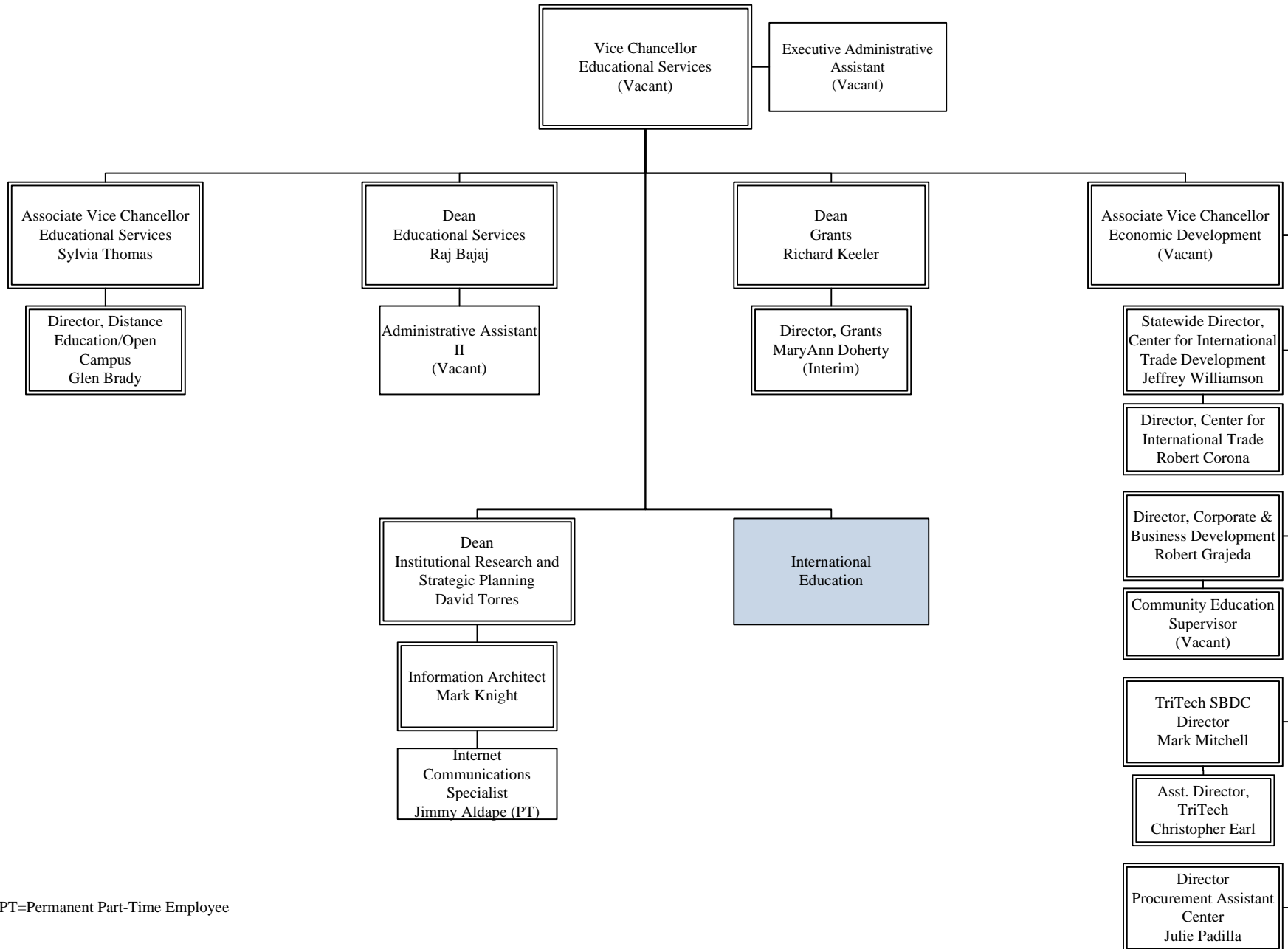
Proposed



Riverside Community College District

Educational Services

Current

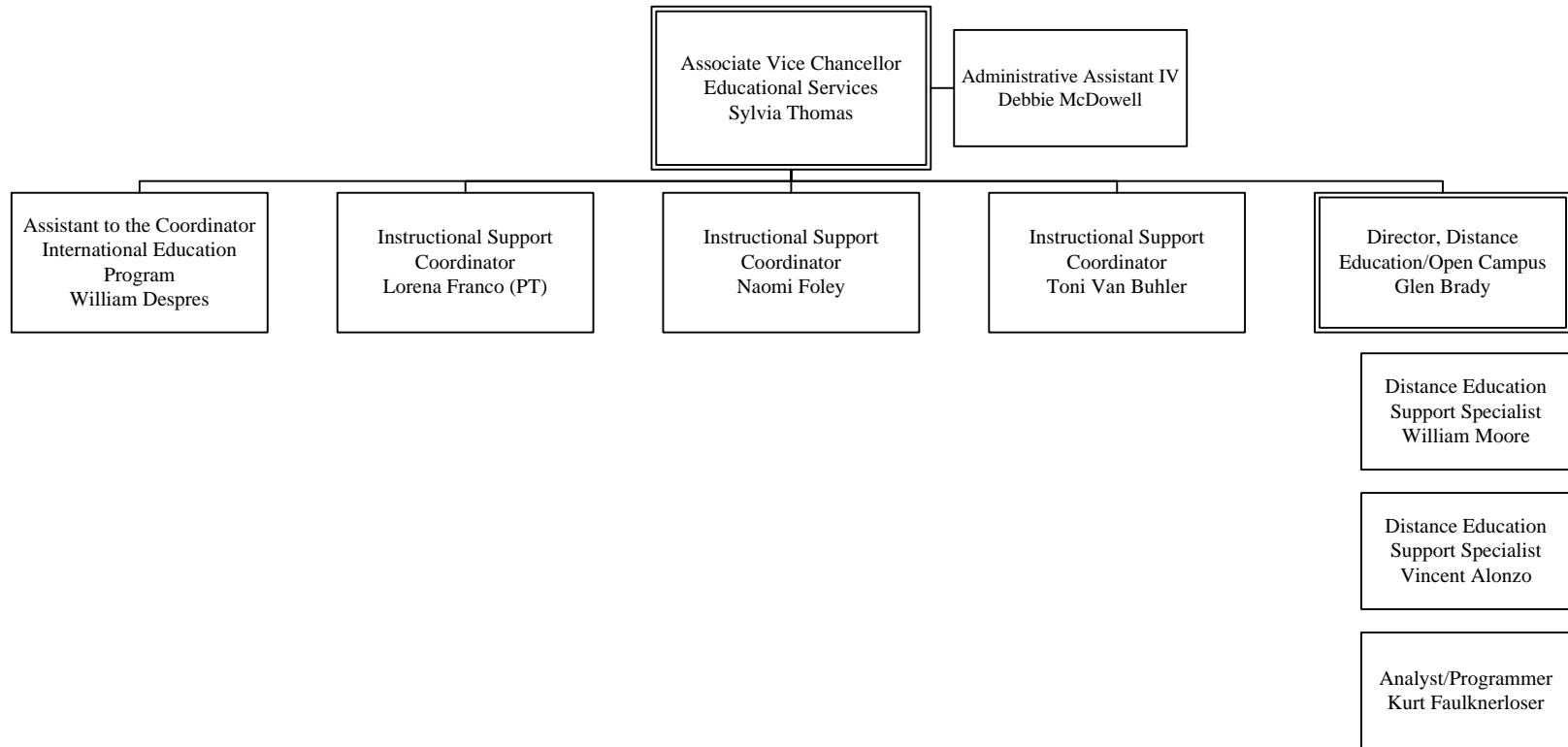


PT=Permanent Part-Time Employee

Riverside Community College District

Current

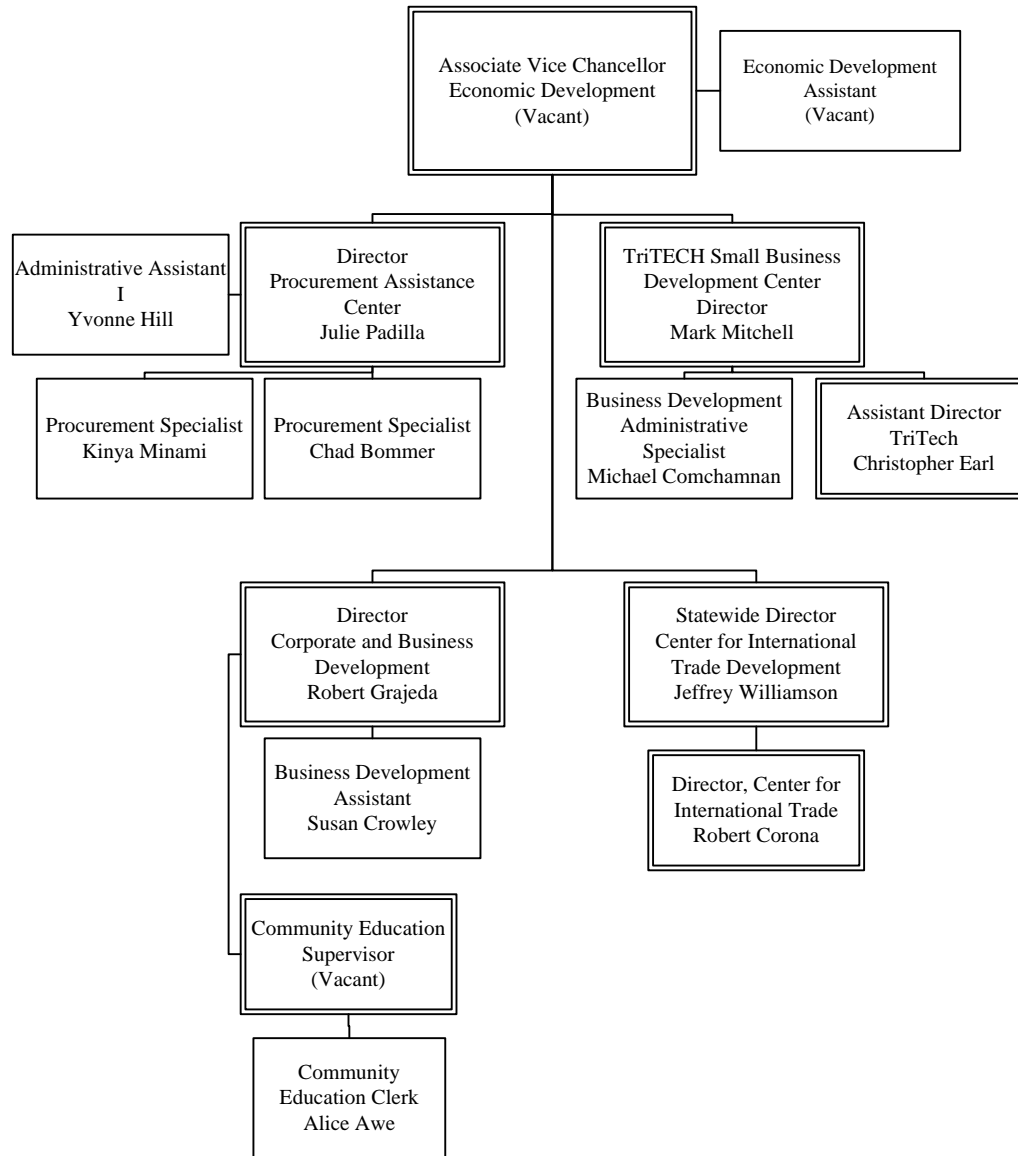
Educational Services – Educational Services AVC



Riverside Community College District

Educational Services – Economic Development

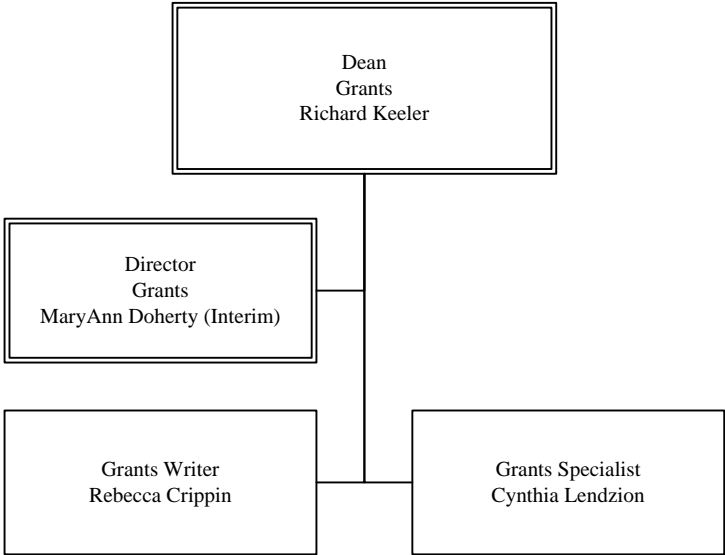
Current



Riverside Community College District

Educational Services – Grants

Current



Agenda Item (IV-D)

Meeting 2/16/2016 - Regular
Agenda Item Chancellor's Reports (IV-D)
Subject Update on Silver Centennial Celebration
College/District District
Information Only

Background Narrative:

The Riverside Community College District's "Silver Centennial" marketing campaign is in its sixth month. The campaign involves faculty, staff, students, administrators, students, and the Board of Trustees and focuses on the district's "Excellence."

Media Partnership

The media partnership with The Press-Enterprise continues to be successful. The Silver Centennial media campaign launched on September 6, 2015. Since the campaign began, the district has placed 23 half-page advertisements in the Sunday edition of The Press-Enterprise newspaper.

Since the January 2106 Board of Trustees meeting, the following ads have been published:

- 1/17/16 Gary Locke – Marching Tigers
- 1/24/16 Study Abroad
- 1/31/16 Measure C
- 2/7/16 Disability Student Services

Silver Centennial Banners

Banners were purchased and have been placed on the three college campuses to promote the College's 100th or 25th anniversary.

Centennial Ambassador

District staff and Trustee Janet Green, Centennial Ambassador have been promoting the Centennial and Silver Anniversaries in the community.

Upcoming Events

March 13, 2016 5–7:30pm

Centennial and Silver Anniversaries/Preview and Dedication of Centennial Plaza

April 26, 2016 5pm
2016 Annual Recognition Awards and Arts Gala
Riverside Convention Center

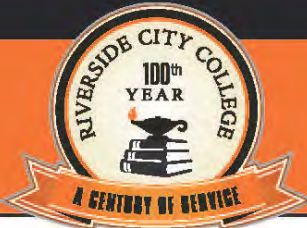
Prepared By: Michael Burke, Ph.D., Chancellor
Chris Carlson, Chief of Staff & Facilities Development
Peggy Cartwright, AVC, Strategic Communications and Institutional Advancement

Attachments:

[Silver Centennial February Report](#)

RCCD Silver Centennial Campaign

The Press-Enterprise Advertisement
January 17, 2016



RIVERSIDE COMMUNITY COLLEGE

MARCHING TIGERS DIRECTOR TAKES FINAL BOW AFTER 44 YEARS

"WOW! What a roller coaster ride it has been. As you can imagine, it's nearly impossible to summarize 44 years of teaching in Riverside County, the last 32 at RCC - except to say: even with all of the ups and downs, budget woes, constant recruiting and the blood, sweat and tears, I wouldn't trade it for anything. It's not something I do, it is who I am. If there's a celebration somewhere in the world, chances are we've been there, done that. Getting to do it with assistant director/wife Sheila and my band director/magician son Paul...it has been priceless! Along the way, the RCC Marching Tigers changed lives, not only ours, but those of our thousands of students, our colleagues and the community. We are the visible classroom that Kane envisioned many years ago. Our busy college entertainers learn that you don't have to have the same last name to be part of a family. The cost of all of this is easy to figure out, but the value? Now, that's something else entirely."

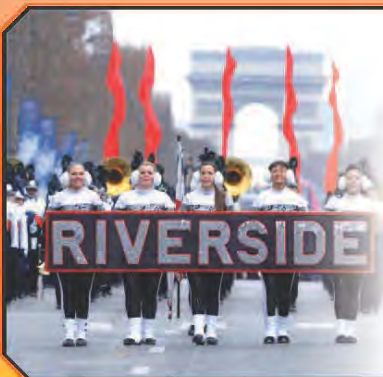


Gary Locke
Associate Professor Music,
Director, Marching Tigers



DID YOU KNOW...

- Gary Locke was hired by then RCC President, Charles Kane, starting the *Marching Tigers* with just 16 members in the fall of 1984.
- Gary and Sheila Locke invigorated the community while making a significant impact on the lives of students at North High School and RCC.
- The *Marching Tigers* have made eight appearances in the Tournament of Roses parade and appeared in the Macy's, Fiesta Bowl and Hollywood parades. They've appeared in international festivals in Edinburgh, London, Paris, Rome, Japan and Canada, and made an unprecedented seven appearances at the Bands of America Grand Nationals, winning five WGI Championships with Fantasia (flag team) and five with our RCC indoor percussion.
- The band appeared in dozens of commercials plus 24 movies and 28 TV shows.
- The *Marching Tigers* also participated in the 2000 Millennium parade in London, adding to their resume of international travel, which includes stops in Europe, Canada, Japan and Australia.



MARCHING TIGERS lead Paris' New Year's Day parade

While many people were enjoying the holidays locally, the RCC *Marching Tigers* traveled to Paris, France where they were honored to serve as the lead unit in the New Year's Day La Grande Parade de Paris. The *Marching Tigers* marched down the Champs-Elysees, it was the first time officials closed down the famous boulevard.

The *Marching Tigers* were invited to perform in the American Cathedral as well as at the Eiffel Tower and Disneyland Paris. More than 360 people traveled to France, including 225 performers. It was the largest band to perform in Paris.

Gary and Sheila Locke had the honor of meeting with dignitaries including the Paris Mayor Anne Hidalgo; the Lord Mayor of London, Councilor Duncan Sandys (great grandson of Sir Winston Churchill); and representatives of Queen Elizabeth.



Calling All Alumni!

Be part of history. Share your story about your time as a student; how Moreno Valley College, Norco College or Riverside City College helped shape your life; or why you choose to give back to your RCCD alma mater. Select stories will be featured on the 100/25 CELEBRATION website or in the Press-Enterprise.

To share your story, go to
www.RCCD.edu/shareyourstory.

CELEBRATING A CENTURY OF EXCELLENCE

www.MVC.edu/25years

www.NorcoCollege.edu/25years

www.RCC.edu/centennial

RCCD Silver Centennial Campaign

The Press-Enterprise Advertisement
January 24, 2016



RIVERSIDE COMMUNITY COLLEGE DISTRICT

STUDY ABROAD PROGRAM PREPARES STUDENTS FOR A WORLD OF SUCCESS

RCCD PROGRAM CONSIDERED A MODEL ACROSS THE NATION

Riverside Community College District brings the world into focus for students through its Study Abroad Program. Since 1990, nearly 3,000 RCCD students have traveled the world living and learning in 11 countries on four continents.

"Studying abroad not only increases students' knowledge, it enhances their abilities to understand and care about the larger world, and humanity, and better prepares them to work in our global economy," says Dr. Jan Schall, director of International Education/Study Abroad.



RCCD Study Abroad reaches everyone in our communities. College students earn full academic credit in the semester sessions, while 15-day summer tours are open to people of all ages and professions with a desire to learn and travel.

Less than two percent of American community colleges offer study abroad opportunities. RCCD has assisted colleges in other states begin programs based on the "Riverside model."

DID YOU KNOW...

- RCCD has offered programs in Oxford, Florence, Dublin, Budapest, Paris, Sendai (Japan), and San Jose (Costa Rica), among other world cities.
- RCCD's programs **cost 33-50% less** than comparable programs at four-year colleges and universities.
- Nearly 80% of Study Abroad students qualify for (and use) student financial aid to help cover semester abroad costs.
- Former Study Abroad students now attend the London School of Economics, the University of Rome, and art restoration schools in Italy. Others work in the arts, business, and teaching professions in London, Paris, Rome, and Beijing.
- The youngest Study Abroad participant was nine years old, the oldest 92.
- RCCD students rate the experience as **one of the most important of their undergraduate career.**

RCCD INTERNATIONAL EDUCATION / STUDY ABROAD 2016

Study in Ireland this Spring *Only a few spaces left!*

A few seats are still open for RCCD's Spring Semester in Dublin, Ireland, February 17-April 29. Study philosophy, humanities and social sciences. Cost includes roundtrip airfare, transfers, lodging, breakfast and dinner daily, and tours.

Email jan.schall@rcc.edu for more information.



Summer in Southern France and Paris

RCCD's 14-day summer tour begins in the "City of Light," exquisite Paris.

Visit vineyards, villas, museums, churches, gourmet cafes/restaurants and more while touring the French Riviera, Lourdes, Bordeaux, and Lyon.

Reserve your space for this July 6-July 20 learning and travel experience. Email jan.schall@rcc.edu.



Fall Semester 2016 in FLORENCE, ITALY

Study in the "birthplace of the Renaissance," walking the streets of Michelangelo and Dante, and experiencing the art, science and culture of the world famous Tuscany region.

Courses offered in English, literature and art. Email jan.schall@rcc.edu.



www.MVC.edu/25years

www.NorcoCollege.edu/25years

www.RCC.edu/centennial

RCCD Silver Centennial Campaign

The Press-Enterprise Advertisement
January 31, 2016



RIVERSIDE COMMUNITY COLLEGE DISTRICT

RCCD COLLEGES AND OUR COMMUNITIES INVEST IN THE FUTURE

MEASURE C BOND RETURNS DIVIDENDS FOR STUDENTS AND COMMUNITIES

Our colleges and communities are lifelong partners. Together we invest in the future—future scientists, business owners, artists, first-responders, nurses and health professionals, electricians and welders, technologists and teachers, computer programmers, psychologists, and countless others.

In 2004, the community invested in RCCD colleges through Measure C, a \$350 million bond measure to increase access for students, build and modernize educational facilities on three college campuses, and improve campus safety, parking, energy efficiency and technology.



Center for Student Success, Norco College



Student Academic Services Building, Moreno Valley College

Measure C resulted in **state-of-the-art science laboratories and classrooms** to meet growing student enrollments, **new career technical program facilities**, and **expanded services** to help students succeed in college and enter the workplace.

As an investment, Measure C also paid dividends to the community: local jobs during construction, increased sales and visitor revenue for local businesses, and new arts and culture venues for local residents.

We want to thank our communities for trusting that investing in RCCD colleges is **investing in excellence.**

DID YOU KNOW...

- Measure C allowed RCCD to leverage an additional \$327 million in state capital construction funds, used to improve facilities and services for students.
- The Riverside Aquatics Complex at RCC was funded, in part, by Measure C. The RAC has brought in nearly **\$9 million in estimated economic benefits to local businesses and organizations**, as well as national attention.
- **Measure C @ Norco College:** the Industrial Technology Building, the Center for Student Success, upgraded laboratories, a Learning Resource Center, a soccer field, and new Art Gallery.
- **Measure C @ Moreno Valley College:** the Dental Education Center, the Student Academic Services Building, a future facility at the Ben Clark Training Center, and remodeling the Student Services Center.
- **Measure C @ Riverside City College:** the Quadrangle modernization, a campus parking structure, the School for Nursing, Science & Math Complex; the Wheelock Field/Gymnasium renovation; Student Services & Administration Building.
- **District-wide** improvement initiatives include: infrastructure, technology and ADA accessibility for students.

Community Benefits

Centennial Plaza in downtown Riverside brings Measure C directly into the community. Designed as an education, arts and culture resource for the region, Centennial Plaza offers the Henry W. Coil and Alice Edna Coil School for the Arts, the RCC Culinary Arts Academy, and district offices. College classes, community engagement, and public performances are major focuses of the Plaza, which will celebrate a **preview opening in March 2016.**



Environmental Benefits

Measure C also reinforced environmental stewardship in planning and construction on RCCD campuses. This sustainable management focus also resulted in more recycling, reclaimed water and xeriscape projects, as well as specific energy-efficiency improvements district-wide. Notable projects include: replacing equipment and lighting at all colleges, resulting in a reduction of over 1.7 million kWh power a year and reducing natural gas consumption at Moreno Valley College by 6,283 therms and installing a new fuel cell power plant at Norco College that **provides 60 percent of the campus' average daily electricity.**



www.MVC.edu/25years

www.NorcoCollege.edu/25years

www.RCC.edu/centennial

RCCD Silver Centennial Campaign

The Press-Enterprise Advertisement
February 7, 2016



RIVERSIDE COMMUNITY COLLEGE DISTRICT

A LEADER IN SERVICES FOR STUDENTS WITH DISABILITIES



"The Riverside Community College District has long been recognized and respected for its vision and innovation. In 1961, Riverside City College became the first public postsecondary institution in the United States to establish a program of services for the Deaf and Hard of Hearing. Today, the Riverside Community College District serves almost 2,500 students with a disability; almost 1,600 of those are served at Riverside City College. Disability knows no race, gender, religion, or socio-economic status. Fortunately, RCCD's competent and caring staff stands ready with the knowledge and resource technology to make the college experience for students with disabilities as normal as is the experience for their non-disabled peers. At RCCD - EVERYONE MATTERS! RCCD celebrates and appreciates diversity. Students with a disability only add to the richness of that diversity."

— Paula McCroskey
Dean (Ret.), Counseling and Specially Funded Programs



Did You Know

- Services for student with disabilities were first available in RCCD in 1961; this was 12 years before the Rehabilitation Act and 29 years before the ADA was signed.
- Each college has a dedicated office and staff to work with students who have disabilities.
- RCCD currently provides services to 2,477 students with disabilities.
- Services available: sign language interpreters, real-time captionists, assistive listening devices, disability counseling, testing accommodations, priority registration, adaptive technology, note takers, scribes, adaptive furniture, learning disability assessments.
- RCCD has one of the largest Deaf/Hard of Hearing populations in the state. The District employs four full-time interpreters and over 50 hourly interpreters to meet the needs of students.
- Disabled students at RCC persist at a higher rate than their non-disabled peers.
- District offices proctored over 5,000 exams and provided over 18,000 hours of classroom interpreting hours last year for disabled students.
- Over 670 books were converted into electronic formats for disabled students.



"There is another college closer to where I live, yet I prefer coming to RCC for their Disability Resource Center. The people here are so helpful and friendly. The RCC staff works hard to make sure I have what I need."

— Dalia Osorio

Calling All Alumni!

Be part of history. Share your story about your time as a student; how Moreno Valley College, Norco College or Riverside City College helped shape your life; or why you choose to give back to your RCCD alma mater. Select stories will be featured on the 100/25 CELEBRATION website or in the Press-Enterprise.

To share your story, go to
www.RCCD.edu/shareyourstory.

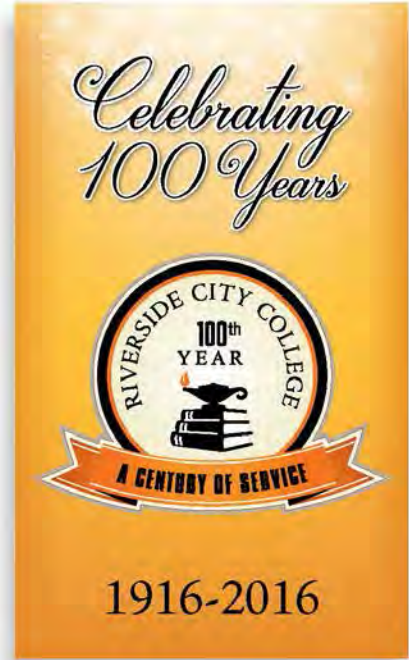
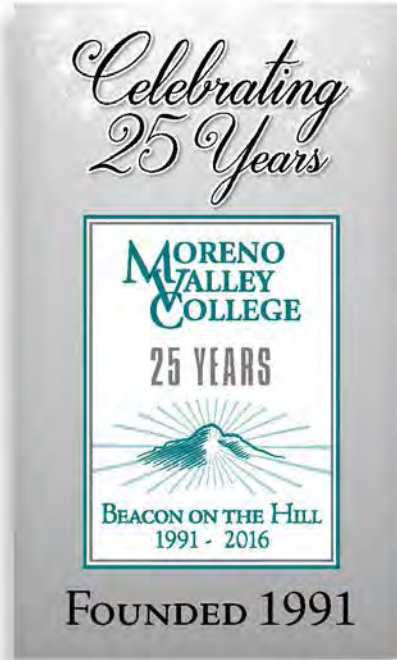
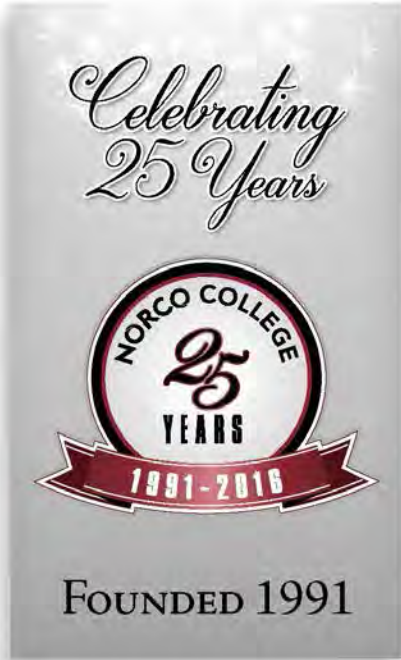
www.MVC.edu/25years

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RCCCD Silver Centennial Campaign

Anniversary Banners



Agenda Item (IV-E)

Meeting 2/16/2016 - Regular
Agenda Item Chancellor's Reports (IV-E)
Subject Healthcare Update
College/District District
Information Only

Background Narrative:

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

Any new claims or concerns will be brought forward.

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

Attachments:

None.

Agenda Item (IV-F)

Meeting 2/16/2016 - Regular

Agenda Item Chancellor's Reports (IV-F)

Subject Future Monthly Committee Agenda Planner and Annual Master Planning Calendar

College/District District

Information Only

Background Narrative:

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

Prepared By: Michael Burke, Ph.D., Chancellor
Heidi Gonsier, Executive Administrative Assistant

Attachments:

None.

Agenda Item (V-A)

Meeting 2/16/2016 - Regular

Agenda Item Student Report (V-A)

Subject Student Report

College/District District

Information Only

Background Narrative:

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

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

Attachments:

None.

Agenda Item (VI-A-1)

Meeting 2/16/2016 - Regular

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

Subject Academic Personnel

College/District District

Funding

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

Background Narrative:

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

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

Attachments:

[20160216_Academic Personnel](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
HUMAN RESOURCES AND EMPLOYEE RELATIONS

Subject: Academic Personnel

Date: February 16, 2016

1. Appointments

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

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

a. Management Contract

<u>Name</u>	<u>Position</u>	<u>Term of Employment</u>	<u>Salary Placement</u>
Hendrick, Irving	Interim President, Norco College	02/29/2016 - 06/30/2016	Contract (\$205,172/year)
Molko, Colleen	Associate Dean, Career and Technical Education/ Project Director, NSF	02/17/2016 - 06/30/2016	V-3

b. Contract Faculty
(None)

c. Long-Term, Temporary Faculty
(None)

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

Changes to the list submitted/approved by the Board of Trustees on June 16, 2015 and September 15, 2015.

<u>Name</u>	<u>Activity</u>	<u>Change Type</u>	<u>Stipend</u>
Arguelles, Rudy	Assistant Baseball Coach	Delete	\$.00
Arguelles, Rudy	Head Baseball Coach	Addition	\$5941.00
Brown, Jami	Study Abroad Spring 2016	Addition	\$4000.00
Gobatie, Cynthia	Study Abroad Spring 2016	Addition	\$4000.00
Haghighat, Dariush	Model United Nations	Addition	\$1,662.00
Rhyne, Jeff	Study Abroad Fall 2016	Addition	\$4000.00
Rogers, Dennis	Head Baseball Coach	Delete	\$.00
Rogers, Dennis	Assistant Baseball Coach	Addition	\$4155.00
Slavic, Ervin	Model United Nations	Change	\$2,493.00
Taube, Rhonda	Study Abroad Fall 2016	Additions	\$4000.00

Subject: Academic Personnel

Date: February 16, 2016

2. Salary Placement Adjustment

At their meeting of January 19, 2016, the Board of Trustees approved the appointment of the following faculty member. The employee has provided appropriate verification of experience and/or coursework completed that will affect their salary placement.

It is recommended the Board of Trustees approve the adjustment of salary placement for the faculty member listed below, effective February 5, 2016.

<u>Name</u>	<u>From Column/Step</u>	<u>To Column/Step</u>
Duong, Nancy	D-3	D-4

3. Leave for Military Reserve Duty

Section 395.01 of the Military and Veteran's Code and Section 87832 of the Education Code authorizes the President, or designee, to approve a leave for military reserve duty with compensation in accordance with Section 87832 (a) with respect to employee serving in an academic position.

It is recommended that the Board of Trustees ratify a request for military reserve duty for Arthur Turnier, Dean of Instruction, Public Safety Education and Training for the dates of February 22, 23, 24, 25, 26 and June 6, 7, 8, 9, 10, 2016.

4. Request for Participation in Reduced Employment Program

The Agreement between Riverside Community College District and the Riverside Community College Chapter CCA/CTA/NEA provides for faculty participation in the Reduced Employment Program; and the Vice President, Academic Affairs has reviewed and supports the following request.

It is recommended the Board of Trustees approve the following request, and allow them to participate in the Reduced Employment Program for the 2016-2017 academic year.

<u>Name</u>	<u>Title</u>	<u>Teaching Load</u>
MORENO VALLEY COLLEGE Honore, Cheryl	Professor, Accounting	70%

Subject: Academic Personnel

Date: February 16, 2016

5. Recommendation Not to Reemploy – Educational Administrators in Categorically Funded Positions

In compliance with Education Code Section 87470, the contract of the employees listed below may not be renewed for the entire 2016-17 academic year. Their employment may end on the effective date listed below, and notice will be sent accordingly.

<u>Name</u>	<u>Title</u>	<u>Effective Date</u>
Fleming, Kevin	Dean of Instruction, CTE Programs	06/30/2016
Molko, Colleen	Interim Associate Dean, CTE/ Project Director, NSF	06/30/2016
Patton, Lorena	Director, Title III STEM Grant	09/30/2016
Rubalcaba, Maureen	Associate Dean, Grants and College Support Programs	06/30/2016

6. Recommendation Not to Reemploy – Academic Administrator

Education Code Section 72411 (b) allows the Board of Trustees not to enter into a contract for the following year.

It is recommended the employee listed below not be reemployed and the Board of Trustees authorize the Chancellor or his designee to send a notice of non-reemployment for the 2016-17 academic year.

<u>Name</u>	<u>Title</u>	<u>Location</u>
Croan, Deborah	Director, Health Services	Riverside City College
Chauderlot, Fabienne	Dean of Instruction	Riverside City College
Thomas, Sylvia	Associate Vice Chancellor, Educational Services	District

7. Tenured Educational Administrator's Retreat Request

Board Policy 7250 gives a tenured educational administrator the right to make a formal request to return to a faculty position. Patricia Avila, Dean of Instruction (Career and Technical Education), at Riverside City College, has made such a request to return to a tenured faculty position in Counseling at Riverside City College. This request has the support of the College President.

It is recommended that the Board of Trustees approve and appoint Patricia Avila to the position and rank of Associate Professor, Counseling, at Riverside City College, beginning with the 2016-2017 academic year, with salary placement at C-16 of the Faculty Salary Schedule.

Subject: Academic Personnel

Date: February 16, 2016

8. Separation(s) – Resignation(s) and Retirement(s)

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

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

<u>Name</u>	<u>Title</u>	<u>Last Day of Employment</u>
<u>RESIGNATION</u> Parnell, Paul	President (Norco College)	March 17, 2016

Agenda Item (VI-A-2)

Meeting 2/16/2016 - Regular

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

Subject Classified Personnel

College/District District

Funding

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

Background Narrative:

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

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

Attachments:

[20160216_Classified Personnel](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
HUMAN RESOURCES AND EMPLOYEE RELATIONS

Subject: Classified Personnel

Date: February 16, 2016

1. Appointments

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

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

	<u>Name</u>	<u>Position</u>	<u>Effective Date (On or After)</u>	<u>Contract/ Salary</u>	<u>Action</u>
a.	Management/Supervisory				
	DISTRICT				
	Jones, Lorraine	District Compliance Officer	02/17/16	AA-4	Appointment
	RIVERSIDE				
	Wurtz, Kevin	Mental Health Services Supervisor	02/17/16	R-1	Appointment
b.	Management/Supervisory – Categorically Funded (None)				
c.	Classified/Confidential				
	DISTRICT				
	Tizcareno, Kathryn	Economic Development Assistant	02/01/16	P-5 Conf. (Y-Rated)	Transfer
	MORENO VALLEY				
	Pruitt, Cheryl	Learning Center Assistant (Part-Time, 40%)	01/27/16	A-3* *Change to Salary Step	Appointment
	Mabon, Theo	Sprinkler Repair Person (Part-Time, 48.75%)	02/17/16	A-1	Appointment
	NORCO				
	Bryant, Raquel	Laboratory Technician II	02/17/16	O-1	Appointment
	Koch, Daren	Tutorial Services Clerk	02/17/16	G-4	Promotion
	RIVERSIDE				
	Jones, Terrel	Custodian	02/17/16	C-1	Appointment
	Reyes, Irene	Administrative Assistant III	02/17/16	I-LS2	Promotion
	Belford, Elizabeth	Financial Aid Advisor	02/17/16	H-1	Appointment

1. Appointments – continued

d. Classified/Confidential – Categorically Funded

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

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

<u>Name</u>	<u>Title</u>	<u>From/To Workload</u>	<u>Effective Date(s)</u>
Landin, Daniel	Educational Advisor	47.5% to 100%	02/17/16-06/30/16
Resendiz, Maggie	Admissions and Records Operations Assistant	37.5% to 62.5%* *10-month to 12-month	02/17/16-06/30/16
Vargas, Benjamin	Student Activities Clerk	50% to 100%	02/17/16-06/30/16
Warren, Jacquelynn	Admissions and Records Operations Assistant	48.5% to 75%* *Change to percentage	01/20/16-06/30/16

3. Reorganization of Positions Due to Significant Job Content Changes

In accordance with Board Policy 7232, a reorganization of a position may occur when any change in administrative structure that affects the duties assigned to a position since the last time it was studied, creation of a new assignment for the employee, or an increases or decrease in staffing that causes a change in the assignment of the employee. Accordingly, reorganization of the Student Support Services Office at Riverside City College is recommended to reflect the organization shift of the office and to accurately reflect the duties and responsibilities required of the changing environment. This reorganization has the support of the College President.

It is recommended the Board of Trustees approve the reorganization of the Student Support Services Office as indicated below, effective March 1, 2016:

<u>Incumbent</u>	<u>From</u>	<u>To</u>	<u>Salary From/To</u>
James, Tenisha	Director, Student Support Services Grant	Project Director, Student Support Services	R-5 to S-5
Nguyen, Leon	Accounting Clerk	Grants Administrative Specialist	E-5 to I-5

4. Rescind Layoff Notice

At its meeting of October 20, 2015, the Board of Trustees adopted Resolution No. 13-15/16, which authorized the Chancellor, or Designee, of the District to Layoff and Reduce Hours of the Classified Service.

It is recommended the Board of Trustees rescind the reduction of classified service and layoff notice for the following position:

<u>Position Title</u>	<u>Department</u>	<u>FTE</u>	<u>College</u>
Enrollment Services Assistant	Title V Office	0.488	Moreno Valley

Subject: Classified Personnel

Date: February 16, 2016

5. Separation(s) – Resignation(s) and/or Retirement(s)

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

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

<u>Name</u>	<u>Position</u>	<u>Last Date of Employment</u>
<u>RETIREMENT(S)</u>		
Miyashiro, James	Chief of Police	12/30/15* *Correction to date
<u>RESIGNATION(S)</u>		
Jenks, Hillary	Director, Center for Social Justice and Civil Liberties	03/14/16
Sousa, John	STEM SSC Coordinator	02/15/16

Agenda Item (VI-A-3)

Meeting	2/16/2016 - Regular
Agenda Item	Consent Agenda Action (VI-A-3)
Subject	Other Personnel
College/District	District
Funding	n/a
Recommended Action	It is recommend that the Board of Trustees approve/ratify the other personnel actions

Background Narrative:

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

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

Attachments:

[20160216_Other Personnel](#)
[20160216_Other Personnel_Backup](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
DIVERSITY AND HUMAN RESOURCES

Subject: Other Personnel

Date: February 16, 2016

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				
Aldasoro, Jessica	Purchasing Clerk	Purchasing	01/30/16-06/30/16	\$18.01
MORENO VALLEY				
NORCO				
Castillo, Christian	Warehouse Assistant	Facilities	02/17/16-06/30/16	\$17.31
Montemayor, Juan	Warehouse Assistant, Sub	Facilities	01/25/16-06/30/16	\$17.13
RIVERSIDE				
Beebe, Angela	Custodian	Facilities	01/05/16-06/30/16	\$16.47
Niles, Dana	Customer Service Clerk	Facilities	01/22/16-03/22/16	\$18.01

SHORT-TERM POSITIONS

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
DISTRICT				
Berry, Kelli	Interpreter I	Disability Resource Center	02/17/16-06/30/16	\$25.00
George, Stephanie	Interpreter II	Disability Resource Center	02/17/16-06/30/16	\$30.00
Nunez, Roberto	Interpreter I	Disability Resource Center	01/20/16-06/30/16	\$25.00
Sorola, Mary	Interpreter II	Disability Resource Center	02/17/16-06/30/16	\$30.00
Steward, Lashon	Interpreter I	Disability Resource Center	02/17/16-06/30/16	\$25.00
Trevino, Catherine	Interpreter I	Disability Resource Center	02/17/16-06/30/16	\$25.00
Trout, Kathleen	Interpreter II	Disability Resource Center	02/17/16-06/30/16	\$30.00
MORENO VALLEY				
		Grants College & Support		
	Supplemental	Prog/ Science, Tech., Eng., &		
Ballard, Chase	Instructional Leader	Math (Title III)	02/17/16-06/30/16	\$12.00
Coronel, Laura	Office Assistant IV	Disability Support Services	02/17/16-06/30/16	\$14.00
	Student Success			
Miller, Delia	Coach	Outreach	02/17/16-05/31/16	\$25.00
	Student Success			
Munoz, Rosa	Coach	Outreach	02/17/16-05/31/16	\$25.00
		Grants College & Support		
	Supplemental	Prog/ Science, Tech., Eng., &		
Padilla, Andres	Instructional Leader	Math (Title III)	02/17/16-06/30/16	\$12.00
		Grants College & Support		
	Supplemental	Prog/ Science, Tech., Eng., &		
Skaggs, Regina	Instructional Leader	Math (Title III)	02/17/16-06/30/16	\$12.00
	Conference	Extended Opportunity		
Solis, Gladys	Coordinator	Programs and Services	02/17/16-06/30/16	\$24.00
		Grants College & Support		
	Supplemental	Prog/ Science, Tech., Eng., &		
Timmons, Deanna	Instructional Leader	Math (Title III)	02/17/16-06/30/16	\$12.00
NORCO				
Ambriz, Karina	Tutor IV	TRIO Upward Bound	02/17/16-06/30/16	\$10.00
Boyer, Kasey	Office Assistant III	Title III	02/17/16-06/30/16	\$12.50
	Student Success	Grans and Student Equity		
Sergeant, DelRoy	Coach	Initiatives	02/17/16-06/30/16	\$25.00
RIVERSIDE				
Verstappe, Anthony	Stage Technician IV	Landis Performing Arts Center	02/17/16-06/30/16	\$10.65

*Position Title Change

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

Backup Other Personnel
February 16, 2016
Page 1 of 2

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
<u>DISTRICT FUNDS</u>				
MORENO VALLEY COLLEGE				
Sandoval, Jasalene	Student Aide I	Early Childhood Educ.	01/04/16	\$ 10.00
RIVERSIDE CITY COLLEGE				
Ahumada, Alicia	Student Aide I	Early Childhood Educ.	01/29/16	\$ 10.00
Avila Vidal, Juan	Student Aide I	Counseling Center for Communication	01/19/16	\$ 10.00
Contreras, Daniel	Student Aide I	Excellence	01/22/16	\$ 10.00
Cruz-Martinez	Student Aide I	Food Services	02/01/16	\$ 10.00
Fraijo, Ashley	Student Aide I	Counseling	01/19/16	\$ 10.00
Gaynor, Jeffrey	Student Aide I	Performing Arts/Theatre	02/01/16	\$ 10.00
Horton, Alan	Student Aide I	Tutorial Services	02/01/16	\$ 10.00
Law Wong, Rowena	Student Aide II	International Student Ctr Communication	01/12/16	\$ 10.00
Lopez Ayala, Katherine	Student Aide I	Excellence	01/15/16	\$ 10.00
Lopez Palomera, Maira	Student Aide I	Early Childhood Educ.	01/12/16	\$ 10.00
Pfeiffer, Erika	Student Aide I	Health Services	02/01/16	\$ 10.00
Rodriguez, James	Student Aide IV	Student Svcs / La Casa Center for Communication	02/01/16	\$ 12.75
Salas, Magdalena	Student Aide I	Excellence	01/27/16	\$ 10.00
Sanchez, Rosanna	Student Aide I	Counseling	01/22/16	\$ 10.00
Williams, Gina	Student Aide I	Early Childhood Educ.	01/12/16	\$ 10.00
Williams, Lexus	Student Aide I	Counseling	02/01/16	\$ 10.00
Workman, Garret	Student Aide I	Performing Arts/Theatre	01/27/16	\$ 10.00
<u>CATEGORICAL FUNDS</u>				
CALWORKS WORK STUDY				
Joswick, Jennifer	<u>Student Aide I</u>	<u>Workforce Preparation- MVC</u>	<u>01/15/16</u>	<u>\$ 10.00</u>
COMMUNITY SERVICE PROGRAM				
Cuchilla, Victor	Student Aide II	City of Riverside/ La Sierra Library - RCC	01/12/16	\$ 10.75
MORENO VALLEY COLLEGE				
Rocha, Alejandra	Student Aide I	Veteran Services	02/02/16	\$ 10.00

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

Backup Other Personnel
 February 16, 2016
 Page 2 of 2

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
RIVERSIDE CITY COLLEGE				
Burris, Chyna	Student Aide I	Kinesiology / Women's Basketball	01/29/16	\$ 10.00
Daniels, Ronisha	Student Aide I	Kinesiology / Women's Basketball	01/29/16	\$ 10.00
Hilario, Jeanne	Student Aide I	Culinary Academy	02/01/16	\$ 10.00
Madison, Tecumseh	Student Aide I	Kinesiology / Women's Basketball	02/01/16	\$ 10.00
Ruiz, Kaitlyn	Student Aide I	Faculty Development	02/02/16	\$ 10.00

Agenda Item (VI-B-1)

Meeting	2/16/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-1)
Subject	Purchase Order and Warrant Report – All District Resources
College/District	District
Funding	Various Resources
Recommended Action	It is recommended that the Board of Trustees approve/ratify the Purchase Orders and Purchase Order Additions totaling \$2,865,756 and District Warrant Claims totaling \$9,301,259.

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 \$2,865,756 requested by staff and issued by the District Business Office have been reviewed to verify that budgeted funds are available in the appropriate categories of expenditure.

District Warrant Claims (numbers 249418 – 250408) totaling \$9,301,259, paid against approved Purchase Orders, have been reviewed by the Business Office to verify that monies are available in the appropriate funds for payment of these warrants. These claims also have been reviewed, on a sample basis, by the Riverside County Office of Education through its claim audit process.

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

Attachments:

[02162016_Contracts and Purchase Orders Over \\$87,800 Report \(January\)](#)

PO#	Department	Vendor	Description	Amount
C0005205	Career and Technical Ed - Norco	Riverside County Office of Education	Grant / Contract Sub Agreements	\$ 195,764
C0005206	Career and Technical Ed - Norco	Lake Elsinore Unified School District	Grant / Contract Sub Agreements	791,912
C0005225	Career and Technical Ed - Norco	Reach Out	Grant / Contract Sub Agreements	198,000
<u>Additions to Approved/Ratify Purchase Orders of \$87,800 and Over</u>				
None				
			Total	<u>\$ 1,185,676</u>
<u>All Purchase Orders, Contracts, and Additions for the Period of 1/01/16 - 1/31/16</u>				
			Contracts C5199 - C5225 and Contract Additions C3251 - C5152	658,221
			Purchase Orders P50642 - P50958 and Purchase Order Additions P48503 - P48993	931,186
			Blanket Purchase Orders B14577 - B14585 and Blanket Purchase Order Additions B13580 - B14566	90,673
			Total	<u>\$ 1,680,080</u>
			Grand Total	<u>\$ 2,865,756</u>

Agenda Item (VI-B-2-a)

Meeting	2/16/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-2-a)
Subject	Budget Adjustments
College/District	District
Funding	Various Resources
Recommended Action	It is recommended that the Board of Trustees approve the budget transfers as presented.

Background Narrative:

The 2015-16 adopted budget represents our best estimates of both income and expenditures. As the year progresses, however, some accounts have surplus funds while others are under budgeted. As provided in Title 5, Section 58307, the Board of Trustees may approve budget transfers between major object code expenditure classifications within the approved budget to allow for needed purchases of supplies, services, equipment and hiring of personnel. Unless otherwise noted, the transfers are within the unrestricted General Fund (Fund 11, Resource 1000).

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

Attachments:

[02162016_Budget Adustments](#)

Budget Adjustments February 16, 2016

<u>Program</u>	<u>Account</u>	<u>Amount</u>
<u>Riverside</u>		
R1. Transfer to purchase new vacuums.		
From: Facilities	Custodial Supplies	\$ 1,380
To: Facilities	Equipment	\$ 1,380
R2. Transfer to purchase a proofing press.		
From: Art	Supplies	\$ 785
To: Art	Equipment	\$ 785
R3. Transfer to provide for supplies.		
From: Dean, Fine and Performing Arts	Administrative Contingency	\$ 3,000
To: Performing Arts, Music	Supplies	\$ 3,000
R4. Transfer to provide for rents and leases, advertising and professional services.		
From: Dean, Fine and Performing Arts	Classified FT	\$ 16,672
	Employee Benefits	4,953
To: Dean, Fine and Performing Arts	Professional Services	\$ 12,581
	Advertising	6,668
	Rents and Leases	2,376
R5. Transfer to provide for student help and associated employee benefits.		
From: Dean, Career & Technical Education	Conferences	\$ 3,039
To: Cosmetology	Student Help	\$ 3,000
	Employee Benefits	39

<u>Program</u>	<u>Account</u>	<u>Amount</u>
R6. Transfer to purchase supplies.		
From: Dean, Career & Technical Education	Administrative Contingency	\$ 1,850
To: Dean, Career & Technical Education	Supplies	\$ 1,850
R7. Transfer to provide for additional costs associated with student insurance.		
From: Dean, Career & Technical Education	Equipment	\$ 1,117
To: Early Childhood Studies	Student Insurance	\$ 1,117
R8. Transfer to realign the Rubidoux Annex budget.		
From: Rubidoux Annex	Instructional Supplies	\$ 1,700
	Supplies	1,725
	Mileage	78
	Other Services	4,201
To: Rubidoux Annex	Classified Perm PT	\$ 5,505
	Employee Benefits	2,199
R9. Transfer to provide for computer software maintenance and licensing.		
From: English and Media Studies	Reference Books	\$ 20
To: English and Media Studies	Comp Software Maint/Lic	\$ 20
R10. Transfer to realign the Landis Theatre budget.		
From: Dean, Fine and Performing Arts	Short Term Temporary	\$ 468
	Theatre Supplies	1,361
To: Dean, Fine and Performing Arts	Rents and Leases	\$ 1,747
	Employee Benefits	82

<u>Program</u>	<u>Account</u>	<u>Amount</u>
R11. Transfer to provide for departmental supplies.		
From: Chemistry	Repairs	\$ 7,006
To: Chemistry	Instructional Supplies	\$ 5,006
	Supplies	2,000
R12. Transfer to provide for additional costs associated with student insurance.		
From: Cosmetology	Instructional Aides, Sub	\$ 818
	Employee Benefits	22
To: Cosmetology	Student Insurance	\$ 840
R13. Transfer to provide for additional costs associated with student insurance.		
From: School of Nursing	Tests	\$ 1,978
To: School of Nursing	Student Insurance	\$ 1,978
R14. Transfer to purchase a new desk.		
From: Library	Administrative Contingency	\$ 1,122
To: Library	Equipment	\$ 1,122
R15. Transfer to realign the Vice President's books and supply budgets.		
From: VP Student Services	Administrative Contingency	\$ 911
To: VP Student Services	Periodicals/Magazines	\$ 101
	Copying and Printing	410
	Supplies	400

<u>Program</u>	<u>Account</u>	<u>Amount</u>
R16. Transfer to purchase three new office chairs.		
From: Admissions and Records	Supplies	\$ 521
To: Admissions and Records	Equipment	\$ 521
R17. Transfer to realign the counseling departmental budget.		
From: Counseling	Tests	\$ 4,700
To: Counseling	Copying and Printing	\$ 3,000
	Conferences	1,000
	Comp Software Maint/Lic	500
	License Fees	200
R18. Transfer to provide for an academic extra duty assignment.		
From: Student Services/Activities	Student Labor	\$ 10,000
	Employee Benefits	130
To: Student Services/Activities	Academic PT Non-Instr	\$ 8,923
	Employee Benefits	1,207
R19. Transfer to provide for additional remodel expenses for the Child Care Center. (Fund 33, Resource 3300)		
From: Early Childcare Center	Classified FT	\$ 4,087
To: Early Childcare Center	Architect's Fees	\$ 178
	Inspection	943
	Remodel	2,966
R20. Transfer to realign the EOPS Special Project Set-Aside grant budget. (Fund 12, Resource 1190)		
From: Workforce Preparation	Travel Expenses	\$ 1,008
To: Workforce Preparation	Classified FT Administrator	\$ 877
	Employee Benefits	131

<u>Program</u>	<u>Account</u>	<u>Amount</u>
R21. Transfer to realign the SSSP Special Project Set-Aside grant budget. (Fund 12, Resource 1190)		
From: Workforce Preparation	Travel Expenses	\$ 11,186
To: Workforce Preparation	Classified FT Administrator	\$ 2,634
	Classified Perm PT	6,135
	Employee Benefits	2,417
R22. Transfer to realign the Student Financial Aid Administration (SFAA) Capacity grant budget. (Fund 12, Resource 1190)		
From: Student Financial Services	Food	\$ 1,310
To: Student Financial Services	Conferences	\$ 1,310
R23. Transfer to realign the Student Financial Aid Administration (SFAA) Implementation grant budget. (Fund 12, Resource 1190)		
From: Student Financial Services	Short-Term Temporary	\$ 110
To: Student Financial Services	Employee Benefits	\$ 110
R24. Transfer to realign the Title V – HSI Pathways to Excellence grant budget. (Fund 12, Resource 1190)		
From: Workforce Preparation	Other Services	\$ 7,786
To: Workforce Preparation	Academic Special Project	\$ 4,300
	Classified Substitutes	800
	Student Help – Instructional	500
	Instructional Aides, Hourly	600
	Employee Benefits	1,286
	Periodicals/Magazines	300

<u>Program</u>	<u>Account</u>	<u>Amount</u>
R25. Transfer to realign the Song Brown Registered Nurse Education Capitation grant budget. (Fund 12, Resource 1190)		
From: Nursing	Supplies	\$ 132
To: Nursing	Employee Benefits	\$ 132
R26. Transfer to realign the Song Brown Registered Nurse Education Special Programs grant budget. (Fund 12, Resource 1190)		
From: Nursing	Supplies	\$ 16
To: Nursing	Employee Benefits	\$ 16
R27. Transfer to realign the California Work Opportunity and Responsibility to Kids (CalWORKs) grant budget. (Fund 12, Resource 1190)		
From: Workforce Preparation	Supplies	\$ 10,900
To: Workforce Preparation	Travel Expenses	\$ 10,900
R28. Transfer to realign the Seeking Safety Program, TAY & Adult grant budget. (Fund 12, Resource 1190)		
From: Health Services	Supplies	\$ 767
To: Health Services	Equipment	\$ 767

Norco

N1. Transfer to provide for flooring, painting, and computers.		
From: VP, Business Services	Classified FT	\$ 1,650
	Employee Benefits	323
	Administrative Contingency	3,816
To: Building Maintenance	Fixtures & Fixed Equip	\$ 2,820
Grounds Maintenance & Repairs	Equipment	1,459
VP, Business Services	Equipment	1,510

<u>Program</u>	<u>Account</u>	<u>Amount</u>
N2. Transfer to realign the Basic Skills grant budget. (Fund 12, Resource 1190)		
From: Basic Skills	Reference Books	\$ 3,518
	Supplies	3,725
	Periodicals/Magazines	1,000
	Food	200
	Copying and Printing	196
	Conferences	1,912
To: Basic Skills	Academic Special Project	\$ 2,460
	Classified Perm PT	5,983
	Employee Benefits	2,108
N3. Transfer to provide for food, supplies, and a printer. (Fund 12, Resource 1190)		
From: CTE Enhancement	Conferences	\$ 3,600
To: CTE Enhancement	Food	\$ 3,000
	Supplies	255
	Equipment	345
N4. Transfer to provide for supplies and a marquee sign.		
From: President	Administrative Contingency	\$ 154,026
To: President	Supplies	\$ 5,000
Facilities	Architect's Fees	24,400
	Construction Contract	124,626
N5. Transfer to provide for conferences.		
From: Dean of Instruction	Academic Special Project	\$ 1,000
To: Dean of Instruction	Conferences	\$ 1,000

<u>Program</u>	<u>Account</u>	<u>Amount</u>
N6. Transfer to purchase audio interfaces.		
From: Music	Other Services	\$ 500
Academic Affairs	Supplies	710
To: Commercial Music	Equipment	\$ 1,210
N7. Transfer to purchase supplies, cell phone, and subscriptions.		
From: Library	Student Help – Non-Instr	\$ 2,311
	Repairs	2,616
	Cellular Telephone	392
To: Library	Supplies	\$ 1,200
	Equipment	492
	Subscriptions	3,627
N8. Transfer to provide conferences. (Fund 12, Resource 1190)		
From: Board Financial Assistance Program	Supplies	\$ 9,000
To: Board Financial Assistance Program	Conferences	\$ 9,000
N9. Transfer to provide for transportation. (Fund 12, Resource 1190)		
From: Foster Youth Stuart Grant	Supplies	\$ 2,000
To: Foster Youth Stuart Grant	Transportation/Bus Passes	\$ 2,000
N10. Transfer to provide for tests. (Fund 12, Resource 1190)		
From: Student Success & Support	Other Services	\$ 9,483
To: Student Success & Support	Tests	\$ 9,483

<u>Program</u>	<u>Account</u>	<u>Amount</u>
<u>Moreno Valley</u>		
M1. Transfer to provide for professional services and software maintenance and licensing.		
From: Academic Affairs	Academic PT Teaching	\$ 25,998
	Employee Benefits	2,014
To: Institutional Effectiveness	Professional Services	\$ 25,108
	Comp Software Maint/Lic	2,904
M2. Transfer to provide for academic special projects. (Fund 12, Resource 1190)		
From: Song Brown – PA Program	Food	\$ 13,624
To: Song Brown – PA Program	Academic Special Project	\$ 12,000
	Employee Benefits	1,624
M3. Transfer to provide for classified overtime.		
From: VP, Student Services	Membership	\$ 540
To: Facilities	Classified Overtime	\$ 192
Safety & Police	Classified Overtime	348
M4. Transfer to provide for travel and to purchase instructional supplies.		
From: Puente Program	Student Help – Non-Instr	\$ 4,743
	Employee Benefits	61
To: Puente Program	Travel Expense	\$ 2,543
	Instructional Supplies	2,261
M5. Transfer to provide for conferences and classified substitutes.		
From: Admissions & Records	Employee Benefits	\$ 618
To: Admissions & Records	Conferences	\$ 100
	Classified Substitutes	518

<u>Program</u>	<u>Account</u>	<u>Amount</u>
M6. Transfer to provide for conferences. (Fund 12, Resource 1190)		
From: Active Minds Grant	Supplies	\$ 919
To: Active Minds Grant	Conferences	\$ 919
M7. Transfer to purchase supplies.		
From: Student Services	Rents and Leases	\$ 604
To: Student Services	Supplies	\$ 604
M8. Transfer to purchase a software license. (Fund 12, Resource 1190)		
From: Student Success & Support Program	Classified FT	\$ 20,000
To: Student Success & Support Program	Comp Software Maint/Lic	\$ 20,000
<u>District Office and District Support Services</u>		
D1. Transfer to provide for professional services.		
From: Human Resources & Empl. Relations	Classified FT Administrator	\$ 30,000
To: Human Resources & Empl. Relations	Other Services	\$ 30,000
D2. Transfer to purchase a printer.		
From: Accounting Services	Copying and Printing	\$ 1,000
To: Accounting Services	Equipment	\$ 1,000
D3. Transfer to purchase repair parts.		
From: Information Services	Comp Software Maint/Lic	\$ 952
To: Information Services	Repair Parts	\$ 952

<u>Program</u>	<u>Account</u>	<u>Amount</u>
D4. Transfer to realign the CTE Enhancement Fund grant. (Fund 12, Resource 1190)		
From: CTE Enhancement Fund	Instructional Supplies	\$ 40,618
To: CTE Enhancement Fund	Classified FT Administrator	\$ 1,765
	Classified Perm PT	3,805
	Employee Benefits	1,118
	Grant Sub-Agreement	33,930
D5. Transfer to provide for a background check. (Fund 12, Resource 1050)		
From: Riverside Safety & Police	Classified FT	\$ 3,500
To: District Safety & Police	Other Services	\$ 3,500
D6. Transfer to provide for Centennial and Silver Anniversary activities.		
From: Chancellor	Administrative Contingency	\$ 16,500
To: President, Moreno Valley	Copying and Printing	\$ 3,500
	Supplies	13,000
D7. Transfer to purchase a camcorder. (Fund 12, Resource 1120)		
From: Ctr for Soc Justice & Civil Liberties	Supplies	\$ 2,178
To: Ctr for Soc Justice & Civil Liberties	Equipment	\$ 2,178

Agenda Item (VI-B-3-a)

Meeting	2/16/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-a)
Subject	Resolution No. 34-15/16 – 2015-2016 CARES Plus
College/District	Riverside
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$14,791 to the budget.

Background Narrative:

The Riverside Community College District's Riverside City College has received funding from the University of California, Riverside for the 2015-2016 CARES Plus grant in the amount of \$14,791. The funds will be used for salaries.

Prepared By: Wolde-Ab Isaac, President, Riverside
Virginia McKee-Leone, Dean of Instruction

Attachments:

[02162016_Resolution No. 34-15/16 – CARES Plus](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 34-15/16

2015-2016 CARES Plus

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$14,791 is assured to said district, which exceeds amounts previously budgeted; and

WHEREAS the governing board of the Riverside Community College District can show just cause for the expenditure of such funds;

NOW, THEREFORE, BE IT RESOLVED such additional funds be appropriated according to the schedule on the attached page.

This is an exact copy of the resolution adopted by the governing board at a regular meeting on February 16, 2016.

Clerk or Authorized Agent

RIVERSIDE COMMUNITY COLLEGE DISTRICT
 INCOME & EXPENDITURES - BUDGET AMENDMENT
 Resolution No. 34-15/16
 2015-2016 CARES Plus

Year	County	District	Date	Fund
16	33	07	2/16/2016	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	D00	1190	0	0000	030	8890	14,791 00	REVENUE
								EXPENDITURES
12	DUA	1190	0	1305	8030	1333	4,343 00	Acad PT Teaching Spring
12	DUA	1190	0	1305	8030	3110	466 00	Employee Benefits
12	DUA	1190	0	1305	8030	3315	63 00	↓
12	DUA	1190	0	1305	8030	3410	13 00	↓
12	DUA	1190	0	1305	8030	3510	2 00	↓
12	DUA	1190	0	1305	8030	3610	43 00	↓
12	DUA	1190	0	1305	0030	1333	8,686 00	Acad PT Teaching Spring
12	DUA	1190	0	1305	0030	3110	932 00	Employee Benefits
12	DUA	1190	0	1305	0030	3315	126 00	↓
12	DUA	1190	0	1305	0030	3410	26 00	↓
12	DUA	1190	0	1305	0030	3510	4 00	↓
12	DUA	1190	0	1305	0030	3610	87 00	↓
							14,791 00	TOTAL REVENUE
							14,791 00	TOTAL EXPENDITURES

Agenda Item (VI-B-3-b)

Meeting	2/16/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-b)
Subject	Resolution No. 35-15/16 – 2015-2016 Proposition 39 Clean Energy Grant
College/District	District
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$9,825 to the budget.

Background Narrative:

The Riverside Community College District has received funding for the 2015-2016 Proposition 39 Clean Energy Grant in the amount of \$9,825 from Desert Community College District, passed through from the California Community Colleges Chancellor's Office. The funds will be used for salaries, benefits, and other operating expenses.

Prepared By: Michael Burke, Ph.D., Chancellor
Richard Keeler, Dean, Grants

Attachments:

[02162016_Resolution No. 35-15/16 – Proposition 39 Clean Energy Grant](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 35-15/16

2015-2016 Proposition 39 Clean Energy Grant

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$9,825 is assured to said district, which exceeds amounts previously budgeted; and

WHEREAS the governing board of the Riverside Community College District can show just cause for the expenditure of such funds;

NOW, THEREFORE, BE IT RESOLVED such additional funds be appropriated according to the schedule on the attached page.

This is an exact copy of the resolution adopted by the governing board at a regular meeting on February 16, 2016.

Clerk or Authorized Agent

RIVERSIDE COMMUNITY COLLEGE DISTRICT
INCOME & EXPENDITURES - BUDGET AMENDMENT
Resolution No. 35-15/16
2015-2016 Proposition 39 Clean Energy Grant

Year	County	District	Date	Fund
16	33	07	2/16/2016	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	A00	1190	0	0000	0031	8658	9,825 00	REVENUE
								EXPENDITURES
12	AXD	1190	0	7012	0031	2119	505 00	Acad FT Instructional
12	AXD	1190	0	7012	0031	3220	60 00	Employee Benefits
12	AXD	1190	0	7012	0031	3320	31 00	↓
12	AXD	1190	0	7012	0031	3325	7 00	
12	AXD	1190	0	7012	0031	3420	170 00	
12	AXD	1190	0	7012	0031	3620	5 00	
12	AXD	1190	0	7012	0031	5890	9,047 00	
							9,825 00	TOTAL REVENUE
							9,825 00	TOTAL EXPENDITURES

Agenda Item (VI-B-3-c)

Meeting	2/16/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-c)
Subject	Resolution No. 36-15/16 – 2015-2016 Board Financial Assistance Program – Student Financial Aid Administration (BFAP-SFAA) - Capacity
College/District	District
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$10,000 to the budget.

Background Narrative:

The Riverside Community College District's colleges have received additional funding for the 2015-2016 Board Financial Assistance Program – Student Financial Aid Administration (BFAP-SFAA) - Capacity in the amount of \$10,000 from the California Community Colleges Chancellor's Office. The additional funding by college follows: Riverside City College - \$5,000 and Norco College - \$5,000. The funds will be used for employee benefits and other operational expenses of the program.

Prepared By: Wolde-Ab Isaac, President, Riverside
Paul Parnell, President, Norco College
Cecilia Alvarado, Interim VP of Student Services, RCC
Monica Green-Cochrane, Vice President, Student Services (NC)

Attachments:

[02162016_Resolution No. 36-15/16 – BFAP-SFAA - Capacity](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 36-15/16

2015-2016 Board Financial Assistance Program – Student Financial Aid Administration (BFAP-SFAA) - Capacity

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$10,000 is assured to said district, which exceeds amounts previously budgeted; and

WHEREAS the governing board of the Riverside Community College District can show just cause for the expenditure of such funds;

NOW, THEREFORE, BE IT RESOLVED such additional funds be appropriated according to the schedule on the attached page.

This is an exact copy of the resolution adopted by the governing board at a regular meeting on February 16, 2016.

Clerk or Authorized Agent

RIVERSIDE COMMUNITY COLLEGE DISTRICT
 INCOME & EXPENDITURES - BUDGET AMENDMENT

Resolution No. 36-15/16

2015-2016 Board Financial Assistance Program - Student Financial Aid Administration (BFAP-
 SFAA) - Capacity

Year	County	District	Date	Fund
16	33	07	2/16/2016	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	D00	1190	0	0000	0067	8659	5,000 00	REVENUE
12	E00	1190	0	0000	0067	8659	5,000 00	↓
								EXPENDITURES
12	DZE	1190	0	6460	0067	3620	297 00	Employee Benefits
12	DZE	1190	0	6460	0067	4590	2,000 00	Office and Other Supplies
12	DZE	1190	0	6460	0067	4710	2,703 00	Food
12	EZE	1190	0	6460	0067	4590	5,000 00	Office and Other Supplies
							10,000 00	TOTAL REVENUE
							10,000 00	TOTAL EXPENDITURES

Agenda Item (VI-B-4-a)

Meeting	2/16/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-4-a)
Subject	Contingency Budget Adjustments
College/District	District
Funding	Redevelopment Resource
Recommended Action	It is recommended that the Board of Trustees, by a two-thirds vote of the members, approve the contingency budget transfer as presented.

Background Narrative:

The 2015-16 adopted budget represents our best estimate of anticipated expenditures necessary to address the educational needs of students pursuant to the District's mission, goals and objectives. New initiatives, projects and unanticipated needs may be identified subsequent to budget adoption, requiring that additional funds be established in the budget. The additional funds can be provided by transferring budget from available contingency balances.

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

Attachments:

[02162016_Contingency Budget Adjustments](#)

Contingency Budget Adjustments February 16, 2016

<u>Program</u>	<u>Account</u>	<u>Amount</u>
1. Transfer to provide for additional construction and FF&E service costs for the Culinary Arts Academy and District Offices Project; approved by the Board of Trustees on January 19, 2016, Board Report No. VIII-D-1. (Fund 12, Resource 1180)		
From: Redevelopment Pass-Through Fund	Contingency	\$ 926,758
To: Facilities Planning & Develop	Culinary Arts Academy & District Office Project	\$ 926,758

Agenda Item (VI-B-5-a)

Meeting	2/16/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-5-a)
Subject	Proposal to Award Furniture for the Riverside City College Student Services & Administration Building
College/District	Riverside
Funding	Measure C
Recommended Action	It is recommended that the Board of Trustees award Request for Proposal (RFP) Number 2015/16-10 –Furniture for the Riverside City College Student Services & Administration Building, in the total amount of \$578,372 to Interior Office Solutions.

Background Narrative:

On April 17, 2012 the Board of Trustees approved the Riverside City College Student Services & Administration Building project. Construction is expected to be completed by April, 2016. Purchase and installation of furniture and equipment is one of the final phases of this project. District and college staff worked with an interior design consulting firm to develop a list of furniture and finishes to furnish the Student Welcome Center, classrooms, Assessment Testing Center, faculty and administrative offices, conference rooms, lounges, and computer labs.

On January 12, 2016, the District issued a Request for Proposal (RFP) for the purchase and installation of furniture for the Riverside City College Student Services & Administration Building project. The RFP required the use of a competitively awarded piggyback contract to achieve added price savings through volume discounting. Manufacturers were provided an opportunity to pre-qualify their product lines to ensure they met District and college technical performance standards and aesthetics.

On January 26, 2016, the District received five responses to the RFP solicitation. The RFP was evaluated based on product offering, design, quality, pricing proposal responsiveness, and experience. It was determined that Interior Office Solutions, partnering with the manufacturer Haworth, would best serve the needs of the District for this project. See the attached Lowest Responsive and Responsible Bidders summary.

References for Interior Office Solutions were checked by District staff and found to be satisfactory.

Prepared By: Chris Carlson, Chief of Staff & Facilities Development
Wolde-Ab Isaac, President, Riverside
Majd Askar, Director of Business Services
Laurens Thurman, District Consultant

Attachments:

[02162016_Lowest Responsive and Responsible Bidders Summary](#)

**Lowest Responsive and Responsible Bidders
Furniture for the Riverside City College
Student Services & Administration Building
RFP# 2015/16-10**

<u>Vendor</u>	<u>Manufacturer</u>	<u>Business Location</u>	<u>Total Bid Amount</u>
Interior Office Solutions	Haworth	Irvine	\$578,372
BKM OfficeWorks	Steelcase	San Diego	\$669,148
G/M Business Interiors	Herman Miller, Inc.	Riverside	\$681,029
Tangram	Steelcase	Newport Beach	\$691,357
Corporate Business Interiors	Allsteel	Newport Beach	\$713,760

Agenda Item (VI-B-5-b)

Meeting	2/16/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-5-b)
Subject	Purchase Information Technology Goods and Services, Utilizing the California Multiple Award Schedules (CMAS) Contract Number 3-15-70-2486F
College/District	District
Funding	Various Resources
Recommended Action	It is recommended that the Board of Trustees approve the purchase of information technology goods and services from SIGMANet, Inc., utilizing CMAS contract number 3-15-70-2486F.

Background Narrative:

The California Multiple Award Schedules (CMAS) offers a wide variety of products and services at prices that have been assessed to be fair, reasonable and competitive. CMAS contracts are established by the State of California, Department of General Services for use by all California state and local government agencies that are empowered to expend public funds for the acquisition of products and services. Public Contract Code 10298 authorizes state and local agencies to contract with suppliers awarded CMAS contracts without further competitive bidding.

Riverside Community College District utilizes multiple vendors to purchase information technology goods and services. Staff recommends use of the CMAS awarded contract number 3-15-70-2486F, as one source to purchase information technology goods and services from SIGMANet, Inc. The term for CMAS contract number 3-15-70-2486F is October 15, 2015 through September 30, 2017. District staff has reviewed available cooperative purchasing agreements and other formal purchasing options and found that these contracts best meet the needs of the District.

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

Attachments:

None.

Agenda Item (VI-B-6-a)

Meeting	2/16/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-6-a)
Subject	Contracts and Agreements Report Less than \$87,800 – All District Resources
College/District	District
Funding	Various Resources
Recommended Action	It is recommended that the Board of Trustees ratify contracts totaling \$658,221 for the period of January 1, 2016 through January 31, 2016.

Background Narrative:

On September 11, 2007, the Board of Trustees authorized delegating authority to the Chancellor to enter into contractual agreements and the expenditure of funds pursuant to the Public Contract Code Section 20650 threshold, currently set at \$87,800. The attached listing of contracts and agreements under \$87,800 requested by college and District staff has been reviewed and verified that budgeted funds are available in the appropriate categories of expenditure. The contracts and agreements have been executed pursuant to the Board's delegation of authority and are presented on this agenda for ratification.

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

Attachments:

[02162016_Contracts and Agreements Less than \\$87,800 Report \(January\)](#)

PO#	Department	Vendor	Business Location	Description	Amount
C0005199	Chancellor's Office	De Lage Landen Public Finance, LLC	Wayne, PA	Copier Lease	\$ 18,107
C0005200	Community & Economic Development	Lewis, Alan H.	Riverside	Consultants	30,000
C0005201	Counseling - Moreno Valley	Best Western	Santa Cruz	Other Travel Expenses	1,853
C0005202	Counseling - Moreno Valley	Holiday Inn	San Francisco	Other Travel Expenses	3,127
C0005203	Community & Economic Development	Kasle, Donald H	Dove Canyon	Consultants	40,000
C0005204	Community & Economic Development	Kleckner, Martin S III	Oceanside	Consultants	35,000
C0005207	Community & Economic Development	Schmid, Molly	Claremont	Consultants	35,000
C0005208	Facilities - Moreno Valley	All Star Signs, Inc.	Escondido	Fixtures & Fixed Equip	20,980
C0005209	Accounting Services	Ricoh USA, Inc	Pasadena	Microfiche Conversion Services	6,781
C0005210	Performance Riverside	Musical Theatre West	Long Beach	Rents and Leases	29,100
C0005211	Workforce Preparation - Riverside	Shred-It USA LLC	Blue Ash, OH	Shredding Services	580
C0005212	Dean of Instruction - Moreno Valley	Shred-It USA LLC	Blue Ash, OH	Shredding Services	967
C0005213	Workforce Preparation - Riverside	Shred-It USA LLC	Blue Ash, OH	Shredding Services	863
C0005214	Community & Economic Development	Redtail Capital	Temecula	Consultants	20,000
C0005215	President - Moreno Valley	Regents of the University of California	Riverside	DNA Analysis Service	1,000
C0005216	Performance Riverside	OD Music, Inc	Woodland Hills	Professional Services	59,404
C0005217	Human Resources & Diversity	First Capitol Consulting, Inc.	Los Angeles	Professional Services	25,000
C0005218	Customized Solutions	Cerritos College	Norwalk	Grant / Contract Sub Agreements	80,000
C0005219	Open Campus	Kaltura, Inc.	New York, NY	Computer Software Maint/Lic	21,666
C0005220	Community & Economic Development	Plenum Revenue Group	Laguna Niguel	Consultants	30,000
C0005221	Customized Solutions	TBD Eng.	Scottsdale, AZ	Training Services	20,000
C0005222	Academy / Criminal Services	Alder, Michael Thomas	Redlands	Professional Services	600
C0005223	Customized Solutions	DLI Associates LLC	Kamuela, HI	Grant / Contract Sub Agreements	30,000
C0005224	Customized Solutions	Corporate Training Institute, LLC	Burbank	Grant / Contract Sub Agreements	80,000
N/A	CTE	Nuvview Union School District	Neuvo	Articulation Agreement for AMY-10	No Cost
N/A	Dental Assistant Program	Angarita, DDS, Grisella M.	Ontario	Clinical Rotation Site	No Cost
N/A	PSET	Premier Medical Transport	Colton	Field Service Experience for EMS Cadets	No Cost
N/A	Dental Assistant Program	Giaccopuzzi, Guy G	Cedar Glen	Clinical Rotation Site	No Cost
N/A	Community Education	Desert Community College District	Palm Desert	Training	No Cost
N/A	Workforce Preparation - Riverside	Board of Governors, CCC	Sacramento	Fiscal Agent for CalWorks Set-Aside Grant	No Cost
Additions to Approved/Ratify Contracts of \$87,800 and Under					
C0003251	Communications & Web Development	Sharp Electronics Corp.	Wayne, PA	Rents and Leases	900
C0003570	Institutional Effectiveness	Computerland of Silicon Valley	San Jose	Microsoft Licenses	2,993
C0004394	Community Ed & Senior Citizen Education	Youngerman, Stephen	Riverside	Professional Services	2,000
C0004472	Community & Economic Development	Vantages Business Consulting	Newport Coast	Consultants	55,000
C0005108	Human Resources & Diversity	Rise Interpreting, Inc.	Riverside	Professional Services	6,500
C0005152	Customized Solutions	Ellis-Woodson, Cassandra	Eastvale	Training	800
Total					<u>\$ 658,221</u>

Agenda Item (VI-B-6-b)

Meeting	2/16/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-6-b)
Subject	Instructional Service Agreement for Public Safety Education and Training Career and Technical Education Programs with the County of Riverside
College/District	Moreno Valley
Funding	
Recommended Action	It is recommended that the Board of Trustees approve the Instructional Services Agreement with the County of Riverside for Public Safety Education and Training Career and Technical Education Programs held at the Ben Clark Training Center, from July 1, 2015 through June 30, 2017.

Background Narrative:

Attached for the Board's review and consideration is the renewal of an existing no-cost Instructional Services Agreement between Riverside Community College District on behalf of Moreno Valley College, and the County of Riverside for the term of July 1, 2015 through June 30, 2017. This Instructional Services Agreement is necessary for the support of emergency medical services, fire technology and administration of justice courses, certificates and degrees.

This agreement has been reviewed and is consistent with the Instructional Services Agreement Guidelines for Community College Districts and Public Agencies, 2015, issued by the Chancellor's office of the California Community Colleges, regulations contained in California Education Code sections 78015, 84752 and California Code of Regulations, title 5, sections 51006, 53410, 55002, 55003, 55005, 55300, 58050, 58051(c)-(g), 58051.5, 58056, 58058(b), 58102-58106, 58108.

Prepared By: Sandra Mayo, President, Moreno Valley College
Robin Steinback, VP, Academic Affairs

Attachments:

[Instructional Services Agreement County of Riverside](#)

CLERK'S COPY

to Riverside County Clerk of the Board, Stop 1010

Post Office Box 1147, Riverside, Ca 92502-1147

Thank you.

INSTRUCTIONAL SERVICE AGREEMENT BETWEEN RIVERSIDE COMMUNITY COLLEGE DISTRICT, ON BEHALF OF MORENO VALLEY COLLEGE AND THE COUNTY OF RIVERSIDE FOR PUBLIC SAFETY EDUCATION AND TRAINING CAREER AND TECHNICAL EDUCATION PROGRAMS

This Agreement is made this 8th of September, 2015, to provide academic, career and technical education services in the Public Safety Education and Training programs on behalf of the RIVERSIDE COUNTY SHERIFF'S DEPARTMENT and CAL FIRE / RIVERSIDE COUNTY FIRE DEPARTMENT (herein called "COUNTY") at the Ben Clark Public Safety Training Center (BCTC) and The Riverside Community College District, on behalf of Moreno Valley College (herein called "MVC")

1. AGREEMENT TERM

This Agreement shall be for two years, commencing July 1, 2015, and terminating June 30, 2017, unless terminated by either party in the manner set forth herein. This agreement supersedes all prior agreements between the parties.

In the event the parties intend to renew this agreement at the end of the term for another period, and the parties have not yet finalized a renewal agreement, the terms and conditions of this agreement will continue in full force and effect, on a month-to-month basis, until a new agreement can be completed, approved and signed by the parties.

2. COURSES, CURRICULUM, INSTRUCTION, CLASS SIZE

- a. COUNTY shall submit to MVC courses or programs for college credit to augment training for personnel or to provide augmented training for personnel to develop specialized skills for professional advancement;
- b. MVC, in accordance with its curriculum procedures, will approve the course content, course curriculum, and methods of instruction. MVC will provide orientation of faculty, instructor manuals, course outlines, curriculum materials, testing and grading procedures and any other services it provides to hourly instructors in the District;
- c. MVC will determine minimum class sizes. MVC may also set a maximum class size and course credit;
- d. The approved courses of instruction to be offered are listed on Attachment A. Additional courses from the MVC Catalog may also be included on this list. Other MVC approved courses may be added, deleted, or revised;
- e. COUNTY agrees to provide written notice to MVC at least (90) calendar days prior to offering approved courses or programs, which shall include all relevant course information and proposed course outlines to meet the stated performance objectives or student learning outcomes.

3. COUNTY RESPONSIBILITIES

- a. Instruction by COUNTY shall include the development of appropriate lecture and practical application of materials; recommendation of college level instructors who meet minimum qualifications or equivalent; development, presentation, and assessment of educational support lectures and laboratory sessions in conjunction with MVC and under the supervision and control of an MVC employee who has met the minimum qualifications for instruction in career and technical education in a California Community College;
- b. COUNTY shall provide MVC with a schedule of all proposed instructional activities related to the academic and career and technical education programs, beginning with the second week of February, of each year, for the subsequent school year commencing with the second week in June. The MVC Curriculum Committee accepts for consideration new course and program, between September and May of the following academic year;
- c. COUNTY and MVC agree to consult and cooperate regarding scheduling of courses, any changes in curriculum, hours, units of credit, or other course changes, but the decision of MVC as to all academic matters and compliance with educational requirements imposed by law shall be final;
- d. COUNTY may develop a schedule of courses in accordance with MVC's targeted number of course sections for the next academic term or academic year;
- e. COUNTY shall permit MVC to have access to its existing current course outlines and other state approved course outlines;
- f. COUNTY shall ensure that all instructors, in collaboration with MVC personnel, certify acknowledgment, in written form, from each instructor that MVC has the right to control and direct the educational programs that are the subject of this agreement;
- g. COUNTY shall offer courses in accordance with MVC's approved course outlines so that the stated student learning outcomes will be met;
- h. COUNTY shall submit proposals for new course outlines and revisions of approved course outlines following MVC's curriculum development process, which shall be presented through the curriculum process;
- i. COUNTY shall permit MVC staff to have complete access to all instructional activities;
- j. COUNTY will advertise, on its website, MVC's classes;
- k. Per California Code of Regulations, Title 5, Sections 59400-59408, students will only be charged a fee for instructional materials that have continuing value

to students outside of the classroom setting, such as textbooks, tools, equipment, clothing, and those materials which are necessary for a student's vocational training and employment;

- I. COUNTY shall ensure and verify that the instructional activities to be conducted are not fully funded from any other source or sources;
- m. COUNTY shall agree to comply with all reasonable requests of MVC and to provide access to all documents related to the instructional programs necessary for the performance of MVC's duties under this Agreement;
- n. COUNTY shall provide managerial oversight to coordinate instruction and to administer support for career and technical education programs held at the Ben Clark Training Center or mutually agreed upon location;
- o. COUNTY shall cooperate with MVC to ensure that all personnel, equipment, and materials used in carrying out the responsibilities of COUNTY under this agreement conform to Education Code and Title 5 mandated standards governing instructional programs;
- p. COUNTY may use Special Topic Lecturers who must submit to MVC a completed MVC "Special Topics Lecturer Agreement," along with a P.O.S.T. resume, to lecture on a special topic within an MVC approved course. MVC must approve the Special Topic Lecturer prior to the individual lecturing on the specific topic in the course. Special Topic Lecturers cannot be the primary instructor or instructor of record in the course;
- q. COUNTY shall provide MVC a course syllabus for every course taught that will be submitted to MVC by the first day of class; Student Learning Outcomes assessment will be completed and submitted within one week of the end of class; class grades and attendance hours will be entered into the college's web-based program within five days of the end of class; and, a completed, signed, and dated hard-copy student positive attendance roster at the end of each course offered through MVC;
- r. COUNTY reserves the right to close the Ben Clark Training Center during times of emergency or when needed by the Sheriff or Fire Department for their activities. COUNTY shall notify MVC of any such closure as soon as practicable, but not less than 48 hours prior to closure, unless the closure is for an emergency due to natural disaster or a catastrophic event and in that case, notice shall be as soon as possible after the decision to do the closure.

4. MVC RESPONSIBILITIES

- a. MVC agrees to process the completed enrollment applications described in section 5.d of this agreement for the purpose of obtaining financial support from the State of California;

- b. MVC shall provide current course outlines for each course making up the designated programs and shall keep its college catalog current regarding its designated programs;
- c. MVC shall schedule all portions of designated academic and career and technical education programs approved by COUNTY to be part of the programmatic course of study offered by MVC, approved by MVC's Curriculum Committee, its Board of Trustees, and published in the current college Catalog;
- d. MVC has the direct responsibility to supervise the instruction of all instructors
- e. MVC shall offer academic and career and technical education courses and programs, approved by the Board of Trustees of the MVC;
- f. MVC shall ensure that scheduled courses and programs meet all appropriate State of California Government Code Title 5 (hereinafter referred to as Title 5) and State of California Education Code (herein referred to as Education Code) requirements;
- g. MVC shall consult with COUNTY instructors and be available for consultation by COUNTY on any revision to existing MVC courses or programs, the initiation of new courses, or other course changes to ensure and maintain the quality of educational services needed by COUNTY;
- h. MVC will open enrollment in courses and programs to any person who has been admitted to the college and has met any applicable prerequisites, advisories, or limitations on enrollment. (Title 5, Sections 51006 and 58106.);
- i. MVC will enroll students in a course or course sections during the period advertised for scheduled courses to be offered through the add date of the courses to be offered for;
- j. MVC will advertise its academic and career and technical education courses in the schedule of classes, post them online, and on its website, in accordance to MVC methods of approved updates, and collaborate with COUNTY to advertise further scheduled courses and programs offered through MVC;
- k. MVC will collaborate with COUNTY to add sections of courses as the need exists by agreement between MVC and COUNTY;
- l. MVC shall invoice the County for enrollment fees for applicable Fire Department or Sheriff's Department sponsored students at BCTC;
- m. MVC certifies that it does not receive full compensation for the direct costs of the course from any public or privacy agency, individual, or group;

- n. MVC shall not assign, sublet, mortgage, hypothecate or otherwise transfer in any manner any of its rights, duties, or obligations hereunder to any person or entity without first obtaining the written consent of COUNTY;
- o. MVC shall notify COUNTY and give COUNTY the opportunity to address any increases of originating fees, which could affect COUNTY, in advance of approving such fees;

5. SHARED RESPONSIBILITIES

- a. MVC agrees to process student applications and to enroll students in MVC's courses and programs. A successful enrollment means that each student has completed an enrollment application provided by MVC, the application has been delivered to and accepted by MVC's registration office, and the applicant has met all requirements, including, if applicable, the standard college student liability and medical care coverage;
- b. A California resident is one who meets the criteria set forth by law. A non-resident for student registration is one who meets criteria set forth by law. (See C.E.C. 76140.5);
- c. MVC shall provide the following student services functions in accordance with the MVC's standards as disclosed in the MVC's publications:
 - i. Placement testing
 - ii. Advising
 - iii. Counseling
 - iv. Registration and enrollment of all students on MVC-approved registration forms
 - v. Maintenance of student rosters
 - vi. Evaluation of student progress
 - vii. Record keeping
 - viii. Withdrawal of students prior to course completion
- d. COUNTY will collect student fees, when appropriate. Agencies will only be charged current enrollment fees set forth by the State Legislature and other fees meeting the requirements set forth in the Student Fee Handbook by the California Community Colleges Chancellor's Office. Students who drop classes within the designated refund deadline are entitled to a refund of college enrollment fees;
- e. COUNTY and MVC will mutually agree upon the number of instructors to instruct the course or course section(s), the ratio of students per instructor, and the subject area to be taught;
- f. MVC reserves the right to cancel the offering of any course or course section(s), which do not meet the approved curriculum or needed capacity of enrollment for MVC to be compensated by the state for apportionment. Cancellation of a course or course section(s) must be made to COUNTY prior to the start date of the course and written notice of intent to cancel must be

served to COUNTY. COUNTY cancellation(s) must be made to MVC prior to the start date of the course and written notice of intent to cancel must be served to MVC;

- g. The parties shall mutually agree on the time the classes will be conducted, and these items will be set forth in the class schedule;
- h. Any change of the time or location of class(es) must be submitted in advance and approved by MVC;
- i. COUNTY shall provide class roster(s) and confirmation page(s) of students' registration into MVC's course to Student Services Technician;
- j. MVC shall receive on the first day of class from the lead instructor a final student roster;
- k. MVC shall set up sponsored billing for the course, add students' names to sponsored bill, waive student service and health fees, when applicable, register students into course, email lead instructor a reminder to input grades and positive attendance, provide final headcount to COUNTY staff, email Riverside Community College District's Student Accounts information for invoice to be processed and sent to COUNTY for payment of student enrollment fees;
- l. MVC shall calculate the total amount of enrollment fees based on the number of student credit units taken for a course and submit an invoice to COUNTY for payment of services at to the following address: Riverside County Fire – County Finance 210 West San Jacinto Avenue, Perris, CA 92570. COUNTY shall send payment to Riverside Community College District's Student Accounts Office. COUNTY shall pay the invoice within 30 days from the date of the invoice;
- m. COUNTY shall notify MVC of any increases in student fees, including student materials fees, and give MVC the opportunity to address those increases, in advance of approving such fees;
- n. COUNTY shall pay for student certificates and other materials, supplies, equipment, and repairs to equipment needed for instruction. COUNTY will have the ability to charge students, when appropriate, for those fees allowable under the Student Fee Handbook as set forth by the California Community Colleges Chancellor's Office, per Sections 59400-59408 of Title 5 of the California Code of Regulations. Fees charged to the student will be listed in the College Schedule of Classes;
- o. MVC and COUNTY shall approve all enrollment and student fees, including student materials fees, charged to students;

- p. If COUNTY chooses to add additional qualified instructors, then COUNTY will compensate the additional qualified instructors. These instructors shall meet the minimum qualification requirements of MVC;
- q. Both COUNTY and MVC will agree upon the location of graduation facilities and will share the cost equally in providing graduation services;
- r. If either party disputes an invoice, MVC shall notify COUNTY at 16902 Bundy Avenue, Riverside, 92518 (Fire), or 16791 Davis Avenue, Riverside, 92518 (Sheriff), or COUNTY shall notify MVC at 16791 Davis Avenue, Riverside, 92518 in writing within 60 calendar days of receipt of invoice. The dispute should include the following information:
 - i. Invoice number
 - ii. Nature of dispute
 - iii. Date of service
 - iv. The total amount of credit requested

The invoice will not be paid until any dispute with regard to said invoice is settled.

Either party may request resolution of the invoice disputes by bringing them to the attention of the President of Moreno Valley College (or Chancellor of Riverside Community College District), the COUNTY Fire Chief, and the COUNTY Sheriff-Coroner for joint resolution. If an agreement cannot be reached through the application of high level management attention, either party may assert its other rights and remedies within this agreement or within a court of competent jurisdiction.

6. HOLD HARMLESS/INDEMNITY

- a. The Parties, their officers, agents, and employees, shall not be deemed to have any liability for the negligence, or any other willful act or omission of the other party or any of the other party's officers or employees, or for any dangerous or defective condition of any work or property of the other party;
- b. MVC shall indemnify and hold COUNTY, its officers, agents, employees and independent contractors, free and harmless from any claim or liability whatsoever, based or asserted upon the condition of work or property of MVC, or upon any negligence or willful act or omission of MVC, its officers, agents, employees, subcontractors and independent contractors, for property damage, bodily injury or death, or any other element of damage of any kind or nature, and MVC shall defend, at its expense including attorney fees, COUNTY, its officers, agents, employees and independent contractors, in any legal action or claim of any kind based upon such conditions of work or property, or alleged acts of omissions;
- c. COUNTY shall indemnify and hold MVC, its Trustees, officers, agents, employees and independent contractors, free and harmless from any claim

or liability whatsoever, based or asserted upon any negligence or willful act or omission of COUNTY, its officers, agents, employees, subcontractors and independent contractors, for property damage, bodily injury or death, or any other element of damage of any kind or nature, and COUNTY shall defend, at its expense including attorney fees, MVC, its Trustees, officers, agents, employees and independent contractors, in any legal action or claim of any kind based upon such alleged acts or omissions;

- d. The parties shall maintain general liability insurance coverage, including premises, auto and professional coverage, whether by a program of self-insurance or through policies of insurance, in the minimum amount of \$1,000,000 per occurrence and \$2,000,000 per aggregate. In addition, workers' compensation insurance shall be carried by each party in accordance with the laws of the State of California. The parties shall provide to the other party a Certificate of Insurance, naming the other party as an additional insured. County shall name "Riverside Community College District" as an additional insured and MVC shall name the County of Riverside as an additional insured;
- e. For purposes of Workers' Compensation, employees and instructors performing services under this agreement are under the supervision of MVC for instructional purposes only. This section conforms to the California Code of Regulations (Title 5), Sections 58051.5 and 58058.

7. TERMINATION OF AGREEMENT

Either party may terminate this Agreement, without cause, with ninety (90) days written notice. Any courses that are fully enrolled, or are in progress, shall be completed as provided for in this Agreement.

8. DISPUTES

- a. Any dispute concerning a question of fact arising under the terms of this agreement which is not disposed within a reasonable period of time (ten days) by the parties normally responsible for the administration of this agreement shall be brought to the attention of the chief administrative officer (or designated representative) of each organization for joint resolution;
- b. In the event a joint resolution cannot be reached between the parties and litigation or arbitration ensues between the parties to enforce any of the provisions of this agreement or any right of either party to this agreement, the unsuccessful party to such litigation or arbitration agrees to pay to the successful party all costs and expenses, including reasonable attorney's fees, incurred therein by the successful party, all of which shall be included in and as part of the judgment rendered in such litigation or arbitration.

9. NOTICES

Any notices to be given herein by either party to the other may be effected by either personal delivery in writing or mail, registered or certified, postage prepaid with return receipt requested. Each party may change the address below by

written notice in accordance with this paragraph. Notices delivered personally will be deemed communicated as of the time of actual receipt; mailed notices will be deemed communicated as of three days after mailing. Notices may be mailed as follows:

Riverside County Fire Department
John Hawkins, Fire Chief
210 W. San Jacinto
Perris, CA 92570

Moreno Valley College
Sandra Mayo, President
16130 Lasselle Street
Moreno Valley, CA 92551

Riverside County Sheriff's Department
Stanley Sniff, Sheriff-Coroner
P.O. Box 512
Riverside, CA 92502

10. AUDIT

The parties agree that their accountants/auditors, the Department of General Services, the Bureau of State Audits, or their designated representative shall have the right to review and to copy records and supporting documentation pertaining to the performance of this Agreement. The parties agree to maintain such records for possible audit for a minimum of three (3) years after final payment, unless a longer period of records retention is stipulated. The parties agree to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, the parties agree to include a similar right of the State to audit records and interview staff in any subcontract related to performance of this Agreement. (Gov. Code §8546.7 Pub. Contract Code §10115 et CCR Title 2, Section 1896).

11. REPRESENTATION

- a. COUNTY hereby appoints the Sheriff and County Fire Chief, or designees at Ben Clark Training Center, as its authorized representative to administer this agreement;
- b. MVC hereby appoints the Dean of Instruction, Career and Technical Education at Ben Clark Training Center, as its authorized representative to administer this agreement.

12. NON-DISCRIMINATION

The parties shall not discriminate against any person in the provision of services, or employment of persons on the basis of ethnic group identification, national origin, religion, age, gender, gender identity, gender expression, race or ethnicity, color, ancestry, genetic information, sexual orientation, physical or mental disability, pregnancy, or any characteristic listed or defined in Section 11135 of the Government Code or any characteristic that is contained in the prohibition of hate crimes set forth in subdivision (1) of Section 422.6 of the California Penal Code, or any

other status protected by law. The parties understand that harassment of any student or employees of the respective parties with regard to ethnic group identification, national origin, religion, age, gender, gender identity, gender expression, race or ethnicity, color, ancestry, genetic information, sexual orientation, physical or mental disability, pregnancy, or any characteristic listed or defined in Section 11135 of the Government Code or any characteristic that is contained in the prohibition of hate crimes set forth in subdivision (1) of Section 422.6 of the California Penal Code, or any other status protected by law is strictly prohibited.

The parties are responsible for making sure that their respective contractors and sub-contractors adhere to the above.

13. PARTIAL INVALIDITY

If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.

14. ALTERATION OF TERMS

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

15. GOVERNING LAW

This Agreement will be governed by and construed in accordance with the laws of the State of California and the venue of any action or proceeding in connection herewith shall be the County of Riverside, State of California.

16. ENTIRE AGREEMENT

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

The duly authorized representatives of the parties have signed in confirmation of this Agreement as of the dates indicated below.

RIVERSIDE COMMUNITY COLLEGE
DISTRICT

By: _____
Sandra Mayo, President
Moreno Valley College

Date: _____

RIVERSIDE COUNTY FIRE
DEPARTMENT

By: 
John Hawkins, Fire Chief

Date: 10/13/15

ATTEST:

KECIA HARPER-IHEM
Clerk of the Board

By: 
Deputy

(SEAL)

RIVERSIDE COUNTY

By: 
Chairman **MARION ASHLEY**
Board of Supervisors

Date: NOV 10 2015

RIVERSIDE COUNTY SHERIFF'S DEPARTMENT

By: 
Stanley Sniff, Jr., Sheriff-Coroner

Date: 10/21/2015

APPROVED AS TO FORM:
GREGORY P. PRIAMOS,
County Counsel

By: _____
ERIC STOPHER
Deputy County Counsel

FORM APPROVED COUNTY COUNSEL
BY: Gregory P. Priamos DATE: 10/21/15
NEAL R. ADAMS
- ERIC SHERIFF -

ATTACHMENT A

List of Approved Courses of Instruction in the MVC Catalog (Additional courses from the MVC Catalog may also be included on this list. Other MVC approved courses may be added, deleted, or revised.)

FIT 1	Fire Protection Organization	3 units
FIT 2	Fire Behavior and Combustion	3 units
FIT 3	Fire Protection Equipment and Systems	3 units
FIT 4	Building Construction for Fire Protection	3 units
FIT 5	Fire Prevention	3 units
FIT 6	Fire Apparatus and Equipment	3 units
FIT 7	Principles of Fire and Emergency Services Safety and Survival	3 units
FIT 8	Strategies and Tactics	3 units
FIT 9	Fire Ground Hydraulics	3 units
FIT 14	Wildland Fire Control	3 units
FIT 200	Fire Technology Work Experience	1-2-3-4 units
FIT A1A	Fire Investigation 1A	2 units
FIT A1B	Fire Investigation 1B	2 units
FIT A2A	Fire Investigation 2A	2 units
FIT A2B	Fire Investigation 2B	2 units
FIT C1A	Command 1A, Command Principles for Company Officers	2 units
FIT C1B	Command 1B, Hazardous Materials	2 units
FIT C1C	Command 1C, I—Zone firefighting for Company Officers	2 units
FIT C2A	Command 2A, Command Tactics at Major Fires	2 units
FIT C2B	Command 2B, Management of Major Hazardous Materials Incidents	2 units
FIT C2C	Command 2C, High Rise Fire Tactics	2 units
FIT C2D	Command 2D, Planning for Large Scale Disasters	2 units
FIT C2E	Fire Command 2E, Wildland firefighting Tactics	1 unit
FIT C19B	Intermediate Wildland Fire Behavior (S-290)	.5 units
FIT C30	Intermediate Incident Command System (I-300)	.5 units
FIT E2A	First Responder Medical	2 units
FIT E3D	Emergency Medical Technician Continuing Education	1 unit
FIT M1	Fire Management 1/Supervision for Company Officers	2 units
FIT M2A	Organizational Development and Human Relations	2 units
FIT M2B	Fire Management 2B, Fire Service Financial Management	2 units
FIT M2C	Management 2C, Personnel and Labor Relations	2 units
FIT M2D	Fire Management 2D, Master Planning in the Fire Service	2 units
FIT M2E	Contemporary Issues and Concepts	2 units
FIT M20	Developing a Personal Philosophy of Leadership	1 unit

FIT M21	Leading Others	1.5 units
FIT M22	Organizational Leadership	1 unit
FIT M23	Ethics and the Challenge of Leadership	1 unit
FIT S3	Basic Firefighter Academy	19 units
FIT S3A	Introduction to Fire Academy and Physical Conditioning for Fire Academy Students	1 unit
FIT S21	Public Safety Honor Guard Academy	1.5 units
FIT T11A	Training Instructor 1A	1.5 units
FIT T11B	Training Instructor 1B	1.5 units
FIT T11C	Instructional Development Techniques	1.5 units
ADJ-1	Introduction to the Administration of Justice	3 units
ADJ-2	Principles and Procedures of the Justice System	3 units
ADJ-3	Concepts of Criminal Law	3 units
ADJ-4	Legal Aspects of Evidence	3 units
ADJ-5	Community Relations	3 units
ADJ-13	Criminal Investigation	3 units
ADJ-15	Narcotics	3 units
ADJ-200	Administration of Justice Work Experience	1-2-3-4 units
ADJ-A34A	Child Abuse Investigation	2 units
ADJ-A54A	Bicycle Patrol	.5 units
ADJ-A6A	Interview and Interrogation Course	.25 units
ADJ-A6B	Advanced Interview and Interrogation Course	1.5 units
ADJ-A8A	Field Training Officer	1.5 units
ADJ-A9A	Field Training Officer Update	1 unit
ADJ-A10A	Vice Operations	.25 units
ADJ-A11A	Effective Writing for Law Enforcement	.25 units
ADJ-A13A	Drug Use Recognition	1 unit
ADJ-A14A	Search Warrant Preparation Workshop	.25 units
ADJ-A14B	Search Warrant Execution Course	.25 units
ADJ-A29A	Courtroom Testimony and Demeanor	.5 units
ADJ-A31A	Advanced Civil Procedures (POST)	1 unit
ADJ-A33A	Public Safety Seminar	.25 units
ADJ-A33B	Public Safety Seminar	.5 unit
ADJ-A33C	Public Safety Seminar	1 unit
ADJ-33E	Public Safety Seminar	2 units
ADJ-A36A	Inland Boating Enforcement	1 unit
ADJ-A37A	Latent Fingerprint Retrieval	.5 unit
ADJ-A42A	Crime Scene Investigation	.5 unit
ADJ-A34A	Basic Computer-Aided Collision Diagramming Using Auto Sketch	.5 unit
ADJ-44A	Laser Operator	.25 unit
ADJ-A45A	Digital Photography for Law Enforcement	.25 unit

ADJ-A46A	Background Investigation	2 units
ADJ-A48A	Basic Investigator's Course	2 units
ADJ-A50A	Raves and Rave Drugs	.25 unit
ADJ-A57A	Elder Abuse/Racial Profiling 1st Responder	.25 unit
ADJ-A57A	Casino Related Crime Investigation	.25 unit
ADJ-B1A	Introduction to Law Enforcement and Physical Condition for Basic Academy Students	1 unit
ADJ-B1B	Basic Peace Officer Training Academy	39 units
ADJ-B3A	Basic Community Service Officer Academy	3 units
ADJ-C1D	Basic Correctional Deputy Academy (C)	13 units
ADJ-C2A	Deputy Sheriff Supplemental Core Course	3 units
ADJ-C3B	Advanced Corrections Perishable	.25 units
ADJ-C3C	Advanced Corrections Training	.5 unit
ADJ-C4A	Advanced Corrections Training for Supervisors	1 unit
ADJ-C5A	Basic Writing Skills for Corrections	.5 unit
ADJ-C6A	Corrections Training Officer	2 units
ADJ-C7A	Writing Skills for Correctional V Deputy (Advanced)	.5 units
ADJ-C8A	Facility Security Training	.25 unit
ADJ-C12A	First Aid/CPR Instructor Course	1.5 unit
ADJ-C13A	Stun-Tech R.E.A.C.T Belt Training	.25 unit
ADJ-C18A	Basic Inmate Classification	.5 unit
ADJ-C19	Corrections Mental Health Training	.5 unit
ADJ-C20A	Leadership Enhancement	1 unit
ADJ-C12A	Corrections Training Officer Update	1 unit
ADJ-D1A	Basic Public Safety Dispatch Course	5 units
ADJ-D1B	Dispatcher Update	1 unit
ADJ-D1C	Community Training Officer	2 units
ADJ-D3A	Responding to Suicidal Callers V	.25 unit
ADJ-D4A	Dispatcher Role in Officer Safety	.25 unit
ADJ-D5A	Dispatcher Public Safety Advanced	.5 unit
ADJ-D6A	Crisis Negotiation Concepts	.25 unit
ADJ-E1A	Emergency Services Academy	2.5 unit
ADJ-P1A	Probation Officer Core Course	8 units
ADJ-P2A	Juvenile Counselor Core Training	7.5 units
ADJ-P4A	Arrest, Search and Seizure	1.5 units
ADJ-R1A2	Level III Modular Academy Training	6.5 units
ADJ-R1B	Level II Reserve Officer Training	11 units
ADJ-R1C	Level I Modular Academy	17 units
ADJ-R5A	Straight Stick Baton Update for Reserves	.25 unit
ADJ-R6A	Oleoresin Capsicum for Reserves	.25 units
ADJ-S1A	Supervisory Course	4 units
ADJ-T1A	Traffic Collision Investigation: Basic	1.5 units
ADJ-T1B	Traffic Collision Investigation: Intermediate	1.5 units
ADJ-T1C	Traffic Collision Investigation: Advanced	3.5 units
ADJ-T1D	Traffic Collision Reconstruction	4 units

ADJ-T2A	Radar Operations	1 unit
ADJ-T3A	Driving Under the Influence (DUI)	1 unit
ADJ-T5A	Techniques of Accident Investigation Training	1.5 units
ADJ-T10A	Radar Enforcement Training- CHP	1.5 units
ADJ-T13A	Communications Operator Training Phase I	4 units
ADJ-T13B	Initial Communication Operator Training-Phase II	2 units
ADJ-T15A	CPR Refresher Course	.25 unit
ADJ-T16A	Community Operators In-Service	1 unit
ADJ-T17A	Community Supervisors Training	.5 unit
ADJ-T18A	Spanish Language for Public Safety Officers	1 units
ADJ-T26A	Civil Disturbance Training (CHP)	.25 unit
ADJ-T31A	Motor Vehicle Inspections-Basic	1.5 units
ADJ-T35A	Speed Determination from Crush Analysis	2 units
ADJ-T36A	Reconstruction of Automobile Collisions Involving Pedestrians or Bicycles	1 unit
ADJ-T42A	Safety Services Program Update	.25 unit
ADJ-T33A	Workplace Violence Prevention Instructor training	1 unit
ADJ-T46A	Equal Employment Opportunity (EEO) Counselor/Investigation Recertification	.25 unit
ADJ-T53A	Preliminary Alcohol Screening (PAS) Devise Coordinator	.25 unit
ADJ-T61A	Communications Training Specialist	1 unit
ADJ-T65A	National Highway Traffic Safety Administration (NHTSA) Standardized Child Safety Training	1 unit
ADJ-T70A	CHP-Explorer Academy Level III	3 units
ADJ-T72A	Radioactive Materials Response and Enforcement Training	.5 units
ADJ-T73	General Hazardous Materials Inspection and Compliance Training Course	2 units
ADJ-T75A	Specially Marked Patrol Vehicle (SMPV) Commercial Enforcement Training Class	1 unit
ADJ-W3A	Domestic Terrorism, Threats and Sabotage	.25 unit
ADJ-W7A	Rangemaster Course	.5 unit
ADJ-W10A	Firearms	.25 unit
ADJ-W14A	Take Down and Ground Control	.25 unit
ADJ-W20A	Less-Lethal Training	.5 unit
ADJ-Y1A	Explorer Academy- Basic	2.5 units
EMS-50	Emergency Medical Services-Basic	6 units
EMS-51	Emergency Medical Services-Basic Clinical/ Field	1 unit
EMS-59	Paramedic Prep	.5 units
EMS-60	Patient Assessment and Airway Management	4 units
EMS-61	Introduction to medical Pathophysiology	4 units
EMS-62	Emergency Pharmacology	4 units

EMS-63	Cardiology	4 units
EMS-70	Trauma Management	4 units
EMS-71	Clinical Medical Specialty I	2.5 units
EMS-80	Medical Emergencies	4.5 units
EMS-81	Special Populations	4.5 units
EMS-82	Special Topics	2 units
EMS-83	Clinical Medical Specialty II	2.5 units
EMS-90	Assessment Based Management	4.5 units
EMS-91	Paramedic Field Internship	10 units
HLS-1	Introduction to Homeland Security	3 units
HLS-2	Preparedness for Emergencies, Disasters, and Homeland Security Incidents	3 units
HLS-3	Response to Emergencies, Disasters and Homeland Security Incidents	3 units
HLS-4	Recovery in Emergencies, Disasters and Homeland Security Incidents	3 units
HLS-5	Investigation of Emergencies, Disasters and Homeland Security Incidents	3 units
HLS-6	Case Studies in Emergencies, Disasters and Homeland Security Incidents	3 units
AMY 10	Survey of Human Anatomy and Physiology	3 units
CIS 1A	Introduction to Computer Information Systems	3 units
COM-9	Interpersonal Communication	3 units
ENG-50	Basic English Composition	4 units
ENG-60A1-4	English Fundamentals	4 units
GEG-1	Physical Geography	3 units
GUI-48	Introduction to College	1 unit
HUM-10	World Religion	3 units
MAT-52	Elementary Algebra	4 units
PHI-12	Introduction to Ethics	3 units
POL-1	American Politics	3 units
REA-86	Reading Strategies for Textbooks	1 unit
SOC-1	Introduction to Sociology	3 units
SOC-20	Introduction to Criminology	3 units
	Community Education Classes	
	Advanced Cardiac Life Support	
	CPR	
	First Aid & CPR	
	Geriatric Education for EMS	

	National Registry Skills Testing	
	Paramedic Preparatory Class	
	Pediatric Advanced Life Support	
	Pediatric Education for EMS Professionals	
	Prehospital Trauma Life Support	

Agenda Item (VI-B-6-c)

Meeting	2/16/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-6-c)
Subject	License Agreement for Facility Use at Ben Clark Training Center with County of Riverside
College/District	Moreno Valley
Funding	General Fund
Recommended Action	It is recommended that the Board of Trustees approve License Agreement for Facility Use at Ben Clark Training Center with County of Riverside, for an amount not to exceed \$719,184 annually from July 1, 2015 through June 30, 2018.

Background Narrative:

Attached for the Board's review and consideration is the renewal of an existing License Agreement between Riverside Community College District on behalf of Moreno Valley College and the County of Riverside. Under this agreement, the County agrees to supply office and classroom space, use of the Mat room, Range, laboratory facilities, and drill grounds for the purpose of teaching criminal justice, fire technology, emergency medical services and related general coursework at Ben Clark Training Center for the term of July 1, 2015 through June 30, 2018. The District will pay an amount not to exceed \$719,184.

Prepared By: Sandra Mayo, President, Moreno Valley College
Robin Steinback, VP, Academic Affairs

Attachments:

[License Agreement County of Riverside](#)

LICENSE AGREEMENT
BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT
AND
COUNTY OF RIVERSIDE

The RIVERSIDE COMMUNITY COLLEGE DISTRICT , LICENSEE, hereinafter referred to as "RCCD, and the COUNTY OF RIVERSIDE, a Political Subdivision of the State of California, LICENSOR, hereinafter referred to as "COUNTY", do hereby agree as follows:

The term "Parties" may be used throughout this document to collectively refer to RCCD and COUNTY.

ARTICLE 1. AGREEMENT

Section 1.01. COUNTY agrees to supply adequate office and classroom space, as well as the use of the Mat room, Range, laboratory facilities, and drill grounds for the purpose of teaching criminal justice, fire technology, emergency medical services and related general coursework at the COUNTY'S facility known as Ben Clark Public Safety Training (BCTC), or other locations as deemed appropriate between the parties.

Section 1.02. The designated classrooms, offices, mat room, range laboratory space and drill grounds, currently utilized by RCCD, are attached hereto and incorporated herein as Exhibit A.

Section 1.03. Classroom assignments will be mutually agreed upon between parties. Any change to assignments for any of the space mentioned above must be in writing and will be mutually agreed upon between the parties.

ARTICLE 2. TERM OF CONTRACT

Section 2.01. This agreement shall be for three years, commencing July 1, 2015, and terminating June 30, 2018, unless terminated by either party in the manner set forth herein.

Section 2.02. In the event the parties intend to renew this agreement at the end of the term for a one year period, and the parties have not yet finalized a renewal agreement, the terms and conditions of this agreement will continue in full force and effect, on a month-to-month basis, until a new agreement can be completed, approved and signed by the parties. If RCCD should incur an increased cost from the current rate of the expired agreement, then RCCD shall pay

retroactively the differential cost between the current rate of the expired agreement and the increased rate of the renewed agreement. If the RCCD rate in the expired agreement is more than the current rate, RCCD shall be credited with the differential cost.

ARTICLE 3. PAYMENT BASIS

Section 3.01. RCCD agrees to compensate COUNTY at rates established and adopted by the County Board of Supervisors, (County Board Policy H-30). Said rates are based on total square footage of all space utilized by RCCD, on an hourly, a half or whole day's usage. RCCD will not be charged when using a conference room for the purpose of conducting college approved meetings. Classrooms will be charged on a quarter, half or whole day's usage. The exception to a square footage charge would be the use of the range, which is a flat rate per half or whole day usage. RCCD shall be notified by COUNTY of any proposed change in rates to be charged prior to COUNTY's submittal to the Board of Supervisors for adoption, and RCCD shall be given an opportunity to review and approve the proposed change with COUNTY personnel. Any rate changes shall take effect at the beginning of RCCD's next fiscal year, beginning July 1. A copy of the current rate sheet is attached hereto and incorporated herein as Exhibit B.

Section 3.02. In consideration for the equipment provided by RCCD in the Fire gym and EMS scenario room, RCCD will not be charged for the use the Fire gym or EMS scenario room.

Section 3.03. When calculating room fees, if RCCD requests a small classroom at the time of initial reservation, but one is not available, RCCD shall be charged the room rate of the smaller classroom. When classes co-sponsored with COUNTY use break-out rooms, RCCD will be charged the room rate of the smaller classroom.

ARTICLE 4. IMPROVEMENTS

Section 4.01. In the event RCCD desires to make any improvements, alterations or installations of fixtures, it shall first notify COUNTY, providing COUNTY with proposed plans (if applicable) and obtain COUNTY's written approval from the Economic Development Agency, to make the improvements, alterations, or installation of fixtures. COUNTY shall not withhold consent unreasonably.

Section 4.02. Any improvements or alterations which are made, or fixtures installed, or caused to be made and installed by RCCD shall become the property of COUNTY, with the exception

of trade fixtures as that term is defined by Section 1019 of the Civil Code. At or prior to expiration of this Agreement, RCCD shall restore the premises to original condition, as nearly as practicable.

Section 4.03. If such trade fixtures are not removed by RCCD, COUNTY may, at its election either: 1) remove and store them, restoring the premises to its original condition and within thirty (30) days of removal and storage, seek reimbursement of any costs associated therewith; or 2) take and hold such fixtures as its sole property.

ARTICLE 5. SIGNAGE

Section 5.01. Other than signs, displays or other forms of advertising which RCCD already has in place, RCCD shall not add any additional signage, displays or advertising without the written consent of COUNTY, County shall not withhold consent unreasonably.

ARTICLE 6. FURNITURE/EQUIPMENT

Section 6.01. COUNTY shall provide furniture in the classroom areas. RCCD shall have the right to install portable equipment and fixtures as may be necessary for conducting classes and such equipment shall remain the property of RCCD.

Section 6.02. RCCD shall provide all office furniture and equipment that may be required for conducting business at BCTC.

ARTICLE 7. INGRESS/EGRESS

Section 7.01. RCCD shall be permitted ingress and egress to and from the premises through such doors and routes as are designated by the COUNTY through its Sheriff Department and Fire Department.

ARTICLE 8. CUSTODIAL/MAINTENANCE

Section 8.01. COUNTY shall provide for custodial services in connection with the premises and shall maintain the premises in good working order and repair.

ARTICLE 9. UTILITIES

Section 9.01. COUNTY shall provide, or cause to be provided, all utility services, including, but not limited to, electric, water, gas, refuse collection and sewer services necessary for the operation, maintenance and use of the premises. In addition, COUNTY shall provide internet infrastructure for all office space used by RCCD.

ARTICLE 10. INSPECTION OF PREMISES

Section 10.01. COUNTY shall have, at any time during normal business hours, the right to enter the premises used by RCCD for the purpose of inspecting, monitoring and evaluating the obligations of RCCD hereunder and for the purpose of doing any and all things which it is obligated and has a right to do under the Agreement.

Section 10.02. COUNTY will do everything possible in connection with any inspections to see that classes in session at time of inspection are disrupted as little as possible.

ARTICLE 11. QUIET ENJOYMENT

Section 11.01. RCCD shall have, hold and quietly enjoy the use of the premises so long as it shall fully and faithfully perform the terms and conditions that it is required to do under this Agreement.

ARTICLE 12. TERMINATION

Section 12.01. COUNTY shall have the right to terminate this Agreement forthwith if RCCD:

- a. Files for voluntary or involuntary bankruptcy;
- b. Makes a general assignment or RCCD's interest hereunder is assigned involuntary or by operation of law, for the benefit or creditors;
- c. Abandons the premises; or
- d. Refuses to meet any of its obligations hereunder or as otherwise provided by law.

Section 12.02. Notwithstanding the provisions in Section 12.01 above, either party may terminate this Agreement upon notice in writing to the other party or not less than six (6) months prior to the effective date of termination. Whether termination is by COUNTY or RCCD, it will coincide with the end of a semester.

ARTICLE 13. INSURANCE

Without limiting or diminishing the Licensee obligation to indemnify or hold the COUNTY harmless, Licensee shall procure and maintain or cause to be maintained, at its sole cost and expense, the following insurance coverage's during the term of this Agreement. As respects to the insurance section only, the County herein refers to the County of Riverside, its Agencies, Districts, Special Districts, and Departments, their respective directors, officers, Board of Supervisors, employees, elected or appointed officials, agents or representatives as Additional Insureds.

Section 13.01. Workers Compensation: RCCD's employees as defined by the State of California, RCCD shall maintain statutory Workers' Compensation Insurance (Coverage A) as prescribed by the laws of the State of California. Policy shall include Employers Liability (Coverage B) including Occupational Disease with limits not less than \$1,000,000 per person per accident. The policy shall be endorsed to waive subrogation in favor of the County of Riverside.

Section 13.02. Commercial General Liability: RCCD shall procure and maintain commercial general liability insurance coverage, including but not limited to, premises liability, unmodified contractual liability, products and completed operations liability, personal and advertising injury, and cross liability coverage, covering claims which may arise from or out of RCCD's performance of its obligations hereunder. Policy shall name the COUNTY as Additional insured. Policy's limit of liability shall not be less than \$1,000,000 per occurrence combined single limit. If such insurance contains a general aggregate limit, it shall apply separately to this agreement or be no less than two (2) times the occurrence limit.

Section 13.03. Vehicle Liability: If vehicles or mobile equipment are used in the performance of the obligations under this License Agreement, RCCD shall maintain liability insurance for all owned, non-owned or hired vehicles so used in an amount not less than \$1,000,000 per occurrence combined single limit. If such insurance contains a general aggregate limit, it shall apply separately to this agreement or be no less than two (2) times the occurrence limit. Policy shall name the County as Additional insured.

Section 13.04. General Insurance Provisions – All Lines:

Any insurance carrier providing insurance coverage hereunder shall be admitted to the State of California and have an A M BEST rating of not less than A: V111 (A:8) unless such requirements are waived, in writing, by the County Risk Manager. If the County's Risk

Manager waives a requirement for a particular insurer such waiver is only valid for that specific insurer and only for one policy term.

2) RCCD must declare its insurance self-insured retention for each coverage required herein. If any such self-insured retention exceeds \$500,000 per occurrence each such retention shall have the prior written consent of the County Risk Manager before the commencement of operations under this License Agreement. Upon notification of self-insured retention unacceptable to the County, and at the election of the County's Risk Manager. RCCD's carriers shall either: 1) reduce or eliminate such self-insured retention as respect this License Agreement with the County, or 2) procure a bond which guarantees payment of losses and related investigations, claims administration and defense costs and expenses.

3) RCCD shall cause RCCD's insurance carrier(s) to furnish the County of Riverside with either 1) a properly executed original Certificate(s) of Insurance and certified original copies of Endorsements effecting coverage as required herein, and 2) if requested to do so orally or in writing by the County Risk Manager, provide original Certified copies of policies including all Endorsements and all attachments thereto, showing such insurance is in full force and effect. Further, said Certificate(s) and policies of insurance shall contain the covenant of the insurance carrier(s) that thirty (30) days written notice shall be given to the County of Riverside prior to any material modification cancellation, expiration or reduction in coverage of such insurance. In the event of a material modification cancellation, expiration, or reduction in coverage this License Agreement shall terminate forthwith, unless the County of Riverside receives prior to such effective date, another properly executed original Certificate of Insurance and original copies of endorsements or certified original policies, including all endorsements and attachments thereto evidencing coverage's set forth herein and the insurance required herein is in full force and effect.

4) It is understood and agreed to by the parties hereto that RCCD's insurance shall be construed as primary insurance, and the County's insurance and/or deductibles and/or self-insured retention's or self-insured programs shall not be construed as contributory.

5) If during the term of this License Agreement or any extension thereof, there is a material change in the scope of services; or, there is a material change in the equipment to be used in the performance of the scope of work; or, the term of the License Agreement, including any

extensions thereof, exceeds five (5) years; the County reserves the right to adjust the types of insurance and the monetary limits of liability required under this License Agreement, if in the County Risk Manager's reasonable judgment, the amount of type of insurance carried by

6) RCCD shall pass down the insurance obligations contained herein to all tiers of RCCD's working under this License Agreement.

7) The insurance requirements contained in this License Agreement may be met with a program(s) of self-insurance acceptable to the County.

8) RCCD agrees to notify County of any claim by a third party or any incident or event that may give rise to a claim arising from the performance of this License Agreement.

ARTICLE 14. /HOLD HARMLESS INDEMNIFICATION LANGUAGE

Section 14.01. RCCD shall indemnify and hold harmless the County of Riverside, its Agencies, Districts, Special Districts and Departments, their respective directors, officers, Board of Supervisors, elected and appointed officials, employees, agents and representatives (individually and collectively hereafter referred to as Indemnitees) from any liability whatsoever, based or asserted upon any services of Licensee, its officers, employees, subcontractors, agents or representatives arising out of or in any way relating to the License Agreement, including but not limited to property damage, bodily injury, or death or any other element of any kind or nature whatsoever arising from the performance of Licensee, its officers, employees, subcontractors, agents or representatives Indemnitees from this License Agreement. RCCD shall defend, at its sole expense all costs and fees including, but not limited, to attorney fees, costs of investigation, defense and settlements or awards, the Indemnitees in any claim or action based upon such alleged acts or omissions. The Parties, their officers, agents, and employees, shall not be deemed to have any liability for the negligence, or any other willful act or omission of the other party or any of the other party's officers or employees, or for any dangerous or defective condition of any work or property of the other party;

Section 14.02. With respect to any action or claim subject to indemnification herein by Licensee, Licensee shall at their sole cost, have the right to use counsel of their own choice and shall have the right to adjust, settle, or compromise any such action or claim without the prior consent of County; provided, however, that any such adjustment, settlement or compromise in no

manner whatsoever limits or circumscribes Licensee's indemnification to Indemnitees as set forth herein.

Section 14.03. In the event there is conflict between this clause and California Civil Code Section 2782, this clause shall be interpreted to comply with Civil Code 2782. Such interpretation shall not relieve the Licensee from indemnifying the Indemnitees to the fullest extent allowed by law.

Section 14.04. RCCD, its assignees and successors in interest, shall be bound by all the terms and conditions contained in this Agreement, and all of the parties thereto shall be jointly and severally liable hereunder.

ARTICLE 15. LIMITATIONS

Section 15.01. RCCD shall not assign, sublet, mortgage, hypothecate or otherwise transfer in any manner any of its rights, duties, or obligations hereunder to any person or entity without first obtaining the written consent of COUNTY.

Section 15.02. COUNTY reserves the right to close BCTC during times of emergency or when needed by the Sheriff or Fire Departments for their activities. COUNTY shall notify RCCD of any such closure as soon as practicable, but not less than 48 hours prior to closure, unless the closure is for an emergency due to a natural disaster or a catastrophic event and in that case, notice shall be as soon as possible after the decision to do the closure.

Section 15.03. All range firing will be under direct supervision of BCTC Range Safety Officers who have completed a Peace Officer Standards and Training (POST) approved firearms instructors certification course or satisfactorily completed the BCTC's prescribed Range Safety Officer's Course.

Section 15.04. RCCD shall comply with all facility use rules.

ARTICLE 16. NOTICES

Section 16.01. Any notices to be given herein by either party to the other may be effected by either personal delivery in writing or mail, registered or certified, postage prepaid with return receipt requested. Each party may change the address below by written notice in accordance with this paragraph. Notices delivered personally will be deemed communicated as of the time of actual receipt; mailed notices will be deemed communicated as of three days after mailing.

Notices may be mailed as follows:

Riverside County Fire Department
John Hawkins, Fire Chief
210 W. San Jacinto
Perris, CA 92570

Moreno Valley College
Sandra Mayo, President
16130 Lasselle Street
Moreno Valley, CA 92551

Riverside County Sheriff's Department
Stanley Sniff, Sheriff-Coroner
P.O. Box 512
Riverside, CA 92502

Section 16.02 Or to such other addresses from time to time shall be designated by the respective parties. An information copy of any notice to COUNTY shall also be sent to:

County of Riverside
Economic Development Agency
3403 Tenth Street, Suite 400
Riverside, CA 92501
Attn: Deputy Director of Real Estate

ARTICLE 17. CONFORMITY WITH LAW AND SAFETY

Section 17.01. RCCD shall observe and comply with all applicable laws, ordinances, codes and regulations of governmental agencies, including federal, state, municipal and local governing bodies, having jurisdiction over the subject matter hereof, including all provisions of the Occupational Safety and Health Act of 1979 and all amendments thereto, and all applicable federal, state, municipal and local safety regulations.

Section 17.02. If a death, serious personal injury or substantial property damage occurs in connection with the performance of this Agreement, RCCD shall immediately notify the BCTC staff or Riverside County Sheriff Dispatch.

Section 17.03. RCCD shall promptly submit to COUNTY a written report, in such form as may be required by COUNTY of all accidents that occur in connection with this Agreement. This report must include the following information:

1. Name and address of the injured or deceased person(s)
2. Name and address of RCCD's risk manager for purposes of insurance coverage.
3. A detailed description of the accident and whether any of COUNTY's equipment tools, material or staff involved.

ARTICLE 18. DRUG-FREE WORKPLACE

Section 18.01. RCCD and its employees shall comply with the COUNTY's policy of maintaining a drug-free workplace. RCCD's employees shall not unlawfully manufacture distribute, dispense, possess or use controlled substances, as defined in 21 U.S. Code Section 812, including marijuana, heroin, cocaine and amphetamines at any COUNTY facility including the training facilities. If any employee of RCCD is convicted or pleads nolo contendere to any criminal drug statute violation occurring at any COUNTY facility or work site RCCD, with five (5) days thereafter, shall notify the Sheriff. Violation of this provision shall constitute a material breach of this Agreement.

ARTICLE 19. NON-DISCRIMINATION

Section 19. The parties shall not discriminate against any person in the provision of services, or employment of persons on the basis of ethnic group identification, national origin, religion, age, gender, gender identity, gender expression, race or ethnicity, color, ancestry, genetic information, sexual orientation, physical or mental disability, pregnancy, or any characteristic listed or defined in Section 11135 of the Government Code or any characteristic that is contained in the prohibition of hate crimes set forth in subdivision (1) of Section 422.6 of the California Penal Code, or any other status protected by law. The parties understand that harassment of any student or employees of the respective parties with regard to ethnic group identification, national origin, religion, age, gender, gender identity, gender expression, race or ethnicity, color, ancestry, genetic information, sexual orientation, physical or mental disability, pregnancy, or any characteristic listed or defined in Section 11135 of the Government Code or any characteristic that is contained in the prohibition of hate crimes set forth in subdivision (1) of Section 422.6 of the California Penal Code, or any other status protected by law is strictly prohibited.

The parties are responsible for making sure that their respective contractors and sub-contractors adhere to the above.

ARTICLE 20. PARTIAL INVALIDITY

Section 20.01. If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in anyway.

ARTICLE 21. ALTERATION OF TERMS

Section 21.01. No addition to, or alteration of the terms of this Agreement, whether by written or verbal understanding of the parties, their officers, agents, or employees, shall be valid unless made in the form of a written amendment to this Agreement, which is formally approved and executed by both parties.

ARTICLE 22. GOVERNING LAW

Section 22.01. This Agreement will be governed by and construed in accordance with the laws of the State of California and the venue of any action or proceeding in connection herewith shall be the County of Riverside, State of California.

(REMAINDER OF PAGE INTENTIONALLY LEFT BLANK)

ARTICLE 23. ENTIRE AGREEMENT

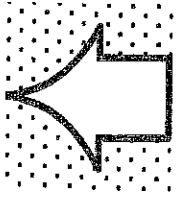
Section 23.01. This Agreement is intended by the parties hereto as a final expression of their understanding, with respect to the subject matter hereof and as a complete and exclusive statement of the terms and conditions thereof and supersedes any and all prior and contemporaneous agreements and understandings, oral or written, in connection therewith.

Section 23.02. The duly authorized representatives of the parties have signed in confirmation of this Agreement as of the dates indicated below.

LICENSEE

RIVERSIDE COMMUNITY COLLEGE
DISTRICT:

COUNTY OF RIVERSIDE



By: _____
Aaron Brown, Vice Chancellor
Administration and Finance

By: John J. Benoit
John J. Benoit, Chairman
Board of Supervisors

By: _____
Sandra Mayo, President
Moreno Valley College

ATTEST:
KECIA HARPER-JHEM, Clerk
By: Kecia Harper-Jhem
DEPUTY

By: _____

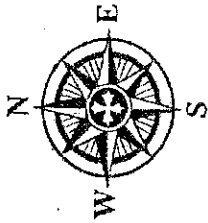
APPROVED AS TO FORM:
Gregory P. Priamos
County Counsel

By: Gregory P. Priamos
Deputy County Counsel

EXHIBIT A

**Schedule of Fees
For Ben Clark
Training Center
FY08/09**

Fee Type	Rate	Usage
Office	\$ 2.13	Per Square Foot Per Month
Classroom	\$ 0.16	Per Square Foot Per Day
	\$ 0.08	Per Square Foot Per Half Day (Minimum use 4 hours = Half Day)
Conference Room	\$ 0.02	Per Square Foot Per Hour (Minimum use 1 hour)
Mat Room:	\$ 0.10	Per Square Foot Per Day
	\$ 0.05	Per Square Foot Per Half Day (Minimum use 4 hours = Half Day)
Lodging	\$ 34.00	Per Night Per Guest
Range	\$ 413.76	Per Day Per Bay
	\$ 206.88	Per Half Day Per Bay (Minimum use 4 hours = Half Day)
Weapon & Ammunition Storage	\$ 0.32	Per Square Foot Per Day
Vehicle & Equipment Storage	\$ 0.04	Per Square Foot Per Day
Drill Grounds	\$ 0.0060	Per Square Foot Per Day
	\$ 0.0030	Per Square Foot Per Half Day (Minimum use 4 hours = Half Day)



Map not to scale

Gas House

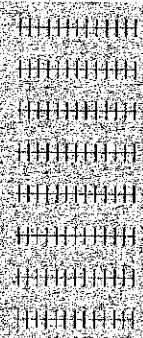
Academy Grinder

W-1 Room Bldg 41	W-2 Room Bldg 43	Academy Bldg 17	Academy Bldg 23	Academy Bldg 211	SWORN TACT Staff Bldg 415
SW-1 Room Bldg 44	SW-2 Room Bldg 46	Academy Bldg 18	Academy Bldg 212	Academy Bldg 213	ROUJAN TCU MACH Bldg 411

Student Parking

Spanish Bldg 24	Math Bldg 25	Art Bldg 26	Art Bldg 27	Art Bldg 28	Art Bldg 29	Art Bldg 30	Art Bldg 31	Art Bldg 32	Art Bldg 33	Art Bldg 34	Art Bldg 35	Art Bldg 36	Art Bldg 37	Art Bldg 38	Art Bldg 39	Art Bldg 40	Art Bldg 41	Art Bldg 42	Art Bldg 43	Art Bldg 44	Art Bldg 45	Art Bldg 46	Art Bldg 47	Art Bldg 48	Art Bldg 49	Art Bldg 50	Art Bldg 51	Art Bldg 52	Art Bldg 53	Art Bldg 54	Art Bldg 55	Art Bldg 56	Art Bldg 57	Art Bldg 58	Art Bldg 59	Art Bldg 60	Art Bldg 61	Art Bldg 62	Art Bldg 63	Art Bldg 64	Art Bldg 65	Art Bldg 66	Art Bldg 67	Art Bldg 68	Art Bldg 69	Art Bldg 70	Art Bldg 71	Art Bldg 72	Art Bldg 73	Art Bldg 74	Art Bldg 75	Art Bldg 76	Art Bldg 77	Art Bldg 78	Art Bldg 79	Art Bldg 80	Art Bldg 81	Art Bldg 82	Art Bldg 83	Art Bldg 84	Art Bldg 85	Art Bldg 86	Art Bldg 87	Art Bldg 88	Art Bldg 89	Art Bldg 90	Art Bldg 91	Art Bldg 92	Art Bldg 93	Art Bldg 94	Art Bldg 95	Art Bldg 96	Art Bldg 97	Art Bldg 98	Art Bldg 99	Art Bldg 100
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Academy Parking



Ben Clark Admin Bldg.
R50-CHP-MVC Sheriff's Personnel

YOU ARE HERE

Personnel Testing and Orientation



Running Track

Cal-Fire Drill Grounds

Fire/EMS Modular Classrooms

MVC Offices

Cal-Fire Admin

Auditorium

Sheriff Dormitory

Scenario Bld



BEN CLARK PUBLIC SAFETY TRAINING CENTER

Scenario Range Village

Equestrian Center

- R50 - Riverside County Sheriff's Department
- CHP - California Highway Patrol
- MVC - Moreno Valley College
- EMS - Emergency Medical Services
- CAL-Fire - Riverside County Fire Department
- California Department of Forestry and Fire Protection
- Parkir
- Dirt R

Barton Rd

Bundy Ave

500 Lamy Parrish Pkwy SPO

Nardella Ave

**COUNTY OF RIVERSIDE, CALIFORNIA
BOARD OF SUPERVISORS POLICY**

<u>Subject:</u>	<u>Policy Number</u>	<u>Page</u>
BEN CLARK PUBLIC SAFETY TRAINING CENTER FACILITY USE	H-30	1 of 1

PURPOSE

This policy provides guidelines for the use of the Ben Clark Public Safety Training Center.

FACILITY DESCRIPTION

The Ben Clark Public Safety Training Center is located in Riverside County and jointly operated by the Riverside County Sheriff's and Riverside County Fire Departments. The center offers a variety of training facilities and venues for public safety personnel.

CONDITIONS OF USE

1. Use of the facility is on a space available basis. The Riverside County Sheriff and Fire departments have priority usage.
2. Use of the facility is restricted and available only to agencies that provide a nexus to local and state public safety training. Any request for use outside public safety training operations must be addressed to Riverside County Facilities Management.
3. Reservations for facility use can be made by contacting either the Riverside County Sheriff or Riverside County Fire at the Ben Clark Public Safety Training Center.
4. Non-county entities will be required to complete an "Agreement for Use of the Ben Clark Public Safety Training Center" at least two weeks prior to the requested use date. The user agrees to pay the County the facility use fees approved by the Board of Supervisors. The Board reserves the right to periodically revise these rates.
5. Displays of art and the distribution of information or other media must be reviewed and approved in advance by either the Riverside County Sheriff or Fire Department Ben Clark Public Safety Training Center commander.
6. All buildings at the training center are non-smoking. Smoking on the grounds is only permitted in identified designated areas.

Reference:

Minute Order 3.13 of 05/05/09

EXHIBIT "B"

Agenda Item (VI-B-6-d)

Meeting	2/16/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-6-d)
Subject	Contract for Apprentice Training Program Remittance to Riverside County Educational and Training Trust Fund
College/District	Norco
Funding	Related and Supplemental Instruction Funds Allocation
Recommended Action	It is recommended that the Board of Trustees ratify the contract for the period of July 1, 2015 through June 30, 2016 not to exceed \$464,100.

Background Narrative:

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

On July 1, 2015, the District received \$546,000 in state allocated Related and Supplemental Instruction (RSI) funds for apprenticeship programs.

This contract between Norco College and IBEW allows the college to remit 85% of the RSI funds to IBEW upon receipt and verification of the training hours. Reports for the training hours are submitted by Norco College to the State Chancellor's office. The total pass through costs to IBEW are not to exceed \$464,100.

Prepared By: Paul Parnell, President, Norco College
Diane Dieckmeyer, Vice President, Academic Affairs
Beth Gomez, Vice President, Business Services (Norco)
Kevin Fleming, Dean of Instruction, CTE Programs and Grants

Attachments:

[Contract for Apprentice Training Program Remittance to Riverside County Educational and Training Trust Fund](#)

**AGREEMENT
FOR
APPRENTICESHIP TRAINING PROGRAM**

THIS AGREEMENT is made and entered into the 1st day of July, 2015 by and between Riverside Community College District on behalf of Norco College, a public entity, hereinafter referred to as the "DISTRICT" and Riverside County Educational and Training Trust Fund, hereinafter referred to as "SPONSOR"

WITNESSETH:

THIS AGREEMENT, the parties hereby agree to the following:

1. BASIS OF AGREEMENT

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

2. MINIMUM HOURS OF INSTRUCTION

Program SPONSOR shall provide supervision of sites and other services. Each apprentice shall receive a minimum of 900 hours of instruction during the apprentice program as specified herein. SPONSOR may make changes in minimum number of hours of instruction subject to approval by the DISTRICT.

3. RESPONSIBILITY FOR RELATED AND SUPPLEMENTAL INSTRUCTION

The DISTRICT is responsible for the development of curriculum for instruction, and the administration and supervision of related and supplemental instruction for apprentices, coordination of instruction with job experiences, and in cooperation with the SPONSOR, the selection and the training of teachers. The DISTRICT shall provide such coordinators as are required to implement and maintain the program as specified herein. District agrees to maintain curriculum that aligns seamlessly with the previous LEA.

4. FACILITIES FOR THE PROGRAM

The DISTRICT and the Program SPONSOR have determined that the program shall be held off campus as authorized by Section 3074 of the Labor Code. Program SPONSOR shall provide facilities appropriate for the conduct of the programs at 1855 Business Center Drive, San Bernardino, CA 92408. This facility shall at all times be safely maintained and shall comply with the California Public Safety Building Codes. Program SPONSOR shall provide and maintain adequate workspace for each apprentice participating in the program. Program SPONSOR shall also provide appropriate classroom facilities, parking, equipment, and all utilities. The DISTRICT may provide facilities for the Program. If

the DISTRICT provides facilities, the costs associated with providing such facilities will be deducted from the amount payable to Program SPONSOR as specified in Paragraph 10 herein.

5. INSTRUCTIONAL

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

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

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

6. ATTENDANCE AND ACHEIVEMENT REPORTING

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

7. HOLD HARMLESS

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

8. INSURANCE REQUIREMENTS

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

DISTRICT as an additional insured. Program SPONSOR shall provide the Business & Contract Services office with a certificate of insurance prior to the execution of this Agreement. Certificates of insurance shall be directed to the attention of Business & Contract Services.

9. WORKERS COMPENSATION

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

10. PAYMENTS

The DISTRICT shall pay Program SPONSOR an amount equal to eighty-five percent (85%) of the amount specified as state aid in Section 8152 of the Education Code of the State of California for each clock hour of teaching time per apprentice, less any deficit which may be imposed during each year this Agreement is in effect and less any amounts paid by the DISTRICT for the provision of classroom instructors, including workers' compensation insurance, and less any amounts paid by the DISTRICT for the acquisition, maintenance, and servicing of facilities for the program. SPONSOR will provide names, addresses, and clock hours of attendance for each apprentice listed on the DISTRICT school attendance form. Payments shall be made, based on the total hours of attendance reported during the first period and adjusted annual period. Payment for any amounts owed to Program SPONSOR, pursuant to Program SPONSOR agreement, will be paid within 45 days of the end of each apportionment period.

11. RESPONSIBILITY FOR EXCESS COSTS

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

12. LIMITATION OF DISTRICT RESPONSIBILITY FOR PAYMENT

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

13. ASSESSMENT AND IN-SERVICE

Quality instruction is a joint responsibility of the Program SPONSOR and the DISTRICT. The qualifications, materials and expertise in the SPONSOR'S field shall be the prime responsibility of the SPONSOR. The DISTRICT has the prime responsibility for the classroom climate and skills,

techniques, and strategies for assisting students in their learning. The Program SPONSOR and DISTRICT have auxiliary responsibilities in the prime areas.

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

14. INFORMATION AS TO AVAILABILITY OF PROGRAMS

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

The term of the agreement shall be for the period beginning July 1, 2015 through June 30, 2016. The agreement may be amended by written mutual consent of the parties and may be terminated by either party provided that either party issues a written notification to the other party prior to May 1st, of the current agreement year. The cancellation will become effective on June 30th of the current agreement year.

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

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ON BEHALF OF NORCO COLLEGE



Signature

Dr. Paul Parnell
President, Norco College

Date

3-6-15

RIVERSIDE COUNTY EDUCATIONAL AND
TRAINING TRUST FUND


Director Chairman, Riverside Committee

3-6-15
Date


Secretary, Riverside Committee

3-6-15
Date

~~Chairman, San Bernardino~~

Date

~~Secretary, Riverside Committee~~

Agenda Item (VI-B-6-e)

Meeting	2/16/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-6-e)
Subject	Agreement for Galaxy System 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 for Galaxy System with Riverside County Superintendent of Schools in the amount of \$158,700.

Background Narrative:

Attached for the Board of Trustees review and consideration is a continuing agreement between Riverside Community College District and the Riverside County Superintendent of Schools (RCSS) to provide the District with information technology support services related to RCSS's Galaxy System. The District uses the Galaxy System to process purchase orders, payroll, accounts payable, accounts receivable, and risk management transactions. In addition, the Galaxy System is used for position control; to prepare and monitor the District's budget; and for fiscal reporting. The term of the agreement is from July 1, 2015 through June 30, 2016. The fee for this service is based on the District's Full-Time Equivalent Student (FTES) count measured at the first principal apportionment date.

The total estimated cost for this contract for FY 2015-2016, is estimated to be approximately \$158,700.

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

Attachments:

[02162016_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”;

W I T N E S S E T H :

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

Network and Internet Services

These services have been moved to separate agreement.

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 MicroStrategy 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, MicroStrategy and Student Information System Training
- Specialized training upon request
 - Executive style
 - One-on-one End User training
- Provide End User Documentation for Galaxy, OneSource, MicroStrategy 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
Report Card Processing	\$0.17/Form
Postage (Performed as a service at the USPS Rate as of Mailing + Han)	\$0.49/Piece
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
OneSource Additional Power User License Support	\$432.82/License
OneSource Liaison User License Support	\$284.82/License
OneSource Web User Requisitioner License Support	\$65.16/Named User
VPN Access (per user account/per year)*	\$25.00/per user

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 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.
3. The DISTRICT agrees to pay the SUPERINTENDENT the amount of \$4.00 times the District's 2014 CALPADS enrollment for Galaxy System Support.
4. The DISTRICT agrees to pay the SUPERINTENDENT the amount of \$.40 times the District's 2014 CALPADS enrollment for Report Processing and Distribution.
5. The DISTRICT agrees to pay the SUPERINTENDENT the amount of \$480.00 for Standard Retirement Reporting and Support.
6. GALAXY DEVELOPMENT: Request for Change/Enhancement Request(s) should be submitted to the Service Desk. The Prioritization Committee is to review all project requests and will place in work order for the Development Team. A project request is defined as 2 or more months of staff time. Galaxy modifications and enhancements cost estimates and release schedules will be presented annually by March 31st to the Galaxy Development Council. The budget and the assessment for each release shall be voted upon by the membership. By majority rule the members shall be bound by the outcome of the vote.

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

2014-15 Galaxy Development Council Approved Development:

- a. The DISTRICT agrees to pay the SUPERINTENDENT the amount of \$1.25 times the District's 2014 CALPADS enrollment for the **End User Reporting Project**.
7. The term of this agreement shall be from the **July 1, 2015** to and including **June 30, 2016**. The SUPERINTENDENT will provide a rate letter for a successor agreement in April of 2016. The DISTRICT shall notify the SUPERINTENDENT by May 1, 2016 in writing if the DISTRICT does not intend to participate in the 2016-17 fiscal year.
8. The SUPERINTENDENT shall invoice the DISTRICT in March 2016 for the annual charges. Semiannual or usage charges shall be invoiced in March 2016 and July 2016. The DISTRICT agrees to make payment within 30 days from invoice date.
9. The SUPERINTENDENT at his discretion may reduce the rate should increase in participation warrant a reduction. The SUPERINTENDENT shall invoice the DISTRICT in March of each year, and the DISTRICT agrees to make payment within 30 days.
10. 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.
11. AB1584 COMPLIANCE: This requirement applies to agreements for services that utilize electronic technology, including cloud-based services, for the digital storage, management and retrieval of pupil records, as well as educational software that authorizes a third-party provider to access, store and use pupil records. The SUPERINTENDENT must ensure the security and confidentiality of pupil records, and provide a description on the attached **Attachment A, Technology Services Agreement**, which is hereby incorporated into, and made a part of, the Agreement by this reference, of how the

SUPERINTENDENT, third-party providers and DISTRICT will jointly ensure compliance with the federal Family Educational Rights and Privacy Act.

An Agreement that fails to comply with the requirements of this section shall be rendered void if, upon notice and a reasonable opportunity to cure, the noncompliant party fails to come into compliance and cure any defect. Written notice of noncompliance may be provided by any party to the Agreement. All parties subject to an Agreement voided under this subdivision shall return all pupil records in their possession to the *DISTRICT*.

12. 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.
13. 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.
14. 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.
15. 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
Information Technology Services

Printed Name and Title

Aaron S. Brown, Vice Chancellor
Business & Financial Services

Printed Name and Title

Date _____

Date _____

**ATTACHMENT A
TECHNOLOGY SERVICES AGREEMENT FOR
CALIFORNIA ASSEMBLY BILL 1584 COMPLIANCE**

This Agreement is entered into between the **Riverside County Superintendent of Schools** ("Superintendent") and **Riverside Community College District** ("DISTRICT") on **July 1, 2015** ("Effective Date").

WHEREAS, the Superintendent is a California public entity subject to all state and federal laws governing education, including but not limited to California Assembly Bill 1584 ("AB 1584"), the California Education Code, the Children's Online Privacy and Protection Act ("COPPA"), and the Family Educational Rights and Privacy Act ("FERPA");

WHEREAS, AB 1584 requires, in part, that any agreement entered into, renewed or amended after January 1, 2015 between a local education agency and a third-party consultant must include certain terms; and

WHEREAS, the Superintendent and the DISTRICT desire to have the Technology Services Agreement and the services provided comply with AB 1584.

NOW, THEREFORE, the Parties agree as follows:

1. The terms and conditions of the Technology Services Agreement and any addenda are incorporated herein by reference.
2. The term of this Addendum shall expire on the termination date stated in the Technology Services Agreement or in any addenda to such Technology Services Agreement, whichever controls.
3. Pupil records* obtained by Superintendent from *DISTRICT* continue to be the property of and under the control of the *DISTRICT*.
4. The procedures by which pupils may retain possession and control of their own pupil-generated content are outlined as follows:

There is no pupil generated content stored in DISTRICT'S instance of Galaxy.

5. The options by which a pupil may transfer pupil-generated content to a personal account include:

There is no pupil generated content stored in DISTRICT'S instance of Galaxy.

6. Parents, legal guardians, or eligible pupils may review personally identifiable information in the pupil's records and correct erroneous information by the following protocol:

There is no pupil generated content stored in DISTRICT'S instance of Galaxy.

*Pupil records include any information directly related to a pupil that is maintained by the LEA or acquired directly from the pupil through the use of instructional software or applications assigned to the pupil by a teacher or other LEA employees. Pupil records does not include not mean de-identified information (information that cannot be used to identify an individual pupil) used by the third party to (1) improve educational products for adaptive learning purposes and for customized pupil learning; De-identified information, including aggregated de-identified information, (2) demonstrate the effectiveness of the operator's products in the marketing of those products; or for the development and improvement of educational sites, services, or applications.

7. Service Provider shall take actions to ensure the security and confidentiality of pupil records, including but not limited to designating and training responsible individuals on ensuring the security and confidentiality of pupil records, by the following measures:

CONSULTANT provides the software solution by which the Superintendent retains and updates pupil information. Superintendent will host this data in its own Data Centers and CONSULTANT will not have any ownership or collection of any pupil information, except for temporary instances whereby the CONSULTANT is providing technical support and resolution assistance when requested by the Superintendent, after which, the data is deleted.

CONSULTANT shall conduct annual training seminars for all its responsible agents to review all student privacy laws and Consultant practices to ensure the security and confidentiality of pupil records.

8. In the event of an unauthorized disclosure of a pupil's records, Service Provider shall report to an affected parent, legal guardian, or eligible pupil pursuant to the following procedure:

CONSULTANT provides the software solution by which the Superintendent retains and updates pupil information. Superintendent will host this data in its own Data Centers and CONSULTANT will not have any ownership or collection of any pupil information, except for temporary instances whereby the CONSULTANT is providing technical support and resolution assistance when requested by the Superintendent, after which, the data is deleted.

If the CONSULTANT discovers that the records were disclosed through its own faults or a flaw in its system, CONSULTANT shall notify the Superintendent immediately, and optionally notify the affected parties through a message in their software portal. CONSULTANT will utilize its current resources designed to minimize the exposure of cyber breach claims resulting from unauthorized disclosure of records.

CONSULTANT the Superintendent and the DISTRICT will work collaboratively to notify affected parents, legal guardians, or eligible pupils in the event of an unauthorized disclosure of records.

9. Service Provider shall not use any information in a pupil record for any purpose other than those required or specifically permitted by the Technology Services Agreement.

10. Service Provider certifies that a pupil's records shall not be retained or available to the Service Provider upon completion of the terms of the Technology Services Agreement, except for a case where a pupil chooses to establish or maintain an account with Service Provider for the purpose of storing pupil-generated content, either by retaining possession and control of their own pupil-generated content, or by transferring pupil-generated content to a personal account. Such certification will be enforced through the following procedure:

There is no pupil generated content stored in DISTRICT'S instance of Galaxy.

11. LEA agrees to work with Service Provider to ensure compliance with FERPA and the Parties will ensure compliance through the following procedure:

There is no pupil generated content stored in DISTRICT'S instance of Galaxy.

IN WITNESS WHEREOF, parties execute this Agreement on the dates set forth below.

**Riverside County
Superintendent of Schools**

Riverside Community College District

Authorized Signature

Authorized Signature

Richard D'Souza, Executive Director
Information Technology Services

Aaron S. Brown, Vice Chancellor
Business & Financial Services

Printed Name and Title

Printed Name and Title

Date _____

Date _____

Agenda Item (VI-B-7)

Meeting	2/16/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-7)
Subject	Out-of-State Travel
College/District	District
Funding	n/a
Recommended Action	Recommended that the Board of Trustees approve the out-of-state travel.

Background Narrative:

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

Prepared By: Michael Burke, Ph.D., Chancellor
Heidi Gonsier, Executive Administrative Assistant

Attachments:

[Out of State Travel](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Subject: Out-of-State Travel

Date: February 16, 2016

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

Revision:

- 1) Ms. Virginia Blumenthal, president, board of trustees, to travel to Washington D.C., February 7-11, 2016, to attend the 2016 ACCT Community College National Legislative Summit. Estimated cost: \$2,831.00. Funding source: Riverside Community College District General fund. (The original TR incorrectly listed the airfare at \$331; the correct amount for the original airfare was \$1,136.20, making the original cost \$3,636.20 not \$2,831. The travel dates changed from February 7-11, 2016 to 7-10, 2016 which resulted in lowering the actual cost from \$3,636.20 to \$3,133.24 due to flight changes.)

Current:

Norco College:

- 1) Mr. William Diehl, application support technician, admissions & records, to travel to Denver, Colorado, April 17-20, 2016, to attend the Ellucian Live 2016 Conference. Estimated cost: \$2,339.45. Funding source: Board Financial Assistant Program fund.

Riverside City College:

- 1) Mr. Robert Baradaran, faculty, applied technology culinary academy, to travel to Atlanta, Georgia, March 12-15, 2016, to attend the American Culinary Federation Chef Connect. Estimated cost: \$2,290.28. Funding source: \$2,146.28 to be paid by Perkins 1-C and \$144 to be paid by traveler.
- 2) Mr. Everett Long, production printing specialist, applied digital media & printing graphics center, to travel to, Memphis, Tennessee, March 21-23, 2016, to attend the Technical Association of the Graphic Arts 2016 Annual Technical Conference. Estimated cost: \$1,929.18. Funding source: \$1,120.51 to be paid by Perkins fund and \$807.67 to be paid by the Printing Industries of America.
- 3) Ms. Toni Rangel, manager, early childhood education center, to travel to Head Island, South Carolina, March 9-12, 2016, to attend the 44th Annual National Coalition for Campus Children's Center Conference. Estimated cost: \$1,911.52. Funding source: Riverside City College General fund.
- 4) Mr. Charles Richard, professor, music, to travel to Lubbock, Texas, March 8-13, 2016, to attend and perform at the National Saxophone Alliance Association Conference and at University of New Mexico and University of Eastern New Mexico. Estimated cost: \$1,069.10. No cost to the District. Funding source: All expenses to be paid by traveler.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Subject: Out-of-State Travel

Date: February 16, 2016

- 5) Ms. Lara (Xin) Zhang, assistant dean, center for international students and programs, to travel to Chongqing, Chengdu, Zhangzhou, Huizhōu, Hong Kong, and Jaingmen, China, to attend Linden Educational Tours Spring 2016 China Tour and Multi-School Recruitment. Estimated cost: \$10,690.96. Funding source: Riverside City College General fund.

Riverside Community College District:

- 1) Mr. Jeff Williamson, statewide director, center for international trade development, to travel to Hannover, Germany, March 11-20, 2016, to Organize California Promotion at CeBit – California State Trade and Export Promotion. Estimated cost: \$5,063. Funding source: Sector Navigator grant.

Agenda Item (VI-B-8-a)

Meeting	2/16/2016 - Regular
Agenda Item	Consent Agenda Action (VI-B-8-a)
Subject	Notice of Completion
College/District	District
Funding	N/A
Recommended Action	It is recommended that the Board of Trustees 1) accept the project listed on the attachment as complete, and 2) approve the execution of the Notice of Completion (under Civil Code Section 3093 – Public Works).

Background Narrative:

Facilities Planning & Development staff reports that the project listed on the attachment is now complete.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services
Scott Zwart, Director, Facilities, Maintenance and Operations
Majd Askar, Director of Business Services

Attachments:

[02162016_Notice of Completion](#)

COMPLETED PROJECT

February 16, 2016

Project

2015 Campus Wide ADA/Tripping Hazard Repairs at RCC

Contractor

CT&T Concrete Paving, Inc.

RECORDING REQUESTED BY
AND WHEN RECORDED MAIL TO:

Name
Business and Financial Services
Street
Address
City &
State

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

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

NOTICE OF COMPLETION

Notice is hereby given that:

- The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
- The full name of the owner is _____
- The full address of the owner is _____

- The nature of the interest or estate of the owner is in fee.
(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
_____	_____
_____	_____
- A work of improvement on the property hereinafter described was completed on _____. The work done was:

- The name of the contractor, if any, for such work of improvement was _____
(If no contractor for work of improvement as a whole, insert "none") (Date of Contract)
- The property on which said work of improvement was completed is in the city of _____, County of _____, State of California, and is described as follows: _____

- The street address of said property is _____
(If no street address has been officially assigned, insert "none")

Dated: _____

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

VERIFICATION

I, the undersigned, say: I am the _____ the declarant of the foregoing
("President of," "Manager of," "A partner of," "Owner of," etc.)
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 _____, 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 (VII-A)

Meeting 2/16/2016 - Regular

Agenda Item Consent Agenda Information (VII-A)

Subject CCFS-311Q – Quarterly Financial Status Report for the 2nd Quarter Ended December 31, 2015

College/District District

Information Only

Background Narrative:

See the attached CCFS-311Q – Quarterly Financial Status Report for the 2nd Quarter ended December 31, 2015.

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

Attachments:

[02162016_CCFS 311Q \(2nd Quarter\)](#)

CCFS-311Q – Quarterly Financial Status Report Background Narrative December 31, 2015

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: 2015-2016

Quarter Ended: (Q2) Dec 31, 2015

District: (960) RIVERSIDE

Your Quarterly Data is Certified for this quarter.

Chief Business Officer

CBO Name:

Aaron S. Brow

CBO Phone:

951-222-8789

CBO Signature:



Date Signed:

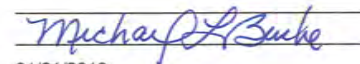
1-22-16

Chief Executive Officer Name:

Michael L. Burke, Ph.D.

CEO Signature:

Date Signed:



Electronic Cert Date:

01/21/2016

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 4550
Sacramento, California 95811

Send questions to:

Christine Atalig (916)327-5772 atalig@ccccc.edu or Tracy Britten (916)323-6899 tbritten@ccccc.edu

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CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE

Quarterly Financial Status Report, CCF5-311Q

[VIEW QUARTERLY DATA](#)

CHANGE THE PERIOD

Fiscal Year: 2015-2016

District: (960) RIVERSIDE

Quarter Ended: (Q2) Dec 31, 2015

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2012-13	Actual 2013-14	Actual 2014-15	Projected 2015-2016
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	136,633,788	142,471,581	152,045,454	180,466,074
A.2	Other Financing Sources (Object 8900)	272,935	-1,360,199	-734,910	-1,156,488
A.3	Total Unrestricted Revenue (A.1 + A.2)	136,906,723	141,111,382	151,310,544	179,309,586
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	130,689,682	137,015,538	147,166,125	182,282,406
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	1,941,414	3,288,493	1,626,406	1,576,503
B.3	Total Unrestricted Expenditures (B.1 + B.2)	132,631,096	140,304,031	148,792,531	183,858,909
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	4,275,627	807,351	2,518,013	-4,549,323
D.	Fund Balance, Beginning	6,616,950	10,926,707	11,734,058	14,252,070
D.1	Prior Year Adjustments + (-)	34,130	0	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	6,651,080	10,926,707	11,734,058	14,252,070
E.	Fund Balance, Ending (C. + D.2)	10,926,707	11,734,058	14,252,071	9,702,747
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	8.2%	8.4%	9.6%	5.3%

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	25,119	26,400	27,660	28,511
-----	---	--------	--------	--------	--------

As of the specified quarter ended for each fiscal year

III. Total General Fund Cash Balance (Unrestricted and Restricted)	2012-13	2013-14	2014-15	2015-2016
---	---------	---------	---------	-----------

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

** As specified in Collective Bargaining Agreement or other Employment Contract*

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

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)? NO

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

VII. Does the district have significant fiscal problems that must be addressed? NO
This year? NO
Next year? NO

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

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
GENERAL FUND REVENUE AND EXPENDITURE REPORT
FOR THE PERIOD ENDED DECEMBER 31, 2015**

Cash Position - Unrestricted and Restricted

	YTD Activity
Beginning Cash, July 1, 2015	\$ 31,232,164
Net Change in Accounts Receivables	9,882,240
Net Change in Accounts Payables	(14,976,545)
Revenue and Other Financial Sources	109,537,918
Expenditures and Other Outgo	(90,926,796)
Ending Cash, December 31, 2015	\$ 44,748,981

Budget and Actual Activity - Unrestricted

	Adopted Budget	Revised Budget	YTD Activity
Revenues			
Federal	\$ 188,246	\$ 188,246	\$ 28,427
State	129,933,500	129,933,500	63,755,330
Local	49,394,420	50,344,328	20,369,520
Total Revenues	179,516,166	180,466,074	84,153,277
Other Financing Sources	(1,156,488)	(1,156,488)	(526,740)
Total Revenues	178,359,678	179,309,586	83,626,537
Expenditures			
Academic Salaries	\$ 73,022,922	\$ 72,967,035	\$ 32,778,211
Classified Salaries	31,384,196	31,311,311	14,132,709
Employee Benefits	37,037,684	37,041,009	13,897,128
Materials & Supplies	2,267,542	2,286,339	659,353
Services	36,633,560	37,518,554	7,783,939
Capital Outlay	986,594	1,158,158	238,946
Total Expenditures	181,332,498	182,282,406	69,490,286
Other Outgo - Objects	1,576,503	1,576,503	813,203
Total Expenditures and Other Outgo	182,909,001	183,858,909	70,303,489
Revenues Over (Under)			
Expenditures	\$ (4,549,323)	\$ (4,549,323)	\$ 13,323,048
Beginning Fund Balances	14,252,070	14,252,070	14,252,071
Ending Fund Balances	\$ 9,702,747	\$ 9,702,747	\$ 27,575,119
Contingency			
Unrestricted	\$ 8,802,747	\$ 8,802,747	\$ 26,675,119
Reserve	900,000	900,000	900,000
Total Contingency/Reserve	\$ 9,702,747	\$ 9,702,747	\$ 27,575,119

Agenda Item (VII-B)

Meeting 2/16/2016 - Regular

Agenda Item Consent Agenda Information (VII-B)

Subject Monthly Financial Report for Month Ending – January 31, 2016

College/District District

Information Only

Background Narrative:

See the attached monthly Financial Report for the period July 1, 2015 through January 31, 2016.

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

Attachments:

[02162016_Financial Report for July-January 2016](#)

MONTHLY FINANCIAL REPORT
JULY 1, 2015 – JANUARY 31, 2016

<u>General Funds</u>	<u>Page</u>
Resource 1000 - General Operating	2
Resource 1050 - Parking	3
Resource 1070 - Student Health Services	4
Resource 1080 - Community Education	5
Resource 1090 - Performance Riverside	6
Resource 1110 - Contractor-Operated Bookstore	7
Resource 1120 - Center for Social Justice and Civil Liberties	8
Resource 1170 - Customized Solutions	9
Resource 1180 - Redevelopment Pass-Through	10
Resource 1190 - Grants and Categorical Programs	11
<u>Special Revenue Funds</u>	
Resource 3200 - Food Services	12
Resource 3300 - Child Care	13
<u>Capital Projects Funds</u>	
Resource 4100 - State Construction & Scheduled Maintenance	14
Resource 4130 - La Sierra Capital	15
<u>General Obligation Bond Capital Project Funds</u>	
Resource 4370 - G. O. Bond Series 2010D Capital Appreciation Bonds	16
Resource 4380 - G. O. Bond Series 2010D Build America Bonds	17
Resource 4390 - G. O. Bond Series 2015E Capital Appreciation Bonds	18
<u>Internal Service Funds</u>	
Resource 6100 - Self-Insured PPO Health Plan	19
Resource 6110 - Self-Insured Workers Compensation	20
Resource 6120 - Self-Insured General Liability	21
Resource 6900 – Internal Service Fund – OPEB	22
<u>Expendable Trust and Agency Funds</u>	
Associated Students of RCCD	23
Student Financial Aid	24
RCCD Development Corporation	25

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED JANUARY 31, 2016**

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

Fund 11, Resource 1000 - General Operating - Unrestricted

	Prior Year Actuals 7-1-14 to 6-30-15	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 149,281,413	\$ 176,965,511	\$ 176,965,511	\$ 108,029,031
Inter/Intrafund Transfer from				
Customized Solutions (Resource 1170)	0	56,714	56,714	0
District Bookstore (Resource 1110)	250,000	612,035	612,035	214,961
Total Revenues	\$ 149,531,413	\$ 177,634,260	\$ 177,634,260	\$ 108,243,992
Expenditures				
Academic Salaries	\$ 67,800,981	\$ 72,997,146	\$ 72,923,184	\$ 37,787,657
Classified Salaries	28,182,877	30,970,619	30,840,635	17,257,806
Employee Benefits	30,768,316	36,858,835	36,857,566	16,887,525
Materials & Supplies	1,705,643	2,222,356	2,236,692	815,987
Services	14,852,358	35,390,875	35,246,640	8,478,775
Capital Outlay	2,280,304	977,066	1,312,180	275,986
Intrafund Transfers For:				
DSP&S Program (Resource 1190)	326,630	665,157	665,157	332,578
Center for Social Justice and Civil Liberties (Resource 1120)	110,900	159,847	159,847	55,450
Federal Work Study (Resource 1190)	304,157	338,342	338,342	141,468
Veteran Services (Resource 1190)	4,842	4,842	4,842	4,842
Interfund Transfer to:				
Resource 4130	1,270,000	1,270,000	1,270,000	635,000
Total Expenditures	\$ 147,607,008	\$ 181,855,085	\$ 181,855,085	\$ 82,673,074
Revenues Over (Under) Expenditures	\$ 1,924,405	\$ (4,220,825)	\$ (4,220,825)	\$ 25,570,918
Beginning Fund Balance	12,743,536	14,667,941	14,667,941	14,667,941
Ending Fund Balance	\$ 14,667,941	\$ 10,447,116	\$ 10,447,116	\$ 40,238,859
Ending Cash Balance				\$ 43,755,284

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED JANUARY 31, 2016**

Parking was created to capture the financial activities of the parking operations at each campus. The primary revenue source is parking permit fees. Parking also receives revenue from parking meters and parking citations. Expenditures are for operational costs that are split between Parking and College Safety and Police, and 100% of capital outlay costs that directly benefit parking operations.

Fund 12, Resource 1050 - Parking

	Prior Year Actuals <u>7-1-14 to 6-30-15</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 2,798,691	\$ 2,910,696	\$ 2,910,696	\$ 1,261,340
Expenditures				
Classified Salaries	\$ 1,550,221	\$ 1,666,852	\$ 1,663,352	\$ 942,876
Employee Benefits	592,060	662,232	662,232	314,253
Materials & Supplies	31,461	52,017	52,017	19,253
Services	697,161	717,153	720,938	316,606
Capital Outlay	127,945	201,550	201,265	13,514
Total Expenditures	\$ 2,998,848	\$ 3,299,804	\$ 3,299,804	\$ 1,606,502
Revenues Over (Under) Expenditures	\$ (200,157)	\$ (389,108)	\$ (389,108)	\$ (345,162)
Beginning Fund Balance	163,175	(36,982)	(36,982)	(36,982)
Ending Fund Balance	\$ (36,982)	\$ (426,090)	\$ (426,090)	\$ (382,144)
Ending Cash Balance				\$ (342,954)

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED JANUARY 31, 2016**

Student Health Services was established to account for the financial activities of the student health programs at each of the District's three colleges.

Fund 12, Resource 1070 - Student Health Services

	Prior Year Actuals <u>7-1-14 to 6-30-15</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 1,461,427	\$ 1,482,293	\$ 1,482,293	\$ 685,668
Expenditures				
Academic Salaries	\$ 418,712	\$ 442,863	\$ 442,863	\$ 258,753
Classified Salaries	410,399	638,821	638,821	266,189
Employee Benefits	187,091	364,050	364,050	119,820
Materials & Supplies	81,492	103,900	103,900	40,831
Services	203,338	301,825	301,825	132,476
Capital Outlay	19,853	28,413	28,413	14,225
Total Expenditures	\$ 1,320,885	\$ 1,879,872	\$ 1,879,872	\$ 832,294
Revenues Over (Under) Expenditures	\$ 140,542	\$ (397,579)	\$ (397,579)	\$ (146,626)
Beginning Fund Balance	2,048,836	2,189,378	2,189,378	2,189,378
Ending Fund Balance	\$ 2,189,378	\$ 1,791,799	\$ 1,791,799	\$ 2,042,752
Ending Cash Balance				\$ 1,991,017

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED JANUARY 31, 2016**

Community Education was established to account for the financial activities of the Community Education Program which serves the community at large by providing not-for-credit classes for personal growth and enrichment.

Fund 11, Resource 1080 - Community Education

	Prior Year Actuals <u>7-1-14 to 6-30-15</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 176,659	\$ 177,806	\$ 177,806	\$ 53,510
Expenditures				
Academic Salaries	\$ 4,243	\$ 4,317	\$ 4,317	\$ 2,590
Classified Salaries	88,299	91,752	91,752	63,240
Employee Benefits	24,381	26,021	26,021	13,131
Materials & Supplies	390	550	1,550	675
Services	63,914	80,986	79,986	12,912
Total Expenditures	\$ 181,227	\$ 203,626	\$ 203,626	\$ 92,548
Revenues Over (Under) Expenditures	\$ (4,568)	\$ (25,820)	\$ (25,820)	\$ (39,038)
Beginning Fund Balance	(232,374)	(236,942)	(236,942)	(236,942)
Ending Fund Balance	\$ (236,942)	\$ (262,762)	\$ (262,762)	\$ (275,980)
Ending Cash Balance				\$ (275,716)

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

Fund 11, Resource 1090 - Performance Riverside

	Prior Year Actuals <u>7-1-14 to 6-30-15</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 289,260	\$ 335,721	\$ 335,721	\$ 209,992
Intrafund Transfer from Performance Riverside (Resource 1090)	<u>275,000</u>	<u>275,000</u>	<u>275,000</u>	<u>137,500</u>
Total Revenues	<u>\$ 564,260</u>	<u>\$ 610,721</u>	<u>\$ 610,721</u>	<u>\$ 347,492</u>
Expenditures				
Academic Salaries	\$ 7,008	\$ 8,431	\$ 8,431	\$ 4,145
Classified Salaries	164,014	172,016	172,016	110,945
Employee Benefits	72,332	75,183	75,183	37,569
Materials & Supplies	12,738	11,163	24,013	20,235
Services	<u>204,823</u>	<u>212,413</u>	<u>199,563</u>	<u>173,653</u>
Total Expenditures	<u>\$ 460,915</u>	<u>\$ 479,206</u>	<u>\$ 479,206</u>	<u>\$ 346,547</u>
Revenues Over (Under) Expenditures	\$ 103,345	\$ 131,515	\$ 131,515	\$ 945
Beginning Fund Balance	<u>(909,778)</u>	<u>(806,433)</u>	<u>(806,433)</u>	<u>(806,433)</u>
Ending Fund Balance	<u>\$ (806,433)</u>	<u>\$ (674,918)</u>	<u>\$ (674,918)</u>	<u>\$ (805,488)</u>
Ending Cash Balance				<u>\$ (865,911)</u>

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Contractor-Operated Bookstore is used to record the revenues and expenditures associated with the District's contract with Barnes and Noble, Inc. to manage the District's Bookstore operations.

Fund 11, Resource 1110 - Contractor-Operated Bookstore

	Prior Year Actuals <u>7-1-14 to 6-30-15</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 1,001,228	\$ 1,035,037	\$ 1,035,037	\$ 547,608
Expenditures				
Services	\$ 43,600	\$ 43,600	\$ 43,600	\$ 21,800
Interfund Transfer to				
Food Services (Resource 3200)	256,503	231,503	231,503	128,252
Riverside - Early Childhood Services (Resource 3300)	99,903	75,000	75,000	49,951
Intrafund Transfer to				
Performance Riverside (Resource 1090)	275,000	275,000	275,000	137,500
General Operating (Resource 1000)	250,000	612,035	612,035	214,961
Total Expenditures	\$ 925,006	\$ 1,237,138	\$ 1,237,138	\$ 552,464
Revenues Over (Under) Expenditures	\$ 76,222	\$ (202,101)	\$ (202,101)	\$ (4,856)
Beginning Fund Balance	132,095	208,317	208,317	208,317
Ending Fund Balance	\$ 208,317	\$ 6,216	\$ 6,216	\$ 203,461
Ending Cash Balance				\$ 334,713

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Contractor-Operated Bookstore is used to record the revenues and expenditures associated with the District's contract with Barnes and Noble, Inc. to manage the District's Bookstore operations.

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

	Prior Year Actuals 7-1-14 to 6-30-15	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 25,056	\$ 25,100	\$ 25,100	\$ 25,013
Intrafund Transfer from				
General Operating (Resource 1000)	<u>110,900</u>	<u>159,847</u>	<u>159,847</u>	<u>55,450</u>
Total Revenues	<u>\$ 135,956</u>	<u>\$ 184,947</u>	<u>\$ 184,947</u>	<u>\$ 80,463</u>
Expenditures				
Classified Salaries	\$ 74,429	\$ 81,836	\$ 81,836	\$ 47,738
Employee Benefits	42,367	53,807	53,807	25,018
Materials & Supplies	1,021	6,100	3,922	1,362
Services	34,039	47,672	47,672	27,220
Capital Outlay	<u>2,875</u>	<u>0</u>	<u>2,178</u>	<u>0</u>
Total Expenditures	<u>\$ 154,731</u>	<u>\$ 189,415</u>	<u>\$ 189,415</u>	<u>\$ 101,338</u>
Revenues Over (Under) Expenditures	\$ (18,775)	\$ (4,468)	\$ (4,468)	\$ (20,875)
Beginning Fund Balance	<u>24,243</u>	<u>5,468</u>	<u>5,468</u>	<u>5,468</u>
Ending Fund Balance	<u>\$ 5,468</u>	<u>\$ 1,000</u>	<u>\$ 1,000</u>	<u>\$ (15,407)</u>
Ending Cash Balance				<u>\$ (14,141)</u>

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Customized Solutions is used to record the revenues and expenditures associated with customized training programs offered to local businesses and their employees.

Fund 11, Resource 1170 - Customized Solutions

	Prior Year Actuals <u>7-1-14 to 6-30-15</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 1,308,513	\$ 1,013,791	\$ 1,963,699	\$ 37,325
Expenditures				
Academic Salaries	\$ 24,257	\$ 13,028	\$ 13,028	\$ 13,035
Classified Salaries	142,266	149,809	149,809	87,347
Employee Benefits	67,927	77,645	77,645	38,567
Materials & Supplies	6,170	33,473	35,973	2,934
Services	618,303	905,686	1,853,094	161,231
Capital Outlay	30,980	9,528	9,528	0
Intrafund Transfer For:				
General Fund (Resource 1000)	0	56,714	56,714	0
Total Expenditures	\$ 889,903	\$ 1,245,883	\$ 2,195,791	\$ 303,114
Revenues Over (Under) Expenditures	\$ 418,610	\$ (232,092)	\$ (232,092)	\$ (265,789)
Beginning Fund Balance	577	419,187	419,187	419,187
Ending Fund Balance	\$ 419,187	\$ 187,095	\$ 187,095	\$ 153,398
Ending Cash Balance				\$ (129,050)

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Redevelopment Pass-Through receives a portion of tax increment revenues from various redevelopment projects within the boundaries of the District. Currently, expenditures are restricted to capital projects located in the redevelopment project areas generating the tax increment revenues.

Fund 12, Resource 1180 - Redevelopment Pass-Through

	Prior Year Actuals <u>7-1-14 to 6-30-15</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 1,782,831	\$ 1,700,000	\$ 1,700,000	\$ 951,930
Expenditures				
Materials & Supplies	\$ 5,218	\$ 0	\$ 0	\$ 0
Services	236,578	380,028	397,507	153,188
Capital Outlay	<u>414,141</u>	<u>6,720,236</u>	<u>6,702,757</u>	<u>2,898,103</u>
Total Expenditures	\$ <u>655,937</u>	\$ <u>7,100,264</u>	\$ <u>7,100,264</u>	\$ <u>3,051,291</u>
Revenues Over (Under) Expenditures	\$ 1,126,894	\$ (5,400,264)	\$ (5,400,264)	\$ (2,099,361)
Beginning Fund Balance	<u>8,352,058</u>	<u>9,478,952</u>	<u>9,478,952</u>	<u>9,478,952</u>
Ending Fund Balance	<u>\$ 9,478,952</u>	<u>\$ 4,078,688</u>	<u>\$ 4,078,688</u>	<u>\$ 7,379,591</u>
Ending Cash Balance				<u>\$ 7,379,591</u>

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

Fund 12, Resource 1190 - Grants and Categorical Programs

	Prior Year Actuals 7-1-14 to 6-30-15	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 29,487,267	\$ 48,281,081	\$ 56,130,524	\$ 25,443,500
Intrafund Transfers from				
General Operating (Resource 1000)				
For DSP&S	326,630	665,157	665,157	332,578
For Federal Work Study	304,157	338,342	338,342	141,468
For Veteren Services	4,842	4,842	4,842	4,842
Total Revenues	<u>\$ 30,122,896</u>	<u>\$ 49,289,422</u>	<u>\$ 57,138,865</u>	<u>\$ 25,922,388</u>
Expenditures				
Academic Salaries	\$ 4,227,374	\$ 4,448,279	\$ 5,485,341	\$ 2,848,068
Classified Salaries	10,178,948	11,449,237	12,516,679	6,414,633
Employee Benefits	4,003,395	5,604,435	6,278,294	2,485,816
Materials & Supplies	1,683,396	5,979,653	5,399,835	737,354
Services	4,691,641	15,909,532	21,155,060	4,568,397
Capital Outlay	4,701,262	4,641,546	4,841,264	1,012,885
Student Grants (Financial, Book, Meal, Transportation)	636,880	1,256,740	1,462,392	589,050
Total Expenditures	<u>\$ 30,122,896</u>	<u>\$ 49,289,422</u>	<u>\$ 57,138,865</u>	<u>\$ 18,656,203</u>
Revenues Over (Under) Expenditures	\$ 0	\$ 0	\$ 0	\$ 7,266,185
Beginning Fund Balance	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Ending Fund Balance	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 7,266,185</u>
Ending Cash Balance				<u>\$ 5,702,219</u>

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

Fund 32, Resource 3200 - Food Services

	Prior Year Actuals 7-1-14 to 6-30-15	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 2,500,566	\$ 2,554,726	\$ 2,554,726	\$ 1,364,973
Interfund Transfers from Contractor-Operated Bookstore (Resource 1110)	256,503	231,503	231,503	128,251
Total Revenues	<u>\$ 2,757,069</u>	<u>\$ 2,786,229</u>	<u>\$ 2,786,229</u>	<u>\$ 1,493,224</u>
Expenditures				
Classified Salaries	\$ 937,452	\$ 991,338	\$ 991,338	\$ 528,880
Employee Benefits	334,057	355,857	355,857	155,633
Materials & Supplies	1,157,914	1,194,823	1,195,323	638,567
Services	193,152	223,765	228,133	110,059
Capital Outlay	41,155	40,593	35,725	26,218
Total Expenditures	<u>\$ 2,663,730</u>	<u>\$ 2,806,376</u>	<u>\$ 2,806,376</u>	<u>\$ 1,459,357</u>
Revenues Over (Under) Expenditures	\$ 93,339	\$ (20,147)	\$ (20,147)	\$ 33,867
Beginning Fund Balance	<u>680,026</u>	<u>773,365</u>	<u>773,365</u>	<u>773,365</u>
Ending Fund Balance	<u>\$ 773,365</u>	<u>\$ 753,218</u>	<u>\$ 753,218</u>	<u>\$ 807,232</u>
Ending Cash Balance				<u>\$ 817,463</u>

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Child Care was established to manage the finances of the District's child care centers at all three colleges.

Fund 33, Resource 3300 - Child Care

	Prior Year Actuals <u>7-1-14 to 6-30-15</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 1,351,652	\$ 1,300,322	\$ 1,300,322	\$ 674,774
Interfund Transfer from Contractor-Operated Bookstore (Resource 1110)	<u>99,903</u>	<u>75,000</u>	<u>75,000</u>	<u>49,952</u>
Total Revenues	<u>\$ 1,451,555</u>	<u>\$ 1,375,322</u>	<u>\$ 1,375,322</u>	<u>\$ 724,726</u>
Expenditures				
Academic Salaries	\$ 578,809	\$ 704,276	\$ 704,276	\$ 301,177
Classified Salaries	220,488	223,302	223,302	101,499
Employee Benefits	123,290	154,307	154,307	54,994
Materials & Supplies	38,189	52,250	52,250	19,014
Services	71,650	84,050	84,050	29,362
Capital Outlay	<u>9,844</u>	<u>43,000</u>	<u>43,000</u>	<u>12,766</u>
Total Expenditures	<u>\$ 1,042,270</u>	<u>\$ 1,261,185</u>	<u>\$ 1,261,185</u>	<u>\$ 518,812</u>
Revenues Over (Under) Expenditures	\$ 409,285	\$ 114,137	\$ 114,137	\$ 205,914
Beginning Fund Balance	<u>192,346</u>	<u>601,631</u>	<u>601,631</u>	<u>601,631</u>
Ending Fund Balance	<u>\$ 601,631</u>	<u>\$ 715,768</u>	<u>\$ 715,768</u>	<u>\$ 807,545</u>
Ending Cash Balance				<u>\$ 826,555</u>

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State Construction & Scheduled Maintenance was established to account for the financial activities of State-approved construction and maintenance projects. The funding sources are state funds and matching funds for Scheduled Maintenance from the District's General Obligation Bond Funded Capital Outlay Projects (Resource 4160). The State has suspended funding Scheduled Maintenance.

Fund 41, Resource 4100 - State Construction & Scheduled Maintenance

	Prior Year Actuals 7-1-14 to 6-30-15	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 2,000,487	\$ 5,796,258	\$ 5,796,258	\$ 4,257,908
Interfund Transfer from General Obligation Bond Funded Projects (Resource 4370)	193,605	20,950	20,950	20,950
Total Revenues	<u>\$ 2,194,092</u>	<u>\$ 5,817,208</u>	<u>\$ 5,817,208</u>	<u>\$ 4,278,858</u>
Expenditures				
Classified Salaries	\$ 3,118	\$ 0	\$ 0	\$ 597
Employee Benefits	306	0	0	57
Services	42	2,600	2,600	4,430
Capital Outlay	2,178,204	5,802,608	5,802,608	1,371,079
Total Expenditures	<u>\$ 2,181,670</u>	<u>\$ 5,805,208</u>	<u>\$ 5,805,208</u>	<u>\$ 1,376,163</u>
Revenues Over (Under) Expenditures	\$ 12,422	\$ 12,000	\$ 12,000	\$ 2,902,695
Beginning Fund Balance	<u>0</u>	<u>12,422</u>	<u>12,422</u>	<u>12,422</u>
Ending Fund Balance	<u>\$ 12,422</u>	<u>\$ 24,422</u>	<u>\$ 24,422</u>	<u>\$ 2,915,117</u>
Ending Cash Balance				<u>\$ 2,871,663</u>

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

Fund 41, Resource 4130 - La Sierra Capital

	Prior Year Actuals 7-1-14 to 6-30-15	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 36,402	\$ 20,000	\$ 20,000	\$ 7,610
Inter/Intrafund Transfer from General Operating (Resource 1000)	<u>1,270,000</u>	<u>1,270,000</u>	<u>1,270,000</u>	<u>635,000</u>
Total Revenues	<u>\$ 1,306,402</u>	<u>\$ 1,290,000</u>	<u>\$ 1,290,000</u>	<u>\$ 642,610</u>
Expenditures				
Services	\$ 862	\$ 0	\$ 0	\$ 0
Capital Outlay	<u>0</u>	<u>9,800,141</u>	<u>9,800,141</u>	<u>3,295,591</u>
Total Expenditures	<u>\$ 862</u>	<u>\$ 9,800,141</u>	<u>\$ 9,800,141</u>	<u>\$ 3,295,591</u>
Revenues Over (Under) Expenditures	\$ 1,305,540	\$ (8,510,141)	\$ (8,510,141)	\$ (2,652,981)
Beginning Fund Balance	<u>7,204,601</u>	<u>8,510,141</u>	<u>8,510,141</u>	<u>8,510,141</u>
Ending Fund Balance	<u>\$ 8,510,141</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 5,857,160</u>
Ending Cash Balance				<u>\$ 5,948,851</u>

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General Obligation Series 2010D Capital Appreciation Bonds were established to account for General Obligation Bond proceeds and financial activities related to Board approved Measure C projects.

Fund 43, Resource 4370 - General Obligation Bond Series 2010D Capital Appreciation Bonds

	Prior Year Actuals 7-1-14 to 6-30-15	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 8,634	\$ 2,946	\$ 2,946	\$ 2,946
Interfund Transfers From:				
General Obligation Bond Series 2010D Capital Appreciation Bonds (Resource 4370)	4,741,337	0	0	0
Total Revenues	\$ 4,749,971	\$ 2,946	\$ 2,946	\$ 2,946
Expenditures				
Classified Salaries	\$ 289,648	\$ 0	\$ 0	\$ 0
Employee Benefits	137,687	0	0	0
Services	195,919	0	0	0
Capital Outlay	2,988,443	926,665	926,665	926,665
Interfund Transfers From:				
General Obligation Bond Series 2010D Capital Appreciation Bonds (Resource 4370)	193,605	20,950	20,950	20,950
Total Expenditures	\$ 3,805,302	\$ 947,615	\$ 947,615	\$ 947,615
Revenues Over (Under) Expenditures	\$ 944,669	\$ (944,669)	\$ (944,669)	\$ (944,669)
Beginning Fund Balance	0	944,669	944,669	944,669
Ending Fund Balance	\$ 944,669	\$ 0	\$ 0	\$ 0
Ending Cash Balance				\$ 0

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General Obligation Series 2010D Build America Bonds were established to account for General Obligation Bond proceeds and financial activities related to Board approved Measure C projects.

Fund 43, Resource 4380 - General Obligation Bond Series 2010D Build America Bonds

	Prior Year Actuals 7-1-14 to 6-30-15	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 411,700	\$ 0	\$ 0	\$ 0
Interfund Transfers from:				
General Obligation Bond Series 2010D Build America Bonds (Resource 4180)	35,432,351	0	0	0
Total Revenues	<u>\$ 35,844,051</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
Expenditures				
Materials & Supplies	123	0	0	0
Services	130,467	0	0	0
Capital Outlay	35,713,461	0	0	0
Total Expenditures	<u>\$ 35,844,051</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
Revenues Over (Under) Expenditures	\$ 0	\$ 0	\$ 0	\$ 0
Beginning Fund Balance	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Ending Fund Balance	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
Ending Cash Balance				<u>\$ 0</u>

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General Obligation Series 2015E Capital Appreciation Bonds were established to account for General Obligation Bond proceeds and financial activities related to Board approved Measure C projects.

Fund 43, Resource 4390 - GO BOND SERIES 2015E CAPITAL APPRECIATION BONDS

	Prior Year Actuals 7-1-14 to 6-30-15	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 0	\$ 672,218	\$ 672,218	\$ 49,414
Interfund Transfers from:				
General Obligation Bond Series 2010D				
Build America Bonds (Resource 4180)	0	44,788,378	44,788,378	44,818,179
Total Revenues	\$ 0	\$ 45,460,596	\$ 45,460,596	\$ 44,867,593
Expenditures				
Classified Salaries	\$ 0	\$ 746,860	\$ 746,860	\$ 222,923
Employee Benefits	0	363,472	363,472	91,597
Materials & Supplies	0	0	0	1,531
Services	0	241,192	241,192	76,012
Capital Outlay	0	55,547,759	55,547,759	20,267,574
Total Expenditures	\$ 0	\$ 56,899,283	\$ 56,899,283	\$ 20,659,637
Revenues Over (Under) Expenditures	\$ 0	\$ (11,438,687)	\$ (11,438,687)	\$ 24,207,956
Beginning Fund Balance	0	0	0	0
Ending Fund Balance	\$ 0	\$ (11,438,687)	\$ (11,438,687)	\$ 24,207,956
Ending Cash Balance				\$ 25,555,558

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Self-Insured PPO Health Plan is used to account for the revenues and expenditures of the District's health self-insurance program.

Fund 61, Resource 6100 - Self-Insured PPO Health Plan

	Prior Year Actuals 7-1-14 to 6-30-15	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 4,958,236	\$ 7,254,557	\$ 7,254,557	\$ 4,513,471
Expenditures				
Classified Salaries	\$ 70,260	\$ 113,040	\$ 113,040	\$ 46,217
Employee Benefits	33,109	37,109	37,109	17,277
Materials & Supplies	0	4,459	4,459	2,769
Services	6,309,656	5,432,253	5,432,253	2,863,858
Intrafund transfer to				
General Liability (Resource 6120)	124,894	0	0	0
Total Expenditures	\$ 6,537,919	\$ 5,586,861	\$ 5,586,861	\$ 2,930,121
Revenues Over (Under) Expenditures	\$ (1,579,683)	\$ 1,667,696	\$ 1,667,696	\$ 1,583,350
Beginning Fund Balance	499,576	(1,080,107)	(1,080,107)	(1,080,107)
Ending Fund Balance	\$ (1,080,107)	\$ 587,589	\$ 587,589	\$ 503,243
Ending Cash Balance				\$ 1,161,818

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Self-Insured Workers' Compensation is used to account for the revenues and expenditures of the District's workers' compensation self-insurance program.

Fund 61, Resource 6110 - Self-Insured Workers' Compensation

	Prior Year Actuals <u>7-1-14 to 6-30-15</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 2,674,489	\$ 1,052,996	\$ 1,052,996	\$ 863,311
Expenditures				
Academic Salaries	\$ 750	\$ 0	\$ 0	\$ 0
Classified Salaries	281,856	442,985	442,985	138,359
Employee Benefits	94,771	204,891	204,891	40,051
Materials & Supplies	3,394	17,479	17,479	1,059
Services	2,169,332	1,974,927	1,974,927	919,073
Capital Outlay	13,062	259,100	259,100	0
Total Expenditures	\$ 2,563,165	\$ 2,899,382	\$ 2,899,382	\$ 1,098,542
Revenues Over (Under) Expenditures	\$ 111,324	\$ (1,846,386)	\$ (1,846,386)	\$ (235,231)
Beginning Fund Balance	3,795,961	3,907,285	3,907,285	3,907,285
Ending Fund Balance	\$ 3,907,285	\$ 2,060,899	\$ 2,060,899	\$ 3,672,054
Ending Cash Balance				\$ 5,676,586

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED JANUARY 31, 2016**

Self-Insured General Liability is used to account for the revenues and expenditures of the District's general liability self-insurance program.

Fund 61, Resource 6120 - Self-Insured General Liability

	Prior Year Actuals 7-1-14 to 6-30-15	Adopted Budget	Revised Budget	Year to Date Activity
Revenues				
Revenues	\$ 1,368,704	\$ 1,965,176	\$ 1,965,176	\$ 932,931
Intrafund transfer to PPO Health Plan (Resource 6100)	124,894	0	0	0
Total Revenues	<u>\$ 1,493,598</u>	<u>\$ 1,965,176</u>	<u>\$ 1,965,176</u>	<u>\$ 932,931</u>
Expenditures				
Academic Salaries	\$ 750	\$ 0	\$ 0	\$ 0
Classified Salaries	109,303	187,820	177,820	53,215
Employee Benefits	36,598	90,915	90,915	15,404
Materials & Supplies	348	2,500	2,500	427
Services	1,058,146	1,694,598	1,704,598	775,868
Capital Outlay	27	0	0	2,678
Total Expenditures	<u>\$ 1,205,172</u>	<u>\$ 1,975,833</u>	<u>\$ 1,975,833</u>	<u>\$ 847,592</u>
Revenues Over (Under) Expenditures	\$ 288,426	\$ (10,657)	\$ (10,657)	\$ 85,339
Beginning Fund Balance	0	288,426	288,426	288,426
Ending Fund Balance	<u>\$ 288,426</u>	<u>\$ 277,769</u>	<u>\$ 277,769</u>	<u>\$ 373,765</u>
Ending Cash Balance				<u>\$ 1,107,278</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED JANUARY 31, 2016**

Internal Services Fund - OPEB Liability is used to account for the funds accumulated to address future retiree health benefits that are transferred to an irrevocable trust established with CalPERS - California Employees' Retiree Benefit Trust (CERBT).

Fund 69, Resource 6900 - Internal Services Fund - OPEB Liability

	Prior Year Actuals <u>7-1-14 to 6-30-15</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 0	\$ 0	\$ 0	\$ 152,766
Expenditures				
Services	\$ 0	\$ 0	\$ 0	\$ 0
Total Expenditures	\$ 0	\$ 0	\$ 0	\$ 0
Revenues Over (Under) Expenditures	\$ 0	\$ 0	\$ 0	\$ 152,766
Beginning Fund Balance	0	0	0	0
Ending Fund Balance	<u>\$ 0</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 152,766</u>
Ending Cash Balance				<u>\$ 152,766</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED JANUARY 31, 2016**

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

Associated Students of RCCD

	Prior Year Actuals <u>7-1-14 to 6-30-15</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 1,031,088	\$ 1,043,400	\$ 1,043,400	\$ 556,907
Expenditures				
Materials & Supplies	\$ 718,839	\$ 1,109,971	\$ 1,109,971	\$ 516,353
Total Expenditures	\$ 718,839	\$ 1,109,971	\$ 1,109,971	\$ 516,353
Revenues Over (Under) Expenditures	\$ 312,249	\$ (66,571)	\$ (66,571)	\$ 40,554
Beginning Fund Balance	1,003,232	1,315,481	1,315,481	1,315,481
Ending Fund Balance	<u>\$ 1,315,481</u>	<u>\$ 1,248,910</u>	<u>\$ 1,248,910</u>	<u>\$ 1,356,035</u>
ASRCCD Trust Fund Ending Balance				<u>\$ 1,222,988</u>
Ending Cash Balance				<u>\$ 2,445,915</u>

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

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED JANUARY 31, 2016**

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

	<u>Student Financial Aid</u>			
	Prior Year Actuals 7-1-14 to 6-30-15	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 55,317,739	\$ 69,866,605	\$ 69,866,605	\$ 27,668,636
Expenditures				
Other				
Scholarships and Grant Reimbursements	\$ 55,305,786	\$ 69,866,605	\$ 69,866,605	\$ 26,826,626
Total Expenditures	\$ 55,305,786	\$ 69,866,605	\$ 69,866,605	\$ 26,826,626
Revenues Over (Under) Expenditures	\$ 11,953	\$ 0	\$ 0	\$ 842,010
Beginning Fund Balance	34,652	46,605	46,605	46,605
Ending Fund Balance	\$ 46,605	\$ 46,605	\$ 46,605	\$ 888,615
Ending Cash Balance				\$ 1,380,401

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED JANUARY 31, 2016**

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

RCCD Development Corporation

	Prior Year Actuals 7-1-14 to 6-30-15	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 8	\$ 8	\$ 8	\$ 5
Expenditures				
Services	\$ 0	\$ 0	\$ 0	\$ 0
Total Expenditures	\$ 0	\$ 0	\$ 0	\$ 0
Revenues Over (Under) Expenditures	\$ 8	\$ 8	\$ 8	\$ 5
Beginning Fund Balance	16,228	16,236	16,236	16,236
Ending Fund Balance	\$ 16,236	\$ 16,244	\$ 16,244	\$ 16,241
Ending Cash Balance				\$ 16,241

Agenda Item (VIII-E-1)

Meeting	2/16/2016 - Regular
Agenda Item	Committee - Facilities (VIII-E-1)
Subject	Agreement Amendment No. 3 for Network Operations Center with Inland Inspections and Consulting
College/District	Moreno Valley
Funding	College Allocated Measure C Funds
Recommended Action	It is recommended that the Board of Trustees approve Agreement Amendment No. 3 for the Network Operations Center project at Moreno Valley College for additional inspection services with Inland Inspections & Consulting in the amount not to exceed \$2,640.

Background Narrative:

On September 15, 2014, the District entered into an agreement with Inland Inspections & Consulting in the amount of \$62,000 for the Network Operations Center (NOC) project at Moreno Valley College. The original contract and project duration was to cover a six month period but has been amended twice by the Board of Trustees due to ongoing delays attributed to the contractor.

It is requested that the Board of Trustees approve Agreement Amendment No. 3 in the amount not to exceed \$2,640 for extended services and as final payment to bring closure to the agreement between the District and Inland Inspections & Consulting for the NOC at Moreno Valley College. This amendment would bring the total cost of inspection services rendered by Inland Inspections & Consulting to \$130,960. All costs associated with delays will be back charged to the contractor.

Cost for the requested amendment is within the project budget approved by the Board of Trustees and no augmentation of the project budget is required.

Prepared By: Sandra Mayo, President, Moreno Valley College
Norm Godin, Vice President, Business Services, MVC
Chris Carlson, Chief of Staff & Facilities Development
Bart Doering, Facilities Development Director
Calvin Belcher, Project Manager

Attachments:

[Amendment 3_Inland Inspections & Consulting](#)

THIRD (3) AMENDMENT TO AGREEMENT
BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT
AND
INLAND INSPECTIONS & CONSULTING
(Network Operations Center – Moreno Valley College)

This document amends the original agreement between the Riverside Community College District and Inland Inspections and Consulting, which was ratified by the Board of Trustees on October 21, 2014.

The agreement is hereby amended as follows:

Additional compensation of this amended agreement shall not exceed \$2,640, including reimbursable expenses, totaling agreement to \$130,960. The term of this agreement shall be from the original agreement date of September 15, 2014, to the extended amended date of December 31, 2015.

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.

INLAND INSPECTIONS & CONSULTING

RIVERSIDE COMMUNITY COLLEGE DISTRICT

By: _____
Robert E. Schumacher
Director of Operations
7338 Sycamore Canyon Blvd., Ste.4
Riverside, CA 92508

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

Date: _____

Date: _____

Exhibit I



INLAND INSPECTIONS & CONSULTING
7338 SYCAMORE CANYON BLVD., STE. 4, RIVERSIDE, CA 92508
(951) 697-1000 * FAX (951) 697-1030

January 15, 2016

Mr. Calvin Belcher
Project Manager
Facilities Planning and Development
Riverside Community College District
450 E Alessandro Blvd.
Riverside, CA 92508

Calvin:

EMAILED TO: calvin.belcher@rccd.edu

RE: Moreno Valley College Network Operating Center
DSA Application Number 04-113253, File Number 33-C1
Request for Increase to Contract Number C-0004744

Per your request I am sending this request for increase to the referenced Contract. This request is based on work performed as of January 15, 2016. Our request for increase is:

DSA Class 1 Project Inspector 33 hours @ \$80.00 per hour	\$2,640.00
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NOTE REGARDING OVERTIME RATES:

Normal hours: eight hours Monday-Friday, excluding any Holiday
Overtime hours (1.5 X): first 4 overtime hours Monday-Friday and first 12 hours on Saturday,
excluding any Holiday
Double-time hours (2 X): all hours over 12 on Monday-Saturday and all hours on Sunday or Holiday

All invoices are due within 30 days. Interest in the amount of 1/2% per month will be added to all past-due amounts.

Please contact me if you have any questions regarding our services or fees.

Sincerely,

Robert E. Schumacher
Director of Operations

Agenda Item (XII-A)

Meeting	2/16/2016 - Regular
Agenda Item	Business From Board Members (XII-A)
Subject	Resolution Number 38-15/16 to Recognize and Celebrate Riverside City College's 100th Anniversary
College/District	District
Funding	
Recommended Action	It is Recommended that the Board of Trustees Adopt Resolution Number 38-15/16 Recognizing and Celebrating Riverside City College's 100th Anniversary.

Background Narrative:

In 2016 Riverside City College is recognizing and celebrating its 100th anniversary. This proclamation commends Riverside City College for the invaluable contributions to education and students for 100 years. As such, staff is proposing for the Board's consideration Resolution Number 38-15/16 in support of Riverside City College's 100th Anniversary.

Prepared By: Chris Carlson, Chief of Staff & Facilities Development
Peggy Cartwright, AVC, Strategic Communications and Institutional Advancement

Attachments:

[Resolution - RCC](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

**RESOLUTION OF THE BOARD OF TRUSTEES OF
THE RIVERSIDE COMMUNITY COLLEGE DISTRICT RECOGNIZING
AND CELEBRATING THE 100TH ANNIVERSARY OF RIVERSIDE CITY COLLEGE**

RESOLUTION NO. 38-15/16

WHEREAS, Riverside City College is celebrating its 100th anniversary on March 13, 2016, and in recognition of its commitment to providing high quality education services to the community it is deserving of the highest commendations and heartiest congratulations; and

WHEREAS, Riverside Junior College (later known as Riverside Community College and Riverside City College) was founded March 13, 1916, on the same site as the Riverside Polytechnic High School, becoming the state's seventh community college; and

WHEREAS, in 1916 when the college opened it occupied 14 classrooms and employed 16 faculty members serving 110 students; and

WHEREAS, the first Veterans Advisement Center opened at Riverside Community College in 1946 and today the Veterans Resource Center provides comprehensive services to nearly 700 student veterans and their dependent families annually; and

WHEREAS, the Riverside City College School of Nursing began in 1952 through a partnership which dated back to 1924 with the Riverside City Hospital and is now ranked as one of the top LVN/AND RN education and training programs in California; and

WHEREAS, services for students with disabilities were made available at Riverside City College in 1961, 12 years before the Rehabilitation Act and 29 years before the Americans with Disabilities Act was signed; and

WHEREAS, in 1964, voters approved the creation of the Riverside Community College District and the election of a five-member Board of Trustees, and the Board took on an ambitious building and property acquisition program to provide adequate space for a growing student population; and

WHEREAS, on March 13, 1991, Riverside City College celebrated its 75th anniversary and the opening of two new campuses in the cities of Moreno Valley and Norco; and

WHEREAS, during a century of service, Riverside City College has established academic, career technical, athletic and performing arts programs that consistently have garnered state, national and worldwide attention, bringing honor to the College and the community; and

WHEREAS, Riverside City College today serves a diverse student population and has an annual student enrollment of 26,612; and

WHEREAS, the Riverside City College mission is to provide a high-quality affordable education to a diverse community of learners by offering career technical and pre-college courses leading to certificates, associate degrees, and transfer; and

WHEREAS, four pillars have been integral to the development and success of the District and colleges: student excellence, academic excellence, community excellence, and workforce excellence;

WHEREAS, embracing the very best of the traditional community college curriculum, Riverside Community College District colleges have earned positions of great respect among educational institutions; and

NOW, THEREFORE BE IT RESOLVED, that the Riverside Community College Board of Trustees hereby recognizes the 100th Anniversary of RIVERSIDE CITY COLLEGE and hereby commends the institution for the invaluable contributions which have been made to the intellectual and social growth of students.

PASSED AND ADOPTED, this 16th day of February 2016, at the regular meeting of the Riverside Community College District Board of Trustees.

Virginia Blumenthal
President
Board of Trustees

Mary Figueroa
Member
Board of Trustees

Nathan Miller
Vice President
Board of Trustees

Janet Green
Member
Board of Trustees

Tracey Vackar
Secretary
Board of Trustees

Agenda Item (XII-B)

Meeting	2/16/2016 - Regular
Agenda Item	Business From Board Members (XII-B)
Subject	Resolution Number 39-15/16 to Recognize and Celebrate Moreno Valley College's 25th anniversary
College/District	District
Funding	
Recommended Action	It is Recommended that the Board of Trustees Adopt Resolution Number 39-15/16 Recognizing and Celebrating Moreno Valley College's 25th Anniversary.

Background Narrative:

In 2016 Moreno Valley College is recognizing and celebrating its 25th anniversary. This proclamation commends Moreno Valley College for the invaluable contributions to education and students for 25 years. As such, staff is proposing for the Board's consideration Resolution Number 39-15/16 in support of Moreno Valley College's 25th Anniversary.

Prepared By: Chris Carlson, Chief of Staff & Facilities Development
Peggy Cartwright, AVC, Strategic Communications and Institutional Advancement

Attachments:

[Resolution - MVC](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

**RESOLUTION OF THE BOARD OF TRUSTEES OF
THE RIVERSIDE COMMUNITY COLLEGE DISTRICT RECOGNIZING
AND CELEBRATING THE 25TH ANNIVERSARY OF MORENO VALLEY COLLEGE**

RESOLUTION NO. 39-15/16

WHEREAS, Moreno Valley College is celebrating its 25th anniversary and in recognition of its commitment to providing high quality education services to the community it is deserving of the highest commendations and heartiest congratulations; and

WHEREAS, in 1985 the Robert C. Warmington Company donated 112 acres of land in Moreno Valley to the Riverside Community College District for a new campus and an additional 22 acres were purchased; and

WHEREAS, in 1989 Riverside Community College District officials broke ground on the site of a future campus in the city of Moreno Valley; and

WHEREAS, on March 13, 1991 Riverside Community College District, along with local and state officials opened Moreno Valley Campus with the mission of expanding access to higher education in the Inland Southern California region, making degree and certificate programs more widely available to residents of the community; and

WHEREAS, nearly 3,500 students attended classes the first semester and by 2016, enrollment had soared to nearly 13,000 annually; and

WHEREAS, Moreno Valley College is the region's primary educational institution for first-responder training, carrying on a tradition that dates back to 1953 and the Law Officers Training School partnership with the Riverside County Sheriff's department, which led to the establishment of the Ben Clark Public Safety Training Center and additional partnerships with the County of Riverside, Cal Fire and the California Highway Patrol; and

WHEREAS, the Allied Health programs on the Moreno Valley Campus expanded thanks to education-public-private partnerships like the one with Tri-County Dental Association, which led to improved dental assisting and dental hygiene programs and a low cost public dental clinic for the community; and

WHEREAS, on March 1, 2010 the Board of Governors officially recognized Moreno Valley College as the 111th community college in the State of California, after the institution's initial accreditation on January 29, 2010, by the Association for Community and Junior Colleges of the Western Association of Colleges; and

WHEREAS, Moreno Valley College established early/middle high school programs with the Moreno Valley, Val Verde, and NuView unified school districts; and

WHEREAS, the District and colleges also have a mission to advance the community's economic growth through quality career technical training and services focusing on continuous workforce development, business attraction, retention and development; and

WHEREAS, four pillars have been integral to development and success of the District and colleges: student excellence, academic excellence, community excellence, and workforce excellence; and

WHEREAS, embracing the very best of the traditional community college curriculum, Riverside Community College District colleges have earned positions of great respect among educational institutions; and

NOW, THEREFORE BE IT RESOLVED, that the Riverside Community College Board of Trustees hereby recognizes the 25th Anniversary of MORENO VALLEY COLLEGE and hereby commends the institution for the invaluable contributions which have been made to the intellectual and social growth of students.

PASSED AND ADOPTED, this 16th day of February 2016, at the regular meeting of the Riverside Community College District Board of Trustees.

Virginia Blumenthal
President
Board of Trustees

Mary Figueroa
Member
Board of Trustees

Nathan Miller
Vice President
Board of Trustees

Janet Green
Member
Board of Trustees

Tracey Vackar
Secretary
Board of Trustees

Agenda Item (XII-C)

Meeting	2/16/2016 - Regular
Agenda Item	Business From Board Members (XII-C)
Subject	Resolution Number 40-15/16 to Recognize and Celebrate Norco College's 25th anniversary
College/District	District
Funding	
Recommended Action	It is Recommended that the Board of Trustees Adopt Resolution Number 40-15/16 Recognizing and Celebrating Norco College's 25th Anniversary.

Background Narrative:

In 2016 Norco College is recognizing and celebrating its 25th anniversary. This proclamation commends Norco College for the invaluable contributions to education and students for 25 years. As such, staff is proposing for the Board's consideration Resolution Number 40-15/16 in support of Norco College's 25th Anniversary

Prepared By: Chris Carlson, Chief of Staff & Facilities Development
Peggy Cartwright, AVC, Strategic Communications and Institutional Advancement

Attachments:

[Resolution - Norco](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

**RESOLUTION OF THE BOARD OF TRUSTEES OF
THE RIVERSIDE COMMUNITY COLLEGE DISTRICT RECOGNIZING
AND CELEBRATING THE 25TH ANNIVERSARY OF NORCO COLLEGE**

RESOLUTION NO. 40-15/16

WHEREAS, Norco College is celebrating its 25th anniversary and in recognition of its commitment to providing high quality education services to the community it is deserving of the highest commendations and heartiest congratulations; and

WHEREAS, on June 4, 1985, more than 140 acres of U.S. government-owned land were acquired for one dollar by the Riverside Community College District to build a new campus; and

WHEREAS, in 1989 Riverside Community College officials broke ground on the site of a future educational campus in the city of Norco; and

WHEREAS, on March 13, 1991, Riverside Community College District, along with local and state officials opened the Norco Campus with the mission of expanding access to higher education in the Inland Empire, making degree and certificate programs more widely available to residents of the community; and

WHEREAS, over 3,000 students attended classes the first semester and by 2016, enrollment had more than tripled to nearly 10,000 students; and

WHEREAS, in addition to being a comprehensive liberal arts and sciences campus, Norco College was envisioned as an institution that would emphasize programs in technology and among its first structures were the Science and Technology Building, the Applied Technology Building, and the Center for Applied Competitive Technology, and the Industrial Technology Building; and

WHEREAS, the College now offers over 40 career technical education programs, including Logistics Management, Game Development, Engineering Technology, and Commercial Music, and last year 271 students received Career Technical Education certificates representing 26 different programs; and

WHEREAS, many of Norco College's programs are supported in part by federal grants including a National Science Foundation grant and Science, Technology, Engineering and Math-related grants totaling nearly \$15 million; and

WHEREAS, in 2006 Norco College and the Corona-Norco Unified School District established an agreement to align high school classes with college courses, and John F. Kennedy High School became one of the first high schools to be located on a community college campus; and

WHEREAS, on March 1, 2010, the California Community Colleges' Board of Governors officially recognized Norco College as the 112th community college in the State of California, after the institution's initial accreditation on January 29, 2010, by the Association for Community and Junior Colleges of the Western Association of Colleges; and

WHEREAS, the District and colleges have a mission to advance the community's economic growth through quality career technical training and services focusing on continuous workforce development, business attraction, retention and development; and

WHEREAS, four pillars have been integral to the development and success of the District and colleges: student excellence, academic excellence, community excellence, and workforce excellence; and

WHEREAS, embracing the very best of the traditional community college curriculum, Riverside Community College District colleges have earned positions of great respect among educational institutions; and

NOW, THEREFORE BE IT RESOLVED, that the Riverside Community College Board of Trustees hereby recognizes the 25th Anniversary of NORCO COLLEGE and hereby commends the institution for the invaluable contributions which have been made to the intellectual and social growth of students.

PASSED AND ADOPTED, this 16th day of February 2016, at the regular meeting of the Riverside Community College District Board of Trustees.

Virginia Blumenthal
President
Board of Trustees

Mary Figueroa
Member
Board of Trustees

Nathan Miller
Vice President
Board of Trustees

Janet Green
Member
Board of Trustees

Tracey Vackar
Secretary
Board of Trustees

Agenda Item (XII-D)

Meeting 2/16/2016 - Regular

Agenda Item Business From Board Members (XII-D)

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

College/District District

Information Only

Background Narrative:

Members of the Board of Trustees will briefly share information about recent events/conferences they attended since the last meeting, including any updates regarding the following assigned associations:

Association of Community College Trustees (ACCT)
Association of Governing Board of Universities and Colleges (AGB)
California Community College Trustees and Legislative Network (CCCT)
Community College League of California (CCLC)
Latino Trustees Association
Inland Valleys Trustees and CEO Association
African-American Organizations Liaison Riverside Branch - NAACP
Hispanic Chambers of Commerce: Corona, Moreno Valley, and Riverside
Chambers of Commerce: Corona, Moreno Valley, Norco and Riverside
Riverside County School Board Association
Riverside County Committee on School District Organization
Alvord Unified School District Ad-Hoc Committee

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

Attachments:

None.

Agenda Item (XIII-A)

Meeting	2/16/2016 - Regular
Agenda Item	Closed Session (XIII-A)
Subject	Pursuant to Government Code Section 54957, Public Employee Performance Evaluation Title: Chancellor
College/District	District
Funding	n/a
Recommended Action	To be Determined

Background Narrative:

None.

Prepared By: Michael Burke, Ph.D., Chancellor
Heidi Gonsier, Executive Administrative Assistant

Attachments:

None.

Agenda Item (XIII-B)

Meeting	2/16/2016 - Regular
Agenda Item	Closed Session (XIII-B)
Subject	Pursuant to Government Code Section 54957, Public Employee Discipline/Dismissal/Release
College/District	District
Funding	n/a
Recommended Action	To be Determined

Background Narrative:

None.

Prepared By: Michael Burke, Ph.D., Chancellor
Heidi Gonsier, Executive Administrative Assistant

Attachments:

None.

Agenda Item (XIII-C)

Meeting	2/16/2016 - Regular
Agenda Item	Closed Session (XIII-C)
Subject	Conference with Labor Negotiators Pursuant to Government Code Section 54957.6 District Representatives: Bradley Neufeld of Gresham Savage, Employee Organization: California School Employees Association
College/District	District
Funding	n/a
Recommended Action	To be Determined

Background Narrative:

None.

Prepared By: Michael Burke, Ph.D., Chancellor
Heidi Gonsier, Executive Administrative Assistant

Attachments:

None.