

RIVERSIDE COMMUNITY COLLEGE DISTRICT
Board of Trustees – Regular Meeting –
April 17, 2007 - 6:00 p.m. – Student Services Lobby, Norco Campus

AGENDA

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 this meeting should contact Kristen Van Hala at (951) 222-8052 as far in advance of the meeting as possible.

- I. Approval of Minutes - Special Meeting of March 19, 2007
Regular Meeting of March 20, 2007
Adjourned Meeting of March 23, 2007
Special Meeting of March 29, 2007

- II. Chancellor’s Reports

- A. Communications

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

- Information Only**

- 1. Update on Chancellor Search – Ms. Mary Figueroa, President, Board of Trustees, Riverside Community College District

- III. Student Report

- IV. Comments from the Public

V. Consent Items

A. Action

1. Personnel

- Appointments and assignments of academic and classified employees.

a. Academic Personnel

1. Appointments

- (a) Management (none)
- (b) Contract Faculty (none)
- (c) Long-Term, Temporary Faculty (none)
- (d) Special Assignments
- (e) Overload Assignments (none)
- (f) Part-Time Faculty, Hourly Assignments
- (g) Child Development Center Hourly Employees (none)
- (h) Coordinator, Spring Semester 2007
- (i) Department Chairs, 2006-07 Academic Year

2. Request for Participation in Reduced Employment Program

3. Requests for Leave Under the California Family Rights Act and the Federal Family and Medical Leave Act

4. Salary Reclassification

5. Sabbatical Leave Requests

6. Academic Rank

7. Request for Tenure

8. Separation
- b. Classified Personnel
 1. Appointments
 - (a) Management/Supervisory (None)
 - (b) Management/Supervisory – Categorically Funded (None)
 - (c) Classified/Confidential
 - (d) Classified/Confidential – Categorically Funded
 - (e) Professional Experts
 - (f) Short Term
 - (g) Temporary as Needed Student Workers
 - (h) Community Education Program (None)
 - (i) Special Assignment
 2. Professional Growth Achievement Step
 3. Requests for Leave Under the California Family Rights Act and/or the Federal Family and Medical Leave Act
 4. Military Leave
 5. Request to Adjust Effective Date
 6. Request to Rescind Appointment
 7. Request for Reduced Workload for Classified Employee
 8. Separations

2. Purchase Order and Warrant Report -- All District Funds
- Purchase orders and warrant reports issued by the Business Office.
3. Annuities
- Tax shelter annuities for employees, amendments and terminations.
4. Approval - Budget Adjustments
 - a. Approval - Budget Adjustments
- Request approval of various budget transfers between major object codes as requested by administrative personnel.
 - b. Resolution(s) to Amend Budget
 1. Resolution to Amend Budget – Resolution No. 35-06/07 – 2006-2007 Faculty and Staff Diversity Program
- Recommend adopting a resolution to add income and expenditures to the adopted budget.
 2. Resolution to Amend Budget – Resolution No. 36-06/07 – 2006-2007 Disabled Student Programs and Services
- Recommend adopting a resolution to add income and expenditures to the adopted budget.
 3. Resolution to Amend Budget – Resolution No. 37-06/07 – 2006-2007 UCR TQE Subcontract/Copernicus Project
- Recommend adopting a resolution to add income and expenditures to the adopted budget, contingent upon approval of Board Report No. V-A-8-a presented later in this agenda.
 4. Resolution to Amend Budget – Resolution No. 39-06/07 2006-2007 Career Technical Education Program
- Recommend adopting a resolution to add income and expenditures to the adopted budget.

5. Resolution to Amend Budget – Resolution No. 40-06/07 2006-2007 Norco Phase III Industrial Technology Facility Project – Preliminary Plans and Working Drawings
 - Recommend adopting a resolution to add income and expenditures to the adopted budget.
- c. Contingency Budget Adjustments (None)
5. Bid Awards
 - a. Award of Bid – District Modular Projects – Moreno Valley and Norco Campuses
 - Recommend awarding a bid for the District Modular Projects at the Moreno Valley and Norco Campuses.
6. Donations (None)
7. Out-of-State Travel
 - Recommend approving out-of-state travel requests.
8. Grants, Contracts and Agreements
 - a. Amendment to the Agreement with the Regents of the University of California
 - Recommend ratifying the amendment to provide additional funding for the Copernicus Project summer science camp.
 - b. Agreement with Caron James
 - Recommend approving the agreement to provide costume design for the RCC Theatre department production of “The Heidi Chronicles.”
 - c. Agreements for the 2007 Jazz Festival
 - Recommend approving the agreements to provide services as the adjudicator/clinician for the RCC Music Department Jazz Festival.
 - d. Agreement with Jeff Tower
 - Recommend approving the agreement to provide services as the guest clinician for the RCC Music Department Jazz Ensemble.

- e. Agreement with Dr. Barbara Dossey
 - Recommend approving the agreement to provide consultation and lectures on Holistic Healing and on Complementary and Alternative Therapies for the Nursing program.
- f. Agreement with Joyce Patti
 - Recommend approving the agreement to prepare and conduct a lecture to RCC Illustration students.
- g. Agreement with Jose Marquez, La Vista Solutions, L.L.C.
 - Recommend ratifying the agreement to provide proposal development services related to the Hispanic-Serving Institutions Assisting Communities and Youthbuild Programs for Riverside City College.
- h. Agreement with Muriel Harris
 - Recommend approving the agreement to provide an educational seminar for faculty, staff and administrators on “Writing Center Pedagogy: Working with Student Writers One-on-One.”
- i. Agreement with Orlando Alexander
 - Recommend approving the agreement to provide choreography for the Performance Riverside production of “Man of La Mancha.”
- j. Agreement with Margarita Chkeidze
 - Recommend approving the agreement to provide a piano concert for the Riverside School for the Arts.
- k. Agreement with Chris Beach
 - Recommend approving the agreement to provide a workshop production of an original musical theatre piece by Peter Curtis and Joel Yanofsky.
- l. Agreement with Regina Pulley
 - Recommend approving the agreement for specialized services needed for the training and education of physician assistant students.

- m. Affiliation Agreement with Community Care and Rehabilitation Center
 - Recommend approving the agreement to provide a site for training physician assistant students.
- n. Agreement with Southwest Healthcare System
 - Recommend approving the agreement to provide clinical opportunities for Emergency Medical Services students.
- o. Agreement with Jimmy Santiago Baca
 - Recommend approving the agreement to conduct an autobiographical presentation to students, faculty, staff and community members at the Norco campus.
- p. Agreement with University of Southern California
 - Recommend approving the agreement to provide lodging, classrooms, and dining services for the Norco Upward Bound Summer Residential Program.
- q. Agreement with Eagle Glen Golf Club
 - Recommend approving the agreement to provide dining facilities and catering services for the end of the year banquet for the Norco Upward Bound program.
- r. Agreement with Advanced Electrical Contracting, Inc.
 - Recommend approving the agreement to provide services in connection with the Norco Theatre Department production of “My Fair Lady.”
- s. Agreement with Riverside Marriott
 - Recommend approving the agreement to provide catering services and facility use for the annual emancipation celebration event for the Foster Youth Emancipation Program.
- t. Agreement with Group 1 Productions
 - Recommend approving the agreement to provide videos promoting the CalWORKs programs at the eleven Region IV community college campuses.
- u. Agreement with Eddie Joe Chagolla
 - Recommend approving the agreement to deliver the keynote address at the Foster Youth Emancipation Celebration event.

- v. Partnership with Jobing.com
 - Recommend approving the partnership to provide job postings and job search opportunities for students and local employers.
- w. Agreement with Full Capacity Marketing, Inc.
 - Recommend approving the agreement to develop and produce a marketing video for the Desert Regional Consortium.
- x. Agreement with Council Connections and Quest Diagnostics
 - Recommend ratifying the agreement to provide discounted laboratory services for students.
- y. Agreement with Pacific Coachworks
 - Recommend ratifying the agreement to provide supervisory skills and lean manufacturing training services.
- z. Agreement with Western States Distribution
 - Recommend approving the agreement to provide harassment prevention training services.
- aa. Agreement with Duy Dan Nguyen and Mailan Pham
 - Recommend approving the agreement to provide a public art mural on the corner of Market Street and University Avenue.

Recommended Action: Request for Approval and Ratification

- 9. Other Items
 - a. Surplus Property
 - Recommend declaring listed property as surplus, finding the property does not exceed \$5,000 and authorizing the property be consigned to be sold on behalf of the District.
 - b. Purchase Using Nuview Union School District Award
 - Recommend approving the use of a Nuview Union School District contract in accordance with Public Contract Code 20652 to purchase DSA approved relocatable buildings relative to the District Modular projects.
 - c. Notice of Completion – Moreno Valley Science Tech Building Roofing Project

- Recommend accepting the Moreno Valley Science Tech Building Roofing project as complete, approving execution of the Notice of Completion and authorizing signing of the notice.

- d. Notice of Completion – Bradshaw Center and Dispatch Building Roofing Projects
 - Recommend accepting the Bradshaw Center and Dispatch Building projects at the Riverside City campus as complete, approving execution of the Notice of Completion and authorizing signing of the notice.
- e. Notice of Completion – Administration and Assessment Center Building Roofing Projects
 - Recommend accepting the Administration and Assessment Center Building Roofing projects at Riverside City Campus as complete, approving execution of the Notice of Completion and authorizing signing of the notice.

Recommended Action: Request for Approval

B. Information

- 1. Monthly Financial Report
 - Informational report relative to financial activity for the period from July 1, 2006 through March 31, 2007.
- 2. CCFS-311Q – Quarterly Financial Status Report for the Quarter Ended March 31, 2007
 - Informational report relative to the District’s financial status for the period ending March 31, 2007.

Information Only

VI. Board Committee Reports

A. Teaching and Learning

- 1. Proposed curricular changes
 - Recommend approving the proposed curricular changes.

2. Agreement with ThermoAir, Inc.
 - Recommend approving the agreement to provide a spray booth for the Auto Body Program.

Recommended Action: Request for Approval

B. Resources Committee

1. A Resolution of the Board of Trustees of the Riverside Community College District, Riverside County, California, Authorizing the Issuance of Riverside Community College District (Riverside County, California) Election of 2004 General Obligation Bonds, Series 2007C, Resolution No. 41-06/07
 - Recommendation to be determined.
2. Selection of an External Auditor to Perform District and Foundation Annual Audit Services
 - Recommend entering into agreement to provide audit services for the District and the Foundation for FY 2006/2007 through FY 2009/2010.
3. Permission to Issue a Request for Proposal (RFP) for Computer System Hardware
 - Recommend authorization to issue a Request for Proposal for the provision and configuration of required hardware for the District's Datatel Colleague system.
4. Proposed Amendment to Agreement with Security By Design, Inc.
 - Recommend approving an amended agreement and the use of Measure C funds to provide additional services relative to the Security Master Plan.

Recommended Action: Request for Approval

C. Planning Committee

1. Amend Architecture Agreement and Request Additional Funds
 - Recommend approving an amendment to an architectural services agreement, the use of Measure C funds and a budget for the installation and purchase of IT/AV equipment relative to the Center for Primary Education project.

2. Design Services Agreement Network Operations Centers and Project and Budget Approval PBX Expansion Project
- Recommend approving an architectural services agreement to provide design and engineering services for the Network Operations Centers at the Moreno Valley and Norco campuses, the PBX expansion project at the Riverside campus and the use of Measure C funds.

Recommended Action: Request for Approval

D. Governance Committee

1. Reports to the Board on RCCD International Education Programs
- Recommend receipt of informational reports regarding the Study Abroad Program and the International Students program.
Information Only
2. New and Updated Board Policies and Procedures for Accreditation
- Recommend accepting for first reading, the twenty-six policies and five procedures necessary for Accreditation.
Recommended Action: Request for Approval

- E. Board of Trustees Committee Meeting Minutes
- Recommend receipt of minutes from the March 13, 2007 Board of Trustees Teaching and Learning, Resources, and Planning Committee meetings, and the minutes of the Special Joint Committee Meeting of the Riverside Community College District Board of Trustees and the Alford Unified School District Board of Education on March 26, 2007.
Information Only

VII. Administrative Reports

- A. Vice Chancellors
- B. Presidents

VIII. Academic Senate Report

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

IX. Business from Board Members

- A. Naming of the Digital Library and Learning Resources Center
- Recommend approving the naming of the Digital Library and Learning Resources Center in honor of retiring Chancellor Salvatore G. Rotella, to have the building be named “The Salvatore G. Rotella Digital Library and Learning Resource Center.”

Recommended Action: Request for Approval

- B. Nomination of Chancellor Rotella for the 2007 ACCT CEO Award
- Recommend Board review of the information provided for the nomination of Chancellor Rotella for the 2007 ACCT CEO Award to be submitted/received by Monday, May 7, 2007.

Recommended Action: Request for Review

X. Closed Session

- Pursuant to Government Code Section 54957, Public employee, discipline/dismissal/release.

Recommended Action: To be Determined

XI. Adjournment

MINUTES OF THE SPECIAL BOARD OF TRUSTEES
MEETING OF MARCH 19, 2007

President Figueroa called the special meeting of the Board of Trustees to order at 7:04 p.m., at the Administration Building Conference Room, AD109, O.W. Administration Building, Riverside City College, Riverside Community College, 4800 Magnolia Avenue, Riverside, California. CALL TO ORDER

Trustees Present:

Ms. Virginia Blumenthal
Ms. Mary Figueroa
Mrs. Janet Green
Mr. Jose Medina
Mr. Mark Takano

Trustees Absent

Ms. Yajaira Tiscareño, Student Trustee

Guests Present:

Ms Sharon Tanabe, Client Partner, Edward W. Kelley Partners

Mr. Tom Wagner, Ms. Karin Skiba, Ms. Jan Schall, Dr. Dariush Haghghat, and Ms. Patricia Bufalino made public comments regarding the search process and the three finalist candidates for the new Chancellor position. COMMENTS FROM THE PUBLIC

The Board adjourned to closed session at 7:15 p.m., pursuant to Government Code Section 54957, Public Employment, to deliberate on the candidates for the Chancellor's position. CLOSED SESSION

The Board reconvened to open session at 11:15 p.m., announcing that no action was taken, and adjourned the meeting to Friday, March 23, 2007 at 5:00 p.m. at the Administrative Conference Room, AD109, O.W. Noble Administration Building, Riverside City College. RECONVENED/ADJOURNED TO MARCH 23, 2007

- A. Naming of the Digital Library and Learning Resources Center
- Recommend approving the naming of the Digital Library and Learning Resources Center in honor of retiring Chancellor Salvatore G. Rotella, to have the building be named “The Salvatore G. Rotella Digital Library and Learning Resource Center.”

Recommended Action: Request for Approval

- B. Nomination of Chancellor Rotella for the 2007 ACCT CEO Award
- Recommend Board review of the information provided for the nomination of Chancellor Rotella for the 2007 ACCT CEO Award to be submitted/received by Monday, May 7, 2007.

Recommended Action: Request for Review

X. Closed Session

- Pursuant to Government Code Section 54957, Public employee, discipline/dismissal/release.

Recommended Action: To be Determined

XI. Adjournment

MINUTES OF THE REGULAR BOARD OF TRUSTEES
MEETING OF MARCH 20, 2007

President Figueroa called the regular meeting of the Board of Trustees to order at 6:02 p.m., in the Board Room AD122, Riverside City College

CALL TO ORDER

Trustees Present

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

Staff Present

Dr. Salvatore G. Rotella, Chancellor
Dr. James Buysse, Vice Chancellor, Administration and Finance
Dr. Debbie DiThomas, Interim Vice Chancellor, Student Services and Operations
Ms. Melissa Kane, Vice Chancellor, Diversity and Human Resources
Dr. Ray Maghroori, Vice Chancellor, Academic Affairs
Dr. Brenda Davis, President, Norco Campus
Dr. Irv Hendrick, Interim President, Moreno Valley Campus
Ms. Chris Carlson, Chief of Staff/Executive Assistant to the Chancellor
Mr. Jim Parsons, Associate Vice Chancellor, Public Affairs and Institutional Advancement
Ms. Virginia Hanson, Interim Vice President, Academic Affairs
Mr. Doug Beckstrom, President, Academic Senate, Moreno Valley Campus
Mr. Tom Wagner, President, Academic Senate, District and Norco Campus
Ms. Kathy Brooks, Vice President, Academic Senate, Riverside City College

Dr. Sandy Baker, Dean/Director of Nursing Education, led in the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

Mrs. Green, seconded by Ms. Blumenthal, moved that the Board of Trustees approve the minutes of the regular meeting of February 20, 2007. Motion carried. (5 ayes)

MINUTES OF REGULAR
MEETING OF FEBRUARY 20,
2007

Mr. Medina, seconded by Mrs. Green, moved that the Board of Trustees approve the minutes of the adjourned meeting of March 5, 2007. Motion carried. (5 ayes)

MINUTES OF THE SPECIAL
MEETING OF MARCH 5, 2007

CHANCELLOR'S REPORTS

Ms. Figueroa announced that the deliberations on the Chancellor search will continue on Friday, March 23, 2007, and thanked the campus faculty and staff for their participation and feedback on the search process.

Mrs. Green, seconded by Mr. Medina, moved that the Board of Trustees approve Resolution No. 29-06/07 to recognize May 21-25, 2007 as Classified School Employee Week. Motion carried. (5 ayes)

Ms. Blumenthal, seconded by Mrs. Green, moved that the Board of Trustees approve the District closure on Fridays, and the four-ten hour day summer workweek from June 11 through August 17, 2007. Motion carried. (5 ayes)

Ms. Tiscareño, student trustee, reported on recent and planned ASRCC activities.

“Update on Chancellor Search”
– Ms. Mary Figueroa, President,
Board of Trustees, Riverside
Community College District

Resolution No. 29-06/07 –
Resolution to Recognize
Classified School Employee
Week

Summer Workweek

STUDENT REPORT

CONSENT ITEMS

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

Approve the amended listed academic and classified appointments, and assignment and salary adjustments; (Appendix No. 56)

Approve/ratify the Purchase Orders and Purchase Order Additions totaling \$2,864,335.00 and District Warrant Claims totaling \$4,915,764.00; (Appendix No. 57)

Approve amendment to employment contracts and terminations as listed; (Appendix No. 58)

Approve the budget adjustments as presented; (Appendix No. 59)

Approve adding the revenue and expenditures of \$367,000.00 to the budget, and authorize the Vice Chancellor, Administration and Finance, to sign the resolution;

Action

Academic and Classified
Personnel

Purchase Order and Warrant
Report — All District Funds

Annuities

Budget Adjustments

Resolution to Amend Budget –
Resolution No. 30-06/07
Quadrangle Building
Modernization Project -
Equipment

Approve adding the revenue and expenditures of \$20,000.00 to the budget, and authorize the Vice Chancellor, Administration and Finance, to sign the resolution;

Resolution to Amend Budget – Resolution No. 31-06/07 2006-2007 Wells Fargo Bank/RCCD ID Cards

Approve adding the revenue and expenditures of \$49,795.00 to the budget, and authorize the Vice Chancellor, Administration and Finance, to sign the resolution;

Resolution to Amend Budget – Resolution No. 32-06/07 2006-2007 Associate Degree Registered Nursing Program – Capacity Building for Program Expansion

Award a bid for the Hazardous Materials Building Projects at the Moreno Valley and Norco Campuses in the amount of \$78,000.00 to ASR Constructors and authorize the Vice Chancellor, Administration and Finance sign the agreement;

Award of Bid – Hazardous Materials Building Projects, Moreno Valley and Norco Campuses

Award a bid for CTP Solutions, in the amount of \$121,362.39, to FujiFilm Graphic System and authorize the Vice Chancellor, Administration and Finance to sign the agreement;

Award of Bid – CTP Solutions

Accept the listed donated items; (Appendix No. 60)

Donations

Grant the out-of-state travel as listed; (Appendix No. 61)

Out-of-State Travel

Approve the service agreement, for an amount not to exceed \$30,500.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Service Agreement with PeopleAdmin

Approve the agreement, for October 25, 2007 through October 28, 2007, for an amount not to exceed \$1,613.75, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with Music Theatre International

Approve the agreement, for April 24, 2007, for an amount not to exceed \$250.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with Glenn Morrisette

Approve the agreement, for May 12, 2007, for an amount not to exceed \$1,500.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with Kye Palmer

Approve the agreement, for May 20, 2007, for an amount not to exceed \$500.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with Bi-Coastal Music, Inc.

Approve the agreement, from April 1, 2007 through June 17, 2007, for \$2,500.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with Karen Vargo

Approve the agreements, for March 21, 2007 through September 23, 2007, November 18, 2007 and June 18, 2007, respectively, for \$9,700.00, \$6,000.00, and \$9,700.00, respectively, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with Music Theatre International

Approve the agreement, for May 1, 2007 through May 3, 2008, for \$15,500.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with California Theatre Center

Approve the agreement, from March 21, 2007 through February 10, 2008, for \$8,860.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with R&H Theatricals

Approve the agreements, for March 21, 2007 through April 6, 2007, April 8, 2007, April 9, 2007, respectively, for \$1,000.00, \$500.00, and \$1,200.00, respectively, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreements for "Sensational Showtunes"

Ratify the agreement, from March 14, 2007 through March 21, 2007, for \$800.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with Harvey Pittel

Ratify the agreement, from February 1, 2007 through December 31, 2007, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with Press-Enterprise

Approve the agreement, for March 21, 2007 through March 27, 2007, for \$200.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with Jack McLean

Approve the agreement, for March 21, 2007 through June 30, 2007, for an amount not to exceed \$3,000.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with Marshall Gartenlaub

Approve the agreement, from March 21, 2007 through June 30, 2007, for an amount not to exceed \$925.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with Dale Masterson

Approve the agreement, from April 19, 2007 through April 20, 2007, for an amount not to exceed \$16,307.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Facilities Use Agreement with UCLA Conference Center

Approve the agreement, from April 19, 2007 through April 20, 2007, for an amount not to exceed \$2,644.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with H & L Charter Co., Inc.

Approve the agreement, from March 21, 2007 until determined, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with Pomona Valley Hospital Medical Center

Approve the agreement, from March 21, 2007 through June 30, 2007, for an amount not to exceed \$7,500.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with Doris Griffin

Approve the agreement, for March 27, 2007 through April 30, 2007, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with Complete Coach Works

Approve using the San Mateo County Community College bid for furniture and equipment for the Quadrangle project in the amount of \$428,320.00 for furniture and equipment;

Purchase Using San Mateo County Community College Award

Approve using the Western States Contracting Alliance, contract #A63307, to purchase Dell Computers and equipment, as needed for all departments in the District, as per the terms of the Master Price Agreement from September 1, 2004 to August 31, 2007;

Purchase Dell Computers and Equipment Using Western States Contracting Alliance, Master Price Agreement

Approve using the General Services Administration (GSA) contracts to purchase equipment from Spinitar in the amount of \$645,592.00, for the Quadrangle;

Purchase Using General Services Administration

Approve using the California Multiple Award Schedules (CMAS) contracts to purchase furniture and equipment in the amount of \$829,327.00 for the Quadrangle project;

Purchase Using California Multiple Award Schedules

Approve using the County of Riverside bid, with contract number RIVCO-93145-005-012-06/06 and amended contract number RIVCO-93145-005-018-06/07 to purchase furniture and equipment in the amount of \$372,670.00 for the Quadrangle project;

Purchase Using County of Riverside Award

Accept the ECS Modular Building Remodel project as complete; approve the execution of the Notice of Completion (under Civil Code Section 3093-Public Works); and authorize the Board President to sign the notice;

Notice of Completion – ECS Modular Building Remodel, Moreno Valley Campus

Accept the Parking Structure P1 project (Phase II) as complete; approve the execution of the Notice of Completion (under Civil Code Section 3093-Public Works); and authorize the Board President to sign the notice.

Notice of Completion – Parking Structure P1 Project (Phase II)

Motion carried. (5 ayes)

Information

In accordance with Board Policy 1042, the Chancellor has accepted the resignation of Mr. Mark Saavedra, Adjunct Faculty, effective March 12, 2007, Ms. Sara Ayala, Student Financial Services Support Specialist (Part-Time, 95%), effective March 13, 2007, for personal reasons, Ms. Patricia Clothier, Director, Law Enforcement Training Programs, effective March 30, 2007, for a career opportunity, and Ms. Danielle Short, Student Services Specialist, effective March 13, 2007, for academic advancement.

Separation

The Board received an informational summary of financial activity for the period ended February 28, 2007.

Monthly Financial Report

BOARD COMMITTEE REPORTS

Teaching and Learning

Mr. Medina, seconded by Mrs. Green, moved that the Board of Trustees approve the blanket Memorandum of Understanding, from April 1, 2007 through June 30, 2008, for a total amount of \$201,875.00, and authorize the Associate Vice Chancellor, Occupational Education, to sign the individual memorandums with partnering educational agencies. Motion carried. (5 ayes)

Memorandum of Understanding with Educational Agencies

Mr. Medina, seconded by Ms. Blumenthal, moved that the Board of Trustees approve the agreement, for September 6, 2007 through November 29, 2007, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement. Motion carried. (5 ayes)

Agreement with Centers for Academic Programs Abroad

Mr. Medina, seconded by Mrs. Green, moved that the Board of Trustees approve the agreement, for March 31, 2007 through March 30, 2008, with automatic yearly renewals, for the amount of \$118,200.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement. Motion carried. (5 ayes)

Agreement with Blackboard Inc.

Mr. Medina, seconded by Ms. Blumenthal, moved that the Board of Trustees approve the curricular changes for inclusion in the college catalog and in the schedule

Proposed Curricular Changes

of class offerings. Motion carried. (5 ayes)

Mr. Takano, seconded by Ms. Blumenthal, moved that the Board of Trustees approve the agreement with Logic Domain in the amount of \$96,000.00 for the first three years of service and \$12,500.00 per year thereafter and the use of Measure C funds and authorize the Vice Chancellor, Administration and Finance to sign the agreement. Motion carried. (5 ayes)

Mr. Takano, seconded by Mr. Medina, moved that the Board of Trustees approve the agreement with Higginson + Cartozian Architects Inc. to provide design and engineering services for the preparation of plans and specifications for the Moreno Valley and Riverside City Campus Kitchen Remodel and Renovation Projects, and to provide design and engineering services for plans and specifications for the Riverside City Campus Networks Operation Center PBX expansion project, and authorize the use of Measure C funds for these design services, and authorize the Vice Chancellor, Administration and Finance to sign the agreement. Motion carried. (5 ayes)

Mrs. Green, seconded by Mr. Takano, moved that the Board of Trustees approve the agreement with Harley Ellis Devereaux for the development of a Final Project Proposal for the Student Services Center at the Riverside City Campus in the amount of \$32,500.00 using Measure C funds, and authorize the Vice Chancellor, Administration and Finance to sign the agreements. Motion carried. (5 ayes)

Resources

Capital Project Management
System Agreement with Logic
Domain

Design and Engineering
Services: Food Service
Remodels – Moreno Valley
Campus and Riverside City
Campus and PBX Network
Operations Center, Riverside
City Campus

Planning

Design Services Final Project
Proposal for the Student
Services Center at Riverside
City Campus

Mrs. Green, seconded by Mr. Takano, moved that the Board of Trustees approve the Modular Project for the Moreno Valley Campus with a Project Budget of \$1,448,769.00, the Modular Project for the Norco Campus with a Project Budget of \$1,986,666.00, the Modular Project for the Ben Clark Training Center with a Project Budget of \$2,161,812.00, the Modular Project with Riverside City Campus and a Project Budget of \$1,897,081.00, and the agreement with Higginson + Cartozian Architects, Inc. in the amount of \$179,050.00 for design and engineering services for the Ben Clark Training Center and Riverside City Campus Modular Projects, and authorize the Vice Chancellor, Administration and Finance to sign the agreement, and the use of Measure C funds in the amount of \$7,494,328.00 to complete the projects. Motion carried. (5 ayes)

District Modular Projects and
Budget Approvals

The Board received for information the minutes from the February 15, 2007 Board of Trustees Teaching and Learning, Resources, and Planning Committee meetings.

Board of Trustees Committee
Meeting Minutes

Mr. Wagner presented the report on behalf of the District and Norco campus Academic Senates.

ACADEMIC SENATE REPORTS

Ms. Brooks presented the report on behalf of the Riverside City College Academic Senate.

BUSINESS FROM BOARD
MEMBERS

Mr. Takano, seconded by Mrs. Green, move that the Board of Trustees vote to fill the eleven vacancies on the CCCT Board by casting ten votes for the incumbents: Luis Villegas, Maria Elena Serna, Donald L. Singer, Georgia L. Mercer, Jeanette Mann, Rosanne Bader, Tom Clark, Walter G. Howald, Charles H. Hayden, and Andre Quintero, and the eleventh vote being cast for Mary Figueroa. Motion carried. (5 ayes)

CCCT Board of Directors
Election - 2007

Mrs. Green, seconded by Ms. Blumenthal, moved that the Board of Trustees adopt Resolution No. 33-06/07 to recognize and commemorate the significant contributions of Mr. Lee Wagner to the youth of Riverside through service with the City of Riverside Police Department and as Chief / Director of College Safety and Police, Riverside Community College District. Motion carried. (5 ayes)

Resolution Commending
Mr. Lee Wagner, Chief /
Director of College Safety
and Police, Riverside
Community College District
– Resolution No. 33-06/07

The Board adjourned the meeting at 7:20 p.m.

ADJOURNMENT

MINUTES OF THE ADJOURNED BOARD OF TRUSTEES
MEETING OF MARCH 23, 2007

President Figueroa called the special meeting of the CALL TO ORDER
Board of Trustees to order at 5:10 p.m., at the
Administration Building Conference Room,
AD109, O.W. Administration Building, Riverside
City College, Riverside Community College, 4800
Magnolia Avenue, Riverside, California.

Trustees Present:

Ms. Virginia Blumenthal
Ms. Mary Figueroa
Mrs. Janet Green
Mr. Jose Medina
Mr. Mark Takano

Trustees Absent

Ms. Yajaira Tiscareño, Student Trustee

Guests Present:

Ms. Melissa Kane, Vice Chancellor, Diversity and Human Resources
Ms Sharon Tanabe, Client Partner, Edward W. Kelley Partners

Ms. Karin Skiba and Ms. Jan Schall made public COMMENTS FROM THE PUBLIC
comments regarding the search process and the three
finalist candidates for the new Chancellor position.

The Board adjourned to closed session at 5:15 p.m., CLOSED SESSION
pursuant to Government Code Section 54957, Public
Employment, to deliberate on the candidates for the
Chancellor's position.

The Board reconvened to open session at 10:00 p.m., RECONVENED/ADJOURNED TO
announcing that no action was taken, and adjourned MARCH 29, 2007
the meeting to be held Thursday, March 29, 2007 at
7:30 p.m. at the Administrative Conference Room,
AD109, O.W. Noble Administration Building,
Riverside City College.

MINUTES OF THE SPECIAL BOARD OF TRUSTEES
MEETING OF MARCH 29, 2007

President Figueroa called the special meeting of the Board of Trustees to order at 7:31 p.m., at the Administration Building Conference Room, AD109, O.W. Administration Building, Riverside City College, Riverside Community College, 4800 Magnolia Avenue, Riverside, California. CALL TO ORDER

Trustees Present:

Ms. Virginia Blumenthal
Ms. Mary Figueroa
Mrs. Janet Green
Mr. Jose Medina
Mr. Mark Takano

Trustees Absent

Ms. Yajaira Tiscareño, Student Trustee

Staff Present:

Ms. Melissa Kane, Vice Chancellor, Diversity and Human Resources

Guests Present:

Ms Sharon Tanabe, Client Partner, Edward W. Kelley Partners

Public comments were made by Ms. Karin Skiba on the retirement process, Ms. Jan Schall and Mr. Dwight Lomayesva on the retirement process and the Chancellor search, and Mr. Ward Schinke regarding the Chancellor search.

COMMENTS FROM THE PUBLIC

Mr. Takano, seconded by Mr. Medina, moved that the Board of Trustees approve Resolution No. 34-06/07, PARS Supplementary Retirement Plan and the agreement for Administrative Services with Phase II Systems dba Public Agency Retirement Services to implement the supplementary retirement plans for administrative, classified, and confidential staff and authorize the Vice Chancellor, Administration and Finance to sign the implementing documents. Motion carried.
(5 ayes)

PROPOSED PUBLIC AGENCY
RETIREMENT SERVICES (PARS)
RETIREMENT INCENTIVE

The Board adjourned to closed session at 8:15 p.m., pursuant to Government Code Section 54957, Public Employment, to deliberate on the candidates for the

CLOSED SESSION

Chancellor's position.

The Board reconvened to open session at 10:10 p.m., announcing the following action: RECONVENEMENT TO OPEN SESSION

Ms. Blumenthal, seconded by Mr. Medina, moved that the Board of Trustees conduct a new search for a new Chancellor after the October 8 – 11, 2007 District accreditation. Motion carried (5 ayes)

Ms. Blumenthal, seconded by Mr. Medina, moved that the Board of Trustees appoint Dr. Jim Buysse, effective no later than September 1, 2007 and continuing for a period of no longer than 12 months, as interim Chancellor of the Riverside Community College District. Motion carried. (4 ayes, 1 no [Green])

The Board adjourned the meeting at 10:30 p.m. ADJOURNMENT

RIVERSIDE COMMUNITY COLLEGE DISTRICT
DIVERSITY AND HUMAN RESOURCES

Report No.: V-A-1-a

Date: April 17, 2007

Subject: Academic Personnel

1. Appointments

Board Policy 1040 authorizes the Chancellor (or designee) to make an offer of employment to a prospective employee, subject to final approval by the Board of Trustees.

It is recommended the following appointments be approved:

- a. Management
(none)
- b. Contract Faculty
(none)
- c. Long-Term, Temporary Faculty
(none)
- d. Special Assignments
Payment as indicated to the individuals specified on the attached list.
- e. Overload Assignments
(none)
- f. Part-Time Faculty, Hourly Assignments

Spring Semester 2007
The individuals specified on the attached list.
- g. Child Development Center Hourly Employees
(none)
- h. Coordinator, Spring Semester 2007

Name
Patricia Avila

Activity
Puente Program Director

Report No.: V-A-1-a

Date: April 17, 2007

Subject: Academic Personnel

1. Appointments – cont.

i. Department Chairs, 2006-07 Academic Year

Revisions to list submitted/approved by the Board of Trustees on June 20, 2006:

RIVERSIDE CITY COLLEGE

<u>Department</u>	<u>Chair</u>	<u>Stipend</u>
Life Sciences	John Rosario (through 03/31/07)	72%
	Greg Burchett (starting 04/01/07)	28%

2. 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 Department Chair, the Vice President, and the President have reviewed and support the following request.

It is recommended the Board of Trustees approve the request of Janis Binam, Associate Professor of Anthropology, and allow her to participate in the Reduced Employment Program with a teaching load of 60% for the 2007-08 academic year.

3. Requests for Leave Under the California Family Rights Act and the Federal Family and Medical Leave Act

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

<u>Name</u>	<u>Effective</u>
Gabriela Gamiz	March 15, 2007
Ellen Lipkin	March 23, 2007
Patricia Scileppi	March 16, 2007

4. Salary Reclassification

Board Policy 3080 establishes the procedures for professional growth and salary reclassification. The following employee has fulfilled the requirements of this policy.

It is recommended the Board of Trustees grant salary reclassification to the following faculty member effective May 1, 2007:

<u>Name</u>	<u>From Column</u>	<u>To Column</u>
Richard Rodman	C	D

Subject: Academic Personnel

5. Sabbatical Leave Requests

The Agreement between Riverside Community College District and the Riverside Community College Chapter CCA/CTA/NEA provides for faculty sabbatical leaves. The Professional Growth and Sabbatical Leave Committee reviewed the following requests and voted to approve a favorable recommendation

It is recommended the Board of Trustees grant the following sabbatical leave requests:

- a. Arend Flick, Associate Professor of English, for the 2007-2008 academic year, at 70% compensation and 30% assignment, to conduct a thorough investigation into general education assessment practices in higher education today.
- b. David Nelson, Associate Professor of Theater Arts, for the 2007-2008 academic year, at 70% compensation and 30% assignment, to pursue development of a handbook for actors regarding how to perform elevated verse in acting texts.
- c. Ingrid Wicken, Associate Professor of Physical Education, for the 2007-2008 academic year, at 70% compensation and 30% assignment, to research and write a history of ski jumping in California.

6. Academic Rank

Board Policy 3092 establishes guidelines for academic rank; and the Professional Growth and Sabbatical Leave Committee has reviewed the attached listing of academic rank for the 2007-2008 academic year.

It is recommended the Board of Trustees approve the 2007-2008 academic rank as specified on the attached list.

7. Request for Tenure

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

It is recommended the Board of Trustees grant tenure to the following faculty:

<u>Name</u>	<u>Discipline</u>
Steven Brewster	Library Services
Rosina Chacon	Counseling
Damianita Dyogi	Nursing
Paul Moores	Library Services
Chistopher Nollette	Emergency Medical Services/Paramedic Programs
Paula Stafford	Physician Assistant
Gail Zwart	Business Administration

Report No.: V-A-1-a

Date: April 17, 2007

Subject: Academic Personnel

8. Separation

Board Policy 1042 authorizes the Chancellor to officially accept the resignation of an employee; and the Chancellor has accepted the following resignation.

It is recommended the Board of Trustees receive, for information only, the resignation of the individuals listed below:

<u>Name</u>	<u>Title</u>	<u>Last Day of Employment</u>	<u>Reason</u>
Chad Bemis	Assistant Professor, Mathematics	06/07/07	Personal

RIVERSIDE COMMUNITY COLLEGE DISTRICT
 DIVERSITY AND HUMAN RESOURCES

Report No.: V-A-1-b

Date: April 17, 2007

Subject: Classified Personnel

1. Appointments

In accordance with Board Policy 1040, the Chancellor recommends approval for the following appointments:

	<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Salary</u>	<u>Action</u>
a.	Management/Supervisory				
	DISTRICT (None)				
	MORENO VALLEY CAMPUS (None)				
	NORCO CAMPUS (None)				
	RIVERSIDE CITY COLLEGE (None)				
b.	Management/Supervisory – Categorically Funded (None)				
c.	Classified/Confidential				
	DISTRICT				
	Cynthia Valenzuela	Cashier/Clerk	04/18/07	16-7	Transfer
	MORENO VALLEY CAMPUS (None)				
	NORCO CAMPUS				
	*Save, Vevesi	Economic Development Assistant (March Education Center)	05/07/07	17-1	Appointment

Subject: Classified Personnel

1. Appointments – Continued

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Salary</u>	<u>Action</u>
c. Classified/Confidential (Cont'd)				
RIVERSIDE CITY COLLEGE				
Eugene Grim	Senior Tool Room Attendant	04/19/07	16-1	Appointment
Judith James	Instructional Department Specialist (Counseling)	04/18/07	17-5	Promotion
Joyce Whalen	Instructional Department Specialist (Early Childhood Education)	04/18/07	17-1	Appointment

d. Classified/Confidential – Categorically Funded

DISTRICT
(None)

MORENO VALLEY CAMPUS

Julie Ruiz	Secretary II – Title V	04/18/07	15-1	Appointment
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NORCO CAMPUS
(None)

RIVERSIDE CITY COLLEGE
(None)

e. Professional Experts

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Salary</u>	<u>Action</u>
Michael Barbee	Professional Expert/Athletic Coach	08/01/07	11-1	Appointment
Alicia Berber	Professional Expert/Athletic Coach	08/01/07	11-1	Appointment
Mark Paredes	Assistant Head Football Coach	08/01/07	30-1	Appointment

f. Short Term

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

g. Temporary as Needed Student Workers

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

Subject: Classified Personnel

1. Appointments – Continued

h. Community Education Program
(None)

i. Special Assignment
Payment to be approved for the following individual in the amount indicated for her participation in a special assignment:

Foster Youth Life Skills Workshop Facilitator (02/12/07 – 06/06/07)

Michelle Davila – Total amount not to exceed \$3,500

Lighting Design and Training on New Light Board (04/01/07 – 04/30/07)

Jason Graham – Total amount not to exceed \$1,200

2. Professional Growth Achievement Step

Participation in the Professional Growth Program is voluntary for classified employees. Employees who participate in the program receive achievement steps upon prior approval from the Professional Growth Committee of the coursework.

Professional achievement steps are \$35 per month for completion of 12 semester units of coursework and \$40 per month for completion of 12 semester units of job related coursework. Each employee may earn a maximum of seven (7) achievement steps in both categories combined, two (2) of which must be in the job skills area of professional growth. (California School Employees Association Agreement 2005-2008, Exhibit A)

It is recommended the Board of Trustees approve the following professional growth achievement step, effective May 1, 2007:

<u>Name</u>	<u>Title</u>	<u>Achievement Step(s) Earned</u>
Carmen Payne	Secretary IV	Step 2 @ \$40 & Step 3 @ \$35

3. Requests for Leave Under the California Family Rights Act and/or the Federal Family and Medical Leave Act

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

<u>Name</u>	<u>Position Title</u>	<u>Retroactive To:</u>
Patricia Dickenson	Secretary IV (Part-time, 50%)	April 3, 2007
Sherrie DiSalvio	Budget Analyst	March 29, 2007
Vickie Vega	Administrative Secretary II	March 24, 2007

Subject: Classified Personnel

4. Military Leave

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

It is recommended the Board of Trustees ratify the request for military reserve duty for Mr. Anthony Puzzuto, Warehouse Supervisor, for the period of March 15,16,28,29,30, 2007 (a total of 5 working days). Mr. Puzzuto meets the college service requirement.

5. Request to Adjust Effective Date

At its meeting of March 20, 2007, the Board of Trustees approved the appointment of Mr. Steven Orona, Project Manager, effective March 21, 2007. It is recommended the Board of Trustees adjust the appointment of Mr. Orona to April 9, 2007.

6. Request to Rescind Appointment

At its meeting of March 20, 2007, the Board of Trustees approved the appointment of Mr. Christopher Brown, Vice President, Business Services (Riverside City College), effective March 19, 2007. After some consideration, Mr. Brown declined the District's offer of employment. It is recommended the Board of Trustees rescind the appointment of Mr. Brown, retroactive to March 19, 2007.

7. Request for Reduced Workload for Classified Employee

It is recommended that the Board of Trustees approved a reduced workload from 100% to 60% for Mr. David Dieckmeyer, Instructional Support Specialist, effective April 23, 2007 through June 9, 2007. The request for reduced workload is due to educational purposes. Mr. Dieckmeyer's request has the approval of the Norco Campus Assistant Dean, Library/Learning Resources and the Vice President of Educational Services.

8. Separations

Board policy 1042 authorizes the Chancellor to officially accept the resignation of an employee; and the Chancellor has accepted the following resignations;

In is recommended the Board of Trustees receive, for information only, the resignation of the individuals listed below, effective at the end of the workday:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Reason</u>
Terri Bunch	Cellular Account Clerk	March 30, 2007	Personal
Sharisse Smith-Owens	Educational Advisor	March 16, 2007	Personal

Report No.: V-A-1-b

Date: April 17, 2007

Subject: Classified Personnel

Submitted by:

Transmitted to the Board by:

Melissa Kane
Vice Chancellor, Diversity and Human
Resources

Salvatore G. Rotella
Chancellor

Concurred by:

Concurred by:

Chris Carlson
Chief of Staff/Executive Assistant to the
Chancellor

Linda Lacy
Interim President, Riverside City College

Ray Maghroori
Vice Chancellor, Academic Affairs

Brenda Davis
President, Norco Campus

James L. Buysse
Vice Chancellor, Administration and Finance

Irv Hendrick
Interim President, Moreno Valley Campus

Debbie DiThomas
Interim Vice Chancellor, Student Services/
Operations

Critical Thinking Faculty Developmental Modules (Title V) (Spring 2007)

Development of critical thinking modules and workshops for faculty development opportunities at Moreno Valley Campus. Project includes research, assessment, and evaluation methods of critical thinking skills students need to be successful in college and how faculty can implement strategies in their classroom to facilitate the development of these skills.

Kim Metcalfe – Paid as lump sum upon completion in the amount of \$2000.00

Improve CIS Programming Curriculum and Student Retention (Spring 2007)

Faculty Led Study Sessions.

Chip (Paul) Herzig – Paid as lump sum upon completion in the amount of \$1,241.31

Teacher Preparation Title V Grant (Spring 2007)

Faculty member will incorporate supplemental instruction as part of their classroom syllabus.

Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.

Rakel Engles – Total amount to be paid not to exceed \$1349.25

Screening/Interviewing Search Committee (Winter Intersession 2007)

Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.

Rogelio Ruiz – Total amount to be paid not to exceed 7 hours

Completion of Program Review (Spring 2007)

Barbara Mariscal – Paid as lump sum upon completion in the amount of \$1,500.00

Curriculum Development for Developmental Education (Spring 2007)

Create and hold workshops for current students throughout Spring semester aimed at developing and enhancing students' communication skills. Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.

Micherri Wiggs – Total amount to be paid not to exceed \$80.96

Joseph DeSantis – Total amount to be paid not to exacted \$135.24

Professional Development for Developmental Education (Spring 2007)

Offer workshops to content-area faculty on ways to incorporate speech communication skills (emphasis on oral communication skills) across the disciplines.

Joan Gibbons-Anderson – Paid as lump sum upon completion in the amount of \$750.00

Micherri Wiggs – Paid as lump sum upon completion in the amount of \$750.00

Teacher Preparation Title V Grant (Spring 2007)

CBEST Reading comprehension workshop presenter. . Compensation at Group 1, Step 3 of the Faculty Hourly Salary Schedule.

Anna Christian – Total amount to be paid not to exceed \$431.76

Program Review (Summer 2007)

Dorothy Campbell – Paid as lump sum upon completion in the amount of \$750.00

CTA Winter duties (Winter 2007)

CTA related duties as per contract.

Karin Skiba – Paid as lump sum upon completion in the amount of \$1,619.10

Update Course Outline of Record (Spring 2007)

For CAT 1A

Lisa Laski – Paid as lump sum upon completion in the amount of \$100.00

Update Course Outline of Record (Spring 2007)

For CAT 36A, 36B, 37, 38, 39

Shaylene Cortez – Paid as lump sum upon completion in the amount of \$500.00

NAME	SUBJECT
Adams, Greg	Emergency Medical Services
Allison, Robert	Fire Technology
Alverson, David	Telecommunication
Anderson, David	Fire Technology
Anderson, Victoria	Guidance
Arias, Greg	Fire Technology
Assumma, Michael	Management
Ayon, Gilbert	Fire Technology
Bakas, David	Fire Technology
Barbee, Michael	Senior Citizen Education
Bell, Richard	Fire Technology
Bergreen, Gary	Computer Applications and Office Technology
Burns, Martha	Senior Citizen Education
Canales, Leslie	Administration of Justice
Center, Daymond	Fire Technology
Cerini, Bret	Fire Technology
Ciraulo, Sam	Speech Communication
Cisneros, Cory	Fire Technology
Cortez, John	Fire Technology
Cox, Robert	Fire Technology
Curren, Scott	Engineering
Demont, Renee	Cosmetology
Deyo, Arthur	Fire Technology
Diaz, Steven	Fire Technology
Escalera, Jason	Fire Technology
Eveland, Clark	Administration of Justice
Felgar, Darrayl	Fire Technology
Fox, Barry	Fire Technology
Francis, Larry	Physician Assistant
Gerardo, Colleen	Reading
Gladden, Garnett	Psychology
Golden, John	Fire Technology
Hammers, Larry	Fire Technology
Harrington, Tonya	Nursing
Harvey, Lester	Administration of Justice
Helmick, Keith	Mathematics
Hurd, Jeffrey	Administration of Justice
James, Kenneth	Physics
Johnson, James	Administration of Justice
Kelley, Heather	Mathematics
Kennedy, Michael	Fire Technology
Kenney, Robert	Administration of Justice
Kirkpatrick, Allan	Sociology

NAME	SUBJECT
Koury, Michael	Fire Technology
Loya, Jason	Fire Technology
MacGregor, Michael	Fire Technology
Martinez, Erin	Guidance
McDowell, Jennifer	Fire Technology
McKim, Carol	Reading
Mecham, Anthony	Fire Technology
Moore, Jeanne	Guidance
Morgan, Jade	Fire Technology
Morris, Jason	Administration of Justice
Munsey, Kenneth	Fire Technology
Norwine, Brent	Fire Technology
Nun, Steven	Fire Technology
Odil, Orby	Fire Technology
Papas, Constantine	English
Rappaport, Robert	Fire Technology
Rees, David	Fire Technology
Remp, Donald	Fire Technology
Richards, Hope	Nursing
Riddle, Hugh	Music
Rizo, Anthony	Applied Technology
Robinson, Boris	Administration of Justice
Rosspencer, Emelly	French
Rovan, Joan	Applied Technology
Sarigiani, Lisa	English
Sarmiento Hildreth, Janet	Nursing
Schmidt, Jasmine	Nursing
Schultz, Thomas	Guidance
Scott Coe, Justin	English
Seager, Yelena	Mathematics
Sharpe, Karen	Physical Education
Snodgrass, James	Fire Technology
Soto, Edward	Administration of Justice
Sprague, Edmund	Fire Technology
Suzuki, Kevin	Physical Education
Tondro, Jason	English
Torcedo, Jojit	Physics
VanGorder, Michael	Administration of Justice
Vest, Kevin	Administration of Justice
Vrooman, Dennis	Administration of Justice
Whelan, Linda	Guidance
Yanni, Thomas	Humanities

AREND FLICK'S
SABBATICAL LEAVE REQUEST
FOR 2007-2008

I. OVERVIEW OF PURPOSE & CONTENT

This is my sixteenth year as a full-time English instructor at RCCD. I have never before requested a sabbatical leave, but I ask for one now, for academic year 2007-8 at 70% release time. To provide an overview of my rationale for this request will take several paragraphs.

I have been actively involved in RCCD's learning outcomes assessment efforts since the District Assessment Committee (DAC) was formed in fall, 2000. Since fall, 2004, I have been faculty co-chair of the committee and district assessment coordinator. In compliance with the ACCJC accreditation standards, DAC has developed guidelines that require disciplines undergoing program review to develop and implement course-based (and/or program-based) assessment plans. Also in accordance with the standards, we have begun to define and assess institution-wide outcomes, specifically those pertaining to general education.

It's no exaggeration to say that the accreditation standards particularly emphasize the critical role of general education in defining a college's identity. It's also no exaggeration to say that nearly all colleges and universities in the U.S. today are struggling with developing procedures to measure GE outcomes effectively. Ralph A. Woolf, executive director of WASC, said recently that "In the last 10 or 20 years, all of us have put more significance in assessing learning outcomes. The area that is most challenging is general-education outcomes." Many institutions employ standardized tests to assess institutional competencies like critical thinking, writing, and even global awareness. But considerable problems arise from the use of nationally normed exams to assess core institutional competencies. They are expensive. Students often don't take them seriously. These exams don't necessarily measure the particular competencies taught at a particular college. And perhaps most importantly, faculty are often not inclined to use the results of external tests to improve teaching and learning.

I believe that a better way to assess institution-wide learning is likely to be through the use of portfolios, specifically electronic portfolios (e-portfolios). Perhaps as a condition of graduation, students would be expected to develop and maintain an e-portfolio, containing digitalized samples of their best class work—work that would also map to each of the RCCD core competency areas. Besides being of great benefit to students themselves (they could provide these portfolios as evidence of their achievement to prospective employers, universities, etc.), RCCD could routinely sample student artifacts from these portfolios and assess them against rubrics. That would enable us to demonstrate more tangibly than grades or test scores can ever do that significant forms of learning are taking place at the college. It would also let us identify areas where our students are not achieving the level of competency we want them to, thereby allowing us to improve our pedagogies, our curricula, and/or our support areas.

I have several ancillary goals for this sabbatical, though each follows from my main one. I also want to improve my understanding of institutional research practices and active learning strategies (especially problem-based learning), both of

which should contribute to my skill as a teacher/assessment specialist. But my chief object is to research thoroughly the state of general education assessment in the U.S. today and to investigate more particularly the use of e-portfolios as a likely best practice in conducting that assessment. I have cared passionately about general education since my own undergraduate years, and in many ways this is a natural culmination of nearly a life's work.

Over the past few years, I have developed a small but growing reputation for my work in and knowledge of assessment theory and practice. I have written several pieces for the RP Group listserv on outcomes assessment. I have presented at a number of assessment conferences, and I coordinate the English strand of the annual California community college assessment conference, *Strengthening Student Success*. I have also consulted with and done workshops at other colleges and universities on how to develop a systematic institutional assessment plan. Besides augmenting my skills as an assessment specialist, a sabbatical would free me to work more intensively than I am able to do now on the assessment issues that most directly affect, and would most directly benefit, RCCD.

A. GOALS OF SABBATICAL LEAVE

My goals for the leave are as follows:

- To conduct sustained research in general education assessment and in the use of electronic portfolios as a way of assessing institutional core competencies.
- To write a comprehensive report to the district, and specifically to DAC, on how to implement successfully a district-wide e-portfolio system.
- To write and publish several articles on outcomes assessment theory and methodology arising from this research.
- To become more knowledgeable about the practices of institutional research, including the use of SPSS software, IPEDS data, and the like.
- To learn more about problem-based learning, and specifically the way this kind of active learning can be successfully adapted to the English classroom.

B. ACTIVITIES TO MEET THE GOALS

My activities would include, but not be limited to:

- Attending a number of national assessment conferences, including the Association of Institutional Research forum in Kansas City (June, 2007), the Indiana University-Purdue University conference in Indianapolis (October, 2007), and others.
- Researching general education assessment strategies, particularly the use of e-portfolios, partly through a program of reading and partly by visiting

a number of colleges and universities that have successfully implemented these strategies. I would also research some of the corporate vendors who have developed e-portfolio software. I would plan, finally, to network with my counterparts at other California community colleges to explore the feasibility of forming a consortium of e-portfolio users, thereby driving down costs.

- Writing a comprehensive report on my findings and recommendations to RCCD, specifically to DAC.
- Working with the RCCD Grants & Contracts Office to see if we can secure external funding to support the implementation of an e-portfolio system.
- Writing and publishing at least two pieces on assessment theory and practice arising from my research.
- Becoming clearer about the work of institutional research, with help from RCCD institutional researchers who have agreed to provide me with training and by taking several online courses toward a certificate in institutional research from Penn State University.
- Learning more about problem-based learning—a pedagogy whose value is suggested by the assessment data already in existence.

II. OUTCOMES OF THE SABBATICAL LEAVE

By summer, 2008, I will have researched the theory, methodology, and logistics of e-portfolios thoroughly, and this will have resulted in both published papers and in a report to the District, with specific suggestions for how to implement an e-portfolio system. I expect to be active in bringing about the implementation of this system (or one comparable to it) in 2008 – 10. Once this system is in operation, it will be of significant benefit to the District and to its students. For the District, it will provide an opportunity to sustain and even increase its reputation as a leader among California community colleges in outcomes assessment. My most audacious hope is that my work will help RCCD become a model for how to “do” assessment that other colleges will choose to emulate. But the chief value of this sabbatical will be to RCCD students, who will be able to provide tangible and credible evidence of their own learning through the portfolios they maintain. Students will also benefit because our assessment of general education will result in improvements in teaching and learning that target especially problematic areas in our achievement of outcomes. The institutionalizing of e-portfolios will also have a trickle-down effect, I believe, on assessment at the program and course level, since this form of embedded assessment will permit us to do more localized assessment cycles with relative ease. As a teacher, I also expect to benefit personally from the renewed energy that comes from change; my specific work on assessment and on problem-based learning should make me a better teacher and thus my students better learners. As for my colleagues, I will do as many workshops on these methodologies as discipline facilitators and professional development coordinators at RCCD are willing to schedule.

DAVID NELSON'S
SABBATICAL LEAVE REQUEST
FOR 2007-2008

RIVERSIDE COMMUNITY COLLEGE DISTRICT
SABBATICAL LEAVE REQUEST FORM

FACULTY MEMBER ___ David Wayne Nelson _____

DEPARTMENT ___ Performing Arts _____

DATES AND DURATION OF SABBATICAL LEAVE REQUESTED:
(Review Article XIII, Section M of the Agreement between the Riverside Community College District and the Riverside Community College Chapter CTA/NEA for details.)

X FULL YEAR'S LEAVE FOR _____
(70% REGULAR SABBATICAL LEAVE)

_____ FULL YEAR'S LEAVE FOR _____
(100% SPECIAL SABBATICAL LEAVE)

_____ SEMESTER LEAVE FOR _____
(100% SEMESTER SABBATICAL LEAVE)

_____ RETURN TO INDUSTRY LEAVE FOR _____

ABSTRACT OF PURPOSE OF SABBATICAL LEAVE:

I propose to develop a handbook for actors regarding how to perform elevated verse in acting texts. Metered verse, such as in Shakespeare, requires specialized skills in text analysis, scansion, meter, rhythm, antithesis, imaging, stressing, inflections, word meanings and structure. In teaching acting for elevated text, most students struggle when trying to apply the techniques of realistic acting to elevated verse. The text is dense, archaic, layered with multiple images. My handbook would lay out a systematic plan to develop the necessary skills through the use of work pages, exercises, reading and practical application. (See Attached Proposal)

Complete this form and the top section of the Sabbatical Leave Request form along with your draft per the Sabbatical Leave Proposal Guidelines. (See attached page).

Submit to the *Office of Institutional Effectiveness* by *February 15* for the following academic year and by *May 15* for the following spring semester only.

A "Certificate of Health" signed by physician must accompany this application (Article XIII, M,3,d). Please be aware that a Sabbatical Leave Bond will be required following Board approval.

SABBATICAL LEAVE PROPOSAL
DAVID NELSON
FULL ACADEMIC YEAR SABBATICAL
2007-2008

I. OVERVIEW OF PURPOSE AND CONTENT

I propose to develop a workbook for student actors on how to perform elevated verse in acting classes. Elevated verse, such as in Shakespeare, requires specialized skills in text analysis, scansion, meter, rhythm, antithesis, imaging, stressing, inflections, word meanings and structure. Elevated verse or heightened text is poetic in nature and is built on rhythmic structure with a compression of imagery, as opposed to prose, where the structure is built on a logical progression of ideas and where the dialogue is rooted in everyday speech patterns. In teaching acting for elevated verse, students struggle when trying to apply the techniques of realistic acting to elevated verse. The text is dense, archaic, layered with multiple images. Their training in realistic acting and modern text, which is prose based, does not prepare them for the demands of acting in elevated verse. My proposed workbook would provide a systematic plan to develop the necessary skills through the use of work pages, acting exercises, reading and practical application to understand and perform elevated verse.

There are excellent textbooks on elevated verse, such as Cicely Berry's "The Actor and the Text" or John Barton's "Playing Shakespeare". However, these textbooks approach the subject from a literary viewpoint, discussing and detailing elevated verse, but give few practical exercises in how to perform elevated verse. My students who are required to perform elevated verse for Theatre 34, Theatre 35, Theatre 38, and in some cases, Theatre 5 and 6, have difficulty bridging the gap from reading the textbook and implementing that material when acting in monologues, scenes and productions of elevated verse. I am unaware of any acting text or workbook that teaches students how to perform elevated verse in a realistic manner through practical acting exercises.

A. GOALS OF THE SABBATICAL LEAVE

1. Develop acting exercises in the following areas:
 - a. Text analysis
 - b. Scansion
 - c. Meter/Rhythm
 - d. Imaging
 - e. Stressing
 - f. Inflections
 - g. Word and line meanings
 - h. Personalization of text
 - i. Antithesis
 - j. Historical Background
 - k. Addition topics as needed

After doing the necessary research on the above topics, I would then develop new acting exercises and/or worksheets to help students implement those concepts through a practical approach in the acting environment.

Example: When performing elevated verse students must be aware of the scansion (rhythm) of the verse. Most elevated verse is written in Iambic Pentameter. An iambic foot is two beats, the first unstressed (^) and the second stressed (-). Pentameter is five sets of these iambs, such as:

^ - ^ - ^ - ^ - ^ -
Two house/holds, both/ a like/in dig/ni ty,

My workbook would take this information and develop acting exercises to help students feel the rhythm of the verse and how it effects the acting of the material. Where does the rhythm naturally break or change and what clue does this give to the actor regarding how they should perform the verse, as in this line from Hamlet:

^ - ^ - ^ - ^ - ^ - ^
To be/ or not/ to be/, that is/ the ques/tion.

The line has an extra beat at the end, which breaks the natural rhythm of the Pentameter. I could explore the use of various rhythms in music to develop an acting exercise to help students find the natural rhythm of this speech from Hamlet, regular and irregular rhythms. This goes beyond the academic discussions of known textbooks and implements the learned material in acting exercises that help the student perform the verse. When completed, this workbook would enable any acting student to understand the requirements of elevated verse and how to perform that verse in a realistic way.

2. Development of the workbook in the sequence that will build the essential skills necessary to handle elevated text.

B. ACTIVITIES TO MEET THE GOALS OF THE SABBATICAL

1. Research:
 Although I have a strong background in acting and the study of elevated verse, I will need more extensive training in these areas in order to formulate the workbook. The first semester of the sabbatical leave will cover research in the following areas:
 - a. Analyze acting texts to gain information in developing acting exercises specifically for elevated verse.
 - b. Analyze texts and documents for historical data on the time period. This will provide information to develop exercises/material on how society/history etc., influenced the elevated verse.

- c. Analyze texts and documents regarding the structure of poetry and elevated verse for the information necessary to formulate acting exercises in these areas.

With the outstanding theatre collections at UCSD, USD and CSUF, I should the necessary resources for my research.

2. Attend classical acting classes with master teachers to gain information for formulating acting exercises specifically in elevated verse. Attendance of classes in Shakespearean acting and text analysis at either Ashland Shakespeare Festival in Ashland, Oregon, or Utah Shakespeare Festival in Cedar City, Utah. Both festivals are nationally renowned and offer classes and college credit for educators.

Second semester of the sabbatical leave will cover:

- a. Development of acting exercises in the following areas:
 - Text analysis
 - Scansion
 - Meter/rhythm
 - Imaging
 - Stressing
 - Inflections
 - Imaging
 - Word and line meanings
 - Personalization of text
 - Antithesis
 - Vocal requirements of verse
 - Historical background and its influence on verse
 - Other exercises as needed
- b. Formulation of the workbook in the sequence that will build the essential skills necessary to handle elevated text.

Proposed Chapters:

Heighten verse verses naturalistic text (10 pages approx.)
Meter/Rhythm (20 pages approx.)
Scansion (20 pages approx.)
Text Analysis (20 pages approx.)
Word/line meanings (20 pages approx.)
Historical background (15 pages approx.)
Imaging (15 pages approx.)
Stressing (10 pages approx.)
Inflections (5 pages approx.)
Personalization of text (20 pages approx.)
Vocal requirements of verse (15 pages approx.)

Antithesis (5 pages approx.)

Workbook (approx. 175 pages)

3. Other Pertinent Activities:

- a. Plan to attend workshops at American College Theatre Festival in elevated text and acting workshops.
- b. Contact outside faculty and experts on Shakespearean verse. The Old Globe in San Diego has several experts in Shakespearean acting.

II. OUTCOMES OF THE SABBATICAL LEAVE

1. This handbook would provide the beginning actor with the skills necessary to analyze and understand elevated verse.
2. This handbook would provide students with practical exercises to develop acting techniques in elevated verse. Currently there is no such workbook for use in the classroom.
3. This handbook would provide students with an understanding of the historical background, and societal influences that helped shape elevated verse. Students would understand the outlook of the time-period, status of the characters, etc.
4. Faculty member would gain a stronger understanding and knowledge of the area of study, which in turn would benefit students.
5. Students would have a printed handbook to keep and use for future reference.

Benefits to the District:

1. Faculty member could present FLEX workshops in elevated verse for members of the discipline and others in the district.
2. Workbook could be published and used throughout the district for students enrolled in classes involving elevated verse. In addition, instructors in related disciplines could use the workbook as added resource material.
3. The District could offer specialty workshops to members of the community interested in elevated verse.
4. Workbook could be presented at regional conferences, such as the American College Theatre Festival.

INGRID WICKEN'S
SABBATICAL LEAVE REQUEST
FOR 2007-2008

SABBATICAL LEAVE PROPOSAL
for
2007-08

Ingrid P. Wicken
Associate Professor, Physical Education

I. INTRODUCTION

I have been involved in the sport of skiing, both recreationally and professionally, for more than 30 years. I began skiing in the winter of 1974 and became proficient enough to begin teaching others in 1984. I served as the head ski school Instructor at Green Valley Lake Cross Country Ski Center from 1984 through the 1990s. In the winter of 1989 I earned an associate certification for Nordic ski instruction through the Professional Ski Instructors of America. Since becoming employed at Riverside Community College, I created two ski related courses: cross-country skiing and ski conditioning.

In the late 1970s, I began collecting books on skiing. This collection has grown to more than 2,200 titles, plus thousands of periodicals and photographs.

In 1994 I realized that no one had ever documented the history of skiing in Southern California. During my 1999-2000 sabbatical, I wrote *Pray for Snow: The History of Skiing in Southern California* and self-published it in 2002. That same year, I was awarded the Western Ski Heritage Award by the Far West Ski Association for my book, and in 2003, *Pray for Snow* garnered the Skade Award from the International Skiing History Association. I was again awarded the Western Ski Heritage Award in 2005 for founding the California Ski Library (www.skilibrary.com).

Through my continued ski history studies, I have again discovered an area of the sport that has received sparse historical attention in the United States, ski jumping. Ski jumping was one of the earliest forms of skiing in the U.S. and in the 1930s commanded the interest and recognition that brought the sport to the front pages of many metropolitan newspapers. California has a rich history of ski jumping and many well-publicized ski jumping meets were held at Mt. Shasta, Truckee, Lassen, Big Pines (near Wrightwood,) Lake Arrowhead, Big Bear Lake, the Los Angeles Coliseum, the Hollywood Bowl, Treasure Island in San Francisco, and other locations. The history and impact of California ski jumping has never been documented. While I recorded some of the history of ski jumping in Southern California in *Pray for Snow*, I would now like to record the history of the sport throughout the state.

II. GOALS

1. To write a manuscript, approximately 80 pages in length, that will present a thorough and concise history of ski jumping in California. This book will serve historians, physical

educators, ski industry professionals, historical societies, recreational skiers, and communities with an interest in skiing and local history.

2. To acquire additional personal knowledge of local sport history and apply it to the courses that I currently teach. By means of research on the growth, development, and impact of ski jumping throughout the state and the social factors that shaped this development – immigration, the Great Depression, World War II, technological advances – the effect of these same social forces on other sporting and recreational activities will be realized.

3. To contribute to the literature in the field of sport history and California history by compiling and writing a history that has not yet been told.

III. ACTIVITIES TO MEET THE GOALS

Independent Study and Research

2007 FALL SEMESTER

UNITED STATES SKI HALL OF FAME, Ishpeming, MI. Visit and examine the files of Hall of Fame ski jumpers whose careers impacted California ski jumping.

CALIFORNIA STATE LIBRARY, Sacramento, CA. Visit and examine the records of the California State Chamber of Commerce, which was instrumental on the development of California skiing in the 1920s and 1930s.

BANCROFT LIBRARY, UC Berkeley. Visit and explore photographs and university archives relating to ski jump meets held on campus in the 1930s as well as other Northern California ski jumping developments.

SAN FRANCISCO PUBLIC LIBRARY. Visit and explore the local history archives for photographs and information regarding the ski jump held at Treasure Island during the 1939 World's Fair.

UNIVERSITY OF NEVADA, RENO. Visit and explore the university archives, specifically looking at the Lake Tahoe resources, photograph collections, and ski club oral histories.

UNIVERSITY OF CALIFORNIA, DAVIS. Visit the University Library to view photographs from the Eastman collection.

TRUCKEE HISTORICAL SOCIETY. Visit the society to view the photograph collection as well as other ephemeral materials related to winter sporting activities.

SISSON MUSEUM, Mount Shasta, CA. Visit the museum and explore the archives for photographs and information regarding the development of Shasta ski jumping.

MOUNT SHASTA SKI PARK. Visit the ski area to explore Dick Whitaker's Snowmen's Album and other area archives.

UNITED STATES FOREST SERVICE, LASSEN OFFICE. Visit forest services offices to search for photographs, permits, correspondence and other records related to winter activities in the Lassen area.

HUNTINGTON LIBRARY, San Marino, CA. Research library archives and photographs for information regarding ski jumping at the Hollywood Bowl and other Southland locations.

Writing will take place throughout the semester as information and resources are acquired.

2008 SPRING SEMESTER

WRITING. Some portions of the book will already be written from work in the previous semester. This time period will be used to complete any unfinished portions and finalize the manuscript.

EDITING/PROOF READING. Cheryl Nassar, freelance editor and proof reader with extensive experience will read, edit, and assist with the creative and grammatical aspects of the book. The book will also be reviewed by Doug Pfeiffer, author of many ski books and former editor of *SKI* magazine for accuracy of content. Once the manuscript has passed the scrutiny of the editorial team, a final copy will be submitted to the Professional Growth and Sabbatical Leave Committee.

IV. OUTCOMES.

At the completion of my sabbatical leave, I will have:

- Written a comprehensive history of the development and decline of ski jumping in California.
- Broadened the literature of the history of skiing by providing historians, educators, athletes, and others with a print and online resource for California's ski jumping history.
- Contributed to increased exposure for RCC's traditions of professionalism, innovation, and teaching excellence via the completion of a manuscript and a heightened presence on the internet.

At the end of my sabbatical leave, the finished manuscript will be just one of many positive outcomes of my extensive independent study and research. In 2002, when *Pray for Snow* was published, it was, and continues to be, the only book documenting the history of skiing in Southern California. It has served as a primary source of information for *Mammoth: The Sierra Legend* (2005) by Marty Forstenzer as well as a resource for many ski clubs and other ongoing ski history projects. Scholars, graduate students, and

historians have utilized information from *Pray for Snow* and used archives and materials held in my collection to further their research. At the completion of my 2007-08 sabbatical, I hope to publish *Scandifornia: The History of Ski Jumping in California*. This will be the first publication to record the history of ski jumping in California and will contribute to an area of skiing history that is sorely lacking documentation and historical study. It is only because of the time afforded by a sabbatical leave that I was able to complete *Pray for Snow* and will be able to complete the current proposed project.

The hours spent researching and writing this project also reflects my continued commitment to increase personal knowledge in my Faculty Service Area. The discovery and exchange of information and ideas with colleagues, researchers, and sport historians inspires a continued commitment to teaching excellence.

Last, and most importantly:

- Students enrolled in my classes will benefit as a result of my research experience. The knowledge of a local sport history, the impact of an ethnic group on that history, and exposure to year round physical activity potential in the surrounding mountain areas can influence students in a broad variety of courses.
- The Moreno Valley Campus benefits by having in their employment a faculty member who is a published author, a noted researcher, and an authority on skiing history in California.
- Riverside Community College District benefits by gaining educational exposure of a published faculty and therefore an academic and scholarly faculty.

INSTRUCTORSHIRED 2007

Reyes	Ernesto	Mathematics
Sinigaglia	Nicholas	Philosophy

HIRED 2006

Anderson	Kimberly	Nursing
DeSantis	Joseph	Speech Communication
Fast	Matthew	Computer Information Systems
Friedrich Finnern	Teresa	Biology
Gray	Alexis	Anthropology
Greco	Priscilla	Nursing
Grey	Bobbie	Chemistry
Hulshof	Lidia	Dental Assisting
Indermuehle	Denise	Nursing
Longway	Mark	Counseling
McCarron	James	Physical Education
Moncrieff	Melvin	Nursing
Moore	Barbara	Biology
Nyrop	Sonya	Reading
Olaerts	Ana Marie	Speech Communication
Rhyne	Jeffrey	English
Sandoval	Victor	Reading
Sellick	Mark	Political Science
Somasundaram	Sivajah	Mathematics
Tolunay Ryan	Adviye	Psychology
Vega	Daniel	Counseling
Wallstrom	Timothy	Physical Education
Werner-Fraczek	Joanna	Biology

HIRED 2005

Aljord	Huda	Arabic
Amidon	Tucker	English
Arguelles	Rudolph	Physical Education
Brown	Amanda	Mathematics
Brown	Jami	Sociology

Broyles	Larisa	Anthropology
Burnett	Sarah	Early Childhood Education
Byun	John	Music
Chaks	Leslie	Counseling/Learning Disabilities
Elizalde	Andres	English
Elton	William	Physical Education
Foster	Donald	Music
Galicia	Felipe	Biology
Gonzalez	Heather	English
Gutierrez	Edgar	History
Hausladen	Lisa	Medical Assisting
Herrick	Scott	Biology
Heyde	Marilynn	Dental Hygiene
Ishihara	Chie	Business Administration
Lesch	Jacqueline	Library Services
Moore	Frankie	Student Activities
Nelson	Lisa	English
Pessah	Samuel	Italian/French
Phelps	William	Geology
Quinto-MacCallum	Bonavita	Spanish
Ries	Richard	Mathematics
Sanchez	Marc	Mathematics
Shirinian	Margarita	English as Second Language
Soto	Salvador	Counseling
Spangler	Jason	English
Synodinos	Dimitrios	Student Activities
Taube	Rhonda	Art
Thompson	Eric	Sociology
Torre	Sandra	Computer Applications and Office Technology
Tovares	Carlos	Geography
Tran	Phu	Physics
Truttmann	Leo	Chemistry
Van Hulle	Paul	Manufacturing Technology
Wagner	Stephen	Biology
Wiggs	Micherri	Speech Communication
Willie	Cheryl	Cosmetology
Wyckoff	Charles	Business Administration
Zapata	Valarie	English

HIRED 2004

Bader	Melissa	English
Bernier	Daniel	Chemistry
Carter	Thatcher	English
Flyr	Mary	Early Childhood Education
Fontaine	Robert	Emergency Medical Services
Gall	Nancy	Photography
Gutierrez	Monica	Biology
Johnson	Fen	Mathematics
Knecht	Jasminka	Music
Nabours	Kathy	Mathematics
Parks	Jason	Mathematics
Reid	Miguel	English as a Second Language
Smith	John	Physical Education
Tsai	I-Ching	Music
White	Virginia	Biology

ASSISTANT PROFESSORS - FIRST YEAR

Brewster	Steven	Library Services
Chacon	Rosina	Counseling
Dyogi	Damianita	Nursing
Moore	Paul	Library Services
Nollette	Christopher	Emergency Medical Services/Paramedic
Stafford	Paula	Physician Assistant
Zwart	Gail	Business Administration

ASSISTANT PROFESSORS - SECOND YEAR

Andacheh	Khalil	Sociology
Banks	James	Human Services
Beck	Rex	Business Administration
Bemis	Chad	Mathematics
Brown	Ellen	Counseling
Carreras	Sofia	Dance
Casolari	Amber	Economics
Cerwin-Bates	Stacey	Reading
Cryder	Michael	Biology

Herzig	Paul	Computer Information Systems
Huang	Shufen	Mathematics
Lesser	Donna	Dental Hygiene
Matsos	Peter	Psychology
Metcalf	Kim	Early Childhood Education
Rodriguez	Nicholas	Cosmetology
Smith	Heather	Biology
Thetford	Teresa	Physician Assistant
VantHul	Tammy	Nursing
Whelchel	Pamela	Mathematics

ASSISTANT PROFESSORS - THIRD YEAR

Balent	Amy	Art
Barboza	Matthew	Computer Information Systems
Bhattacharya	Debadarshi	Physics
Biancardi	Fabian	Political Science
Bonzoumet	Nikki	Physical Education
Bowen	Douglas	English as a Second Language
Brown	Scott	Counseling/Learning Disabilities
Campbell	Dorothy	Spanish
Cheney	James	Physics
Christiansen	Jill	Nursing
Cramm	Kenneth	Mathematics
Daddona-Moya	Michelle	Physical Education
DeGuzman	Joseph	Mathematics
Douglass	Kelly	English
Forlenza	Gerard	History
Frewing	Janet	Mathematics
Jew	Robert	Art
Jimenez	Gary	Counseling
Johnson	Brian	Mathematics
Kennedy	Stephen	Automotive Technology
Lewis	Mark	Speech Communications
Lowry	Stephanie	Nursing
Mills	David	English
Morrill	Cynthia	English
Mowrey	Jodi	American Sign Language
Nelson	Lee	Nursing

Okamura	Cindy	English
Pacheco	Maria	Counseling
Pfeifle	Ann	History
Reynolds	Joseph	Counseling/Learning Disabilities
Rocco	Christopher	Humanities
Seniguar	John	Cosmetology
Slocum	David	Automotive Technology
St. Peters	Susan	English
Ulloa	Yuri	Automotive Technology
Worsham	Patricia	Business Administration

ASSISTANT PROFESSORS - FOURTH YEAR & BEYOND

Burris	Robert	Air Conditioning
Cordier	Gerald	Drafting
Mariscal	Barbara	Cosmetology
O'Connell	Paul	Automotive Technology
Rodman	Richard	Automotive Technology
Tedesco	August	Telecommunications
Warren	Roger	Cosmetology
Westbrook	Peter	Cosmetology

ASSOCIATE PROFESSORS

Acharya	Surekha	English
Alexander	Douglas	Counseling (DSPS)
Allen	Thomas	English
Almquist	David	Physical Education
Amezquita	Anna Marie	English
Amrich	Michael	Chemistry
Anderson	Kristine	English
Anguiano	Joe	English
Armstrong	Sally	Art
Avila	Patricia	Counseling
Baker	David	Sociology
Barnes	Micheal	Counseling
Baxter	Mary	Counseling
Beckstrom	Douglas	Dental Technology
Bhatia	Shailesh	Computer Information Systems

Binam	Janis	Anthropology
Blair	Scott	Astronomy
Boelman	Peter	Economics
Briggs	Cordell	English
Brockenbrough	Celia	Library Services
Brooks	Kathryn	Biology
Brose	Friedrich	Library Services
Brotherton	Catherine	Computer Information Systems
Brown	Timothy	Reading
Brown	William	Counseling/Physical Education
Burchett	Gregory	Biology
Cazares	Deborah	Early Childhood Education
Chaks	Michael	Accounting
Chatterjee	Achinta	English
Chenoweth	Rita	Dance
Chung	Elisa	Mathematics
Clark	Ross	Graphics/Multimedia
Clark	Daniel	English
Cluff	Michael	English
Colapinto	Eileen	Counseling
Colucci	Marie	Nursing
Conrad	Diane	Speech Communication
Coverdale	John	Computer Information Systems
Crasnow	Sharon	Philosophy
Cregg	James	Computer Information Systems
Curtis	Peter	Music
Dassow	Arturo	Counseling
Davin	Richard	Administration of Justice
Dean	Leslie	Geography
DiBenedetto	Tammy	English
Dierdorff	Joanne	Dance
Drake	Sean	Mathematics
Dumer	Olga	English as a Second Language
Duran	Jose	Business Administration/CIS
Eckstein	Joseph	Geography
Elder	Gregory	History
Farrar	Carol	Psychology
Farris	Katheryn	Physical Education
Fawson	Evangeline	Nursing

Finner	Richard	Graphics Technology
Flick	Arend	English
Fontana	Sandra	American Sign Language
Freitas	Siobhan	Chemistry
Fry	Maureen	Reading
Gage	George	Spanish/Community Interpreting
Garcia	Carlos	Engineering
Garcia	Hayley	Library Services
Garcia	Steven	English
Georgakakos	John	Chemistry
Gibbons-Anderson	Joan	Speech Communication
Gibbs	Travis	Psychology
Gillins	Sharon	Telecommunications
Gobatie	Cynthia	Philosophy
Graham	Douglas	Student Activities
Haghighat	Darius	Political Science
Haines	Mark	Dance
Hall	Barbara	Anthropology
Hall	Deborah	Student Activities
Hall	Lewis	Computer Information Systems
Haugh	Judy	Counseling
Havener	Kathy	Nursing
Hill	Jimmie	Counseling
Hitchcock	Dominique	Spanish
Honore	Cheryl	Accounting
Hopkins	John	Art
Horn	Stephen	Art
Howard	Lin	English
Humble	Dina	Music
Hunt	Glenn	Mathematics
Ingham	Susan	English
Issa	Ali	Health Science
Jackson	Henry	Welding
Jeter	Charlene	Counseling
Jiang	George	English as a Second Language
Judon	LaNeshia	Business Administration
Julian	Jodi	Theater Arts
Keiser	Terry	Graphics Technology
Kelly	Kathryn	Spanish

Kime-Hunt	Ellen	Chemistry
Kinser	Anita	Nursing
Knipe	Theodore	Psychology
Kobzeva-Herzog	Elena	Spanish
Kollitz	Janice	English
Kreitner	Lani	English
Kross	Carolyn Sue	Nursing
Kyriakos	Stephany	History
LaCava	Wilma	Nursing
Legner	Mary	Mathematics
Lehr	Janet	Computer Applications and Office Technology
Lehr	Mark	Computer Information Systems
Leifer	Gloria	Nursing
Leung	Juliana	Art
Lipkin	Ellen	Microbiology
Locke	Gary	Music
Lomayesva	Dwight	History
Loomis	Rebecca	Anatomy & Physiology
Lovelace	Allan	Journalism
Loveridge	Kelly	Counseling
Lowden	Clara	Physical Education
Lyons	Ann Marie	Mathematics
MacDougall	Diana	American Sign Language
Mahon	Richard	Humanities
Makin	Deborah	Political Science
Marsh	Diane	Chemistry
Mason	Dayna	Art
Masterson	Romulus	Philosophy
Mayse	Kevin	Music
McLeod	Scott	Computer Information Systems
McQuead	Michael	Computer Information Systems
Mercado	Rosario	Spanish
Meyer	Michael	English
Middleton	Delores	Physician Assistant
Mills	Susan	Mathematics
Miter	Carol	English
Montano	Michael	Mathematics
Moody	David	Mathematics
Morales	Gerber	Mathematics

Morrison	James	Biology
Namekata	James	Mathematics
Nelson	David	Theater Arts
Ng	Rebecca	Library Services
Ogata	Lorraine	Reading
O'Neill	Terrence	Physics
Osgood-Treston	Brit	English
Parker	Alfred	History
Pavlis	Bonnie	Humanities
Payan	David	Counseling
Pena	Larry	Counseling
Perhamus	Judith	Computer Information Systems
Pfenninger	Michele	English
Pietro	John	Mathematics
Pisa	Sheila	Mathematics
Prior	Robert	Mathematics
Ramos	Rosa	Counseling
Richard	Charles	Music
Robles	Andy	Mathematics
Rogers	Dennis	Physical Education
Romero	Clarence	Psychology
Rosario	John	Anatomy & Physiology
Rowe	Phyllis	Nursing
Ruiz	Ronald	Psychology
Ruiz	Rogelio	Mathematics
Salcedo	Fernando	Spanish
Sandoval	Christine	English
Sarkis	Rosemarie	French
Saxon	Kathleen	Mathematics
Schall	Janice	Sociology
Schinke	Ward	Political Science
Schutte	Donna	Nursing
Scileppi	Patricia	Speech Communication
Sell	Kathleen	English
Semonella	Joan	Speech Communication
Shaw	Terrance	Anatomy & Physiology
Sigloch	Steven	Physical Education
Skiba	Karin	Art
Sloniger	Mitzi	Reading

Smith	Katie	Reading
Smith	Deborah	Mathematics
Solorzano	Diane	English
Stearns	Frank	Accounting
Sternburg	Charles	Anatomy & Physiology
Stevens	Walter	Theater Arts
Stoabs	Carla	English as a Second Language
Stone	Rachel	American Sign Language
Stonebreaker	Linda	Reading
Suzuki	Takashi	Japanese
Thomas	James	Construction Technology
Thompson	Oliver	Administration of Justice
Titus	Patrick	Counseling
Tjandra	Margaret	English as a Second Language
Tschetter	Sheryl	English
Tutor	Patricia	Nursing
Urquizu	Linda	Library Services
Wagner	Thomas	Business Administration
Wales	Edward	Engineering/Drafting
Waxman	David	Physical Education
Webster	Diana	Business Administration
White	Auston	Administration of Justice
Wicken	Ingrid	Physical Education
Wilcoxson	Don	Business Administration
Williams	Edward	English
Wimer	Beverly	Physical Education
Woods	Kristi	History
Yates	Sharon	Early Childhood Education
Yglecias	Elizabeth	Counseling
Yoshino	Ron	History
Young	John	Economics
Yount	Gwendolyn	Spanish

PROFESSORS

Pardee	Ronald	Management
Pleasants	Joan	Chemistry

SALARY SCHEDULE FOR CLASSIFIED EMPLOYEES
EMPLOYED AS NEEDED

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Salary Placement</u>
Linda Johnson	Clerical, Hourly	03/14/07-06/20/07	16-9 (Conf.)
Lorraine Grippin	Clerical, Substitute	03/01/07-03/31/07	17-1
Matt Hutcheson	Senior Toolroom Attn., Sub.	07/01/06-06/30/07	16-1

EMPLOYED AS NEEDED

SALARY SCHEDULE FOR TEMPORARY, NON-CERTIFICATED, HOURLY EMPLOYEES
BOARD POLICY 4035

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Salary Policy 4035</u>
Gabriel Stevens	Accompanist II	10/09/06-06/30/07	\$12.00/hour
Paul Pabian	Accompanist III	01/02/07-06/30/07	\$15.00/hour
Maggie Resendiz	Communication Assistant	03/30/07-06/30/07	\$7.75/hour
Ya Wai	Computer Technician	03/19/07-06/30/07	\$10.00/hour
Quoc Ho	Food Service Assistant	03/01/07-06/30/07	\$9.00/hour
Nancy Menchaca	Instructional Aide I	02/01/07-06/30/07	\$7.50/hour
Randy Tran	Instructional Aide II	02/12/07-06/06/07	\$8.05/hour
Stephanie Martinez	Interpreter Apprentice	02/27/07-06/30/07	\$11.00/hour
Clarie Cruz	Interpreter II	03/12/07-06/30/07	\$23.00/hour
Jason Farr	Interpreter II	02/21/07-06/30/07	\$23.00/hour
Lyneet Morales	Laboratory Aide II	02/20/07-06/30/07	\$10.00/hour
Nancy Straczek	Laboratory Aide II	03/12/07-06/30/07	\$10.00/hour
Nicole Rose	Matriculation Assistant I	03/19/07-06/30/07	\$9.00/hour
Holly Gonzalez	Office Assistant I	03/12/07-06/30/07	\$9.00/hour
Kanisha Neal	Office Assistant I	04/01/07-06/30/07	\$9.00/hour
Johanna Vargas	Office Assistant I	03/01/07-06/30/07	\$9.00/hour
Brianna Barrett	Office Assistant II	03/01/07-06/30/07	\$10.50/hour
Lorraine Grippin	Office Assistant II	04/02/07-06/30/07	\$10.50/hour

EMPLOYED AS NEEDED
SALARY SCHEDULE FOR TEMPORARY, NON-CERTIFICATED, HOURLY EMPLOYEES
BOARD POLICY 4035, CONT.

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Salary Policy 4035</u>
Christina Heredia-Reuther	Office Assistant III	03/12/07-06/30/07	\$12.50/hour
Twyla Miles	Office Clerk	02/12/07-06/30/07	\$7.50/hour
Zachary Dragovich	SI Leader	02/12/07-06/30/07	\$12.00/hour
Lilia Jimenez	Stage Technician	02/01/07-06/30/07	\$8.50/hour
Brian Smith	Stage Technician	02/01/07-06/30/07	\$8.50/hour
Bryanna Sandoval	Tutor I	02/12/07-06/30/07	\$7.50/hour
Wayne Dewri	Tutor IV	03/21/07-06/06/07	\$10.00/hour

VOLUNTEERS
BOARD RESOLUTION 10-96/97

<u>Name</u>	<u>Department</u>	<u>Effective Date</u>
Gene Grim	Applied Technology	0212/07-06/30/07
Jose Mendoza	Applied Technology	0212/07-06/30/07
Theodore Thibodeaux	Performance Riverside	03/01/07-09/01/07
Colleen Aldrete	Public Safety Education & Training	04/02/07-10/01/07
Jeston Aldrete	Public Safety Education & Training	04/02/07-10/01/07
Kim Amerman	Public Safety Education & Training	04/02/07-09/28/07
Sharon Banks	Public Safety Education & Training	04/02/07-09/28/07
Bertram Hinkle	Public Safety Education & Training	04/02/07-10/01/07
Virginia Hinkle	Public Safety Education & Training	04/02/07-10/01/07
Cheri Kelley	Public Safety Education & Training	04/02/07-10/01/07
Julia Maruyama	Public Safety Education & Training	04/02/07-09/28/07
Salvador Moran	Tutorial Services	03/26/07-06/30/07

District Funds

NAME	POSITION	DEPARTMENT	DATE	RANGE
Abou Azra, Asma	Student Worker	Tutorial Services - RIV	03/13/07	19-4
Abu Ghoush, Maha	Student Worker	Tutorial Services - MV	03/13/07	19-4
Assaf, Alain	Student Worker	Tutorial Services - RIV	03/20/07	19-4
Baker, Thomas	Student Worker	Disabled Student Services - RIV	03/08/07	19-4
Blake, Rebecca	Student Worker	IMC - RIV	03/20/07	19-4
Brown, Justine	Student Worker	Fine & Performing Arts - RIV	03/20/07	19-4
Cohut, Ioana	Student Worker	Tutorial Services - RIV	03/20/07	19-4
Diaz, Lisette	Student Worker	Tutorial Services - MV	03/01/07	19-4
Edison, Thomas	Student Worker	Library - RIV	03/01/07	19-4
Franklin, Bradley	Student Worker	Tutorial Services - RIV	03/13/07	19-4
Gomez, Christina	Student Worker	Health Services - RIV	03/13/07	19-4
Gonzalez, Oscar	Student Worker	IMC - RIV	03/20/07	19-4
Goss, Michelle	Student Worker	Tutorial Services - NOR	03/13/07	19-4
Hart, Kelly	Student Worker	Early Childhood Studies - NOR	03/01/07	19-4
Kamau, Miriam	Student Worker	Tutorial Services - MV	03/13/07	19-4
Kohar, Wesley	Student Worker	Tutorial Services - MV	03/01/07	19-4
Koury, Melissa	Student Worker	Fine & Performing Arts - RIV	03/01/07	19-4
Lillard, Jason	Student Worker	Early Childhood Studies - RIV	03/13/07	19-4
Lopez, Adriana	Student Worker	International Students Center - RIV	03/23/07	19-4
Lovekin, Nicholas	Student Worker	IMC - RIV	03/20/07	19-4
Ludmer, Mariana	Student Worker	Tutorial Services - RIV	03/08/07	19-4
Macias, Karolin	Student Worker	Student Activities - RIV	03/13/07	19-4
Nahon Valero, Fernando	Student Worker	Tutorial Services - NOR	03/13/07	19-4
Nakamoto, Kiyoko	Student Worker	Tutorial Services - RIV	03/13/07	19-4
Ozaki, Mika	Student Worker	Tutorial Services - RIV	03/27/07	19-4
Poetohena, Christie	Student Worker	Fine & Performing Arts - RIV	03/13/07	19-4
Santos, Rachel	Student Worker	Disabled Student Services - RIV	03/08/07	19-4
Serna, Doris	Student Worker	Tutorial Services - RIV	03/23/07	19-4
Simon, Clifton	Student Worker	Early Childhood Studies - NOR	03/01/07	19-4
Simon, Rena	Student Worker	Disabled Student Services - RIV	03/01/07	19-4
Smith, Daniel	Student Worker	Tutorial Services - MV	03/01/07	19-4
Stoffel, Rebekah	Student Worker	Counseling - MV	03/13/07	19-4
Stowe, Shane	Student Worker	Tutorial Services - RIV	03/08/07	19-4
Torres, Jorge	Student Worker	Tutorial Services - RIV	03/08/07	19-4
Uchikoshi, Sachiko	Student Worker	International Students Center - RIV	03/23/07	19-4
Wolf, Christopher	Student Worker	English Writing Center - RIV	03/13/07	19-4

Categorical Funds

NAME	POSITION	DEPARTMENT	DATE	RANGE
Harvey, Tanya	Student Worker	Butterfield Elementary School - CS	03/26/07	19-4
McGrath, Sarah	Student Worker	UCR Museum of Photography - CS	03/29/07	19-4
Nielson, Dylan	Student Worker	Athletics - RIV	03/07/07	19-4
Onyems, Tenaya	Student Worker	Food Services - RIV	03/09/07	19-4
Pena, Olivia	Student Worker	Counseling - MV	03/07/07	19-4
Price, Brittany	Student Worker	The Growing Place - CS	03/08/07	19-4
Roman, Margarita	Student Worker	Counseling - MV	03/07/07	19-4
Tolbert, Dwjuan	Student Worker	Counseling - RIV	03/26/07	19-4
Vallejo, Bernadette	Student Worker	Economic Development / Customized Solutions - MEC	03/22/07	19-4
Walls, Ramona	Student Worker	Corona/Norco Unified School District - AMR	03/13/07	19-4
Young, Skye	Student Worker	Student Services - MV	03/23/07	19-4

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-2

Date: April 17, 2007

Subject: Purchase Order and Warrant Report -- All District Funds

Background: The attached Purchase Order and Warrant Report –All District Funds is submitted to comply with Education Code Sections 81656 and 85231. The Purchase Orders and Purchase Order Additions, totaling \$22,001,530 requested by District staff and issued by the Business Office, have been reviewed to verify that budgeted funds are available in the appropriate categories of expenditure.

District Warrant Claims (numbers 95076-97118) totaling \$6,524,766 have been reviewed by the Business Office to verify that monies are available in the appropriate Funds for payment of these warrants. The Riverside County Office of Education’s audit program also has reviewed these claims.

Recommended Action: It is recommended that the Board of Trustees approve/ratify the Purchase Orders and Purchase Order Additions totaling \$22,001,530 and District Warrant Claims totaling \$6,524,766.

Salvatore G. Rotella
Chancellor

Prepared by: Doretta Sowell
Purchasing Manager

Purchase Order and Warrant Report - All District Funds
 Purchase Orders \$1000 and over
 3/01/07 thru 3/31/07

PO#	Fund	Location	Department	Vendor	Description	Amount
B0001475	12	AXD	Community & Economic Development	Orange County Business Council	Rents and Leases	6,000
B0001476	12	AZG	Campus Student Services	OfficeMax	Other Supplies	3,000
B0001477	12	DZD	Health Services	Reasonable Cabinets	Fixtures & Fixed Equipment	17,280
B0001480	11	EDD	Facilities - Norco	Grillo Filter Sales	Repair Parts	2,276
B0001481	11	EMD	Learning Resource Center	Ambassador Books and Media	Instr Media Material	1,500
B0001482	12	ACW	Workforce Preparation	Yellow Basket of Manifee, Inc	Food	1,500
B0001485	11	FDD	Facilities - Moreno Valley	Automatic Doors Com	Repairs - Parts	1,000
B0001490	12	DJA	Academic Affairs	Staples Business Advantage	Other Supplies	2,000
B0001493	11	EDD	Facilities - Norco	Patriot Packaging & Supplies	Custodial Supplies	3,238
B0001496	11	DMD	Learning Resource Center	Ambassador Books and Media	Instr Media Material	10,000
B0001497	12	ACW	Workforce Preparation	La Mexicana #2	Food	1,500
B0001500	12	FHE	Health, Human & Public Services	Metrex Research Corporation	Other Supplies	3,200
B0001503	12	AXD	Community & Economic Development	Good Heart Wilcox	Contract Ed Instr Supplies	1,430
B0001505	11	DDD	Facilities - Riverside	Waxie Sanitary Supply	Custodial Supplies	10,777
B0001508	11	ADD	Facilities Planning	Foundation For California	Computer Software Maint/License	5,000
B0001509	11	EDD	Facilities - Norco	Home Depot	Grounds/Garden Supplies	1,072
B0001511	12	AJV	VTE:A	A Cut Above / Putter's Grill	Other Supplies	1,000
B0001516	11	DDD	Facilities - Riverside	Service 1st	Grounds/Garden Supplies	3,000
B0001519	12	DDD	Facilities - Riverside	S & S Grading and Paving, Inc.	Construction Contract	14,950
B0001520	11	EZG	Campus Student Services	Sharp Electronics Corp.	Other Services-Copier Services	1,700
C0001315	11	APR	Performance Riverside	Shrope, Douglas	Writing Services	1,000
C0001316	41	FDD	Facilities - Moreno Valley	Cabral Roofing and Waterproofing	Moreno Valley Roofing Project	91,328
C0001317	12	DUA	Early Childhood Studies - Riverside	Mobile Modular Management Corp	Rental of Trailer for Office Space	2,500
C0001319	12	EZG	Campus Student Services	Santana, Richard	Motivational Speech & Workshop	2,275
C0001324	41	DDD	Facilities - Riverside	Compel	Security Closet Build Out	2,414
C0001327	41	DYA	Quad Modernization	American Alarm Systems, Inc.	Equip & Install	12,490
C0001329	41	EDD	Facilities - Norco	Information Technology Solutions	Consulting Services 4 Info Tech	24,300
C0001331	11	AJO	Open Campus	Adams Li, Jimmy A	Community Education Presenter	1,000
C0001333	12	FMA	President - Moreno Valley	Regents - UC	Title V Cooperative Grant	70,000
C0001334	41	DYA	Quad Modernization	Apple Computer, Inc.	Apple Computers	24,966
C0001335	41	DYA	Quad Modernization	C/DW-G	Printers	36,612
C0001338	12	AXD	Community & Economic Development	U Manage It	Training/Consulting	4,000
C0001339	41	FDD	Facilities - Moreno Valley	Louis J. Ray Inspections	Inspector for the Utility Retrofit Improvements	10,281
C0001339	41	EDD	Facilities - Norco	Louis J. Ray Inspections	Inspector for the Utility Retrofit Improvement:	6,921
C0001339	41	DDD	Facilities - Riverside	Louis J. Ray Inspections	Inspector for the Utility Retrofit Improvement:	15,048

Purchase Order and Warrant Report - All District Funds
 Purchase Orders \$1000 and over
 3/01/07 thru 3/31/07

PO#	Fund	Location	Department	Vendor	Description	Amount
C0001340	11	ADD	Facilities Planning	John R. Byerly, Inc.	Testing	18,000
C0001341	12	ACW	Workforce Preparation	Mortimer, Mathew	Provide Math Curriculum Development	10,200
C0001343	41	DYA	Quad Modernization	KI	PB Quad San Mateo County	428,320
C0001344	41	DYA	Quad Modernization	G/M Business Interiors	PB Quad County of Riverside	372,669
C0001345	41	DYA	Quad Modernization	Nexus IS, Inc	PB CMAS Quad	760,378
C0001346	41	DYA	Quad Modernization	Dell Computers	WSCA PB Quad	192,390
C0001348	11	APR	Performance Riverside	Vaughan, John	Costume Designer & Chorographer	2,200
C0001349	11	APR	Performance Riverside	Vargo, Karen	Stage Manager	2,500
C0001351	11	APR	Performance Riverside	Green, Ashley	Professional Services	1,200
C0001352	11	AJO	Open Campus	Blackboard Inc	Application Service Provider	33,000
C0001352	12	AJO	Open Campus	Blackboard Inc	Application Service Provider	85,200
C0001353	12	EID	Facilities - Norco	AMS Paving, Inc.	Asphalt Repairs	5,000
C0001354	41	ADD	Facilities Planning	Logic Domain	Equip Additional \$5000 >	71,000
C0001355	11	FTA	Academy / Criminal Services	Vortex Industries	Installation Services	2,097
P0007214	11	DDD	Facilities - Riverside	Turf Star, Inc	Equip Additional \$200-\$4999	3,704
P0007216	12	AJV	VTEA	Fujifilm Graphic Systems USA, Inc.	Equip Replacement \$5000 >	7,957
P0007218	11	AJO	VTEA	Apple Computer, Inc.	Comp Equip Replacement \$200-\$4999	12,038
P0007226	41	DDD	Open Campus	Apple Computer, Inc.	Comp Equip Additional \$5000 >	7,471
P0007232	12	DZC	Facilities - Riverside	Aqua-Srv Engineers, Inc	Remodel Projects	20,949
P0007234	12	DSA	Counseling	Gateway Companies, Inc.	Comp Equip Additional \$200-\$4999	4,867
P0007235	12	DSA	Applied Technology	CDW-G	Comp Equip Replacement \$200-\$4999	1,424
P0007236	12	DSA	Applied Technology	Dell Computers	Comp Equip Replacement \$200-\$4999	1,508
P0007237	12	DSA	Applied Technology	Apple Computer, Inc.	Comp Equip Replacement \$200-\$4999	4,067
P0007243	12	DZC	Applied Technology	Five Star Gas & Gear	Equip Replacement \$200-\$4999	8,394
P0007246	11	DPB	Counseling	Office Depot	Equip Replacement \$200-\$4999	1,336
P0007251	12	AJV	Information Systems & Technology	Troxell Communications, Inc.	Equip Replacement \$200-\$4999	2,316
P0007252	12	AXD	VTEA	Gateway Companies, Inc.	Comp Equip Additional \$200-\$4999	41,371
P0007253	12	AXD	Community & Economic Development	Above All Names Concrete Construction	Construction Contract	12,400
P0007254	12	DZC	Counseling	Gateway Companies, Inc.	Comp Equip Replacement \$200-\$4999	5,956
P0007254	12	DPB	Information Systems & Technology	Gateway Companies, Inc.	Comp Equip Additional \$200-\$4999	57,696
P0007256	12	DZC	Counseling	CDW-G	Comp Equip Additional \$200-\$4999	1,607
P0007258	12	ACB	Grants & Contract Services	Gateway Companies, Inc.	Comp Equip Replacement \$200-\$4999	13,433
P0007262	12	FHE	Health, Human & Public Services	Philips Medical Systems	Equip Additional \$5000 >	9,481
P0007263	12	FMB	Dean of Instruction-Norco	CDW-G	Equip Additional \$200-\$4999	11,917
P0007264	11	FHE	Health, Human & Public Services	Accreditation Review Commission On	Memberships	4,000
P0007270	12	FQE	Mathematics, Science & Physical Ed	APS Water Services Corporation	Equip Additional \$200-\$4999	3,417
P0007271	12	DSA	Applied Technology	Ages	Comp Equip Additional \$200-\$4999	14,430
P0007272	12	DSA	Applied Technology	Apple Computer, Inc.	Comp Equip Additional \$200-\$4999	59,297

Purchase Order and Warrant Report - All District Funds
Purchase Orders \$1000 and over
3/01/07 thru 3/31/07

PO#	Fnnid	Location	Department	Vendor	Description	Amount
P0007277	11	AZR	Campus Police	Yucaipa Bike Center	Equip Additional \$200-\$4999	3,504
P0007280	32	AZM	Food Services	Gateway Companies, Inc.	Comp Equip Replacement \$200-\$4999	2,064
P0007283	11	AAF	Affirmative Action	Best, Best & Krieger	Consultants	1,500
P0007285	41	EUA	Early Childhood Studies - Norco	Play With A Purpose	Equip Additional \$200-\$4999	1,182
P0007290	11	DZH	Athletics	Country Inn	Other Travel Expenses	2,614
P0007294	11	DNA	English/Speech/Communications	Lovelace, Allan	Other Travel Expenses	1,100
P0007298	12	DSA	Applied Technology	Electronics Warehouse	Equip Additional \$200-\$4999	1,154
P0007299	12	DPB	Information Systems & Technology	Gateway Companies, Inc.	Comp Equip Additional \$200-\$4999	65,489
P0007304	12	DSA	Applied Technology	Gateway Companies, Inc.	Comp Equip Additional \$200-\$4999	5,806
P0007305	12	DEA	Art	Apple Computer, Inc.	Comp Equip Replacement \$200-\$4999	4,745
P0007312	11	AAP	Public Affairs & Institutional Advance	United States Postal Service	Postage	22,000
P0007313	11	DQB	Life Sciences	Ward's Natural Science Estab	Instructional Supplies	1,316
P0007315	12	EQE	Physical and Life Sciences	Ward's Natural Science Estab	Equip Replacement \$200-\$4999	7,438
P0007318	12	AJV	VTEA	B & H Photo - Video	Equip Additional \$200-\$4999	1,443
P0007319	41	FDD	Facilities - Moreno Valley	AMP Mechanical, Inc.	Remodel Projects	10,536
P0007320	12	DZC	Counseling	NEC Unified Solutions, Inc.	Equip Replacement \$200-\$4999	1,159
P0007321	41	EUA	Early Childhood Studies - Norco	Defoe Furniture 4-Kids, Inc.	Other Supplies	4,349
P0007324	12	DYA	Quad Modernization	CDW-G	Comp Equip Additional \$5000 >	17,994
P0007325	11	AJK	Associate VC, Instruction	Thomas, Sylvia	Conferences	1,085
P0007326	11	EQE	Physical and Life Sciences	Kens Trading Company, Inc.	Instructional Supplies	2,552
P0007327	12	AJV	VTEA	Ages	Computer Software Maint/L.icense	2,414
P0007328	12	AJV	VTEA	Calumet	Comp Equip Additional \$200-\$4999	4,068
P0007331	12	ACE	School of the Arts	CDW-G	Comp Equip Additional \$200-\$4999	2,928
P0007336	12	ACE	School of the Arts	Gateway Companies, Inc.	Comp Equip Replacement \$200-\$4999	2,090
P0007338	12	FMA	President - Moreno Valley	Gateway Companies, Inc.	Comp Equip Additional \$200-\$4999	9,815
P0007347	12	DUA	Early Childhood Studies - Riverside	Dell Computers	Comp Equip Additional \$200-\$4999	4,971
P0007351	11	AAD	RCCD Foundation	Gateway Companies, Inc.	Comp Equip Additional \$200-\$4999	1,878
P0007352	12	FHE	Health, Human & Public Services	Kilgore International, Inc.	Equip Additional \$200-\$4999	12,949
P0007353	12	FHE	Health, Human & Public Services	Reliable Office Solutions	Equip Additional \$200-\$4999	2,288
P0007354	12	FHE	Health, Human & Public Services	CDW-G	Equip Additional \$200-\$4999	1,579
P0007355	12	FHE	Health, Human & Public Services	Reliable Office Solutions	Equip Additional \$200-\$4999	1,943
P0007359	11	DMC	Information Services	NFC Unified Solutions, Inc.	Equip Additional \$200-\$4999	12,324
P0007361	12	FHE	Health, Human & Public Services	Zoll Medical Corporation	Equip Additional \$200-\$4999	17,498
P0007362	12	FHE	Health, Human & Public Services	Laerdal Medical Corporation	Equip Additional \$200-\$4999	51,539
P0007363	12	FHE	Health, Human & Public Services	Insight Media	Instr Media Material	1,774
P0007364	12	FHE	Health, Human & Public Services	Insight Media	Instr Media Material	1,854
P0007365	12	FHE	Health, Human & Public Services	Henry Schein Inc.	Equip Additional \$200-\$4999	2,058
P0007366	12	FHE	Health, Human & Public Services	Kilgore International, Inc.	Equip Additional \$200-\$4999	11,664

Purchase Order and Warrant Report - All District Funds
Purchase Orders \$1000 and over
3/01/07 thru 3/31/07

PO#	Fund	Location	Department	Vendor	Description	Amount
P0007367	12	FHE	Health, Human & Public Services	Gateway Companies, Inc.	Comp Equip Additional \$200-\$4999	15,627
P0007369	12	FHE	Health, Human & Public Services	West Coast Technology	Comp Equip Additional \$200-\$4999	1,409
P0007371	12	AJV	VTEA	Blackwell Publishing	Periodicals/Magazines	1,627
P0007374	12	DUA	Early Childhood Studies - Riverside	Troxell Communications, Inc.	Equip Additional \$200-\$4999	1,809
P0007376	12	AXD	Community & Economic Development	APTAC	Memberships	1,057
P0007381	12	EOC	Arts, Humanities & World Languages	Dell Computers	Comp Equip Replacement \$200-\$4999	41,405
P0007382	11	DDD	Facilities - Riverside	Card Integrators	Equip Replacement \$5000 >	9,066
P0007383	11	DDD	Facilities - Riverside	Lawn Tech Equipment	Equip Additional \$200-\$4999	1,107
P0007386	12	DEB	Facilities - Riverside	Vista Paint	Grounds/Garden Supplies	1,947
P0007387	11	AAE	Performing Arts	BMI Supply	Equip Additional \$200-\$4999	5,844
P0007388	12	DZG	Communications & Web Development	Microsoft	Conferences	1,990
P0007388	12	DZG	Student Services	Gateway Companies, Inc.	Comp Equip Additional \$200-\$4999	3,721
P0007389	12	FHE	Health, Human & Public Services	Henry Schein Inc.	Equip Additional \$200-\$4999	12,263
P0007392	12	DQB	Life Sciences	AG Heinz, Inc.	Equip Additional \$200-\$4999	35,138
P0007395	12	DJA	Academic Affairs	Ortega, Daniel	Conferences	1,548
P0007403	12	AJV	VTEA	Lowry, Stephanie	Conferences	1,216
P0007405	12	AJV	VTEA	Perhamus, Judith D.	Conferences	3,035
P0007409	12	DUA	Early Childhood Studies - Riverside	Whitaker-Menses, Debbie	Conferences	1,379
P0007412	12	DJA	Academic Affairs	Sloniger, Mitzi	Conferences	1,680
P0007416	12	AJV	VTEA	Ileyde, Marilyn	Conferences	1,375
P0007417	11	DNB	Forensics Program	Desantis, Joseph	Other Travel Expenses	8,717
P0007424	11	ACF	Effectiveness Services	Bajaj, Raj Pankaj	Conferences	4,067
P0007426	12	AXD	Community & Economic Development	Williamson, Jeffrey	Conferences	3,701
P0007440	12	FMA	President - Norco	Hill, Jimmie	Conferences	2,630
P0007441	12	FMA	President - Moreno Valley	Gerger, Debra	Conferences	1,810
P0007442	11	EMB	Dean of Instruction-Moreno Valley	Wagner, Thomas	Conferences	1,900
P0007445	12	AZF	EOP&S	Marriott	Conferences	1,440
P0007451	12	AXD	Community & Economic Development	McNeilly Steel Corp	Fixtures & Fixed Equipment	4,200
P0007462	12	AXD	Community & Economic Development	ITIM, Inc.	Conferences	2,390
P0007463	12	AJV	VTEA	Minitab, Inc.	Computer Software Maint/License	1,347
P0007464	11	DSA	Applied Technology	Graphic Arts Education and Research Founda	Other Services-Certificate Printing	1,800
P0007470	12	ACW	Workforce Preparation	Foundation For California	Conferences	1,125
P0007477	11	AAJ	Human Resources	Riverside Marriott	Travel Exp Candidate	2,357
P0007481	11	EDD	Facilities - Norco	Advanced Electrical Contracting Inc	Fixtures & Fixed Equipment	14,877
P0007482	11	AMC	Information Services	Datatel, Inc.	Computer Software Maint/License	23,334
P0007484	11	AMC	Information Services	Sehi Computer Products, Inc.	Computer Software Maint/License	1,670
P0007494	12	ACW	Workforce Preparation	Riverside Transit Agency	Transportation/Bus Passes	2,150
P0007496	12	AZF	EOP&S	Marriott	Conferences	1,162

Purchase Order and Warrant Report - All District Funds
Purchase Orders \$1000 and over
3/01/07 thru 3/31/07

PO#	Fund	Location	Department	Vendor	Description	Amount
P0007499	11	AAP	Public Affairs & Institutional Advance	United States Postal Service	Postage	29,750
P0007500	12	AZB	Admissions & Records	CDW-G	Comp Equip Additional \$200-\$4999	2,310
P0007506	12	AZT	Matriculation	Gateway Companies, Inc.	Comp Equip Replacement \$200-\$4999	2,926
P0007507	12	AZT	Matriculation	Gateway Companies, Inc.	Comp Equip Replacement \$200-\$4999	3,110
P0007511	12	DVA	Cosmetology	Jazz-Z Beauty Products	Equip Replacement \$200-\$4999	41,916
P0007512	12	DVA	Cosmetology	Jazz-Z Beauty Products	Equip Replacement \$200-\$4999	5,141
P0007517	11	DPB	Information Systems & Technology	Computerland of Silicon Valley	Computer Software Maint/Licence	8,720
P0007519	12	DRA	Physical Education	Gateway Companies, Inc.	Comp Equip Replacement \$200-\$4999	2,478
P0007520	12	DEB	Performing Arts	Wenger Corporation	Equip Additional \$200-\$4999	13,143
P0007523	11	AJA	Academic Affairs	CDW-G	Comp Equip Replacement \$200-\$4999	5,445
P0007525	12	FHE	Health, Human & Public Services	Henry Schem Inc.	Equip Additional \$200-\$4999	1,887
P0007527	11	AMC	Information Services	Faronics Technologies USA Inc	Computer Software Maint/Licence	8,356
P0007529	11	EMC	Information Services	NEC Unified Solutions, Inc.	Equip Additional \$200-\$4999	6,719
P0007530	11	EMC	Information Services	NEC Unified Solutions, Inc.	Equip Additional \$200-\$4999	7,460
P0007532	11	DEB	Performing Arts	Apple Computer, Inc.	Comp Equip Replacement \$200-\$4999	1,393
P0007532	12	DEB	Performing Arts	Apple Computer, Inc.	Comp Equip Replacement \$200-\$4999	18,087
P0007533	12	DEB	Performing Arts	Stagesstep	Equip Additional \$200-\$4999	4,092
P0007534	11	DMC	Information Services	NEC Unified Solutions, Inc.	Equip Additional \$200-\$4999	6,719
P0007538	41	EDD	Facilities - Norco	Contract Carpet	Remodel Projects	8,005
P0007539	11	DEB	Campus Business Operations	Corporate Express	Equip Additional \$200-\$4999	3,612
P0007540	11	EQE	Physical and Life Sciences	Fisher Scientific	Instructional Supplies	1,860
P0007542	12	FHE	Health, Human & Public Services	Reliable Office Solutions	Instructional Supplies	1,961
P0007553	12	AJV	VTEA	Schneidevind, Sandra	Conferences	1,375
P0007556	12	AJV	VTEA	Fast, Matthew	Conferences	2,711
P0007562	11	EDD	Facilities - Norco	Advanced Electrical Contracting Inc	Repairs - Parts	2,500
P0007565	12	EZG	Campus Student Services	Westop	Other Travel Expenses	1,120
P0007567	12	EYA	Library	World Book, Inc.	Books/New and Expanded Library	1,076
P0007570	12	FTA	Academy / Criminal Services	Advanced Copy Systems	Equip Replacement \$5000 >	10,679
P0007571	12	FHE	Health, Human & Public Services	Hlu-Friedy Manufacturing	Instructional Supplies	4,965
P0007573	12	FOA	Humanities & Social Sciences	Bone Clones, Inc.	Equip Additional \$200-\$4999	1,803
P0007576	11	FTA	Academy / Criminal Services	Gateway Companies, Inc.	Comp Equip Additional \$200-\$4999	2,583
P0007583	11	AZB	Admissions & Records	California CD Imaging Center	Other Services-Microfiche Scanning	20,000
P0007583	12	AZT	Matriculation	California CD Imaging Center	Other Services-Microfiche Scanning	10,000
P0007585	11	ACB	Grants & Contract Services	Sunward Adventurers	Conferences	1,162
P0007586	11	DPB	Information Systems & Technology	Sigmanct, Inc.	Repairs - Parts	2,781
P0007589	12	DNA	English/Speech/Communications	Circuit City Stores, Inc.	Equip Additional \$200-\$4999	6,454
P0007590	11	AJO	Open Campus	Films for the Humanities & Sciences	Computer Software Maint/Licence	1,724
P0007591	11	DZA	Student Services	ACCCA	Memberships	1,000

Purchase Order and Warrant Report - All District Funds
Purchase Orders \$1000 and over
3/01/07 thru 3/31/07

PO#	Fund	Location	Department	Vendor	Description	Amount
P0007594	12	DRA	Physical Education	Jim's Music Center, Inc.	Equip Additional \$200-\$4999	3,442
P0007595	12	DRA	Physical Education	Armstrong Medical Industries, Inc	Equip Additional \$200-\$4999	5,120
P0007610	12	DUA	Early Childhood Studies - Riverside	Whitaker-Meneses, Debbie	Conferences	1,225
P0007612	12	DUA	Early Childhood Studies - Riverside	Gateway Companies, Inc.	Comp Equip Additional \$200-\$4999	2,930
P0007613	12	ACW	Workforce Preparation	Gateway Companies, Inc.	Comp Equip Additional \$200-\$4999	2,228
P0007615	12	FMA	President - Moreno Valley	Gateway Companies, Inc.	Comp Equip Additional \$200-\$4999	19,970
P0007616	12	FMA	President - Moreno Valley	CDW-G	Equip Additional \$200-\$4999	9,898
P0007630	32	AZM	Food Services	Reliable Office Solutions	Equip Replacement \$200-\$4999	1,794
P0007631	12	DRA	Physical Education	Collegiate Pacific	Equip Additional \$200-\$4999	3,066
P0007635	11	DDD	Facilities - Riverside	Terminix	Repairs - Parts	5,350
P0007636	12	DRA	Physical Education	L.A. Gym Equipment / FHL, Inc.	Equip Additional \$200-\$4999	27,877
P0007637	12	DRA	Physical Education	Exercise Equipment Service	Equip Additional \$200-\$4999	17,132
P0007638	12	DDD	Facilities - Riverside	D & N Sealing Co.	Construction Contract	10,865
P0007652	11	AZC	Counseling	Southwest Airlines	Other Travel Expenses	7,406
P0007653	12	EZG	Campus Student Services	Center Theatre Group	Other Travel Expenses	1,896
P0007657	11	FYA	Library	CDW-G	Other Supplies	1,034
P0007661	11	ESB	Business, Engineering & Info Tech	Enco Manufacturing Co.	Instructional Supplies	1,054
P0007671	12	DSA	Applied Technology	Cookshack, In	Equip Additional \$200-\$4999	2,756
P0007674	12	DUA	Early Childhood Studies - Riverside	Chavez, Cynthia	Conferences	1,396
P0007677	41	DDD	Facilities - Riverside	AMP Mechanical, Inc.	Remodel Projects	14,887
P0007678	41	DDD	Facilities - Riverside	Access Contractors, Inc	Remodel Projects	67,355
P0007679	11	DDD	Facilities - Riverside	Squires Lumber Company Inc.	Remodel Projects	1,250
P0007683	11	DDD	Facilities - Riverside	Farthwise Organics	Grounds/Garden Supplies	1,266
P0007684	11	FQE	Mathematics, Science & Physical Ed	Horizon Optical, Inc	Instructional Supplies	1,575
P0007685	12	AAF	Affirmative Action	National Multicultural Institute	Conferences	2,150
P0007686	12	FHE	Health, Human & Public Services	Philips Medical Systems	Equip Additional \$5000 >	9,776
P0007692	11	FZG	Student Services	Gateway Companies, Inc.	Comp Equip Additional \$200-\$4999	1,682
P0007693	11	FYA	Library	Gateway Companies, Inc.	Comp Equip Replacement \$200-\$4999	4,873
P0007713	12	AZP	Disabled Student Services	AT Kratter & Company, Inc.	Computer Software Maint/l.icense	7,499
P0007716	11	ACB	Grants & Contract Services	McNellis & Associates	Conferences	3,990
P0007718	11	AJO	Open Campus	Apple Computer, Inc.	Conferences	1,295
P0007720	41	DYA	Quad Modernization	Advanced Communications Engineering	Equip Additional \$5000 >	25,931
P0007721	41	DYA	Quad Modernization	Advanced Communications Engineering	Equip Additional \$5000 >	43,018
P0007722	12	AZP	Disabled Student Services	Nuance Communications, Inc	Computer Software Maint/l.icense	4,889
P0007725	11	DDD	Facilities - Riverside	Glenn B Dorrning, Inc	Repairs - Parts	1,394
P0007731	12	AZR	Campus Police	Eddie Fishers Auto Collision Inc.	Repairs - Parts	1,052
P0007737	12	AJV	VTEA	Reliable Office Solutions	Instructional Supplies	1,130
P0007739	12	ACB	Grants & Contract Services	National Parenting Institute	Other Instructional Supplies	2,600

Purchase Order and Warrant Report - All District Funds
Purchase Orders \$1000 and over
3/01/07 thru 3/31/07

PO#	Fund	Location	Department	Vendor	Description	Amount
P0007742	12	FMB	Dean of Instruction-Norco	Gateway Companies, Inc.	Comp Equip Additional \$200-\$4999	3,893
P0007743	12	EJA	VP Educational Services Norco	University of California Los	Renis and Licases	13,950
P0007744	12	FOA	Humanities & Social Sciences	Prosser Piano & Organ	Equip Additional \$200-\$4999	16,530
P0007748	11	AAP	Public Affairs & Institutional Advance	Synergistic Mailing Services	Other Services-Arts @ RCC Mailing	1,059
P0007753	11	AAE	Communications & Web Development	Computerland of Silicon Valley	Computer Software Maint/ License	1,832
P0007756	11	DJA	Academic Affairs	Corporate Express	Equip Additional \$200-\$4999	2,415
P0007757	11	DPB	Information Systems & Technology	Certipart, Inc.	Computer Software Maint/ License	1,336
P0007758	12	DSA	Applied Technology	Burst Communications, Inc	Instructional Supplies	66,624
P0007761	11	DZB	Admissions & Records	Express Modular Systems	Equip Replacement \$200-\$4999	8,948
P0007767	12	DSA	Applied Technology	Spinitar	Equip Additional \$200-\$4999	5,793
P0007772	12	DSA	Applied Technology	Troxell Communications, Inc.	Equip Additional \$200-\$4999	16,114
P0007776	12	DQB	Life Sciences	Advanced Copy Systems	Equip Replacement \$200-\$4999	2,922
P0007777	11	DJA	Academic Affairs	Corporate Express	Equip Additional \$200-\$4999	2,117
P0007778	12	DZD	Health Services	Gateway Companies, Inc.	Comp Equip Replacement \$200-\$4999	2,193
P0007781	41	FDD	Facilities - Moreno Valley	Advanced Electrical Contracting Inc	Remodel Projects	1,426
P0007782	41	FDD	Facilities - Moreno Valley	AMP Mechanical, Inc.	Remodel Projects	4,021
P0007783	12	FHE	IHealth, Human & Public Services	Gateway Companies, Inc.	Comp Equip Additional \$200-\$4999	3,381
P0007784	11	FDD	Facilities - Moreno Valley	Horizon Distributors Inc	Equip Additional \$200-\$4999	5,779
P0007785	11	FDD	Facilities - Moreno Valley	Waxie Sanitary Supply	Equip Additional \$200-\$4999	6,462
P0007786	12	FHE	Health, Human & Public Services	CDW-G	Comp Equip Additional \$200-\$4999	10,293
P0007788	11	EDD	Facilities - Norco	Apple Valley Communications	Repairs - Parts	1,668
P0007792	11	DEB	Performing Arts	Japan Travel Bureau	Other Travel Expenses	7,040
P0007794	61	ADF	Risk Management	Riverside County Regional Med Cir	Claims Expense	2,520
P0007795	61	ADF	Risk Management	Enertech Systems, Inc	Repairs - Parts	2,914
P0007801	11	AJO	Open Campus	Sunward Adventures	Conferences	1,845
P0007815	12	EZG	Campus Student Services	Hatcher, Jevon	Transportation Contracts	1,300
P0007820	12	FMA	President - Moreno Valley	Bufalino, Patricia	Conferences	2,835
P0007821	12	EJA	VP Educational Services Moreno Valley	Mills, David	Conferences	1,188
P0007823	11	AZN	International Students	Jacobsen, Marilyn	Conferences	2,020
P0007824	12	EJA	VP Educational Services Moreno Valley	Dieckmeyer, Diane	Conferences	1,200
P0007832	12	FMA	President - Moreno Valley	H & L Charter Company, Inc.	Transportation Contracts	1,322
P0007833	11	AAP	Public Affairs & Institutional Advance	Geographics	Fixtures & Fixed Equipment	1,644
P0007834	12	FHE	Health, Human & Public Services	Life Assist, Inc.	Equip Additional \$200-\$4999	2,822
P0007835	11	AAA	Chancellor's Office	American Council on Education	Memberships	3,197
P0007839	12	EZG	Campus Student Services	Gateway Companies, Inc.	Instructional Supplies	1,471
P0007840	11	DDD	Facilities - Riverside	Frank L. Rieker, Inc.	Fixtures & Fixed Equipment	2,952
P0007842	12	ACE	School of the Arts	Corporate Express	Other Supplies	1,135
P0007843	12	FJA	VP Educational Services Norco	H & L Charter Company, Inc.	Transportation Contracts	1,322

Purchase Order and Warrant Report - All District Funds
 Purchase Orders \$1000 and over
 3/01/07 thru 3/31/07

PO#	Fund	Location	Department	Vendor	Description	Amount
P0007845	11	EDD	Facilities - Norco	Fineline Interiors Inc.	Repairs - Parts	5,227
P0007848	11	DSA	Applied Technology	US Food Service	Instructional Supplies	3,259
P0007851	11	ESB	Business, Engineering & Info Tech	GS Direct, Inc	Instructional Supplies	2,125
P0007852	41	FDD	Facilities - Moreno Valley	Reliable Office Solutions	Equip Additional \$200-\$4999	1,533
P0007855	12	FQE	Mathematics, Science & Physical Ed	Fitness Wholesale	Instructional Supplies	1,106
P0007856	41	FDD	Facilities - Moreno Valley	Reliable Office Solutions	Equip Additional \$200-\$4999	13,477
P0007857	11	EMB	Dean of Instruction	Accrediting Commission For	Professional Services	2,000
P0007858	32	AZM	Food Services	Department of Environmental Health	Other Services-Permit Renewal Environmental	1,480
P0007864	41	DDD	Facilities - Riverside	Advanced Electrical Contracting Inc	Fixtures & Fixed Equipment	3,634
P0007865	41	DDD	Facilities - Riverside	AMP Mechanical, Inc.	Fixtures & Fixed Equipment	4,750
P0007866	12	ACW	Workforce Preparation	CDW-G	Comp Equip Additional \$200-\$4999	1,217
P0007868	12	AXD	Community & Economic Development	Axow Systems, Inc	Computer Software Maint/1 icense	37,342
P0007871	11	AAB	Board of Trustees	Community College League of	Other Travel Expenses	2,150

Purchase Order and Warrant Report - All District Funds
Purchase Orders \$1000 and over
3/01/07 thru 3/31/07

PO#	Fund	Location	Department	Vendor	Description	Amount
B0000026	11	AAA	Chancellor's Office	Wells Fargo Bank	Conferences and Board Travel	13,400
B0000089	11	ADF	Risk Management	Corporate Copy Systems	Repairs - Parts	7,616
B0000363	11	DSA	Applied Technology	Industrial Electric Service	Repairs - Parts	1,900
B0000410	11	DDD	Facilities - Riverside	Empire Oil	Other Transportation Supplies	31,000
B0000706	11	EOA	Social & Behavioral Sciences	Office Depot	Instructional Supplies	2,530
B0000849	11	DNA	English/Speech/Communications	Office Depot	Other Supplies	3,000
B0001039	11	AZR	Campus Police	Siemens Building Technologies, Inc.	Other Services-Alarm Monitoring	4,345
B0001059	32	AZM	Food Services	Culligan	Repairs - Parts	2,500
B0001330	11	DSA	Applied Technology	Ages	Computer Software Maint/License	10,000
B0001372	11	FMD	Learning Resource Center	Films for the Humanities & Sciences	Instr Media Material	1,000
C0001002	41	DDD	Facilities	ASR Constructors, Inc.	Periphery Improvements Parking Structure	2,405,879
C0001013	41	DDD	Facilities	Bomel Construction Company, Inc.	Parking Structure Project	14,304,621
C0001027	11	APR	Performance Riverside	Tams-Witmark Music Library, Inc.	Theatrical Rights, Royalties, Material Rentals	44,090
C0001075	11	APR	Performance Riverside	Higginson+Cartozian Architects, Inc	Parking	111,283
C0001075	11	ACE	School of the Arts	Freeway Business Park Investors, LLC	License Agreement	5,487
C0001085	11	APR	Performance Riverside	Freeway Business Park Investors, LLC	License Agreement	20,391
C0001093	11	AJO	Open Campus	Laguna Playhouse, the	Production of "Charlotte's Web"	8,000
C0001110	11	AJO	Open Campus	Edwards, Nancy F.	Community Education Presenter	8,000
C0001134	11	APR	Performance Riverside	Marshall Reddick Seminars	Community Education Presenter	4,000
C0001137	41	DDD	Facilities - Riverside	OD Music, Inc.	Production Services	204,000
C0001154	11	AZR	Campus Police	Steinberg Architects	Quad Renovation	368,944
C0001154	11	EZR	Campus Police	ADT Security	Alarm Monitoring	8,385
C0001154	11	FZR	Campus Police	ADT Security	Alarm Monitoring	4,759
C0001154	12	AZR	Campus Police	ADT Security	Alarm Monitoring	5,876
C0001154	12	EZR	Campus Police	ADT Security	Alarm Monitoring	5,220
C0001154	12	FZR	Campus Police	ADT Security	Alarm Monitoring	2,730
C0001302	12	DDD	Facilities - Riverside	ADT Security	Alarm Monitoring	3,050
P0003803	11	AJO	Open Campus	S & S Grading and Paving, Inc.	Resurfacing	12,350
P0005556	11	DME	Model United Nations	Foundation For California	Other-Web Hosting	34,408
P0005557	11	DME	Model United Nations	Schinke, Ward	Other Travel Expenses	15,099
P0005772	12	AZR	Campus Police	Schinke, Ward	Other Travel Expenses	8,122
P0006293	11	AAA	Chancellor's Office	Golden Pacific Systems	Other Supplies	22,295
P0006865	11	DEB	Performing Arts	Camak, Shelagh	Conferences	1,486
P0006920	11	DEB	Performing Arts	Japan Travel Bureau	Other Travel Expenses	2,753
P0007068	12	FQE	Mathematics, Science & Physical Education	Eastgate Tower Hotel	Other Travel Expenses	6,666
				Ben Meadows Company	Equip Additional \$200-\$4999	5,446

Additions to Approved/Ratified Purchase Orders of \$1,000 and over

Purchase Order and Warrant Report - All District Funds
 Purchase Orders \$1000 and over
 3/01/07 thru 3/31/07

PO#	Fund	Location	Department	Vendor	Description	Amount
P0007091	11	AJO	Open Campus	National Pen Company	Other Supplies	5,461
P0007180	12	FHE	Health, Human & Public Services	Zoll Medical Corporation	Equip Additional \$5000 >	19,695
					Purchase Orders - Pages 1 - 8	4,099,187
					PO Additions - Page 9 - 10	17,725,787
					Purchase Orders \$1,000 and Over	21,824,975
					Purchase Orders under \$1,000	176,555
					Grand Total	22,001,530

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-3

Date: April 17, 2007

Subject: Annuities

Background: The staff listed on the attached report have requested that their employment contracts be changed to reflect adjustment to their annuities.

Recommended Action: It is recommended that the Board of Trustees approve Amendment to Employment Contracts and terminations as per attached list.

Salvatore G. Rotella
Chancellor

Prepared by: Art Alcaez
Director, Diversity & Human Resources

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-4-a

Date: April 17, 2007

Subject: Budget Adjustments

Background: The 2006-07 adopted budget represents our best estimates of both income and expenditures. As the year progresses, however, some accounts have surplus funds while others are underbudgeted. As provided in Title 5, Section 58307, the Board of Trustees may approve transfers between major expenditure classifications to allow for needed purchases. Unless otherwise noted, the transfers are within the unrestricted General Fund (Fund 11, Resource 1000). The following budget transfers have been requested:

<u>Program</u>	<u>Account</u>	<u>Amount</u>
1. Transfer to purchase equipment.		
From: Chancellor's Office	Academic Special Project	\$ 643
	Supplies	270
To: College Relations/Special Projects	Equipment Replacement	\$ 643
Chancellor's Office	Equipment	270
2. Transfer to provide for permanent sign and directional banners for the Riverside Campus.		
From: Public Affairs	Conferences	\$ 1,645
To: Public Affairs	Fixtures and Fixed Equip	\$ 1,645
3. Transfer to reallocate the Riverside County Emancipation Services and Post-Emancipation Services budgets. (Fund 12, Resource 1190)		
From: Riverside Cty Emancipation Srvc	Classified FT	\$ 20,000
	Classified Special Projects	10,000
To: Post-Emancipation Services	Other Services	\$ 25,000
	Transportation/Bus Passes	5,000

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-4-a

Date: April 17, 2007

Subject: Budget Adjustments (continued)

<u>Program</u>	<u>Account</u>	<u>Amount</u>
4. Transfer to purchase equipment.		
From: Finance	Supplies	\$ 350
To: Finance	Equipment Replacement	\$ 350
5. Transfer to purchase supplies and equipment for the new Project Manager position.		
From: Salary Savings	Classified FT	\$ 11,590
To: Physical Facilities Planning	Supplies	\$ 372
	Fixtures and Fixed Equip	773
	Equipment	10,445
6. Transfer to reallocate the International Education Program budget.		
From: Academic Affairs	Academic Special Project	\$ 9,500
To: Academic Affairs	Supplies	\$ 3,730
	Cellular Telephones	320
	Equipment Replacement	5,450
7. Transfer to reallocate the Career/Tech Program budget. (Fund 12, Resource 1190)		
From: Career/Tech Program	Other Services	\$ 76,410
To: Career/Tech Prog, Applied Tech	Equipment	\$ 76,410

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-4-a

Date: April 17, 2007

Subject: Budget Adjustments (continued)

	<u>Program</u>	<u>Account</u>	<u>Amount</u>
8.	Transfer to provide for printing Accreditation self-study reports and for part-time hourly help.		
From:	Assoc. VC, Instruction Rubidoux/Jurupa College Program	Catalog Printing Other Services	\$ 8,900 5,000
To:	Assoc. VC, Instruction Rubidoux/Jurupa College Program	Copying and Printing Classified Hourly	\$ 8,900 5,000
9.	Transfer to purchase equipment for the TTIP-Total Cost of Ownership program. (Fund 12, Resource 1190)		
From:	Open Campus	Comp Software Maint/Lic	\$ 705
To:	Open Campus	Equipment Equipment Replacement	\$ 463 242
10.	Transfer to reallocate the VTEA – Economic Development budget. (Fund 12, Resource 1190)		
From:	VTEA – Economic Development	Other Services	\$ 700
To:	VTEA – Economic Development	Supplies	\$ 700
11.	Transfer to reallocate the VTEA – Title I-C budget. (Fund 12, Resource 1190)		
From:	VTEA – Title I-C	Other Services	\$ 1,654
To:	VTEA – Title I-C	Equipment	\$ 1,654

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-4-a

Date: April 17, 2007

Subject: Budget Adjustments (continued)

<u>Program</u>	<u>Account</u>	<u>Amount</u>
12. Transfer to purchase equipment.		
From: Information Services	Supplies	\$ 585
To: Information Services	Equipment	\$ 585
13. Transfer to purchase equipment.		
From: Community Outreach	Supplies	\$ 248
To: Community Outreach	Equipment	\$ 248
14. Transfer to purchase supplies and equipment. (Fund 32, Resource 3200)		
From: Food Services	Consultants	\$ 9,794
To: Food Services	Supplies	\$ 8,000
	Equipment Replacement	1,794
15. Transfer to reallocate the Disabled Student Programs and Services budget. (Fund 12, Resource 1190)		
From: Disabled Student Prog and Svcs	Student Help – Non-Instr	\$ 10,000
To: Disabled Student Prog and Svcs	Supplies	\$ 6,000
	Comp Software Maint/Lic	4,000

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-4-a

Date: April 17, 2007

Subject: Budget Adjustments (continued)

<u>Program</u>	<u>Account</u>	<u>Amount</u>
16. Transfer to reallocate the College Safety and Police budget.		
From: College Safety and Police	Classified Hourly	\$ 17,322
	Classified Overtime	5,500
To: College Safety and Police	All Other Contracts	\$ 20,300
	Laundry and Cleaning	22
	Repairs	500
	Other Services	2,000
17. Transfer to purchase supplies. (Fund 12, Resource 1050)		
From: College Safety and Police	Electricity	\$ 17,700
To: College Safety and Police	Supplies	\$ 17,700
18. Transfer to reallocate the Matriculation budget. (Fund 12, Resource 1190)		
From: Matriculation	Academic PT Non-Instr	\$ 9,941
	Classified FT	16,208
	Classified Hourly	775
To: Matriculation	Employee Benefits	\$ 70
	Copying and Printing	2,000
	Tests	13,212
	Telephone	10,000
	Cellular Telephone	63
	Repairs	300
	Equipment	243
	Equipment Replacement	1,036

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-4-a

Date: April 17, 2007

Subject: Budget Adjustments (continued)

<u>Program</u>	<u>Account</u>	<u>Amount</u>
19. Transfer to purchase equipment.		
From: Art	Instructional Supplies	\$ 458
To: Art	Equipment	\$ 458
20. Transfer to purchase equipment.		
From: Performing Arts	Supplies	\$ 1,393
To: Performing Arts	Equipment Replacement	\$ 1,393
21. Transfer to provide for part-time hourly help, overtime, an academic special project to develop and prepare the Nursing Recruitment and Retention grant and to purchase equipment and supplies.		
From: President, Riverside	Admin Contingency Acct	\$ 18,859
To: Dean of Instruction, Riverside	Classified Hourly	\$ 1,500
President, Riverside	Classified Overtime	2,000
	Equipment Replacement	1,248
Admissions and Records, Riverside	Equipment Replacement	8,948
Facilities, Riverside	Supplies	3,663
Nursing	Academic Special Project	1,500
22. Transfer to provide for repairs.		
From: Applied Technology, Welding	Reference Books	\$ 995
	Instructional Supplies	705
To: Applied Technology, Welding	Repairs	\$ 1,700

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-4-a

Date: April 17, 2007

Subject: Budget Adjustments (continued)

<u>Program</u>	<u>Account</u>	<u>Amount</u>
23. Transfer to provide for repairs.		
From: Applied Tech, Culinary Academy	Instr Salaries, Reg FT	\$ 4,880
To: Applied Tech, Culinary Academy	Repairs	4,880
24. Transfer to purchase equipment for the WestEd Paraprofessional Program. (Fund 12, Resource 1190)		
From: Early Childhood Studies, Riverside	Instructional Media Material	\$ 501
	Supplies	200
	Lecturers	24
	Conferences	350
To: Early Childhood Studies, Riverside	Equipment	\$ 1,075
25. Transfer to purchase supplies.		
From: Library, Riverside	Comp Software Maint/Lic	\$ 460
To: Library, Riverside	Supplies	\$ 460
26. Transfer to provide for memberships and conference expenses.		
From: Student Services, Riverside	Reference Books	\$ 500
	Software	133
	Copying and Printing	200
To: Student Services, Riverside	Memberships	\$ 133
	Conferences	500
Student Activities, Riverside	Conferences	200

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-4-a

Date: April 17, 2007

Subject: Budget Adjustments (continued)

<u>Program</u>	<u>Account</u>	<u>Amount</u>
27. Transfer to purchase supplies.		
From: Athletics	Transportation	\$ 5,000
To: Athletics	Instructional Supplies	\$ 3,000
	Grounds/Garden Supplies	2,000
28. Transfer to provide for part-time hourly help.		
From: Arts, Hum and World Languages	Instructional Supplies	\$ 1,000
To: Arts, Hum and World Languages	Instructional Aides, Hourly	\$ 1,000
29. Transfer to reallocate the Norco Campus ECS Equipment Project budget. (Fund 41, Resource 4100)		
From: Early Childhood Studies, Norco	Other Services	\$ 200
To: Early Childhood Studies, Norco	Supplies	\$ 200
30. Transfer to provide for conference expenses.		
From: Admissions and Records, Norco	Supplies	\$ 125
To: Admissions and Records, Norco	Conferences	\$ 125

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-4-a

Date: April 17, 2007

Subject: Budget Adjustments (continued)

<u>Program</u>	<u>Account</u>	<u>Amount</u>
31. Transfer to provide funding for a copier service contract and travel expenses.		
From: Student Services, Norco	Software	\$ 500
	Supplies	700
	Equipment	500
Student Equity Program	Copying and Printing	800
To: Student Services, Norco	Other Services	\$ 1,700
Student Equity Program	Travel Expenses	800
32. Transfer to purchase supplies.		
From: Educational Services, MV	Equipment	\$ 500
To: Educational Services, MV	Supplies	\$ 500
33. Transfer to provide models for the Art program.		
From: Humanities and Social Sciences, MV	Instructional Supplies	\$ 175
To: Humanities and Social Sciences, MV	Professional Services	\$ 175
34. Transfer to purchase equipment.		
From: Public Safety Ed and Training	Rents and Leases	\$ 2,584
To: Public Safety Ed and Training	Equipment	\$ 2,584
35. Transfer to purchase equipment.		
From: Library, MV	Supplies	\$ 110

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-4-a

Date: April 17, 2007

Subject: Budget Adjustments (continued)

<u>Program</u>	<u>Account</u>	<u>Amount</u>
To: Library, MV	Equipment	\$ 110
36. Transfer to reallocate the Instructional Equipment and Materials budget. (Fund 12, Resource 1190)		
From: Open Campus	Equipment	\$ 75,000
President, Riverside	Equipment	553
Physical Science, Riverside	Equipment	41,668
Mathematics, Riverside	Equipment	744
Counseling, Riverside	Equipment	350
Dean of Instruction, MV	Equipment	700
Business and Comp Info Sys, MV	Equipment	342
To: Open Campus	Other	\$ 75,000
Chemistry, Riverside	Equipment	553
Physical Science, Riverside	Instructional Supplies	37,484
	Comp Software Maint/Lic	4,184
Mathematics, Riverside	Instructional Supplies	744
Counseling, Riverside	Reference Books	350
Humanities and Social Sciences, MV	Instructional Supplies	700
Business and Comp Info Sys, MV	Software	342

Recommended Action: It is recommended that the Board of Trustees approve the budget transfers as presented.

Salvatore G. Rotella
Chancellor

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

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No: V-A-4-b-1

Date: April 17, 2007

Subject: Resolution to Amend Budget – Resolution No. 35-06/07
2006-2007 Faculty & Staff Diversity Program

Background: The Riverside Community College District has received additional funding for the 2006-2007 Faculty & Staff Diversity Program in the amount of \$6,250 from the California Community College Chancellor's Office. The funds will be used for copying and printing, conferences, and equipment.

Recommended Action: It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$6,250 to the budget and authorize the Vice Chancellor Administration and Finance to sign the resolution.

Salvatore G. Rotella
Chancellor

Prepared by: Chani Beeman
District Director,
Diversity, Equity and Compliance

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 35-06/07

2006-2007 Faculty & Staff Diversity Program

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$6,250 is assured to said district, which exceeds amounts previously budgeted; and

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

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

This is an exact copy of the resolution adopted by the governing board at a regular meeting on April 17, 2007.

Clerk or Authorized Agent

RIVERSIDE COMMUNITY COLLEGE DISTRICT
 INCOME & EXPENDITURES - BUDGET AMENDMENT
 Resolution No. 35-06/07
 2006-2007 Faculty & Staff Diversity Program

Year	County	District	Date	Fund
07	33	07	4/17/2007	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	000	1190	0	0000	0170	8659	6,250 00	REVENUE
EXPENDITURES								
12	AAF	1190	0	6760	0170	4555	2,000 00	Copying and Printing
12	AAF	1190	0	6760	0170	5220	2,000 00	Conferences
12	AAF	1190	0	6760	0170	6841	2,250 00	Equipment
							6,250 00	TOTAL INCOME
							6,250 00	TOTAL EXPENDITURES

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No: V-A-4-b-2

Date: April 17, 2007

Subject: Resolution to Amend Budget – Resolution No. 36-06/07
2006-2007 Disabled Student Programs and Services

Background: The Riverside Community College District has received additional 2006-2007 funding for Disabled Student Programs & Services in the amount of \$55,018 from the California Community College Chancellor's Office. The funds will be used for adaptive equipment and office and other supplies.

Recommended Action: It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$55,018 to the budget and authorize the Vice Chancellor Administration and Finance to sign the resolution.

Salvatore G. Rotella
Chancellor

Prepared by: Paula McCroskey
District Dean,
Disabled Student Programs & Services

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 36-06/07

2006-2007 Disabled Student Programs and Services

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$55,018 is assured to said district, which exceeds amounts previously budgeted; and

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

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

This is an exact copy of the resolution adopted by the governing board at a regular meeting on April 17, 2007.

Clerk or Authorized Agent

RIVERSIDE COMMUNITY COLLEGE DISTRICT
 INCOME & EXPENDITURES - BUDGET AMENDMENT
 Resolution No. 36-06/07
 2006-2007 Disabled Student Programs & Services

Year	County	District	Date	Fund				
07	33	07	4/17/2007	12				
Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	000	1190	0	0000	0180	8621	55,018 00	REVENUE
EXPENDITURES								
12	AZP	1190	0	6420	0180	4590	21,509 00	Office and Other Supplies
12	AZP	1190	0	6420	0180	6481	21,509 00	Equipment
12	AZP	1190	0	6420	0180	6482	12,000 00	Equipment
							55,018 00	TOTAL INCOME
							55,018 00	TOTAL EXPENDITURES

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No: V-A-4-b-3

Date: April 17, 2007

Subject: Resolution to Amend Budget – Resolution No. 37-06/07
2006-2007 UCR TQE Subcontract/Copernicus Project

Background: With the Board of Trustees approval of Board Report No. V-A-8-a, presented later in this agenda, the Riverside Community College District (RCCD) will receive additional funding in the amount of \$13,711 as a result of Amendment No. 03 to the agreement between RCCD and the Regents of the University of California Riverside. The funds will be used to provide a Summer Science Camp for 40 students.

Recommended Action: Contingent upon the Board of Trustees' approval of Board Report No. V-A-8-a presented later in this agenda, it is recommended that the Board of Trustees approve adding the revenue and expenditures of \$13,711 to the budget and authorize the Vice Chancellor Administration and Finance to sign the resolution.

Salvatore G. Rotella
Chancellor

Prepared by: Ola M. Jackson
Associate Dean, Teacher Preparation and Education Programs

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 37-06/07

2006-2007 UCR TQE Subcontract/Copernicus Project

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$13,711 is assured to said district, which exceeds amounts previously budgeted; and

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

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

This is an exact copy of the resolution adopted by the governing board at a regular meeting on April 17, 2007.

Clerk or Authorized Agent

RIVERSIDE COMMUNITY COLLEGE DISTRICT
 INCOME & EXPENDITURES - BUDGET AMENDMENT
 Resolution No. 37-06/07
 2006-2007 UCR TQE Subcontract/Copernicus Project

Year	County	District	Date	Fund					
07	33	07	4/17/2007	12					
Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description	
12	000	1190	0	0000	0347	8190	13,711 00	REVENUE	
EXPENDITURES									
12	AJF	1190	0	6017	9347	1490	4,000 00	Acad Other, Special Assignment	
12	AJF	1190	0	6017	9347	2349	500 00	Classified OT	
12	AJF	1190	0	6017	9347	3130	330 00	Employee Benefits	
12	AJF	1190	0	6017	9347	3325	8 00		
12	AJF	1190	0	6017	9347	3335	58 00		
12	AJF	1190	0	6017	9347	3520	1 00		
12	AJF	1190	0	6017	9347	3530	2 00		
12	AJF	1190	0	6017	9347	3620	7 00		
12	AJF	1190	0	6017	9347	3630	53 00		
12	AJF	1190	0	6017	9347	4320	2,391 00	Instructional Materials	
12	AJF	1190	0	6017	9347	4590	3,690 00	Supplies	
12	AJF	1190	0	6017	9347	4555	150 00	Printing/Copying	
12	AJF	1190	0	6017	9347	5045	50 00	Postage	
12	AJF	1190	0	6017	9347	5650	1,121 00	Transportation Contract	
12	AJF	1190	0	6017	9347	5890	1,350 00	Other	
							13,711 00	TOTAL INCOME	
							13,711 00	TOTAL EXPENDITURES	

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No: V-A-4-b-4

Date: April 17, 2007

Subject: Resolution to Amend Budget – Resolution No. 39-06/07
2006-2007 Career Technical Education Program

Background: The Riverside Community College District has received additional funding for the 2006-2007 Career Technical Education Program in the amount of \$23,171 from the California Community College Chancellor's Office. The funds will be used to purchase equipment.

Recommended Action: It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$23,171 to the budget and authorize the Vice Chancellor Administration and Finance to sign the resolution.

Salvatore G. Rotella
Chancellor

Prepared by: Ron Vito
District Dean, Occupational Education

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 39-06/07

2006-2007 Career Technical Education Program

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$23,171 is assured to said district, which exceeds amounts previously budgeted; and

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

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

This is an exact copy of the resolution adopted by the governing board at a regular meeting on April 17, 2007.

Clerk or Authorized Agent

RIVERSIDE COMMUNITY COLLEGE DISTRICT
 INCOME & EXPENDITURES - BUDGET AMENDMENT
 Resolution No. 39-06/07
 2006-2007 Career Technical Education Program

Year	County	District	Date	Fund
07	33	07	4/17/2007	12

Fund	School	Resource	PY	Goal	Func	Object	Amount	Object Code Description
12	000	1190	0	0000	0030	8629	23,171 00	REVENUE
EXPENDITURES								
12	DSA	1190	0	1030	0030	6485	12,743 00	Comp Equip Additional
12	ESB	1190	0	7010	0030	6485	5,214 00	Comp Equip Additional
12	FHE	1190	0	1250	0030	6485	5,214 00	Comp Equip Additional

23,171 00	TOTAL INCOME
23,171 00	TOTAL EXPENDITURES

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-4-b-5

Date: April 17, 2007

Subject: Resolution to Amend Budget – Resolution No. 40-06/07
2006-2007 Norco Phase III Industrial Technology Facility Project –
Preliminary Plans and Working Drawings

Background: The Riverside Community College District has received funding for the 2006-2007 Norco Phase III Industrial Technology Facility Project – Preliminary Plans and Working Drawings in the amount of \$386,000 from the California Community Colleges. The funds will be used for architectural and engineering services to develop preliminary plans and working drawings.

Recommended Action: It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$386,000 to the budget and authorize the Vice Chancellor Administration and Finance to sign the resolution.

Salvatore G. Rotella
Chancellor

Prepared by: Aan Tan
Associate Vice Chancellor,
Facilities Planning, Design and Construction

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 40-06/07

Norco Phase III Industrial Technology Facility Project –
Preliminary Plans and Working Drawings

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$386,000 is assured to said district, which exceeds amounts previously budgeted; and

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

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

This is an exact copy of the resolution adopted by the governing board at a regular meeting on April 17, 2007.

Clerk or Authorized Agent

RIVERSIDE COMMUNITY COLLEGE DISTRICT
 INCOME & EXPENDITURES - BUDGET AMENDMENT
 Resolution No. 40-06/07
 2006-2007 Norco Phase III Industrial Technology Facility Project -
 Preliminary Plans and Working Drawings

Year	County	District	Date	Fund
07	33	07	4/17/2007	41

FUND	SCHOOL	RESOURCE	PY	GOAL	FUNC	OBJECT	AMOUNT	Object Code Description
41	000	4100	0	0000	0677	8659	386,000 00	REVENUE
								EXPENDITURES
41	EDD	4100	0	7122	0677	6213	386,000 00	Architect's Fees
							386,000 00	TOTAL INCOME
							386,000 00	TOTAL EXPENDITURES

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-5-a

Date: April 17, 2007

Subject: Award of Bid – District Modular Projects - Moreno Valley and Norco Campuses

Background: On February 20, 2007 the Riverside Community College District Board of Trustees approved the Lovekin Modulares Redistribution Project. On March 20, 2007 the Board approved the District Modular Projects and Budget for movement and installation of the modular buildings.

These projects involve the transfer and installation of twenty (20) modulares from the Riverside Campus to Moreno Valley, Norco and Ben Clark as well as the purchase of at least six (6) new modular buildings. One (1) of the existing modulares will be returned and three (3) will be demolished. Currently the District has sixty one (61) modulares in its inventory. With the completion of these projects the District expects to have an inventory of sixty three (63) modular buildings (see attached inventory).

The District solicited an Invitation for Bid for the District Modular Projects at the Moreno Valley and Norco Campuses. This bid was for the transfer and installation of the modulares only. On April 10, 2007, bids were received from three (3) vendors. The results were as follows:

<u>Contractor</u>	<u>Total Bid</u>	<u>Location</u>
Broughton Construction	\$2,198,895.00	Rancho Cucamonga
Hinkley and Associates	\$1,950,000.00	Highland
R Jensen Company, Inc	\$2,196,000.00	Riverside

Based upon review, District staff recommends awarding the total bid, in the amount of \$1,950,000.00 to Hinkley and Associates, Inc. from Highland. References for Hinkley and Associates, Inc. were checked and found to be satisfactory. Source of funds: Measure C.

Recommended Action: It is recommended that the Board of Trustees award a bid for the District Modular Projects at the Moreno Valley and Norco Campuses in the amount of \$1,950,000.00 to Hinkley and Associates, Inc. and authorize the Vice Chancellor, Administration and Finance to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Doretta Sowell
Purchasing Manager

RIVERSIDE COMMUNITY COLLEGE DISTRICT

District Modular Project

Inventory Summary

Beginning Inventory

	No. of Units
Riverside	55
Moreno Valley	3
Norco	3
Ben Clark	0

Total:	61

Purchases and Deletions

Purchases:	6
Deletions:	4

Net Gain:	2

Ending Inventory

Riverside	35
Moreno Valley	10
Norco	10
Ben Clark	8

Total:	63

RIVERSIDE COMMUNITY COLLEGE DISTRICT

District Modular Project

Current Inventory

<u>Unit</u>	<u>Size</u>	<u>Use</u>	<u>Current Location</u>	<u>Destination</u>
H-1	24X40	Classroom	Riverside	Moreno Valley
H-2	24x40	Office	Riverside	Ben Clark
H-3	24x40	Office	Riverside	ECS Riverside
B-6	24x40	Classroom	Riverside	Ben Clark
B-5	24x40	Classroom	Riverside	Ben Clark
B-4	24x40	Classroom	Riverside	Ben Clark
B-3	24x40	Classroom	Riverside	Ben Clark
B-2	24x40	Classroom	Riverside	Ben Clark
B-1	24x40	Classroom	Riverside	Baseball Riv
C-6	48x40	Classroom	Riverside	Riverside
C-5	24x40	Restroom	Riverside	Riverside
C-4	48x40	Classroom	Riverside	Ben Clark
C-3	24x40	Classroom	Riverside	Moreno Valley
C-2	48x40	Classroom	Riverside	Norco
C-1	24x40	Classroom	Riverside	Moreno Valley
G-6	48x40	Classroom	Riverside	Norco
G-5	24x40	Classroom	Riverside	Norco
G-4	48x40	Classroom	Riverside	Moreno Valley
G-3	24x40	Classroom	Riverside	Moreno Valley
G-2	24x40	Classroom	Riverside	Moreno Valley
G-1	24x40	Classroom	Riverside	Riverside
A-9	24x40	Classroom	Riverside	Softball Riv
A-8	24x40	Classroom	Riverside	Riverside
A-7	24x40	Classroom	Riverside	Riverside
A-6	24x40	Office	Riverside	Riverside
A-5	24x40	Office	Riverside	Riverside
A-4	24x40	Office	Riverside	Riverside
A-3	24x40	Office	Riverside	Riverside
A-2	24x40	Office	Riverside	Riverside
A-1	24x40	Office	Riverside	Riverside
D-6	24x40	Classroom	Riverside	Riverside
D-5	24x40	Classroom	Riverside	Riverside
D-4	24x40	Classroom	Riverside	Riverside
D-3	24x40	Restroom	Riverside	Riverside

D-2	24x40	Classroom	Riverside	Riverside
D-1	24x40	Classroom	Riverside	Riverside
E-6	24x40	Office	Riverside	Riverside
E-5	24x40	Office	Riverside	Riverside
E-4	24x40	Office	Riverside	Riverside
E-3	24x40	Classroom	Riverside	Riverside
E-2	24x40	Office	Riverside	Riverside
E-1	24x40	Office	Riverside	Riverside
F-9	24x40	Classroom	Riverside	Riverside
F-9	24x40	Classroom	Riverside	Riverside
F-9	24x40	Classroom	Riverside	Riverside
F-9	24x40	Classroom	Riverside	Riverside
F-9	24x40	Classroom	Riverside	Riverside
F-9	24x40	Classroom	Riverside	Riverside
F-9	24x40	Classroom	Riverside	Riverside
F-9	24x40	Classroom	Riverside	Riverside
F-9	24x40	Classroom	Riverside	Riverside
F-9	24x40	Classroom	Riverside	Riverside
ECS	24x40	Office	Riverside	Lease Terminated
26A	24x40	Office	Riverside	Demolished
27	24x40	Office	Riverside	Demolished
27A	24x40	Office	Riverside	Demolished
M-1	24x40	Classroom	Moreno Valley	Moreno Valley
M-2	48x40	Office	Moreno Valley	Moreno Valley
M-3	24x40	Office	Moreno Valley	Moreno Valley
A	24x40	Office	Norco	Norco
B	24x40	Office	Norco	Norco
PRT1	24x40	Classroom	Norco	Norco

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Report No.: V-A-7

Date: April 17, 2007

Subject: Out-of-State Travel

Board Policy 7011 establishes procedures for reimbursement for out-of-state travel expenses; and the Board of Trustees must formally approve out-of-state travel beyond 500 miles; It is recommended that out-of-state travel be granted to:

Retroactive:

- 1) Ms. Alexis Gray, instructor, anthropology, Norco Campus, to travel to Philadelphia, Pennsylvania, March 28-31, 2007, to attend the American Association of Physical Anthropology Conference. Estimated cost: \$1,295.00. Funding source: \$200.00 from the general fund, and \$1,095.00 to be paid by the employee.
- 2) Dr. Ray Maghroori, vice chancellor, academic affairs, to travel to New York City, New York, April 15-17, 2007, to attend the National Center for the Study of Collective Bargaining in Higher Education and the Professions 37th Annual Conference. Estimated cost: \$2,056.00. Funding source: the general fund.

Revisions:

- 1) At the meeting of January 11, 2007, the Board approved out-of-state travel for Ms. Jamie Clifton, student services supervisor, admissions and records, to travel to Washington D.C., March 10-14, 2007, to attend the Datatel Users Group 2007 Workshop. Estimated cost: \$1,254.40. Funding source: the general fund. The cost of travel increased to \$1,499.00.
- 2) At the meeting of January 11, 2007, the Board approved out-of-state travel for Ms. Ola Jackson, associate dean, teacher preparation and education programs, to travel to Kansas City, Missouri, March 10-13, 2007, to attend the Supplemental Instruction Supervisor Workshop. Estimated cost: \$1,378.51. Funding source: Title V grant funds. The cost increased to \$1,766.37.

Current:

Moreno Valley Campus:

- 1) Dr. Chris Nollette, emergency medical services instructor/ director, paramedic program, to travel to Newark, Jew Jersey, April 19-20, 2007, to attend the National Association of Emergency Medical Services Educators - Scenario Lab – National Grant Project for Riverside Community College District. There is no cost to the District.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Report No.: V-A-7

Date: April 17, 2007

Subject: Out-of-State Travel (continued)

- 2) Ms. Teresa Thetford, assistant professor, physician assistant program, to travel to Philadelphia, Pennsylvania, May 25-30, 2007, to attend the American Academy of Physician Assistants 35th Annual Conference. Estimated cost: \$2,780.00. Funding source: faculty staff development funds.

Norco Campus:

- 1) Dr. Sharon Crasnow, associate professor, philosophy, to travel to Chicago, Illinois, April 18-21, 2007, to attend the American Philosophical Association, Central Division Meeting. Estimated cost: \$867.64. Funding source: \$480.00 from the general fund, and \$387.64 to be paid by the employee.
- 2) Dr. Arend Flick, associate professor, English, to travel to Kansas City, Missouri, June 2-6, 2007, to attend the Association for Institutional Research Annual Forum. Estimated cost: \$1,415.00. Funding source: the general fund.
- 3) Mr. Gustavo Ocegüera, director, TRIO programs, to travel to El Paso, Texas, April 22-25, 2007 to attend the American Competitiveness Initiative: Challenges and Opportunities for Hispanic Serving Institutions Conference. Estimated cost: \$1,182.84. Funding source: the general fund.
- 4) Ms. Sheryl Tschetter, assistant professor, English, to travel to Austin, Texas, May 20-23, 2007 to attend the International Conference on Teaching and Leadership Excellence. Estimated cost: \$1,965.00. Funding source: Basic Skills grant funds.

Riverside City College:

- 1) Ms. Leslie Brown, art gallery coordinator/adjunct faculty, art, to travel to Santa Fe, New Mexico, May 28-June 1, 2007, to attend the Keith Howard: Creative Intaglio – Image On Printmaking Workshop. Estimated cost: \$1,698.99. Funding sources: \$1,200.00 from the general fund, and \$498.99 to be paid by the employee.
- 2) Mr. Kenneth Cramm, assistant professor, mathematics, to travel to Kansas City, Missouri, May 20-22, 2007, to attend the Supplemental Instruction Supervisor Workshop. Estimated cost: \$1,665.14. Funding sources: \$1,385.00 from Title V grant funds, and \$280.14 from the general fund.
- 3) Ms. Penny Davis, director, foster and kinship care education program, workforce preparation, to travel to Vancouver, British Columbia, Canada, May 23-27, 2007, to attend the North American Society of Adlerian Psychology Annual Conference. Estimated cost: \$1,415.06. Funding source: RCCD Gateway to College grant funds.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Report No.: V-A-7

Date: April 17, 2007

Subject: Out-of-State Travel (continued)

- 4) Dr. Debbie DiThomas, interim vice chancellor, student services and operations, to travel to Renton, Washington, June 14-16, 2007, to attend a Retention and Recruitment Workshop. Estimated cost: \$1,918.21. Funding source: Matriculation grant funds.
- 5) Mr. Darren Dong, director, communications and web development, to travel to Gettysburg, Pennsylvania, June 4-8, 2007, to attend the Portal 2007 Conference. Estimated cost: \$1,992.03. Funding source: the general fund.
- 6) Ms. Nicole Freim, adjunct faculty, English, and Mr. Jason Tondro, adjunct faculty, English, to travel to Boston, Massachusetts, April 4-7, 2007, to attend the National Popular Culture Conference. There is no cost to the District.
- 7) Ms. Elizabeth Hall, adjunct instructor, reading, to travel to Salt Lake City, Utah, May 18-20, 2007, to attend the Wild about R.E.A.D! A Wild Experience Conference. Estimated cost: \$730.00. Funding sources: \$250.00 from the general fund, and \$480.00 to be paid by the employee.
- 8) Ms. Marilyn Jacobsen, director, Center for International Students and Programs, to travel to Minneapolis, Minnesota, May 28-June 1, 2007, to attend the NAFSA: Association of International Educators. Estimated cost: \$2,495.00. Funding source: the general fund.
- 9) Ms. Mary Legner, associate professor, mathematics, to travel to El Paso, Texas, April 22-26, 2007, to attend The American Competitiveness Initiative: Challenges and Opportunities for Hispanic Serving Institutes. Estimated cost: \$1,791.50. Funding source: Basic Skills grant funds.
- 10) Mr. Mohammad Moghaddam, director, hospitality and culinary arts, to travel to Chicago, Illinois, May 18-22, 2007, to attend the International Hotel/Motel and Restaurant Show. Estimated cost: \$1,376.58. Funding source: the general fund.
- 11) Dr. Terence O'Neill, associate professor, physics, to travel to Fort Sumner, New Mexico, April 16-May 4, 2007, to participate in the NASA Telescope Launch. (The purpose is to launch into space the advanced gamma-ray telescope built by Dr. O'Neill.) There is no cost to the District.
- 12) Ms. Dawn Rechenberg, human resources specialist I, diversity and human resources, to travel to Washington, D.C., May 8-10, 2007, to attend the Deaf and Hard of Hearing in Government National Training Conference. Estimated cost: \$1,316.78. Funding source: staff development funds.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Report No.: V-A-7

Date: April 17, 2007

Subject: Out-of-State Travel (continued)

- 13) Dr. Clarence Romero, associate professor, psychology, to travel to Washington, D.C., April 19-22, 2007, to accompany seven students visiting the National Education Association's headquarters and the Congressional Center. Estimated cost: \$4,680.00. Funding source: \$800.00 from the general fund, and \$3,880.00 from ASRCC Latin Educators of Tomorrow Trust funds.
- 14) Chancellor Salvatore Rotella to travel to Washington, D.C., May 6-9, 2007, to attend the Monday Morning Group 2007 Washington, D.C. Trip. Estimated cost: \$1,950.00. Funding source: the general fund.
- 15) Ms. Aya Saito, international students and programs specialist, Center for International Students and Programs, to travel to Tokyo, Fukuoka, and Nagoya, Japan, May 5-13, 2007, to participate in International Student Recruitment and the Japan-United States Educational Commission Trip. Estimated cost: \$2,459.17. Funding source: the general fund.
- 16) Dr. Heather Smith, instructor, biology, to travel to El Paso, Texas, April 22-26, 2007, to attend The American Competitiveness Initiative: Challenges and Opportunities for Hispanic Serving Institutes. Estimated cost: \$1,791.50. Funding source: Basic Skills grant funds.

Salvatore G. Rotella
Chancellor

Prepared by: Michelle Haeckel
Administrative Secretary III

RIVERSIDE COMMUNITY COLLEGE DISTRICT
TEACHING AND LEARNING

Report No.: V-A-8-a

Date: April 17, 2007

Subject: Amendment to the Agreement with the Regents of the University of California

Background: Presented for the Board's review and consideration is an amendment to the agreement between Riverside Community College District and the Regents of the University of California to provide additional funding. Through this amendment, Riverside Community College District will receive additional funds for the 2006-2007 University of California, Riverside's Copernicus Project in the amount of \$13,711.00. The funds will be used to provide a summer science camp component for 40 students. The original agreement was approved by the Board on March 13, 2005. Funding source: Regents of the University of California.

The amendment has been reviewed by Ruth Adams, Director, Contracts, Compliance and Legal Services, and Sylvia Thomas, Associate Vice Chancellor of Instruction.

Recommended Action: It is recommended that the Board of Trustees ratify the amendment, for October 1, 2006 through September 30, 2007, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the amendment.

Salvatore G. Rotella
Chancellor

Prepared by: Ola M. Jackson
Associate Dean, Teacher Preparation and Education Programs

Amendment No. 03

Subaward No. S-00101

between

The Regents of the University of California

And

Riverside Community College District

This Amendment, effective as of the last date signed, amends the above referenced Agreement as follows:

I Statement of Work

Scope of work to include the addition of Exhibit A-1.

V Cost

This Subaward is increased by thirteen thousand seven hundred and eleven (\$13,711) dollars for a total subaward amount not to exceed \$289,711.

XVIII

RCCD has agreed to provide cost share to this project in the amount of four thousand one hundred and thirteen (\$4,113) dollars for a cumulative amount of ninety four thousand one hundred and thirteen (\$94,113) dollars.

All other terms and conditions of the Subaward remain unchanged and in full force.

IN WITNESS WHEREOF, the parties hereto have caused this Subaward Amendment to be executed by their duly authorized representatives as of the last date and year written below:

**RIVERSIDE COMMUNITY COLLEGE
DISTRICT**

**THE REGENTS OF THE
UNIVERSITY OF CALIFORNIA**

By: _____

By: _____

Name: _____

Name: Tim LeFort

Title: _____

Title: Subrecipient Monitor

Date: _____

Date: _____

GRANT PROPOSAL

**FOR HIGH SCHOOL COPERNICUS SUMMER SCIENCE CAMP
RIVERSIDE COMMUNITY COLLEGE
JUNE 25-29, 2007**

**TO THE UNIVERSITY OF CALIFORNIA, RIVERSIDE
GRADUATE SCHOOL OF EDUCATION
COPERNICUS PROJECT**

SUBMITTED BY

**MRS. OLA JACKSON, ASSOCIATE DEAN
OFFICE OF TEACHER PREPARATION & EDUCATION PROGRAMS
RIVERSIDE COMMUNITY COLLEGE**

**PEGGY AMODEO, COUNSELOR
COPERNICUS ADVISOR
OFFICE OF TEACHER PREPARATION & EDUCATION PROGRAMS**

February 14, 2007

**GRANT PROPOSAL FOR COPERNICUS SUMMER SCIENCE CAMP
RIVERSIDE COMMUNITY COLLEGE
JUNE 25-29, 2007**

Program Description

This year's program, funded by the University of California, Riverside Copernicus Project grant, is designed to give students both a complete yet broad spectrum of science experience using technology, math, and discussion about pedagogy, inquiry based learning, and learning styles. After 14 hours of science lab experiences that relate to the field trip the students and faculty will go to Upper Newport Bay Ecological Reserve. An additional special feature will be the math / astrophysics workshops for three afternoons. The best way to describe the program is to go through the program agenda so that one can see what is being offered.

There will be 25 hours of fabulous instruction for 40 students. Students will be given binders with notebooks, activity sheets, a pencil pouch with supplies inside such as RCC pencils and pens, but also a USB 1G drive, scientific calculators, and dictionaries. Students will be asked to evaluate lessons both in written and oral forms daily. Also, they will be surveyed and asked to give an evaluation of the entire experience.

Science Camp Agenda

Monday, June 25

8:30 A.M. to 9:00 A.M.	Welcome & Orientation to the Program
9:00 A.M. to 10:00 A.M.	Orientation to College / University Transfer Discussion / Activities about Learning Styles
10:00 A.M. to 10:15	Break
10:15 A.M. to 12:00	Introduction to the 5 E's (Engage, Explore, Explain, Elaborate, and Evaluate) with science demonstration
12:00 to 1:00 P.M.	Lunch
1:00 P.M. to 3:00 P.M.	Astrophysics / Math Lecture using Scientific Calculators and the Planetarium

June 26, 27, 28

9:00 A.M. to 12:00 A.M.	Environmental Life Science Laboratory related to the Field Trip
12:00 A.M. to 1:00 P.M.	Lunch
1:00 P.M. to 3:00 P.M.	Planetarium—Astrophysics / Math

On June 28th the afternoon lecture in a computer lab using Google Earth for mapping and analyzing changes in an ecosystem as related to the Newport Bay estuary.

Friday, June 29

8:00 A.M. to 6 P.M.	Field Trip—Upper Newport Bay Ecological Reserve
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Meeting the Goals of the Grant

This Copernicus Project Summer Science Camp provides learning opportunities for high school students with hands on experience in college science labs with highly qualified faculty. It helps them to focus on possibilities for future career choices in science and particularly in education. It is a use of collaborative resources that raises the level of these students science achievement by inspiring them to see that science is fun, meaningful, and achievable.

The collaboration between the high school counselors and the Copernicus advisor and the high school science / math faculty with college faculty strengthens relationships. Further, it facilitates the smooth and seamless transition for students from high school through the education pathway all the way through higher education and into profession.

The science camp experience is a good recruitment and retention tool that allows a diverse student population a memorable experience in science and in the belief that higher education is possible and necessary for their futures. This program will have a counseling feature with advisement and guidance that could lead them to successful science student transfer to community college or four-year institutions.

The program is designed to integrate technology, curricula, and pedagogy that are California Teaching Commission's standard based. The labs for the science curriculum modules use technology based systems and tools, ties in with the field trip that is also standards based, and provides developmental field experiences in science education.

It is anticipated that the students who participate may be teaching science or math in the California school system or may become scientists in other working environments. This is an opportunity to set them on their way to a successful future, by providing the science experience, but also a chance to meet role models, be on a college campus, and meet peers and college students with similar interests.

Field Trip Description

The Upper Newport Bay School Kayak Tour is offered by Newport Bay Naturalists and Friends on behalf of the California Department of Fish and Game and other government agencies. The students will be divided into two groups: one group will go on a two hour naturalist lead kayak or twelve person outrigger canoe trip on the estuary; the other group will go on a two hour walking field trip with a naturalist guide. After lunch the groups will trade places.

Some topics will include:

- Wetlands and coastal salt marsh
- Estuary and Tidal Action
- Pacific Flyway and Migration
- Watershed
- Habitat
- Birds
- Marine life
- Food Chain
- Upper Newport Bay Ecological Reserve and Preserve

Attached is a complete description of the field trip offered by the Upper Newport Bay Ecological Reserve with information about the reserve itself and its programs.

UPPER NEWPORT BAY SCHOOL KAYAK TOUR INFORMATION

TOUR ORGANIZATION

The Upper Newport Bay school kayak tour program is organized by the Newport Bay Naturalists and Friends (NBNF) on behalf of the California Department of Fish and Game (DFG), the County of Orange Harbors, Beaches and Parks Department (HBP), and the California Coastal Commission (CCC). This tour is part of an integrated set of K -- 12 Life Science Programs provided at the Upper Newport Bay (UNB) Ecological Reserve and Nature Preserve. Other programs are offered by HBP at the Peter and Mary Muth Interpretive Center, by DFG at the Back Bay Science Center (BBSC) and by the California Coastal Commission.

UNB is managed jointly by DFG and HBP in cooperation with the City of Newport Beach and the U. S. Fish and Wildlife Service. The Ecological Reserve was created in 1975 as a result of the purchase of 527 acres of land in and around the bay from the Irvine Company and the transfer of 214 acres of tidal wetlands from the County of Orange to the State of California. An additional 11 acres of land in Big Canyon was added in 1982 bringing the total acreage of the Ecological Reserve to 752 acres. In 1990 the County acquired 140 acres of bluffs on the north side of the bay for the creation of a Regional Park. The Park was rededicated as a Nature Preserve in 2000. Many visitors come each year to hike, cycle, canoe, kayak, fish or simply enjoy nature. Please remember that you will be in a protected wildlife area. Collection of souvenirs/specimens and feeding of wildlife is not permitted. Students should be reminded to stay on the marked trails and not sit or climb on the trail fences.

Kayak tours are conducted by trained volunteer naturalists on weekdays at 10:00 a.m. from the Newport Aquatic Center (NAC), a public boating facility. The tours last approximately two hours. Students paddle double kayaks or twelve man outrigger canoes in the Ecological Reserve. The naturalist guides give an introductory talk and then paddle alongside the students and provide more information about the estuary during the tour.

We can accommodate a maximum of 30 students per session. Large classes need to be divided into separate days to meet this requirement. We can make arrangements to give the tours over several consecutive days to handle a large class. The teacher needs to supply sufficient adult supervision for the students; one adult per 15 students is suggested. There are three options that are available from which the teacher may choose:

- A kayak tour on a weekday morning. This has a maximum of 30 students.
- A kayak tour on a weekday morning followed by a field study exercise in the afternoon. This has a maximum of 30 students. The study program is based on the high school activity guide called "Our Wetlands, Our World" developed by the California Coastal Commission. This guide provides teachers with information they can use to conduct their own classes about wetlands. If this option is selected, the participating teacher(s) are given the activity guide prior to the field trip. The teacher selects an activity to be performed and prepares to.

UPPER NEWPORT BAY SCHOOL KAYAK TOUR INFORMATION

conduct the program. If this option is selected, we suggest that students bring a "brown bag" lunch to be eaten at the NAC after the kayak trip. The NAC is outside the reserve, so picnic facilities are available. Following lunch, the teacher conducts an estuary activity at the NAC. NBNF may be able to provide volunteers to help with the activity if necessary or desired. (See Attachment A for an outline of the "Our Wetlands, Our World" activity guide.)

- Parallel sessions of a kayak tour and a field exercise. This has a maximum of 60 students on one day. The students will be divided into two groups of 30 students. One group of students will kayak in the morning while the other group will participate in the field study. After lunch, the groups will exchange places. The teacher needs to supply sufficient adult supervision to handle both groups of students.

This is an outdoor program and the possibility of cancellation due to rain exists. Two days before the date(s) of the program, the NBNF tour coordinator will contact the teacher to see if the teacher has any last minute questions about location, time, etc. If there is a possibility of bad weather on the day of the tour, a decision to cancel the program must be made by the teacher and NBNF at least twenty four hours before the scheduled start of the program. Remember that, at some times of the year, fog/drizzle will clear by 10:00 a.m.

NBNF charges \$15 per student to conduct this program. Some of the money is used to cover the costs of using the kayaks; the remainder is a donation to NBNF, a non-profit 501(c)3 organization. Some schools have applied for a grant to cover the costs. NBNF can assist a teacher with applying for such a grant if desired.

We look forward to your tour and hope that your students will be both enriched and enlightened by it.

THE IMPORTANCE OF UPPER NEWPORT BAY

Wetlands are defined as areas of land that are saturated or covered by fresh, brackish (slightly salty) or salt water at least part of the year. Wetlands include marshes, swamps, bogs, mudflats and vernal pools. It is the presence of water that is so important to life. Many creatures that spend most of their lives elsewhere, including many fish and insects, were born and raised in wetlands. Because of the abundance of food and shelter provided by the wetland vegetation most wetlands are rich with diverse species. Wetlands also act as natural pollution, flood and erosion protection mechanisms.

Coastal salt marsh vegetation has been found to be up to twice as productive as corn, three times as productive as wheat and twenty times as productive as ocean vegetation. The food provided by the decomposing plant tissue provides nourishment for many micro-organisms and ultimately for the fish that come to spawn and the migrating birds that stop there. Unfortunately most of southern California's coastal wetlands have been lost to development. Some have been totally destroyed. Most have been drastically

UPPER NEWPORT BAY SCHOOL KAYAK TOUR INFORMATION

reduced in size. As of 1980 only about 20 square miles of coastal wetland remained between Point Conception (Santa Barbara) and the Mexican border. This is estimated to be only 25% of the area prior to the arrival of the first European settlers. This loss has endangered many species of plants, birds, fish and other wetland wildlife. Throughout the USA it is estimated that one third of all threatened and endangered species are found in wetlands.

Upper Newport Bay is a particular type of wetland called an **estuary** – a place where seawater and freshwater mix. Estuaries are typically found at the mouths of rivers and streams. Some of the most fertile areas of the world, such as the Nile delta, are the flood plains and estuaries of the great rivers. The following characteristics make estuaries like Upper Newport Bay particularly fertile:

- The freshwater sources that feed the estuary bring nutrient-rich sediments that accumulate in the estuary instead of being washed out to sea.
- The ebb and flow of the tide causes a continual mixing of the water that distributes food and nutrients throughout the Bay and maintains a high level of oxygen in the water to support demands.
- The duration and intensity of sunlight in areas like southern California coupled with the shallow water in the estuary provide ideal conditions for photosynthesis by the microscopic algae.

Upper Newport Bay is one of only a few remaining estuaries in southern California and is the home of nearly 200 species of birds, including several endangered species, as well as numerous species of mammals, fish, other critters and native plants. The Bay is an important stopover for migrating birds on the Pacific Flyway and up to 30,000 birds can be seen here on any day during the winter months. The Bay is home to six threatened or endangered species.

Following are key concepts that the student can expect to hear about during a school kayak tour:

- Wetlands and coastal salt marsh
- Estuary (freshwater, salt water, tidal action)
- Upper Newport Bay Ecological Reserve and Nature Preserve
- Pacific flyway
- Migration
- Watershed
 - San Diego Creek
 - Delhi Channel
 - 150 square miles of Orange County of Orange
 - Urban runoff and pollution
- Habitat
 - Tidal mud flats – 1000 worms per cubic foot
 - Cord grass
 - Pickle weed
- Birds

**UPPER NEWPORT BAY
SCHOOL KAYAK TOUR INFORMATION**

- 150 bird species
- Endangered species
- Beak and feet adaptations
- Marine life
 - Plankton
 - Filter feeders
 - 70 species of fish
- Food chain
- Other habitats near the bay
 - Riparian (Big Canyon)
 - Coastal sage scrub (bluffs)

**UPPER NEWPORT BAY
SCHOOL KAYAK TOUR INFORMATION**

ATTACHMENT A: "OUR WETLANDS, OUR WORLD"

"Our Wetlands, Our World" is a high school activity guide to Upper Newport Bay. It was developed by staff members of the California Coastal Commission as a project of their Community-Based Restoration and Education Program. The guide "provides information and activities to help high school students learn about the importance of wetlands and to become involved in restoration of these valuable, unique environments. It also helps bring State Content Standards to life by linking science concepts to local resources. The focus of the guide is on Upper Newport Bay in Orange County; however, much of the information is applicable to other wetlands sites."

The guide provides activities that can be conducted in the classroom or in the field. The guide is divided into three sections. Each section begins with information on that topic written for the student. Following the text are activities to provide students with classroom field experiences to bring the concepts to life. The sections in the guide and the activities they contain are as follows:

I. Watershed and Wetlands

- Mapping Your Watershed
- Wetland Habitats
- Explore a Wetland (field study)
- Wetland Webs
- Wetland Soil (field study)
- Measuring Decomposition (field study)

II. Human Impacts

- Changes Over Time
- Nonpoint Source Pollution
- Water Quality (partial field study)
- Pollution Observation
- Space for Species (field study)
- Species in Peril
- Castaways Park

III. Taking Action

- Seed Experiments (field study)
- Plant Monitoring (field study)
- Wetland Tradeoffs
- Stewardship (field study)

To view and download the "Our Wetlands, Our World" curriculum, please visit this website: www.coastal.ca.gov/publiced/UNBweb/owow.html.

Note: This material is from the "Our Wetlands, Our World" Activity Guide and is used by permission from the California Coastal Commission.

Budget Proposal for Copernicus Summer Science Camp
Riverside Community College
June 25-29, 2007

Description	Estimated Cost	RCC Match
Faculty & Staff	\$5,000.00	\$4,113.00
RCC Student Fees	\$600.00	
Bus - 55 Passengers x 9hrs	\$1,121.00	
Upper New Port Bay Ecological Reserve	\$750.00	
Scientific Calculators & 1.0GB USB Drives	\$1,614.00	
CD's, Labels, Cases, & Protective Mailer	\$406.00	
Paper, Printing Supplies, Pocket Folders, Dictionaries & Binders, Science Motivators	\$1,670.00	
U.S. Postage	\$50.00	
Science Lab Instructional Materials	\$2,500.00	
Total	\$13,711.00	\$4,113.00

* Additional match will be met through staff salaries from RCC district funds.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
TEACHING AND LEARNING

Report No.: V-A-8-b

Date: April 17, 2007

Subject: Agreement with Caron James

Background: Presented for the Board's review and consideration is the agreement between Riverside Community College District and Caron James to provide services as the costume designer for the RCC Theatre Department production of "The Heidi Chronicles." The term of the agreement is for June 1, 2007 through June 30, 2007 for a fee of \$800.00. Funding source: General Fund.

This agreement has been reviewed by Sylvia Thomas, Associate Vice Chancellor of Instruction, and Ruth W. Adams, Director, Contracts, Compliance and Legal Services.

Recommended Action: It is recommended that the Board of Trustees approve the agreement for June 1, 2007 through June 30, 2007, for an amount not to exceed \$800.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Virginia McKee-Leone
Interim Vice President, Academic Affairs
David Nelson
Associate Professor, Theatre

AGREEMENT BETWEEN CARON JAMES AND
RIVERSIDE COMMUNITY COLLEGE DISTRICT

THIS AGREEMENT is made and entered into on this 18th day of April 2007, by and between CARON JAMES, hereinafter referred to as "Contractor" and RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "District".

The parties hereto mutually agree as follows:

1. The Contractor agrees to provide the following services: Costume designer for the RCC Theatre Department production of "The Heidi Chronicles".
 - a. The services will be provided at: Riverside City Campus.
 - b. The District shall provide the Contractor adequate working conditions and support as appropriate to conduct the services outlined above.
2. The services rendered by the Contractor are subject to review and supervision by the District's Chancellor and other designated representatives of the District.
3. The term of this agreement shall be June 1, 2007 through June 30, 2007.
4. Payment in consideration of this agreement includes a service fee that shall not exceed \$800.00 payable after receipt of invoice.
5. It is mutually agreed and understood that, during the term of this Agreement, RCCD shall indemnify and hold the Contractor and its officers, directors, agents, affiliates and employees, harmless from all claims, actions and judgments, including attorney fees, costs and interest and related expenses for losses, liability, damages and costs and expenses of any kind in any way caused by, related to, or arising out of the acts or omissions of the RCCD, the instructors, employees and students, arising out of, under, pursuant to or in connection with this Agreement.

It is mutually agreed and understood that, during the term of this Agreement, the Contractor shall indemnify and hold RCCD, its Board of Trustees, officers, employees and students harmless from all claims, actions and judgments, including attorney fees, costs and interest and related expenses for losses, liability, damages and costs and expenses of any kind in any way caused by, related to, or arising out of the acts or omissions of the Contractor, its officers and employees, arising out of, under, pursuant to or in connection with this Agreement.

6. Contractor shall not discriminate against any person in the provision of services or employment of persons on the basis of race, color, national origin, ancestry, religion, physical/mental disability, marital status, sex, age or sexual orientation.
7. It is understood and agreed that Contractor is an independent contractor and that no employer-employee relationship exists between Contractor and District.
8. Neither this Agreement, nor any duties or obligations under this Agreement may be assigned by either party without the prior written consent of the other party.
9. This contract may be cancelled by either party with 15 days advance notice in writing. Failure to deliver services as requested constitutes reason for cancellation of this agreement.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the day and year noted below.

Riverside Community College District

Caron James
4454 Strong St
Riverside, CA 92501

James L. Buysse
Vice Chancellor, Administration and Finance

Contractor

Date

Date

RIVERSIDE COMMUNITY COLLEGE DISTRICT
TEACHING AND LEARNING

Report No.: V-A-8-c

Date: April 17, 2007

Subject: Agreements for the 2007 Jazz Festival

Background: Presented for the Board's review and consideration are agreements between Riverside Community College District and Dr. Jack T. Cooper and Jeff Hellmer to provide services as adjudicator/clinician for the RCC Music Department 2007 Jazz Festival. The terms of the agreements are for May 12, 2007 through May 13, 2007, for fees of \$600.00 and \$500.00, respectively. Funding source: General Fund.

The agreements have been reviewed by Sylvia Thomas, Associate Vice Chancellor of Instruction, and Ruth W. Adams, Director, Contracts, Compliance and Legal Services.

Recommended Action: It is recommended that the Board of Trustees approve the agreements for May 12, 2007 through May 13, 2007, for amounts not to exceed \$600.00 and \$500.00, respectively, and authorize the Vice Chancellor, Administration and Finance, to sign the agreements.

Salvatore G. Rotella
Chancellor

Prepared by: Virginia McKee-Leone
Interim Vice President, Academic Affairs
Charles Richard
Associate Professor, Music

AGREEMENT BETWEEN DR. JACK T. COOPER AND
RIVERSIDE COMMUNITY COLLEGE DISTRICT

THIS AGREEMENT is made and entered into on this 18th day of April 2007, by and between DR. JACK T. COOPER, hereinafter referred to as "Contractor" and RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "District".

The parties hereto mutually agree as follows:

1. The Contractor agrees to provide the following services: Adjudicator/clinician for the RCC Music Department 2007 Jazz festival.
 - a. The services will be provided at: Riverside City Campus.
 - b. The District shall provide the Contractor adequate working conditions and support as appropriate to conduct the services outlined above.
2. The services rendered by the Contractor are subject to review and supervision by the District's Chancellor and other designated representatives of the District.
3. The term of this agreement shall be from May 12, 2007 through May 13, 2007.
4. Payment in consideration of this agreement includes a service fee that shall not exceed \$600.00 payable after receipt of invoice.
5. It is mutually agreed and understood that, during the term of this Agreement, RCCD shall indemnify and hold the Contractor and its officers, directors, agents, affiliates and employees, harmless from all claims, actions and judgments, including attorney fees, costs and interest and related expenses for losses, liability, damages and costs and expenses of any kind in any way caused by, related to, or arising out of the acts or omissions of the RCCD, the instructors, employees and students, arising out of, under, pursuant to or in connection with this Agreement.

It is mutually agreed and understood that, during the term of this Agreement, the Contractor shall indemnify and hold RCCD, its Board of Trustees, officers, employees and students harmless from all claims, actions and judgments, including attorney fees, costs and interest and related expenses for losses, liability, damages and costs and expenses of any kind in any way caused by, related to, or arising out of the acts or omissions of the Contractor, its officers and employees, arising out of, under, pursuant to or in connection with this Agreement.

6. Contractor shall not discriminate against any person in the provision of services or employment of persons on the basis of race, color, national origin, ancestry, religion, physical/mental disability, marital status, sex, age or sexual orientation.
7. It is understood and agreed that Contractor is an independent contractor and that no employer-employee relationship exists between Contractor and District.
8. Neither this Agreement, nor any duties or obligations under this Agreement may be assigned by either party without the prior written consent of the other party.
9. This contract may be cancelled by either party with 15 days advance notice in writing. Failure to deliver services as requested constitutes reason for cancellation of this agreement.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the day and year noted below.

Riverside Community College District

Dr. Jack T. Cooper
University of Memphis
Scheidt School of Music
129 Music Building
Memphis, TN 38152-3160

James L. Buysse
Vice Chancellor, Administration and Finance

Contractor

Date

Date

AGREEMENT BETWEEN JEFF HELLMER AND
RIVERSIDE COMMUNITY COLLEGE DISTRICT

THIS AGREEMENT is made and entered into on this 18th day of April 2007, by and between JEFF HELLMER, hereinafter referred to as "Contractor" and RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "District".

The parties hereto mutually agree as follows:

1. The Contractor agrees to provide the following services: Adjudicator/clinician for the RCC Music Department 2007 Jazz festival.
 - a. The services will be provided at: Riverside City Campus.
 - b. The District shall provide the Contractor adequate working conditions and support as appropriate to conduct the services outlined above.
2. The services rendered by the Contractor are subject to review and supervision by the District's Chancellor and other designated representatives of the District.
3. The term of this agreement shall be from May 12, 2007 through May 13, 2007.
4. Payment in consideration of this agreement includes a service fee that shall not exceed \$500.00 payable after receipt of invoice.
5. It is mutually agreed and understood that, during the term of this Agreement, RCCD shall indemnify and hold the Contractor and its officers, directors, agents, affiliates and employees, harmless from all claims, actions and judgments, including attorney fees, costs and interest and related expenses for losses, liability, damages and costs and expenses of any kind in any way caused by, related to, or arising out of the acts or omissions of the RCCD, the instructors, employees and students, arising out of, under, pursuant to or in connection with this Agreement.

It is mutually agreed and understood that, during the term of this Agreement, the Contractor shall indemnify and hold RCCD, its Board of Trustees, officers, employees and students harmless from all claims, actions and judgments, including attorney fees, costs and interest and related expenses for losses, liability, damages and costs and expenses of any kind in any way caused by, related to, or arising out of the acts or omissions of the Contractor, its officers and employees, arising out of, under, pursuant to or in connection with this Agreement.

6. Contractor shall not discriminate against any person in the provision of services or employment of persons on the basis of race, color, national origin, ancestry, religion, physical/mental disability, marital status, sex, age or sexual orientation.
7. It is understood and agreed that Contractor is an independent contractor and that no employer-employee relationship exists between Contractor and District.
8. Neither this Agreement, nor any duties or obligations under this Agreement may be assigned by either party without the prior written consent of the other party.
9. This contract may be cancelled by either party with 15 days advance notice in writing. Failure to deliver services as requested constitutes reason for cancellation of this agreement.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the day and year noted below.

Riverside Community College District

Jeff Hellmer
4501 Trail Crest Cir
Austin, TX 78735

James L. Buysse
Vice Chancellor, Administration and Finance

Contractor

Date

Date

RIVERSIDE COMMUNITY COLLEGE DISTRICT
TEACHING AND LEARNING

Report No.: V-A-8-d

Date: April 17, 2007

Subject: Agreement with Jeff Tower

Background: Presented for the Board's review and consideration is the agreement between Riverside Community College District and Jeff Tower to provide services as the guest clinician for the RCC Music Department Jazz Ensemble. The term of the agreement is for May 14, 2007 through May 18, 2007, for a fee of \$450.00. Funding source: General Fund.

This agreement has been reviewed by Sylvia Thomas, Associate Vice Chancellor of Instruction, and Ruth W. Adams, Director, Contracts, Compliance and Legal Services.

Recommended Action: It is recommended that the Board of Trustees approve the agreement for May 14, 2007 through May 18, 2007, for an amount not to exceed \$450.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Virginia McKee-Leone
Interim Vice President, Academic Affairs
Charles Richard
Associate Professor, Music

AGREEMENT BETWEEN JEFF TOWER AND
RIVERSIDE COMMUNITY COLLEGE DISTRICT

THIS AGREEMENT is made and entered into on this 18th day of April 2007, by and between JEFF TOWER, hereinafter referred to as "Contractor" and RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "District".

The parties hereto mutually agree as follows:

1. The Contractor agrees to provide the following services: Guest clinician for the RCC Music Department Jazz Ensemble.
 - a. The services will be provided at: Riverside City Campus.
 - b. The District shall provide the Contractor adequate working conditions and support as appropriate to conduct the services outlined above.
2. The services rendered by the Contractor are subject to review and supervision by the District's Chancellor and other designated representatives of the District.
3. The term of this agreement shall be May 14, 2007 through May 18, 2007.
4. Payment in consideration of this agreement includes a service fee that shall not exceed \$450.00 payable after receipt of invoice.
5. It is mutually agreed and understood that, during the term of this Agreement, RCCD shall indemnify and hold the Contractor and its officers, directors, agents, affiliates and employees, harmless from all claims, actions and judgments, including attorney fees, costs and interest and related expenses for losses, liability, damages and costs and expenses of any kind in any way caused by, related to, or arising out of the acts or omissions of the RCCD, the instructors, employees and students, arising out of, under, pursuant to or in connection with this Agreement.

It is mutually agreed and understood that, during the term of this Agreement, the Contractor shall indemnify and hold RCCD, its Board of Trustees, officers, employees and students harmless from all claims, actions and judgments, including attorney fees, costs and interest and related expenses for losses, liability, damages and costs and expenses of any kind in any way caused by, related to, or arising out of the acts or omissions of the Contractor, its officers and employees, arising out of, under, pursuant to or in connection with this Agreement.

6. Contractor shall not discriminate against any person in the provision of services or employment of persons on the basis of race, color, national origin, ancestry, religion, physical/mental disability, marital status, sex, age or sexual orientation.
7. It is understood and agreed that Contractor is an independent contractor and that no employer-employee relationship exists between Contractor and District.
8. Neither this Agreement, nor any duties or obligations under this Agreement may be assigned by either party without the prior written consent of the other party.
9. This contract may be cancelled by either party with 15 days advance notice in writing. Failure to deliver services as requested constitutes reason for cancellation of this agreement.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the day and year noted below.

Riverside Community College District

Jeff Tower
5454 Lincoln Ave
Hemet, CA 92544

James L. Buysse
Vice Chancellor, Administration and Finance

Contractor

Date

Date

RIVERSIDE COMMUNITY COLLEGE DISTRICT
TEACHING AND LEARNING

Report No.: V-A-8-e

Date: April 17, 2007

Subject: Agreement with Dr. Barbara Dossey

Background: Presented for the Board's review and consideration is an agreement between Riverside Community College District and Dr. Barbara Dossey to provide consultation and lectures on the topics of Holistic Nursing, and Complementary and Alternative Therapies for the School of Nursing, and the nursing staff and educators of partnering hospitals. Dr. Dossey is an expert in this field and the author of the nursing curriculum standards on these topics, which are now included in the NCLEX exam. The term of the agreement is from May 10, 2007 through May 12, 2007, for fees not to exceed \$7,500.00 for the lecture and consultation, and not to exceed \$1,500.00 for hotel, meals and transportation. Funding source: VTEA and Health Resources and Services Administration (HRSA).

The agreement has been reviewed by Sylvia Thomas, Associate Vice Chancellor of Instruction, and Ruth W. Adams, Director, Contracts, Compliance and Legal Services.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, for May 10, 2007 through May 12, 2007, for an amount not to exceed a total of \$9,000.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Virginia Mc-Kee-Leone
Interim Vice President, Academic Affairs
Sandra Baker
District Dean, School of Nursing

AGREEMENT BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT
AND
Dr. Barbara Dossey

THIS AGREEMENT is made and entered into on this 18th day of April, 2007, by and between Dr. Barbara Dossey, hereinafter referred to as "Contractor" and RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "District".

The parties hereto mutually agree as follows:

1. The Contractor agrees to provide the following services: A day-long lecture on the topic of "Complementary and Alternative Therapies".
 - a. The services will be provided at: Riverside, CA.
 - b. The District shall provide the Contractor adequate working conditions and support as appropriate to conduct the services outlined above.
 - c. District shall provide, to the best of its ability, the following audio- visual aids: LCD Projector, capable of running a CD formatted in Macintosh Word, Version 10.4, a projection screen, a podium with podium light, a high quality stationary microphone, and a stereo audio cassette/CD player. District will provide an audio/visual technician, who will be available throughout the presentation.
 - d. District will see that books authored by Contractor are made available to attendees at the time of the lecture, pursuant to Exhibit A, attached.
2. The term of this agreement shall be from May 10, 2007 through May 12, 2007.
3. Payment in consideration of this agreement includes a service fee that shall not exceed \$7,500.00, payable 50% on or before April 1 and the remaining 50% at the conclusion of the lecture.

District will make all hotel reservations for Contractor and will pay for the hotel room and all meals for Contractor at the hotel, as well as transportation to and from the airport to the hotel. District will reimburse Contractor for the cost of round trip airfare from Santa Fe, New Mexico to Ontario, CA. Total hotel, meals, transportation to and from hotel and airfare shall not exceed \$1,500.00. Payment for reimbursement of airfare will be made within 30 days of receipt of Contractor's receipts for the air travel.

4. During the term of this Agreement, CONTRACTOR shall defend, indemnify and hold the RCCD and its trustees, agents, students and employees, harmless from all claims, actions and judgments, including attorney fees, costs, interest and related expenses for losses, liability, or damages of any kind in any way caused by, related to, or resulting from, the acts or omissions of CONTRACTOR, its officers, directors, agents, affiliates and employees, arising out of the performance of this Agreement.

During the term of this Agreement, RCCD shall defend, indemnify and hold the CONTRACTOR and its officers, directors, agents, affiliates and employees, harmless from all claims, actions and judgments, including attorney fees, costs, interest and related expenses for losses, liability, or damages of any kind in any way caused by, related to, or resulting from, the acts or omissions of the RCCD, its trustees, agents, students and employees, arising out of the performance of this Agreement.

5. Contractor shall not discriminate against any person in the provision of services, or employment of persons on the basis of race, religion, medical condition, disability, marital status, sex, age or sexual orientation. Contractor understands that harassment of any student or employee with regard to race, religion, gender, disability, medical condition, marital status, age or sexual orientation is strictly prohibited.
6. Contractor is an independent contractor and no employer-employee relationship exists between Contractor and District.
7. Neither this Agreement, nor any duties or obligations under this Agreement may be assigned by either party without the prior written consent of the other party.
8. This contract may be terminated by either party with 15 days advance notice in writing.
9. The parties acknowledge that no representations, inducements, promises, or agreements, orally or otherwise, have been made by anyone acting on behalf of either party, which is not stated herein. Any other agreement or statement of promises, not contained in this Agreement, shall not be valid or binding. Any modification of this Agreement will be effective only if it is in writing and signed by the party to be charged.
10. This Agreement will be governed by and construed in accordance with the laws of the State of California.

This Agreement has been read and agreed upon by the following representatives of both parties.

RIVERSIDE COMMUNITY COLLEGE

CONTRACTOR DISTRICT

By: _____
James L. Buysse, Vice Chancellor
Administration and Finance

By: _____
Dr. Barbara Dossey
878 Paseo del Sur
Santa Fe, NM 87501

EXHIBIT A

BOOKS:

1. Dossey, B. M., Beck, D. M., Selanders, L. C., & Attewell, A. (2005). *Florence Nightingale Today: Healing, Leadership, Global Action.* ISBN 1-55810-250-2. 380 pages Illustrated \$34.95 Event and ANA member discount : \$27.95. Contact: Eric Wurzbach: 301-628-5212.
2. Dossey, B. M., Keegan, L., Guzzetta, C. E. (2005). *Holistic Nursing: A Handbook for Practice*, 4th ed. ISBN 0763731838. Sudbury, MA: Jones & Bartlett. \$62.95. 800-832-0034 x 8102 Laurie, Customer Service Manager, or Katrina Gossick at: 978-579-8238.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
TEACHING AND LEARNING

Report No.: V-A-8-f

Date: April 17, 2007

Subject: Agreement with Joyce Patti

Background: Attached for the Board's review and consideration is an agreement between Riverside Community College District and Joyce Patti. Ms. Patti will prepare and deliver lecture/presentation to art students to occur on May 9, 2007, total fee for this service shall not exceed \$200.00. This event is scheduled to coincide with the scheduled gallery illustration exhibit, which dates are April 24, 2007 through May 14, 2007, and it is intended to enrich and enhance the experience of the RCCD community. Funding source: General Fund.

This agreement has been reviewed by Sylvia Thomas, Associate Vice Chancellor, Instruction, and Ruth Adams, Director, Contracts, Compliance and Legal Services.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, for May 9, 2007, for an amount not to exceed \$200.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Virginia McKee-Leone
Interim Vice President, Academic Affairs
Leslie A. Brown
Art Gallery Coordinator
Stephen Horn
Associate Professor, Art

AGREEMENT BETWEEN
Joyce Patti
And
RIVERSIDE COMMUNITY COLLEGE DISTRICT

This Agreement, entered into this 18th day of April, 2007, between Joyce Patti, hereinafter referred to as the “Contractor,” and RIVERSIDE COMMUNITY COLLEGE DISTRICT, whose address is 4800 Magnolia Avenue, Riverside, California 92506, hereinafter referred to as the “District.”

ARTICLE I. TERM OF CONTRACT

1.01 This Agreement is to cover activities scheduled for May 9, 2007.

ARTICLE II. SERVICES TO BE PERFORMED BY CONTRACTOR

2.01 Contractor agrees to perform the services specified in the “Scope of Services” attached to this Agreement as “Exhibit A” and incorporated by reference herein.

ARTICLE III. COMPENSATION

3.01 In consideration for the services to be performed by the Contractor, the District will pay the Contractor a speaker’s fee. The total Contractor’s fees not to exceed \$200.00. Payment to be made upon receipt of invoice.

ARTICLE IV. OBLIGATIONS OF CONTRACTOR

4.01 Minimum Amount of Service: Contractor agrees to devote its best efforts to performance of the services outlined in “Exhibit A” on behalf of the District.

4.02 Indemnification: Contractor and the District mutually agree to indemnify and hold each other harmless from any obligations, costs, claims, judgments, attorney’s fees, and attachments arising from, growing out of, or in any way connected with the services rendered to each other pursuant to the terms of the Agreement. The Contractor also agrees to hold the District harmless for claims of libel and slander for any and all information provided at any point of the presentation.

4.03 Assignment: Neither this Agreement nor any duties or obligations under this Agreement may be assigned by either party without the prior written consent of the other party.

4.04 Treatment of the District Information: Contractor shall regard all District data and information used in the work performed under this Agreement as confidential.

4.05 Independent Contractor: Contractor is an independent contractor and no employer-employee relationship exists between Contractor and District.

ARTICLE V. OBLIGATIONS OF THE DISTRICT

5.01 Cooperation of the District: The District agrees to comply with all reasonable requests of the Contractor and provide access to all documents and/or information reasonably necessary to the performance of Contractor's duties under this Agreement.

ARTICLE VI. TERMINATION OF AGREEMENT

6.01 Termination Upon Notice: Either party hereto may terminate this Agreement at any time upon 30 days written notice to the other.

ARTICLE VII. GENERAL PROVISIONS

7.01 Entire Agreement of the Parties: Each party to this Agreement acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which is not embodied herein, and that no other agreement, statement or promises not contained in this Agreement shall be valid or binding. Any modification of this Agreement will be effective only if it is in writing, signed by the party to be charged.

7.02 Governing Law: This Agreement will be governed by and construed in accordance with the laws of the State of California.

Riverside Community College District

Contractor

James L. Buysse
Vice Chancellor, Administration and Finance

Joyce Patti, Artist
616 Silver Shoals Ave.
Seal Beach, CA 90740

Date

Date

EXHIBIT A

Contractor Agreement with
Riverside Community College District

SCOPE OF WORK

With this Agreement, Contractor will perform services and produce deliverables as detailed within this scope of work.

Prepare and Conduct a Lecture

Contractor hereby agrees to prepare and provide a lecture and presentation to RCC art students during the Illustration class, on May 9, 2007 between 10:00 a.m. and 11:30 a.m.

Deliverables

The following will be delivered to the RCC community as a result of the provision of services described within this scope of work.

- Deliver an artist talk during the Illustration class.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
TEACHING AND LEARNING

Report No.: V-A-8-g

Date: April 17, 2007

Subject: Agreement with Jose Marquez, La Vista Solutions, L.L.C.

Background: Presented for the Board's review and consideration is an agreement between Riverside Community College District and Jose Marquez, La Vista Solutions, L.L.C. covering a period of time from March 15, 2007 through June 30, 2007. This agreement provides for proposal development services related to the Hispanic-Serving Institutions Assisting Communities and Youthbuild Programs for Riverside City College. These services will not exceed \$5,000.00 for the 2006-07 fiscal year. Funding source: General Fund.

The agreement has been reviewed by Sylvia Thomas, Associate Vice Chancellor of Instruction, and Ruth W. Adams, Director, Contracts, Compliance and Legal Services.

Recommended Action: It is recommended that the Board of Trustees ratify the agreement, for March 15, 2007 through June 30, 2007, for an amount not to exceed \$5,000.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Marilyn Martinez-Flores
Dean of Academic Support

Independent Contractor Agreement
Between Riverside Community College District
And Jose Marquez, La Vista Solutions, L.L.C.

This Agreement is entered into this April 18, 2007, between Riverside Community College District (RCCD), whose address is 4800 Magnolia Avenue, Riverside, California, 92506, hereinafter referred to as the "Client," and Jose Marquez, La Vista Solutions, L.L.C., whose address is 1460 Norfolk Court, Allen, Texas 75002, hereinafter referred to as the "Contractor".

ARTICLE I. TERM OF CONTRACT

1.01 This Agreement is effective to cover activities beginning March 15, 2007, and will continue in effect until June 30, 2007, or the date of the submission deadline established by the U.S. Department of Housing and Urban Development for the Hispanic-Serving Institutions Assisting Communities Program in its 2007 Request for Applications, or the date of the submission deadline established by the U.S. Department of Labor for the Youthbuild Program in its 2007 Request for Applications, whichever is later.

ARTICLE II. SERVICES TO BE PERFORMED BY CONTRACTOR

2.01 Contractor agrees to perform the services specified in the " Scope of Services " attached to this Agreement as "Exhibit A" and incorporated by reference herein.

ARTICLE III. COMPENSATION

3.01 In consideration for the services to be performed by the Contractor, Client shall pay Contractor as described in "Exhibit B" attached hereto and incorporated by reference herein.

ARTICLE IV. OBLIGATIONS OF CONTRACTOR

4.01 Minimum Amount of Service. Contractor agrees to devote its best efforts to performance of the services outlined in "Exhibit A" on behalf of Riverside Community College District. Contractor may represent, perform services for, and be employed by such additional clients, persons, or companies as Contractor, in Contractor's sole discretion, sees fit.

4.02 Time for Performance of Services. Contractor shall meet with the Client and complete deliverables as outlined in "Exhibit A."

4.03 Indemnification and Hold Harmless. Each party agrees to be responsible and assume liability for its own willful or negligent acts or omissions, or those of its officers, agents, or employees, resulting from the performance of this Agreement, and agrees to hold the other party, its officers, employees, agents or representatives harmless from any such liability.

Nothing contained herein shall be considered a warranty or guarantee that a passing or "fundable" score will be received on Client's proposal. The professional services provided by the Contractor are based on knowledge and professional experience in similar situations. The Contractor hereby disclaims any responsibility for Client's failure to receive a passing score on its proposal; and Client, for itself, its employees, and all others hereby releases the Contractor from any such liability.

4.04 Assignment and Delegation. Neither this Agreement nor any duties or obligations under this Agreement may be assigned or delegated by the Contractor without the prior written consent of the Client.

- 4.05 Treatment of Client Information. Contractor shall regard all Client data and information used in the work performed under this agreement as confidential, and will comply with all Family Educational Rights and Privacy Act (FERPA) regulations regarding privacy of student data.

ARTICLE V. OBLIGATIONS OF CLIENT

- 5.01 Cooperation of Client. Client agrees to comply with all reasonable requests of the Contractor and provide access to all documents reasonably necessary to the performance of Contractor's duties under this Agreement.
- 5.02 Use of Project Deliverables. All project deliverables become the property of the Client upon termination of this Agreement, and as such may be used at will by the Client at any or all of its sites, for purposes determined by the Client.

ARTICLE VI. TERMINATION OF AGREEMENT

- 6.01 Termination Upon Notice. Notwithstanding any other provision of this Agreement, either party hereto may terminate the sections of this Agreement at any time upon 15 days written notice to the other.

ARTICLE VII. GENERAL PROVISIONS

- 7.01 Entire Agreement of the Parties. This Agreement supersedes any and all Agreements, either oral or written, between the parties hereto with respect to the rendering of services by Contractor for Client and contains all the covenants and agreements between the parties with respect to the rendering of such services in any manner whatsoever. Each party to this Agreement acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which are not embodied herein, and that no other agreement, statement or promise not contained in this Agreement shall be valid or binding. Any modification of this Agreement will be effective only if it is in writing, signed by the party to be charged.
- 7.02 Governing Law. This Agreement will be governed by and construed in accordance with the laws of the State of California.
- 7.03 Independent Contractor. Contractor, and its officers, employees, and agents, shall act in an independent capacity during the term of this agreement and not as officers, employees or agents of RCCD.
- 7.04 Intellectual Property. All intellectual property, including but not limited to, any material subject to copyright or patent, or any other intellectual product developed pursuant to or under this Agreement, shall be the property of Client.

ARTICLE XIII. NOTICES

8.01 All notices, claims, correspondence, invoices, and/or statements authorized or required by this subcontract shall be addressed as follows:

RCCD:	Colleen Molko Associate Director, Grant and Contract Services Riverside Community College District 4800 Magnolia Avenue Riverside, CA 92506
-------	---

La Vista Solutions, L.L.C.	Jose Marquez Independent Contractor 1460 Norfolk Court Allen, Texas 75002
----------------------------	--

8.02 All notices, claims, correspondence, reports, invoices, and/or statements shall be deemed effective when they are made in writing, addressed as indicated above, and deposited in the United States mail.

Signature Authorization Page

Riverside Community College District

Jose Marquez

James L. Buysse
Vice Chancellor, Administration and Finance

Independent Contractor
La Vista Solutions, L.L.C.

Date

Date

EXHIBIT A

Independent Contractor Agreement
Between Riverside Community College District
And Jose Marquez, La Vista Solutions, L.L.C.

Scope Of Services

With this Agreement, Contractor will perform services and produce deliverables as detailed within this scope of service.

Hispanic-Serving Institutions Assisting Communities Program Proposal Development Services

Contractor will provide proposal development services to the Riverside City College that will include, but not be limited to the following:

- Perform all activities necessary to plan and develop one Hispanic-Serving Institutions Assisting Communities Program proposal for the Riverside City College, first in draft form, then in final submission format through the incorporation of input from college officials. Proposal development services will include the review of draft letters of support, and the review of all attachments considered to be part of the application package.
- Confer with college officials at the Riverside City College to develop the focus and a detailed plan for the grant application.

Contractor will not be expected to prepare or complete the Program Assurances and Certifications, the Application Face Sheet or Budget Forms. The Client is responsible for the completion and submission of these documents. Client is also responsible for submitting the application electronically on Grants.gov.

Youthbuild Program Proposal Development Services

Contractor will provide proposal development services to the Riverside City College that will include, but not be limited to the following:

- Perform all activities necessary to plan and develop one Youthbuild Program proposal for the Riverside City College, first in draft form, then in final submission format through the incorporation of input from college officials. Proposal development services will include the review of draft letters of support, and the review of all attachments considered to be part of the application package.
- Confer with college officials at the Riverside City College to develop the focus and a detailed plan for the grant application.

Contractor will not be expected to prepare or complete the Program Assurances and Certifications, the Application Face Sheet or Budget Forms. The Client is responsible for the completion and submission of these documents.

The Consultant will not name Jose Marquez, La Vista Solutions, L.L.C. or any other consultant or individual in any portion of the proposal, unless specifically requested by the Client to do so. Instead, Contractor will specify, if and where warranted, that the District will select consultants according to the expertise the proposed scope of work requires and the District's regulations regarding the selection of consultants.

Deliverables

The following will be delivered to the Client as a result of the provision of services described within this Scope of Services:

- One complete, written Hispanic-Serving Institutions Assisting Communities Program proposal, first in draft and subsequently in final submission format: One draft and a final, completed proposal, will be prepared and rendered to RCCD a minimum of two weeks prior to the submission deadline, which is May 23, 2007. Proposal development services will include the review of electronic documents and materials necessary to meet the Hispanic-Serving Institutions Assisting Communities Program Fiscal Year 2007 Request For Application requirements and the electronic submission process.
- One complete, written Youthbuild Program proposal, first in draft and subsequently in final submission format: One draft and a final, completed proposal, will be prepared and rendered to RCCD a minimum of two weeks prior to the submission deadline, which has yet to be established. Proposal development services will include the review of documents and materials necessary to meet the Youthbuild Program Fiscal Year 2007 Request For Application requirements.

EXHIBIT B

Independent Contractor Agreement
Between Riverside Community College District
And Jose Marquez, La Vista Solutions, L.L.C.

Compensation

1. Proposal Development – Hispanic-Serving Institutions Assisting Communities Program

This agreed upon total, \$2,500, for the development and writing of an Hispanic-Serving Institutions Assisting Communities Program submission for the Riverside City College includes all Contractor outlays (time, travel, materials, etc.). The Contractor shall invoice upon completion of final draft as outlined in Exhibit A.

2. Proposal Development – Youthbuild Program

This agreed upon total, \$2,500, for the development and writing of Youthbuild Program submission for the Riverside City College includes all Contractor outlays (time, travel, materials, etc.). The Contractor shall invoice upon completion of final draft as outlined in Exhibit A.

3. If the Contractor is not able to render all services outlined in “Exhibit A”, the Contractor will be paid a mutually agreed upon amount for the services rendered.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
TEACHING AND LEARNING

Report No.: V-A-8-h

Date: April 17, 2007

Subject: Agreement with Muriel Harris

Background: Presented for the Board's review and consideration is an agreement between Riverside Community College District and Muriel Harris of Purdue University to provide an educational seminar for faculty, staff, and administrators on "Writing Center Pedagogy: Working with Student Writers One-on-One" on May 11, 2007 at Riverside City College. The fee for the agreement which includes the honorarium as well as lodging, airfare, meals and other travel expenses shall not exceed \$3,200.00. Funding source: Riverside, Basic Skills Fund.

This agreement has been reviewed by Sylvia Thomas, Associate Vice Chancellor of Instruction, and Ruth W. Adams, Director, Contracts, Compliance and Legal Services.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, for May 11, 2007, for an amount not to exceed \$3,200.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Marilyn Martinez-Flores
Dean, Academic Support

AGREEMENT BETWEEN MURIEL HARRIS
AND RIVERSIDE COMMUNITY COLLEGE DISTRICT

THIS AGREEMENT is made and entered into on this 18th day of April, 2007, by and between, Muriel Harris, hereinafter referred to as "Consultant" and RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "District".

The parties hereto mutually agree as follows:

1. The consultant agrees to provide the following services:
 - a. One (1) - 2 hour seminar for faculty, staff, and administrators on "Writing Center Pedagogy: Working with Student Writers One-on-One" on May 11th, 2007.
 - b. One(1) – 2 hour workshop for faculty, staff, and administrators to practice what they have learned in the seminar on May 11th, 2007.
2. The services outlined in Paragraph 1, section a, will be provided at Riverside Community College District. The District shall provide the Consultant adequate working conditions and support as appropriate to conduct the services outlined in Paragraph 1 section a and b.
3. The services rendered by the Consultant are subject to review and supervision by the District's Chancellor and other designated representatives of the District.
4. Payment in consideration of this agreement shall not exceed \$3,200.00, payable on or after May 11, 2007, upon receipt of an invoice for honorarium and travel expenses.
5. It is mutually agreed and understood that, during the term of this Agreement, Consultant shall indemnify and hold the RCCD and its officers, directors, agents, affiliates and employees, harmless from all claims, actions and judgments, including attorney fees, costs and interest and related expenses for losses, liability, damages and costs and expenses of any kind in any way caused by, related to, or arising out of the negligent acts or omissions or willful misconduct of the Consultant, its officers and employees, arising out of, under, pursuant to or in connection with this Agreement.
6. Consultant shall not discriminate against any person in the provision of services or employment of persons on the basis of race, color, national origin or ancestry, religion, physical handicap, medical condition, marital status or sex.
7. Neither this Agreement, nor any duties or obligations under this Agreement may be assigned by either party without the prior written consent of the other party.

8. It is understood and agreed that Contractor is an independent contractor and that no employer-employee relationship exists between Contractor and RCCD.

9. This contract may be cancelled by either party with 15 days advance notice in writing. Failure to deliver services as requested constitutes reason for cancellation of this agreement.

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

Muriel Harris

Riverside Community College District

Consultant Signature

James L. Buysse
Vice Chancellor, Administration and
Finance

Date

Date

RIVERSIDE COMMUNITY COLLEGE DISTRICT
TEACHING AND LEARNING

Report No.: V-A-8-i

Date: April 17, 2007

Subject: Agreement with Orlando Alexander

Background: Presented for the Board's review and consideration is an agreement between Riverside Community College District and Orlando Alexander to provide choreography for the Performance Riverside production of "Man of La Mancha." The term of this agreement is from April 18, 2007 through June 8, 2007. The total fee for this agreement is \$4,000.00. Funding source: General Fund.

The agreement has been reviewed by Sylvia Thomas, Associate Vice Chancellor of Instruction, and Ruth W. Adams, Director, Contracts, Compliance and Legal Services.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, from April 18, 2007 through June 8, 2007, for \$4,000.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Carolyn L. Quin
Dean, Riverside School for the Arts

AGREEMENT
BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT
AND
ORLANDO ALEXANDER

THIS AGREEMENT is made and entered into on this April 18, 2007, by and between Orlando Alexander, hereinafter referred to as "Contractor" and RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "District".

The parties hereto mutually agree as follows:

1. The Contractor agrees to provide choreography for "Man of La Mancha."
2. The services rendered by the Contractor are subject to review and supervision by the District's Chancellor and other designated representatives of the District.
3. The term of this agreement shall be from April 18, 2007 through June 8, 2007.
4. Payment in consideration of this agreement includes a service fee that shall not exceed \$4,000.00 payable after receipt of invoice on the following date:

Man of La Mancha

\$4,000.00 payable on 6/8/07

5. It is mutually agreed and understood that, during the term of this Agreement, RCCD shall indemnify and hold the Contractor and its officers, directors, agents, affiliates and employees, harmless from all claims, actions and judgments, including attorney fees, costs and interest and related expenses for losses, liability, damages and costs and expenses of any kind in any way caused by, related to, or arising out of the acts or omissions of the RCCD, the instructors, employees and students, arising out of, under, pursuant to or in connection with this Agreement.

It is mutually agreed and understood that, during the term of this Agreement, the Contractor shall indemnify and hold RCCD, its Board of Trustees, officers, employees and students harmless from all claims, actions and judgments, including attorney fees, costs and interest and related expenses for losses, liability, damages and costs and expenses of any kind in any way caused by, related to, or arising out of the acts or omissions of the Contractor, its officers and employees, arising out of, under, pursuant to or in connection with this Agreement.

6. Contractor shall not discriminate against any person in the provision of services or employment of persons on the basis of race, color, national origin or ancestry, religion, physical handicap, medical condition, marital status or sex.
7. It is understood and agreed that Contractor is an independent contractor and that no employer-employee relationship exists between Contractor and RCCD.
8. Neither this Agreement, nor any duties or obligations under this Agreement may be assigned by either party without the prior written consent of the other party.
9. This contract may be cancelled by either party with 15 days advance notice in writing. Failure to deliver services as requested constitutes reason for cancellation of this agreement.

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

Riverside Community College District

Orlando Alexander
504 North Sunnyslope Avenue
Pasadena, CA 91107

James L. Buysse
Vice Chancellor, Administration and Finance

Contractor

Date

Date

RIVERSIDE COMMUNITY COLLEGE DISTRICT
TEACHING AND LEARNING

Report No.: V-A-8-j

Date: April 17, 2007

Subject: Agreement with Margarita Chkeidze

Background: Presented for the Board's review and consideration is an agreement between Riverside Community College District and Margarita Chkeidze to perform a piano concert as a guest artist sponsored by the Riverside School for the Arts. The term of this agreement is April 18, 2007 through April 21, 2007. The total fee for this agreement is \$2,000.00. Funding source: General Fund.

The agreement has been reviewed by Sylvia Thomas, Associate Vice Chancellor of Instruction, and Ruth W. Adams, Director, Contracts, Compliance and Legal Services.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, from April 18, 2007 through April 21, 2007, for \$2,000.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Carolyn L. Quin
Dean, Riverside School for the Arts

AGREEMENT
BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT
AND
MARGARITA CHKEIDZE

THIS AGREEMENT is made and entered into on this April 18, 2007, by and between Margarita Chkeidze, hereinafter referred to as "Contractor" and RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "District".

The parties hereto mutually agree as follows:

1. The Contractor agrees to provide a piano concert as a guest artist on April 21, 2007.
2. The services rendered by the Contractor are subject to review and supervision by the District's Chancellor and other designated representatives of the District.
3. The term of this agreement shall be from April 18, 2007 through April 21, 2007.
4. Payment in consideration of this agreement includes a service fee that shall not exceed \$2,000.00 payable after receipt of invoice on the following date:

Guest Artist Piano Performance	\$2,000.00 payable on 4/21/07
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5. It is mutually agreed and understood that, during the term of this Agreement, RCCD shall indemnify and hold the Contractor and its officers, directors, agents, affiliates and employees, harmless from all claims, actions and judgments, including attorney fees, costs and interest and related expenses for losses, liability, damages and costs and expenses of any kind in any way caused by, related to, or arising out of the acts or omissions of the RCCD, the instructors, employees and students, arising out of, under, pursuant to or in connection with this Agreement.

It is mutually agreed and understood that, during the term of this Agreement, the Contractor shall indemnify and hold RCCD, its Board of Trustees, officers, employees and students harmless from all claims, actions and judgments, including attorney fees, costs and interest and related expenses for losses, liability, damages and costs and expenses of any kind in any way caused by, related to, or arising out of the acts or omissions of the Contractor, its officers and employees, arising out of, under, pursuant to or in connection with this Agreement.

6. Contractor shall not discriminate against any person in the provision of services or employment of persons on the basis of race, color, national origin or ancestry, religion, physical handicap, medical condition, marital status or sex.
7. It is understood and agreed that Contractor is an independent contractor and that no employer-employee relationship exists between Contractor and RCCD.
8. Neither this Agreement, nor any duties or obligations under this Agreement may be assigned by either party without the prior written consent of the other party.
9. This contract may be cancelled by either party with 15 days advance notice in writing. Failure to deliver services as requested constitutes reason for cancellation of this agreement.

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

Riverside Community College District

Margarita Chkeidze
5051 Alton Parkway, #142
Irvine, CA 92604

James L. Buysse
Vice Chancellor, Administration and Finance

Contractor

Date

Date

RIVERSIDE COMMUNITY COLLEGE DISTRICT
TEACHING AND LEARNING

Report No.: V-A-8-k

Date: April 17, 2007

Subject: Agreement with Chris Beach

Background: Presented for the Board's review and consideration is an agreement between Riverside Community College District and Chris Beach of the University of Redlands to provide a workshop production of an original musical theatre piece composed by Peter Curtis and Joel Yanofsky. The contractor will deliver an audio recording or simple video recording, copy of the score, and script with director's notes to the Riverside School for the Arts. The term of this agreement is April 18, 2007 through June 30, 2007. The total fee for this agreement is \$2,000.00. Funding source: General Fund.

The agreement has been reviewed by Sylvia Thomas, Associate Vice Chancellor of Instruction, and Ruth W. Adams, Director, Contracts, Compliance and Legal Services.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, from April 18, 2007 through June 30, 2007, for \$2,000.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Carolyn L. Quin
Dean, Riverside School for the Arts

AGREEMENT
BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT
AND
CHRIS BEACH

THIS AGREEMENT is made and entered into on this April 18, 2007, by and between CHRIS BEACH, hereinafter referred to as "Contractor" and RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "District".

The parties hereto mutually agree as follows:

1. The Contractor agrees to provide a workshop production of an original musical theatre piece composed by Peter Curtis and Joel Yanofsky. Contractor will deliver an audio recording or simple video recording, copy of the score, and script with director's notes.
2. The services rendered by the Contractor are subject to review and supervision by the District's Chancellor and other designated representatives of the District.
3. The term of this agreement shall be from April 18, 2007 through June 30, 2007.
4. Payment in consideration of this agreement includes a service fee that shall not exceed \$2,000.00 payable after receipt of invoice on the following date:

Musical Theatre Workshop Production \$2,000.00 payable on 4/18/07

5. It is mutually agreed and understood that, during the term of this Agreement, RCCD shall indemnify and hold the Contractor and its officers, directors, agents, affiliates and employees, harmless from all claims, actions and judgments, including attorney fees, costs and interest and related expenses for losses, liability, damages and costs and expenses of any kind in any way caused by, related to, or arising out of the acts or omissions of the RCCD, the instructors, employees and students, arising out of, under, pursuant to or in connection with this Agreement.

It is mutually agreed and understood that, during the term of this Agreement, the Contractor shall indemnify and hold RCCD, its Board of Trustees, officers, employees and students harmless from all claims, actions and judgments, including attorney fees, costs and interest and related expenses for losses, liability, damages and costs and expenses of any kind in any way caused by, related to, or arising out of the acts or omissions of the Contractor, its officers and employees, arising out of, under, pursuant to or in connection with this Agreement.

6. Contractor shall not discriminate against any person in the provision of services or employment of persons on the basis of race, color, national origin or ancestry, religion, physical handicap, medical condition, marital status or sex.
7. It is understood and agreed that Contractor is an independent contractor and that no employer-employee relationship exists between Contractor and RCCD.
8. Neither this Agreement, nor any duties or obligations under this Agreement may be assigned by either party without the prior written consent of the other party.
9. This contract may be cancelled by either party with 15 days advance notice in writing. Failure to deliver services as requested constitutes reason for cancellation of this agreement.

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

Riverside Community College District

Chris Beach
716 S. Buena Vista Street
Redlands, CA 92373

James L. Buysse
Vice Chancellor, Administration and Finance

Contractor

Date

Date

RIVERSIDE COMMUNITY COLLEGE DISTRICT
TEACHING AND LEARNING

Report No.: V-A-8-1

Date: April 17, 2007

Subject: Agreement with Regina Pulley

Background: Presented for the Board's consideration and review is an agreement for services with Regina Pulley for specialized services needed for the training and education of physician assistant students. Ms. Pulley will make available and prepare "standardized patients." These individuals, who are in good health, come from the surrounding community to serve as practice patients for the various clinical performance examinations which students must learn to perform as part of the Physician Assistant Program. The cost to the District will not exceed \$6118.00. The term of this agreement is April 18, 2007 through June 30, 2007. Funding Source: General Fund.

This agreement has been reviewed by Ron Vito, Associate Vice Chancellor, Occupational Education, Sylvia Thomas, Associate Vice Chancellor, Instruction, and Ruth Adams, Director, Compliance, Contracts and Legal Services.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, for Services between Riverside Community College District and Regina Pulley for the period of April 18, 2007, through June 30, 2007, for an amount not to exceed \$6,118.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Patricia Bufalino, Interim Dean of Instruction
Delores Middleton, Program Director
Physician Assistant Program

AGREEMENT BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT
AND
REGINA PULLEY

THIS AGREEMENT is made and entered into on this 18th day of April, 2007, by and between REGINA PULLEY, hereinafter referred to as "Contractor" and RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "District".

The parties hereto mutually agree as follows:

1. The Contractor agrees to provide the following services: Provide individuals who will serve as practice patients for the various clinical performance examinations which District Physician Assistant Program students must learn to perform as part of the Physician Assistant Program.
 - a. The services will be provided at: Riverside County Regional Medical Center in the patient care rooms used by the District's P.A. program.
 - b. The District representative to whom Contractor shall report, with regard to Contractor's work to be performed under this Agreement or any other issues pertaining to this Agreement, shall be Delores Middleton, Program Director, Physician Assistant Program.
2. The term of this agreement shall be from April 18, 2007 through June 30, 2007.
3. Payment shall be as follows:

Female Exam A -	\$50 per examination
Female Exam B -	\$75 per examination
Male Exam -	\$65 per examination
Service Fee -	15% of examination totals

The total fees shall not exceed \$6,118.00, payable upon receipt of invoice.

4. Contractor shall indemnify and hold District, its Trustees, officers, agents, and employees free and harmless from any liability whatsoever, based or asserted upon any acts or omissions of Contractor, its agents, employees, subcontractors and independent contractors for property damage, bodily injury, death or any element of damage of any kind or nature, arising out of the performance of the this contract. Contractor shall defend, at her expense, including without limitation, attorneys fees (attorney to be selected by District), District, its Trustees, officers, agents and employees in any legal

action based upon such alleged acts or omissions. The obligation to indemnify and hold District free and harmless herein shall survive until any and all claims, actions and causes of action with respect to any and all such alleged acts or omissions are fully and finally barred by the applicable statute of limitations.

5. Contractor shall not discriminate against any person in the provision of services, or employment of persons on the basis of race, religion, medical condition, disability, marital status, sex, age or sexual orientation. Contractor understands that harassment of any student or employee with regard to race, religion, gender, disability, medical condition, marital status, age or sexual orientation is strictly prohibited.
6. Contractor agrees that in the performance of this Agreement Consultant shall act as an independent contractor, and not as an employee of District. Consultant understands and agrees that District will not cover Consultant or Consultant's employees or agents with workers' compensation, unemployment insurance, state disability insurance, public liability insurance or other benefits that may be available to employees of District. Consultant shall refrain from any representation that Consultant is an employee, agent or legal representative of District, or from incurring liabilities or obligations of any kind in the name, or on behalf of District.

It is agreed that: (a) Consultant shall be responsible for Social Security taxes, if any, which may be applicable, and for any other applicable fees or taxes (federal, state or local) which may be required or levied upon any payment made to or on behalf of Consultant hereunder; and (b) Consultant and Consultant's employees, agents, heirs, successors and assigns shall not be entitled, by virtue of any work done under this Agreement, to any benefits under any medical or travel accident insurance, pension, sick leave, life insurance, vacation, or disability or other employees' benefit plan or plans maintained by District for its employees.

7. Neither this Agreement, nor any duties or obligations under this Agreement may be assigned by either party without the prior written consent of the other party.
8. This contract may be terminated by either party with 15 days advance notice in writing. Failure to deliver services as requested constitutes reason for termination of this Agreement.
9. The parties acknowledge that no representations, inducements, promises, or agreements, orally or otherwise, have been made by anyone acting on behalf of either party, which is not stated herein. Any other agreement or statement of promises, not contained in this Agreement, shall not be valid or binding. Any modification of this Agreement will be effective only if it is in writing and signed by the party to be charged.

10. This Agreement will be governed by and construed in accordance with the laws of the State of California.

This Agreement has been read and agreed upon by the following representatives of both parties.

RIVERSIDE COMMUNITY COLLEGE
DISTRICT

CONTRACTOR

By: _____
James L. Buysse, Vice Chancellor
Administration and Finance

By: _____
Regina Pulley
2028 Moonflower Court
Palmdale, CA

RIVERSIDE COMMUNITY COLLEGE DISTRICT
TEACHING AND LEARNING

Report No.: V-A-8-m

Date: April 18, 2007

Subject: Affiliation Agreement with Community Care and Rehabilitation Center

Background: Presented for the Board's consideration and review is an affiliation agreement between Riverside Community College District and Community Care and Rehabilitation Center to provide a site for training physician assistant students in the practice of long-term care. The term of the contract is for a period of one year beginning April 18, 2007. Funding source: No cost to District.

This agreement has been reviewed by Ron Vito, Associate Vice Chancellor, Occupational Education, Sylvia Thomas, Associate Vice Chancellor, Instruction, and Ruth Adams, Director, Compliance, Contracts and Legal Services.

Recommended Action: It is recommended that the Board of Trustees approve the affiliation agreement, for the period of one year beginning April 18, 2007, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Patricia Bufalino
Interim Dean of Instruction
Delores Middleton
Program Director, Physician Assistant Program

RIVERSIDE COMMUNITY COLLEGE DISTRICT
AFFILIATION AGREEMENT FOR CLINICAL TRAINING

This AGREEMENT for Physician Assistant clinical training (“Agreement”) dated as of April 18, 2007, entered into by and among the Riverside Community College District (RCCD) and Community Care and Rehabilitation Center (“Facility”), located at 4070 Jurupa Avenue, Riverside, CA 92506.

WHEREAS, Riverside Community College District has established curriculum for students in Physician Assistant Education and such curriculum includes clinical training; and

WHEREAS, the said curriculum complies with all applicable laws and regulations;

WHEREAS, the Facility operates clinical facilities which are suitable for the clinical training programs; and

WHEREAS, all parties will benefit if students of RCCD use the facilities of Hospitals, Clinics and Medical Groups which are located throughout the Inland Empire,

NOW, THEREFORE, the parties hereto enter into this Agreement as a full statement of their respective responsibilities during the term of this Agreement, and in consideration of the representations made above and the covenants and conditions set forth herein, the parties agree as follows:

I. GENERAL INFORMATION

- A. This Agreement governs the establishment and operation of physician assistant clinical training at the Facility. RCCD and the Facility may make arrangements for physician assistant clinical training on the terms and conditions set forth herein.

II. OBLIGATIONS OF RCCD

RCCD SHALL:

- A. Develop the curriculum for the Physician Assistant Program.
- B. Designate the students who are enrolled and in good standing in the said curriculum to be assigned for clinical training at the Facility in such numbers as are acceptable to Facility.
- C. Certify to the Facility at the time each student, employee, or instructor first reports to the Facility that the student or instructor complies with the Facility’s requirements for immunizations and tests determined appropriate by the Facility.

- D. Require every student, employee, or instructor, to conform to all applicable policies, procedures, and regulations of the Facility, and to all additional requirements and restrictions agreed upon by representatives of RCCD, and the Facility.

- E. Require the RCCD administrators and/or Clinical Coordinator to reach mutual agreement with the Facility's designated representatives prior to commencement of each clinical rotation on the following matters:
 - Student schedules;
 - Placement of students in clinical assignments;
 - Attendance at any conference, course, or program, which might be conducted or sponsored by the Facility.

- F. Shall instruct its physician assistant students, employees and instructors to maintain the confidentiality of any and all patient and other proprietary information received in the course of the clinical training. Students and instructors are not to discuss, transmit or narrate in any form any patient information of a personal nature, medical or otherwise without patient informed consent. Nothing in this paragraph will prevent students, employees or instructors from providing necessary information to the Risk Management Department. The Risk Management Department will maintain the confidentiality of this information.

- G. Report to the Facility at least two (2) weeks before commencement of each Program session the following information about each student:
 - 1. Name, address and telephone number;
 - 2. Health care providers and/or health insurance; and
 - 3. All other reasonable information about the RCCD and students as requested by the Facility.

- H. Require RCCD administrators and instructors to attend any orientation program presented for them by the Facility.

- I. Provide RCCD students with orientation information about the Facility in accord with any orientation presented by the Facility to RCCD instructors.

- J. Certify to Facilities that each student and instructor reporting to the Facility has received the training required by the OSHA blood borne pathogens standard [29 CFR 1910.1030].

III. OBLIGATIONS OF FACILITY
FACILITY SHALL:

- A. Permit access for the RCCD instructors and those students designated by RCCD pursuant to Section II B above to the Facility as necessary to participate in the clinical training so long as such access does not interfere with the regular activities of the Facility.
- B. Maintain the Facility so that they at all times shall conform to the requirements of the California Department of Health Services and the Joint Commission on Accreditation of Healthcare Organizations.
- C. Provide, when possible, a reasonable amount of storage space for RCCD instructional materials and reasonable classroom or conference room space at the Facility for use in the RCCD Program.
- D. Designate a member of the Facility staff to participate with the Programs' administrators or designees to plan, implement and coordinate the clinical training. The name of the designated person(s) shall be given to RCCD prior to commencement of each clinical rotation.
- E. Permit designated personnel at the Facility to participate in the clinical training to enhance the students' education so long as such participation does not interfere with the personnel's regular service commitments.
- F. Have the right to demand that RCCD withdraw from the Facility any student, instructor or employee who the Facility determines is not performing satisfactorily or is not complying with the Facility's policies, procedures, and regulations. Such demand must be in writing and include a statement why the Facility demands that the student, instructor or employee be withdrawn. RCCD shall comply with such a demand that the student, instructor or employee be withdrawn. RCCD shall comply with such a demand within five (5) days of receiving it. In the event of substance abuse by a student, instructor or employee, a meeting will take place attended by representative(s) from the Facility and RCCD. A record will be kept on the final decision reached at said meeting and copies will be distributed to the Facility and the RCCD. Facility reserves the right to demand that RCCD withdraw from the Facility said student, instructor or employee.
- G. Provide necessary emergency health care or first aid required by an accident occurring at the Facility for a student participating in the training at the Facility. Except as herein provided, the Facility shall have no obligation to furnish medical or surgical care to any student, instructor and employee.
- H. Arrange an orientation to the Facility for the RCCD administrators and instructors.
- I. Retain ultimate professional and administrative accountability for all patient care.

- J. Not decrease their customary number of staff as a result of the assignment of RCCD students to the Facility.
- K. Supervise all students in their clinical training at the Facility and provide the necessary instructors for the clinical training.
- L. Maintain and submit to the RCCD, all attendance and student performance evaluations of students participating in the clinical training.
- M. Provide and be responsible for the care and control of educational supplies, materials, and equipment used for instruction during the clinical training.

IV. INSURANCE

- A. Each party shall maintain in full force and effect, at its sole expense and written by outside carriers acceptable to the other parties, (1) comprehensive general liability insurance to cover each party's employees and instructors while at the Facility at levels of not less than One Million Dollars (\$1,000,000.00) per occurrence and Three Million Dollars (\$3,000,000.00) annual aggregate and (2) professional liability insurance for such employees and instructors at levels of not less than One Million Dollars (\$1,000,000.00) per occurrence and Three Million Dollars (\$3,000,000.00) annual aggregate.

The RCCD shall ensure that it maintains in full force and effect, professional liability coverage for RCCD students participation in this training, at levels of not less than One Million Dollars (\$1,000,000.00) per occurrence and Three Million Dollars (\$3,000,000.00) annual aggregate. RCCD shall ensure that the Facility receive thirty (30) days written notice prior to the effective date of any material change to or cancellation of such professional liability coverage.

Each party shall maintain workers' compensation insurance to cover all employees who are participating in the clinical training at the Facility. It is understood that RCCD students are fulfilling specific requirements for clinical experiences as part of a certification requirement and will be covered under RCCD's workers' compensation insurance.

The insurance requirements specified in this Section IV.A may be satisfied by insurance with an outside carrier, self-insurance, a combination of self-insurance and insurance written by outside carriers acceptable to the other party, or self-insurance and coverage through a Joint Powers Authority.

- B. Each party shall present the other parties with satisfactory evidence of compliance with the insurance requirements specified in this Section IV immediately after execution of this Agreement. Failure to provide such satisfactory evidence of compliance or failure to

ensure maintenance of the insurance specified in this Section IV shall bar participation of RCCD at the Facilities.

- C. It is expressly understood that the coverage required under this Section IV shall not in any way limit the liability of any party.

V. INDEMNIFICATION

- A. RCCD shall indemnify and hold harmless, defend the Facility, and each of their officers, partners, employees or agents (each of which person and organization are referred to collectively herein as “Indemnitees” or individually as “Indemnitee”) from and against any and all demands, debts, liens, claims, loss, damage, liability, costs, expenses, judgments or obligations, actions or causes of action, (including the payment of attorneys’ fees and expenses actually incurred whether or not litigation be commenced) for or in connection with injury or damage (including, but not limited to, death) to any person or property resulting from the negligent acts or omissions of RCCD, its officers, partners, employees, or agents arising out of or in any way connected with the performance of its obligations under this Agreement.
- B. RCCD shall indemnify and hold harmless, defend the Facility, and each of their officers, partners, employees or agents (each of which persons and organizations are referred to collectively herein as ‘Indemnitees’ or individually as ‘Indemnitee’) from and against any and all demands, debts, liens, claims, loss, damage, liability, costs, expenses, judgments or obligations, actions or causes of action (including the payment of attorneys’ fees and expenses actually incurred whether or not litigation be commenced) for or in connection with injury or damage (including, but not limited to, death) to any person or property to the extent any of the foregoing result from the negligent acts or omissions of RCCD students in the conduct of patient care.
- C. Facility shall indemnify and hold harmless, defend RCCD and its Trustees, officers, partners, employees or agents from and against any and all demands, debts, liens, claims, loss, damage, liability, costs, expenses, judgments, or obligations, actions or causes of action, (including the payment of attorneys’ fees and expenses actually incurred whether or not litigation be commenced) for or in connection with injury or damage (including, but not limited to, death) to any person or property resulting from the negligent acts or omissions of the Facility, their officer, partners, employees or agents, arising out of in any way connected with the performance of their obligations under this Agreement. The foregoing indemnity and hold harmless obligation of the Facility includes and applies without limitation to injury or damage to RCCD, patients, third parties, or any or all of them and their respective property, officers, partners, employees, or agents.
- D. Neither termination of this Agreement nor completion of the acts to be performed under this Agreement shall release any party from its obligations to indemnify as to any claim

or cause of action asserted so long as the event upon which such claim or cause of action is predicated shall have occurred prior to the effective date of any such termination or completion.

VI. AFFIRMATIVE ACTION AND NONDISCRIMINATION

RCCD recognizes that the Facility as federal government contractors are subject to various federal laws, executive orders and regulations regarding equal opportunity and affirmative action which may also be applicable to subcontractors. RCCD, therefore, agrees that any and all applicable equal opportunity and affirmative action clauses shall be incorporated herein as required by federal laws, executive orders, and regulations, which include the following:

- A. The nondiscrimination and affirmative action clauses contained in: Executive Order I 1246, as amended, relative to equal opportunity for all persons without regard to race, color, religion, sex or national origin; the Vocational Rehabilitation Act of 1973, as amended, relative to the employment of qualified handicapped individuals without discrimination based upon their physical or mental handicaps, the Vietnam Era Veterans Readjustment Assistance Act of 1974, as amended, relative to the employment of disabled veterans and veterans of the Vietnam Era, and the implementing rules and regulations prescribed by the Secretary of Labor in Title 41, Part 60 of the Code of Federal Regulations (CFR).
- B. The utilization of small and minority business concerns clauses contained in: the Small Business Act, as amended; Executive Order 1 1 625; and the Federal Acquisition Regulation (FAR) at 48 CFR Chapter 1, Part 19, Subchapter D, and Part 52, Subchapter H, relative to the utilization of minority business enterprises, small business concerns and small business concerns owned and controlled by socially and economically disadvantaged individuals, in the performance of contracts awarded by federal agencies.
- C. The utilization of labor surplus area concerns clauses contained in: the Small Business Act, as amended; Executive Order 12073; 20 CFR Part 654, Subpart A; and the FAR at 48 CFR Chapter 1, Part 20 of Subchapter D and Part 52 of Subchapter H, relative to the utilization of labor surplus area concerns in the performance of government contractors. RCCD agrees to comply with and be bound by each of the applicable clauses referred to in this Section VI. and recognized that in the event of its failure to comply with such applicable clauses, rules, regulations or orders, this Agreement may be canceled, terminated or suspended in whole or in part.

VII. STATUS OF RCCD, ITS PERSONNEL, FACILITY

The parties expressly understand and agree that:

This Agreement is not intended and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture or association between RCCD and

the Facility, their employees, students, partners, or agents, but rather in an agreement by and among independent contractors. Neither party has authorization to enter into any contracts, assume any obligations or make any warranties or representations on behalf of the other parties. Facility shall not be responsible to the RCCD, RCCD students, employees, instructors or agents or to any governing body for any payroll-related taxes or any other employment related liability in connection with the performance of services by RCCD, RCCD students, employees, instructors or agents under this Agreement. It is expressly understood that RCCD will be responsible for all legally required tax withholding for itself and its students, employees, instructors and agents as may be applicable. RCCD warrants that it will comply with all applicable federal, state and local laws, including, but not limited to, wage and hour laws and employment discrimination laws. It is expressly understood that none of RCCD students, employees, instructors and agents who are providing services hereunder are employees of the Facility for any purpose, including but not limited to, employee welfare and pension benefits of employment, workers' compensation, disability insurance or compensation for services or any other fringe benefits of employment. RCCD will notify the Facility of any change (including, but not limited to, the tax withholding status) in the employer/employee relationship between RCCD and those individuals providing services under this Agreement. Neither RCCD nor any of its students, instructors, employees or agents shall receive any compensation from the Facility.

VIII. PUBLICITY

Neither Facility shall cause to be published or disseminated any advertising materials, either printed or electronically transmitted, which identify RCCD without the prior written consent of the RCCD. RCCD, without the prior written consent of the Facility, publish or otherwise disseminate any advertising, promotion, report, article, research piece or publicity wherein the name of the Facility is mentioned or otherwise reasonably identified, or use language from which a relationship between the Facility and RCCD may, in reasonable judgment of the Facility, be inferred.

IX. MODIFICATION

No modification, amendment, supplement to or waiver of this Agreement shall be binding upon the parties unless made in writing and duly signed by both parties.

X. SURVIVING SECTIONS

All obligations under this Agreement which are continuing in nature shall survive the termination or conclusion of this Agreement.

XI. ASSIGNMENT

This Agreement is not assignable, in whole or in part, by any party without the prior written consent of the other parties, and any attempt to make such assignment shall be void.

XII. RULES OF CONSTRUCTION

The language in all parts of this Agreement shall in all cases be construed as a whole, according to its fair meaning, and not strictly for or against either RCCD or the Facility. Section headings in this Agreement are for convenience only and are not to be construed as a part of this Agreement or in any way limiting or amplifying the provisions hereof. All pronouns and any variations thereof shall be deemed to refer to the masculine, feminine, neuter, singular or plural, as the identifications of the person or persons, firm or firms, corporation or corporations may require.

XIII. ENTIRE AGREEMENT

This Agreement contains the final, complete and exclusive agreement between the parties hereto. Any prior agreements, promises, negotiations or representations relating to the subject matter of this Agreement not expressly set forth herein are of no force or effect. This Agreement is executed without reliance upon any promise, warranty or representation by any party, or any representative of any party other than those expressly contained herein. Each party has carefully read this Agreement and signs the same of its own free will.

XIV. JURISDICTION

This Agreement is made and entered into in the State of California, and shall in all respects be interpreted, enforced and governed by and under the laws of that State.

XV. EXECUTION

This Agreement may be executed in counterparts, and all such counterparts together shall constitute the entire agreement of the parties hereto. This Agreement shall be effective for a period of one year from the date of the Agreement set forth herein above when executed by both parties. This Agreement will be automatically renewed annually after appropriate review by both parties unless otherwise indicated in writing by one of the parties at least thirty (30) days prior to the end of the period. This Agreement may be terminated by either party after giving the other party thirty (30) days advanced written notice of its intention to terminate. Such termination shall not be effective for any student who, at the date of mailing such termination, was participating satisfactorily in the Program until the student has completed the program for then current academic session.

XVI. SEVERABILITY

The provisions of this Agreement are specifically made severable. If any clause, provision, right and/or remedy provided herein is unenforceable or inoperative, the remainder of this Agreement shall be enforced as if such clause, provision, right and/or remedy were not contained herein.

XII. AUTHORIZATION

The undersigned individuals represent that they are fully authorized to execute this Agreement on behalf of the named parties.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto as of the day and year first written above.

RCCD

Riverside Community College District

By: _____

Printed: James Buysse
 Vice Chancellor
Title: Administration and Finance

Date: _____

FACILITY

Community Care Rehabilitation Center

By: _____

Printed: Bruce Bennett

Title: Chief Executive Officer

Date: _____

RIVERSIDE COMMUNITY COLLEGE DISTRICT
TEACHING AND LEARNING

Report No.: V-A-8-n

Date: April 17, 2007

Subject: Agreement with Southwest Healthcare System

Background: Presented for the Board's review and consideration is an agreement between Riverside Community College District and Southwest Healthcare System to provide clinical opportunities for Emergency Medical Services students. The term of the agreement begins April 18, 2007 and continues until April 17, 2009. Funding source: No cost to the District.

The agreement has been reviewed by Ruth Adams, Director of Contracts, Compliance and Legal Services, Sylvia Thomas, Associate Vice Chancellor of Instruction, and Ron Vito, Associate Vice Chancellor, Occupational Education.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, from April 18, 2007 through April 17, 2009, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Patricia Bufalino
Interim Dean of Instruction
Chris Nollette
Director, Emergency Medical Services Program

COLLEGE/PRE-HOSPITAL PROVIDER AGREEMENT

THIS COLLEGE/PRE-HOSPITAL PROVIDER AGREEMENT (hereinafter referred to as "Agreement") is entered into on this 18th day of April, 2007, by and between the Riverside Community College District, Riverside, California, (hereinafter referred to as "the COLLEGE") and Universal Health Services of Rancho Springs, Inc. dba Southwest Healthcare System, (hereinafter referred to as "the PROVIDER"). (The COLLEGE and the PROVIDER shall collectively be referred to herein as "the Parties").

WITNESSETH:

WHEREAS, the COLLEGE maintains a student Emergency Medical Technician Program and a student Paramedic Program, (hereinafter collectively referred to as "the EMS Program");

WHEREAS, the EMS Program has certain requirements for students to gain clinical experience while enrolled in the EMS Program;

WHEREAS, the PROVIDER maintains certain facilities which lends itself to the provision of said clinical experience for students of the EMS Program;

WHEREAS, the COLLEGE and the PROVIDER desire to cooperate in the EMS Program and to use the facilities of both Parties in connection therewith; and

WHEREAS, the PROVIDER shall retain ultimate responsibility for the care of the patients served by students in the EMS Program.

NOW, THEREFORE, IT IS AGREED:

1. The COLLEGE shall assume full responsibility for the preparation of practitioners for positions in Emergency Medical Services (EMS).
2. The COLLEGE shall be responsible for the development, organization, and implementation of the EMS Program curriculum under the direction of a qualified EMS Program Director.
3. The COLLEGE shall select, test, and supervise the students admitted to the EMS Program at the time of admittance and throughout the period of time prescribed for its

completion.

4. The COLLEGE shall provide certificated instructors to teach all prescribed courses in the EMS Program, including any instruction or training which may be carried on at the PROVIDER. The instructors and the Director of the EMS Program shall be named, appointed, and assigned by the COLLEGE in accordance with its established procedures for employment of instructional personnel. The instructor/student ratio shall not exceed the ratio listed for the EMS Program in accordance with the State of California EMT-I and EMT-P policies.

5. The COLLEGE shall provide each new instructor an opportunity to participate in an orientation with the PROVIDER. This orientation shall be arranged through mutual agreement of the COLLEGE and the PROVIDER.

6. The COLLEGE shall provide all instructional supplies and equipment as needed for the EMS Program, except those which the PROVIDER hereinafter specifically agrees to provide.

7. The COLLEGE shall provide administrative functions, including admission, counseling, scheduling, attendance, accounting, and achievement records in connection with the EMS Program, similar to those maintained for all other students at California EMS Academy.

8. The COLLEGE shall furnish copies of class schedules and student rotation assignments to the PROVIDER, prepared by the EMS Program Director after consultation with the PROVIDER.

9. The PROVIDER shall provide the following:

- (a) Full cooperation on its part to help ensure success of the EMS Program.
- (b) The cooperation and counsel of the PROVIDER'S administrative and professional staff in the operation of the EMS Program, in accordance with this Agreement.
- (c) Equipment and supplies needed for instruction within the individual areas where students are assigned, after consultation with the EMS Program Director.
- (d) As broad an experience as possible with opportunities for observation,

participation, and independent activity involving patient contact through the program(s) offered by the PROVIDER.

10. The PROVIDER shall retain ultimate control and responsibility for supervision and oversight of patient care at all times.

11. Should emergency treatment be necessary for students in the event of accident or sudden illness, the cost of such treatment shall be covered under the COLLEGE'S worker's compensation coverage by filing a completed claim form with the COLLEGE'S Risk Management Department. It will be the duty and obligation of the COLLEGE to insure that a claim is properly filed with the COLLEGE's Risk Management Department. The Parties agree that the standards of the EMS Program shall be maintained at a level equal to or exceeding those required by the State of California as outlined in Title 22 of the Code of Regulations.

12. The Parties agree that the students and staff of the COLLEGE participating in the EMS Program are not employees or agents of the PROVIDER, nor shall they become employees or agents of the PROVIDER by virtue of their participation in the EMS Program, but shall be subject to and shall abide by all PROVIDER rules, regulations and policies, including, but not limited to: those governing professional conduct, confidentiality, affirmative action, substance abuse, and Blood Borne Pathogen Control Plan. In the event that a student fails or refuses to do so, the PROVIDER reserves the right to deny the use of its facilities by such students.

13. Each student in the EMS Program, prior to beginning field time with the PROVIDER, shall provide documentation of health status to the EMS Program Director including: documentation of negative TB test within the previous year, and current Hepatitis B vaccination. Each paramedic student in the EMS Program will have one (1) year and 2,000 hours of pre-hospital experience prior to beginning field time with the PROVIDER.

14. The number of students participating in the EMS Program who are assigned to the PROVIDER shall be determined by mutual agreement of the Parties.

15. Students are not authorized to drive any PROVIDER vehicle, but may ride in such vehicles during their participation in this program when driven by a PROVIDER employee.

16. A strict code of confidentiality is to be maintained by all participants in the EMS Program. All information obtained from patient records is to be held in strict confidence. No

copies of patient records shall be made, and no records or copies thereof shall be removed from the PROVIDER. Patients shall not be identified in any manner in reports or case studies undertaken by students or instructors. In the event of an accident or incident, the patient may be identified in the COLLEGE'S confidential internal records only. The COLLEGE and its employees, agents and students having any access to records of the PROVIDER'S patients shall observe all Federal, State, County and Local laws and regulations concerning confidentiality of records. PROVIDER may require that a confidentiality agreement be executed by individuals accessing PROVIDER resources under the terms and intent of this Agreement. In the event of an individual's failure to comply with the confidentiality requirements stated herein, or his/her refusal to enter into a confidentiality agreement hereinafter required to be entered into with the PROVIDER for access to PROVIDER resources, or his/her breach of the terms of any such agreement with the PROVIDER, access to PROVIDER'S resources, or continued access to PROVIDER'S resources, as applicable, shall be denied under this Agreement.

17. The COLLEGE, its employees, agents and students accessing PROVIDER resources hereunder shall not discriminate in the provision of services, allocation of benefits, accommodation in facilities, or employment of personnel on the basis of ethnic group identification, race, color, creed, ancestry, religion, national origin, sexual preference, sex, age, marital status, medical condition, or physical or mental handicap, and shall comply with all other requirements of law regarding nondiscrimination and affirmative action including those laws pertaining to the prohibition of discrimination against qualified handicapped persons in all programs or activities.

For the purposes of this Agreement, distinctions on the grounds of race, religion, color, sex, national origin, age, or physical or mental handicap include, but are not limited to, the following:

- (a) Denying an eligible person or providing to an eligible person any service or benefit which is different, or is provided in different manner or at a different time from that provided to other eligible persons under this Agreement.
- (b) Subjecting an eligible person to segregation or separate treatment in

any manner related to his/her receipt of any service or benefit, except when necessary for infection control.

- (c) Restricting an eligible person in any way in the enjoyment of any advantage or privilege enjoyed by others receiving a similar service or benefit.
- (d) Treatment of an eligible person differently from others in determining whether he/she has satisfied any eligibility, membership, or other requirement or condition which individuals must meet in order to be provided the same or similar service or benefit.
- (e) The assignment of times or places for the provision of services on the basis of race, religion, color, creed, ancestry, sexual preference, marital status, medical condition, sex, national origin, age, or physical or mental handicap of the eligible person to be served.

18. COLLEGE shall purchase and maintain during the duration of this Agreement and after the expiration of this Agreement as provided below, the following insurance coverage:

- (a) Worker's compensation and employer's liability coverage for College's legal and statutory obligations for damages due to bodily injuries either by accident or disease, occurring to College's employees, agents or servants as a result of employment.
- (b) General liability covering College, its agents, employees, and servants for bodily injury personal injury, or property damage claims arising out of the premises, products or activities of the College. Minimum limits of liability for the above coverage shall be \$1,000,000 per occurrence and \$3,000,000 aggregate for bodily injury and property damage.
- (c) Professional liability covering College, its agents, employees, and servants for bodily injury and personal injury claims of patients arising out of the rendering or failure to render care by Staff, College or its agents, employees or servants. Minimum limits of liability shall be

\$1,000,000 per incident and \$3,000,000 annual aggregate. IN the event such coverage is through a “claims made” policy and is either cancelled, replaced or non-renewed, College shall obtain and maintain extended coverage (“tail”) insurance covering occurrences during the effective period of this Agreement.

- (d) (d) The policies required hereunder shall provide for written notice to Provider at least thirty (30) days prior to the cancellation or modification of any above-mentioned insurance.
- (e) College shall provide Provider with certificates of insurance as evidence that all coverage required under this Agreement have been obtained and are in full force and effect. Provider shall be names on all policies required under this Agreement as an additional insured per the requirements of this Agreement. Certificates of insurance must be supplied within five (5) days of effective date of this Agreement, and thereafter prior to the expiration date noted upon each certificate. Such policies and the insurers thereunder shall be subject to reasonable and good faith approval by Provider.
- (f) RCCD shall obtain coverage through a program of self-insurance and/or coverage from a Joint Powers Authority.

19. The COLLEGE shall defend, indemnify and hold harmless the PROVIDER, its officers, employees, agents, contractors and subcontractors from and against any and all liability, claims, demands, lawsuits, actions, arbitration proceedings, judgments, damages, losses, costs, expenses, of any nature, including worker’s compensation claims, reasonable attorney’s fees and costs whatsoever, including for any injury, illness or wrongful death, arising out of any negligent acts or omissions of the COLLEGE, any COLLEGE instructor, any student or personnel assigned to the PROVIDER by the COLLEGE, relating to, or in any way connected with the training of any student(s) participating in the EMS PROGRAM under this Agreement. The COLLEGE shall have the right to conduct any investigation necessary to implement this provision.

20. The PROVIDER shall defend, indemnify and hold harmless the COLLEGE, its Trustees, officers, employees, agents, contractors and subcontractors from and against any and all liability, claims, demands, lawsuits, actions, arbitration proceedings, judgments, damages, losses, costs, expenses, of any nature, including worker's compensation claims, reasonable attorney's fees and court costs whatsoever, including for any injury, illness or wrongful death, arising out of any negligent acts or omissions of the PROVIDER, its employees, officers or agents, relating to, or in any way connected with the training of any student(s) participating in EMS Program under this Agreement. The PROVIDER shall have the right to conduct any investigation necessary to implement this provision.

21. This Agreement shall be effective upon execution by both Parties and shall continue for 2 years, beginning April 18, 2007 and ending April 17, 2009. The Agreement may be terminated by either party with or without cause at any time upon one (1) month written notice to the other party provided that in the event of termination, those students enrolled at the time in the COLLEGE EMS Program may be permitted to complete their training pursuant to and under this Agreement in the sole discretion of the PROVIDER on the condition the COLLEGE agrees to continue the effectiveness of the provisions of this Agreement with regard to the students.

22. The PROVIDER may provide training experience to students of the EMS Program in other healthcare fields offered by the COLLEGE upon receipt by the PROVIDER of requests for such training and the provision of administrative evaluations by the PROVIDER of the availability of PROVIDER resources for such training and the written consent of both Parties to this Agreement.

23. 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 herewith. This Agreement may be amended only upon the written and mutual consent of the Parties hereto.

24. Severability. 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.

25. Notices. Any notices required to be given under this Agreement shall be given by regular mail, postage prepaid, addressed as follows:

COLLEGE

Riverside Community College District
Ben Clark Training Center
3423 Davis Ave.
Riverside, CA 92518

PROVIDER

Southwest Healthcare System
25500 Medical Center Drive
Murrieta, CA 92562
Attn: CEO/Managing Director

Or to such other address(es) as the Parties may hereafter designate.

26. Relationship of the Parties: Each party to this agreement is an independent contractor with respect to the other and not an agent, employer, servant or employee thereof or joint venture therewith. College and its students shall at all times identify themselves as Riverside Community College District and title, to include the continuous display of a photo ID badge. Photo ID badges will be provided and paid for by College. At no time shall College and its students identify themselves as employees or agents of Provider, either verbally, by implication or by wearing an item which names or identifies Provider.

27. Jurisdiction, Venue, Attorney's Fees: This Agreement is to be constructed under the laws of the State of California. The Parties agree to the jurisdiction and venue of the appropriate courts in the County of Riverside, State of California. Should any action, suit or proceeding be brought to enforce or to interpret the provisions of the Agreement or as a result of alleged breach of any provision of this Agreement, the prevailing party in such action, suit or proceeding shall be entitled to costs and expenses, including reasonable attorney's fees, from the losing party, and any judgment or decree rendered in such a proceeding shall include such an award thereof.

28. Assignment: This Agreement shall not be assigned by either party without the prior written consent of the other party.

29. Waiver of Subrogation Rights: The COLLEGE shall require the carriers of all

required insurance policies to waive all Rights of Subrogation against the PROVIDER or their officers, officials, employees, agents, volunteers, contractors and subcontractors.

30. Authority. The persons executing this Agreement on behalf of the Parties hereto warrant that they are duly authorized to execute this Agreement on behalf of the Parties.

31. Counterparts. This Agreement may be executed in duplicate counterpart originals, each of which is deemed to be an original, and all of which when taken together shall constitute one and the same instrument.

32. Integration: The Agreement supersedes all previous contracts and constitutes the entire Agreement between Provider and College. No oral statements or prior written material not specifically incorporated herein shall be of any force or effect and no changes in or additions to this Agreement, whether a supplement, amendment or modification, shall be organized unless in writing and signed by all parties hereto.

IN WITNESS WHEREOF, the Parties as agree that the effective date of this Agreement shall be the date of the last Party to execute the Agreement.

By: _____
Southwest Healthcare System

By: _____
Riverside Community College District
Dr. James Buysse

Date: _____

Date: _____

RIVERSIDE COMMUNITY COLLEGE DISTRICT
TEACHING AND LEARNING

Report No.: V-A-8-o


Date: April 17, 2007

Subject: Agreement with Jimmy Santiago Baca

Background: Presented for the Board's review and consideration is an agreement between Riverside Community College District and Jimmy Santiago Baca to conduct a presentation to faculty, staff, students, and community members sharing his experiences of learning to read while serving a prison sentence, his subsequent enrollment in community college, and his current success as a well-published poet. The group presentation will be followed by group discussions with students/faculty as well as classroom visitations. The date of the program is May 2, 2007 on the Norco campus. The facilitator will be paid an amount not to exceed \$6,500.00. Funding source: Basic Skills Professional Development Funds.

This agreement has been reviewed by Ruth Adams, Director, Contracts, Compliance and Legal Services, and Sylvia Thomas, Associate Vice Chancellor, Instruction.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, for May 2, 2007, for an amount not to exceed \$6,500.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.


Salvatore G. Rotella
Chancellor

Prepared by: Diane Dieckmeyer
Dean of Instruction

AGREEMENT BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT
AND
Jimmy Santiago Baca

THIS AGREEMENT is made and entered into on this 18th day of April 2007 by and between JIMMY SANTIAGO BACA hereinafter referred to as "Contractor" and RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "District".

The parties hereto mutually agree as follows:

1. The Contractor agrees to provide the following services: Conduct a presentation to faculty, staff, students, and community members sharing his experiences of learning to read while serving a prison sentence, his subsequent enrollment in community college, and his current success as a well-published poet. The group presentation will be followed by group discussions with students/faculty as well as classroom visitations.
 - a. The services will be provided at: Riverside Community College, Norco Campus
 - b. The District shall provide the Contractor adequate working conditions and support as appropriate to conduct the services outlined above.
2. The term of this agreement shall be from May 2nd, 2007 through May 2nd, 2007.
3. Payment in consideration of this agreement includes a service fee that shall not exceed \$6,500, payable after receipt of invoice.
4. During the term of this Agreement, CONTRACTOR shall defend, indemnify and hold the RCCD and its trustees, agents, students and employees, harmless from all claims, actions and judgments, including attorney fees, costs, interest and related expenses for losses, liability, or damages of any kind in any way caused by, related to, or resulting from, the acts or omissions of CONTRACTOR, its officers, directors, agents, affiliates and employees, arising out of the performance of this Agreement.

During the term of this Agreement, RCCD shall defend, indemnify and hold the CONTRACTOR and its officers, directors, agents, affiliates and employees, harmless from all claims, actions and judgments, including attorney fees, costs, interest and related expenses for losses, liability, or damages of any kind in any way caused by, related to, or resulting from, the acts or omissions of the RCCD, its trustees, agents, students and employees, arising out of the performance of this Agreement.

5. Contractor shall not discriminate against any person in the provision of services, or employment of persons on the basis of race, color, national origin, ancestry, religion, physical/mental disability, marital status, sex, age or sexual orientation.
6. Contractor is an independent contractor and no employer-employee relationship exists between Contractor and District.
7. Neither this Agreement, nor any duties or obligations under this Agreement may be assigned by either party without the prior written consent of the other party.
8. This contract may be terminated by either party with 15 days advance notice in writing. Failure to deliver services as requested constitutes reason for termination of this Agreement.

This Agreement has been read and agreed upon by the following representatives of both parties.

RIVERSIDE COMMUNITY COLLEGE
DISTRICT

CONTRACTOR

By: _____
James L. Buysse, Vice Chancellor
Administration and Finance

By: _____
Jimmy Santiago Baca
P.O. Box 9311
Albuquerque, NM 87119

RIVERSIDE COMMUNITY COLLEGE DISTRICT
TEACHING AND LEARNING

Report No.: V-A-8-p

Date: April 17, 2007

Subject: Agreement with University of Southern California

Background: Presented for the Board's review and consideration is an agreement between Riverside Community College District and University of Southern California (USC) for lodging, classroom rentals and dining services for Norco's Upward Bound Summer Residential Program. The dates of the program are August 5, 2007 through August 8, 2007. Total cost is not to exceed \$9,087.47. Funding source: Upward Bound Grant.

This agreement has been reviewed by Ruth Adams, Director, Contracts, Compliance and Legal Services, and Sylvia Thomas, Associate Vice Chancellor, Instruction.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, for August 5, 2007 through August 8, 2007, for an amount not exceed \$9,087.47, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Gustavo Ocegüera
Director, Trio Program



University of Southern California
Conference Services
1027 West 34th Street, 111A
University Park, Los Angeles, California 90089-1332
(213) 764-1626

Conference License Agreement

This Agreement made and entered into by and between the University of Southern California, ("USC") and, **Riverside Community College District** states that:

Riverside Community College District desires to use certain facilities of USC in connection with programs to be presented by **Riverside Community College District**. The description of the Facilities and services and the rates, times and dates for their use, are contained in the "SCHEDULE OF FACILITIES/SERVICES" attached hereto as Exhibit "A".

THEREFORE, USC and **Riverside Community College District** agree to the following:

1. USC agrees under the following conditions, to provide the Facilities and services described in Exhibit "A" for the times dates and rates contained in Exhibit "A".
2. **Riverside Community College District** agrees to deposit the sum of monies described in Exhibit "A" with USC. **Riverside Community College District** shall have no right to interest on the deposit, and USC is expressly hereby granted the right to retain as its property any such interest so incurred and to commingle said deposit with other monies of USC. Refunds of this deposit will be given only in accordance with Section 14 below.
3. Except for ordinary promotional literature announcing the location of the conference, it is understood and agreed that **Riverside Community College District** shall make no use of the name of USC unless prior written authorization is received from USC, specifically describing the use in which the name of USC is to be made.
4. **Riverside Community College District** acknowledges that it has examined the Facilities to be used and knows the conditions thereof, and specifically represents to USC that the Facilities are suitable for the needs of **Riverside Community College District**, and **Riverside Community College District** shall accept the same in the condition which such Facilities are in as of the date **Riverside Community College District** shall commence its use.
5. **Riverside Community College District** agrees that during the period of its use, it shall make no changes to, within and/or upon the Facilities, either interior or exterior, of whatsoever kind, type or character, without first having obtained the prior written consent of USC. **Riverside Community College District** warrants and covenants that the Facilities, upon **Riverside Community College District's** vacating same, shall be in the same conditions when **Riverside Community College District's** occupancy began and if not, **Riverside Community College District** agrees to restore the Facilities to their original condition within five (5) days after the expiration of the **Riverside Community College District's** occupancy.
6. **Riverside Community College District** agrees that during the period of its occupancy of the Facilities, USC may schedule maintenance work in any areas deemed necessary by USC, within the safety guidelines set by USC. USC will make reasonable effort not to interfere with group's activities. USC will inform group leaders of any and all work being scheduled as soon as it is confirmed. Nothing in this Agreement, except where stated or contracted, shall prevent USC from assigning for use any other portion of the Facilities not specified in this Agreement.
7. **Riverside Community College District** agrees to comply with all of USC's rules of conduct, and with all laws, ordinances, and regulations of the city, county, and federal government in the operation and conduct of **Riverside Community College District's** program on the USC campus.
8. **Riverside Community College District** agrees to release, indemnify, and defend and save harmless USC, its officers, employees, and agents, against any claims, liability, loss, cost, or damage, including attorneys' fees, directly or indirectly caused by **Riverside Community College District**, or its representatives, agents, employees, or customers. USC will be responsible only for its sole gross negligence.

9. **Riverside Community College District** agrees to submit a Certificate of Insurance stating that **Riverside Community College District** is insured for the period of time contained in Exhibit "A" with minimum coverage established as follows:

Bodily Injury - \$1,000,000.00
Property Damage - \$250,000.00

In addition, **Riverside Community College District** shall name USC as an additional insured on this certificate.

10. **Riverside Community College District** agrees that in the event **Riverside Community College District** violates any of the warranties, covenants, or agreements contained in this document, or allows its officers, agents, employees, or customers to violate any of the warranties, covenants, or agreements contained in this document, USC may, in addition to its claim for monetary damages, declare the possession of the Facilities unlawful and immediately terminate this Agreement. Upon such termination, **Riverside Community College District** agrees to immediately vacate the Facilities.
11. As a condition of this Agreement, **Riverside Community College District** shall have no right or power to sublet or assign all or any portion of the Facilities without prior written consent of USC.
12. In the event that the Facilities rented under this Agreement are unavailable due to destruction, partial or total, or for any other reason, acts of God or strikes, or action by governmental agencies, USC shall have the right to terminate this Agreement by refunding all deposits due to **Riverside Community College District**. If possession has been started, the rental shall be prorated, and except for such prorating, **Riverside Community College District** shall have no right nor claim against USC for any damage caused by such loss of use and/or termination, and **Riverside Community College District** hereby expressly waives any and all claims to damages so caused to it.
13. **Riverside Community College District** agrees to provide USC with the following, no later than fifteen (15) working days in advance of the conference start date:
- (1) A Final Guaranteed Number of Participants for both Accommodations and Dining Services. The Final Guaranteed Number may not decrease more than 20% from the Initial Guaranteed Number of Participants. There will be no refund or credit for late arrivals, early departures, no-shows or missed meals. An increase in the Final Guaranteed Number of Participants is subject to the availability of space. All walk-ins will be charged the prevailing rack rate and is subject to the availability of space.
 - (2) A housing list to include participants' names, gender and roommate preference.
 - (3) An agenda or program detailing the activities or schedule for your conference group.

A \$50.00/day late penalty fee will be assessed for each day the above information is not provided by the date indicated.

14. Payment Policy

- 1) A requisition or deposit of ten percent (10%), of the anticipated charges representing a "Good Faith Deposit" at the time of contract signing.
- 2) Full payment of all anticipated costs five (5) days prior to group's arrival. Additional charges will be billed and require full payment within thirty (30) days of receipt of invoice. Additional Service Charges will also be invoiced along with lost key and/or repair charges. The invoice will be completed and sent once the group has departed and all charges have been compiled.
- 3) **Riverside Community College District** agrees to pay balance within thirty (30) days from the date of invoice. Invoice will be calculated based on Final Guarantee Number of Participants (or actual number, if larger) plus any additional charges indicated in Exhibit "A". After thirty (30) days, there will be an interest charge of 18% per annum (1-1/2% per month) on the unpaid balance until payment is received in full. **Riverside Community College District** agrees to pay all legal expenses and charges incurred by USC as a result of efforts to collect monies owed by **Riverside Community College District** or otherwise to enforce any provision of this Agreement.
- 4) For all University Groups: Account must be provided to service and charged in the month of occurrence.
- 5) Any adjustment to the final charges needs to be submitted in writing within fourteen (14) calendar days of the last scheduled event; after which all charges will be final.

15. If **Riverside Community College District** cancels between 120 and 90 days prior to the scheduled start of the conference a cancellation charge of 10% of the anticipated total of services will be charged to your organization. If the group cancels between 89 and 60 days prior to the scheduled start of the conference the cancellation charge will be increased to 25% of the total. If the group cancels between 59 and 14 days prior to the scheduled start of the conference the cancellation charge will increase to 50%. If the group cancels between 13 days and the scheduled start of the conference the cancellation fee shall be 100% of the anticipated total of services.
16. It is understood and agreed that USC shall furnish no medical services to **Riverside Community College District** or **Riverside Community College District's** guests or employees.
17. **Riverside Community College District** shall pay USC \$25.00 each per key lost by **Riverside Community College District**. Also, **Riverside Community College District** shall pay USC \$ 75.00 each for lock replacement due to lost keys.
18. **Riverside Community College District** shall pay USC for all linen items not returned or lost by **Riverside Community College District**.
19. This Agreement shall be enforced, and construed in accordance with the laws of the State of California. Any action hereunder shall be filed in the courts of Los Angeles County, California.
20. To the maximum extent permitted by law, in no event will either party be responsible for any incidental damages, consequential damages, exemplary damages of any kind, lost goodwill, lost profits, lost business and/or any indirect economic damages whatsoever regardless of whether such damages arise from claims based upon contract, negligence, tort (including strict liability or other legal theory), a breach of any warranty or term of this agreement, and regardless of whether a party was advised or had reason to know of the possibility of incurring such damages in advance.
21. This Agreement constitutes the entire agreement between the parties pertaining to the subject matter hereof, and the same shall only be amended, supplemented, or novated by a writing signed by all the parties hereto. No prior or contemporaneous oral or written covenants or agreements between the parties not explicitly set forth or referred to herein shall be of any force or effect.

The undersigned, **Riverside Community College District** representative, agrees to all items written in this contract and will abide by all such statements, and represents and warrants that she/he had full authority and right to bind **Riverside Community College District** hereto. This Agreement does not constitute or imply approval, endorsement, or sponsorship by USC of any of the programs presented by **Riverside Community College District**, nor shall for **Riverside Community College District** represent that any such relationship, or any employment or agency relationship exists between it and USC.

FOR THE CLIENT: **Riverside Community College District**

UNIVERSITY OF SOUTHERN CALIFORNIA

BY: _____
Dr. James Buysse

BY: _____
Dennis F. Dougherty

TITLE: _____

TITLE: _____
Sr. Vice President, Finance and CFO

DATE: _____

DATE: _____



University of Southern California
Exhibit "A" - Schedule of Facilities/Services

COMPANY: Riverside Community College District
 CONFERENCE: Riverside Upward Bound 2007
 ADDRESS: 4800 Magnolia Avenue
Riverside, CA 92506
 AGENT: Riverside Upward Bound 2007
 TELEPHONE: Angela (951) 372-7121 FAX: (951) 372-7051
 CONTACT: Dr. James Buvsse
 DATES: August 05, 2007 - August 08, 2007

I. ACCOMMODATIONS - INITIAL GUARANTEED NUMBER OF ACCOMMODATIONS

Riverside Community College District agrees to the following room block for conference named above.

Date Range	Single		Double		Triple	
	Rooms	People	Rooms	People	Rooms	People
8/5/2007 to 8/8/2007 (3 Nights)	5	5	20	40	0	0
Totals:	5	5	20	40	0	0

RATES:

\$48.00 per person per night — Single Occupancy
 \$38.00 per person per night — Double Occupancy

Please note that a double rate denotes two guests in the room.
 A 14% City of Los Angeles Bed Tax will be assessed in addition to the above rates, for accommodations under 30 nights.
 Linens are included in this housing rate for standard services only.

2. ADDITIONAL SERVICES

Riverside Community College District agrees to the ultimate responsibility for any additional charges incurred for the use and/or rental of, but not limited to the following:

- Replacement Souvenir Access Card at \$5.00 per card.
- Parking Permits: \$7.00 per vehicle, per day, or prevailing rate.
- Any linen service over and above standard service.
- Any linen replacement due to damage or loss.
- Lost or non-returned keys at \$25.00 each.
- Lock replacement due to lost keys at \$75.00 each.
- Any and all Damage to University property as a result of group's stays.
- Any "No-Show" charges accumulated, by those attendees that do not check in to the housing facility or are not canceled at least 72 hours prior to the scheduled arrival time. "No-Show" rate is one night room and tax charge.
- Any unused rooms blocked a week prior to arrival will be charged a "No-Show" rate of one night room and tax.

3. ROOMING LIST

Supervision is required for all groups with minors under 18 years of age. Supervisors must be an adult, 21 years or older, in a live-in round the clock capacity. The ratio is one (1) supervisor to every ten (10) minors. The adult staff/supervisors will act as the point of contact between the all participants and the University Staff and vice versa.

Riverside Community College District agrees to provide USC with a rooming list with all names and housing requirements no later than fifteen (15) **working** days prior to the beginning of the conference; **July 15, 2007**. If the rooming list is not received on July 15, 2007 a fifty-dollar (\$50) per day late fee will be assessed for every day that the list is not received. Changes can be made to the rooming list up to one week prior to the events scheduled start day without any penalty. Any unused rooms blocked thereafter will be charged a one (1) night room and tax "No-Show" charge.

4. DINING SERVICES

The following meals have been contracted. Meals may be contracted up to twenty-one (21) days prior to the scheduled start date. Meal changes, and/or cancellations must be requested in writing no later than seventy-two (72) hours prior to the event's start time as stated below. Written requests need to be submitted to the EVK Residential Dining Office and copied to the Summer Conference Office.

Requests for services in addition to contracted meals at the International Residential Dining facility will require a revised guarantee. This revision will reflect any reductions/additions to previously contracted meal period guarantees.

Riverside Community College District will be billed based on the guarantee, or the actual number of guests served, whichever is greater. Special requests can be accommodated with less than seventy-two (72) hour advance notice and will be subject to a twenty-five (25%) surcharge. Any adjustments to the final bill must be submitted in writing within fourteen (14) calendar days of the last scheduled event; after which all charges will be final.

Meal hours and prices are as follows:

- Breakfast: Served 7:00am - 9:00am at \$6.65
- Lunch: Served 11:30am - 1:30pm at \$7.65
- Dinner: Served 5:00pm - 7:00pm at \$9.65

All meal prices will be charged a standard 8.25% sales tax. The following is a schedule of meal periods contracted.

Schedule of Meals

		<i>Breakfast</i>		<i>Lunch</i>		<i>Dinner</i>	
		<i>7:00am-9:00am</i>		<i>11:30am-1:30pm</i>		<i>5:00pm-7:00pm</i>	
EVK Dining	8/6/07	45	7:00AM	45	11:30AM	45	5:00PM
EVK Dining	8/7/07	45	7:00AM	45	11:30AM	45	5:00PM
EVK Dining	8/8/07	45	7:00AM	45	11:30AM	<i>No Dinner Service</i>	
Totals		135		135		90	

5. FACILITIES:

Facility cancellations must be requested in writing. If Riverside Community College District cancels within 120 and 90 days prior to the scheduled start of the conference a cancellation charge of 10% of the anticipated total of services will be charged to your organization. If the group cancels between 89 and 60 days prior to the scheduled start of the conference the cancellation charge will be increased to 25% of the total. If the group cancels between 59 and 14 days prior to the scheduled start of the conference the cancellation charge will increase to 50%. If the group cancels between 13 days and the scheduled start of the conference the cancellation fee shall be 100% of the anticipated total of services. Requests for services in addition to contracted venues will be based on availability.

<i>Setup Time</i>	<i>Meeting Time</i>	<i>Cleanup Time</i>	<i>Building and Room</i>	<i>Event</i>	<i>Configuration</i>
<u>Monday, August 6, 2007</u>					
	8:00 am-12:00 pm		TBA TBA #1	General Use	Standard
<u>Tuesday, August 7, 2007</u>					
	8:00 am-12:00 pm		TBA TBA #2	General Use	Standard
<u>Wednesday, August 8, 2007</u>					
	8:00 am-12:00 pm		TBA TBA #3	General Use	Standard

*Above rates excludes any audiovisual equipment other than what is available in the assigned classrooms or spaces.

6. ADDITIONAL SERVICES

**All above rates excludes any audiovisual equipment or tables/chairs rental for the event.*

7. CONCLUSION

If these arrangements meet with your approval, please sign this original Exhibit A with the authorized signature below and return it by Friday, March 16, 2007. Upon receipt of the signed contract and deposit your group will be confirmed on a definite basis, and a duly signed copy will be returned to you for your files.

Your interest and consideration of the University of Southern California is very much appreciated.

FOR THE CLIENT: Riverside Community College District

UNIVERSITY OF SOUTHERN CALIFORNIA

BY: _____
 Dr. James Buysse

TITLE: _____

DATE: _____

BY: _____
 Dennis F. Dougherty

TITLE: _____
 Sr. Vice President, Finance and CFO

DATE: _____

RIVERSIDE COMMUNITY COLLEGE DISTRICT
TEACHING AND LEARNING

Report No.: V-A-8-q

Date: April 17, 2007

Subject: Agreement with Eagle Glen Golf Club

Background: Presented for the Board's review and consideration is an agreement between Riverside Community College District and Eagle Glen Golf Club to provide dining facilities and catering services for Norco's Upward Bound end of year banquet. The date of the activity is May 17, 2007. Total cost is not to exceed \$5,000.00. Funding source: Upward Bound Grant.

This agreement has been reviewed by Ruth Adams, Director, Contracts, Compliance and Legal Services, and Sylvia Thomas, Associate Vice Chancellor, Instruction.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, for May 17, 2007, for an amount not exceed \$5,000.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Gustavo Ocegüera
Director, Trio Program

March 9th, 2007

Dr. Jim Buysse
C/O Riverside Community College
Upward Bound-Student Services
2001 Third Street
Norco, CA. 92860-2600

Dear Jim;

Thank you for choosing Eagle Glen Golf Club, again. I take great pleasure in confirming the following definite reservation for your upcoming function:

REVISED
RCC Norco Upward Bound
Thursday, May 17th, 2007
6:00pm-9:30pm—Dinner/Awards Program
Eagle Glen Ballroom
Expected Attendance: 180 Guests
Budget of \$5000.00
(Approximately \$27.78 per person)
Special Two Course Dinner Menu & Soda Bar
Set Up Fee: \$3.00++ per person--Waived
(++ = 19% service charge & 7.75% tax)

In order to make the above reservation definite, please sign and return the original copy to us by Monday, April 23th, 2007, along with your total reservation fee of \$500.00. Subject to change, if attendance increases. The additional is for your records. If we do not receive the original signed copy, reservation fee and Catering Policy the above date, your space will be released.

Approximately two months prior to your function please contact us regarding your menu selection and any details needed to ensure that you and your guests enjoy your visit with us. The final guarantee is due 7 business days prior to your event. If no guarantee is received, we will charge based upon the expected attendance as outlined in this confirmation letter. Eagle Glen reserves the right to offer alternative function space under certain circumstances and it will be Eagle Glen's prerogative to define said circumstances

Jim, I look forward to working with you, Khessa and your Staff, again. The dedicated staff at Eagle Glen eagerly awaits the opportunity to provide your guests with a memorable dining experience. Please do not hesitate to call me at (951) 278-2842 ext. 209, if you require any additional assistance in planning this or any other event, here at Eagle Glen.

Sincerely,

Jack Konecni
Director of Catering Sales

Dr. Jim Buysse
Vice Chancellor, Administration & Finance

Date _____

jk
2/19/07

Eagle Glen Banquet and Catering Policy

GUARANTEE: A minimum guarantee of attendance must be received before noon, seven business days before the event. The guarantee is the minimum number for which you will be charged, not subject to reduction, and will be computed based on this number. If the Catering Manager is not advised by this time, the expected attendance will automatically become the guarantee. It is our policy to set your function room and prepare food for 5% over the guarantee. Additionally, it is also our policy to pre-collect for the amount of your over set. Should final guarantee of attendance be below 20 guests, an automatic \$75.00 labor charge would be added to the account. Food & Beverage prices are guaranteed 60 days prior to Event. Eagle Glen reserves the right to offer alternative function space under certain circumstances and it will be Eagle Glen's prerogative to define said circumstances.

DEPOSIT /PAYMENT: A non-refundable \$500.00 Reservation Fee or 25% of event total is required to make your event definite and secure a space reservation. Payment is due in 1/2 increments of balance, 60/7 days prior to the event in the form of a cashier's check, cash, check or approved credit card. Furthermore, all Fees for private party functions will be held until after the conclusion of the function to cover any additional costs. Any remaining credit balance will be mailed back by our accounting office during the regular workweek.

CANCELLATION: If necessary for a client to cancel an event, the following terms will apply. Eagle Glen will retain the reservation fee identified in the confirmation letter. A percentage of the anticipated final bill will be due as follows. Events cancelled less than 7 business days before the event will be charged 100% of guarantee as well as any contracted services or rental items. Cancellations made less than 31 days out will be charged 50% of guarantee or expected attendance or Facility Setup Fee.

LIABILITY: Eagle Glen Golf Club will not assume responsibility for any damages to property, bodily injury, or loss of merchandise or personal articles, that may occur at any function held on property, from any cause, whatsoever, prior to, during or subsequent to the period covered by this contract, for you, your guests or contracted services. (i.e. photographer, DJ etc.) **Liability for damages to Eagle Glen Club House will be charged to Riverside Community College (RCCD). RCCD agrees to be responsible for any damage to the function areas or any other part of the Eagle Glen Golf Club" that is the result of negligent or willful conduct on the part of RCC staff, Faculty or Students.

FOOD AND BEVERAGE: All food and beverage must be consumed on the premises and purchased through Eagle Glen Golf Club. No food or beverage of any kind will be allowed to be brought into the Club by the client or guests from the outside without special permission from Eagle Glen Golf Club Catering Manager. The Club reserves the

right to charge for the services of such food and beverages. Alcoholic beverages will be served only to persons with legal proof of age. Eagle Glen will enforce all laws governing the sales and service of alcoholic beverages. If any situation continues after the client has been notified, the banquet bar will immediately close without further notice. Bar labor \$100.00+ applies.

TAXES: All applicable taxes are in addition to the stated food and beverage net menu prices and the client agrees to pay them separately or as noted. According to Ca. State Board of Equalization Regulation #1603, a taxable (7.75%) customary service charge (19%) is applied to all food and beverage functions.

TIME RESTRICTIONS: Facility space is available for your guests' arrival, no earlier or later than the time stated on your contract. 11:00am to 4:00pm for daytime social events, and 6:00pm to 12:00am for evening social events to avoid extra labor charges, and/or increased Facility/Setup fees.

SPECIAL CONDITIONS: Facility/Set up fee (\$3.00++ person) will apply to all events at Eagle Glen. Additionally no open flames are permitted; no signs, posters and/or banners are allowed to be affixed to the walls, doors, chandeliers or ceiling. Equipment Rentals/Specialty Linens/Security Guards or Wedding coordinator can be arranged at additional costs through the catering office. Eagle Glen Security is required for all social functions over 100 guests @ \$120.00+ tax or with Alcohol being served.

Client Signature _____ Date _____
(Your signature acknowledges agreement to the above requirements.)
March, 2007

RIVERSIDE COMMUNITY COLLEGE DISTRICT
TEACHING AND LEARNING

Report No.: V-A-8-r

Date: April 17, 2007

Subject: Agreement with Advanced Electrical Contracting, Inc.

Background: Presented for the Board's review and consideration is an agreement between Riverside Community College District and Advanced Electrical Contract, Inc. to provide services in connection with the Norco theater production of "My Fair Lady." This agreement includes set design, lighting and sound design, set assembly, lighting and sound operation during the shows and striking of the set upon completion. The term of the agreement is for April 18, 2007 through May 1, 2007, for a fee of \$5,000.00. Funding source: General Fund.

This agreement has been reviewed by Ruth Adams, Director, Contracts, Compliance and Legal Services, and Sylvia Thomas, Associate Vice Chancellor, Instruction.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, for April 18, 2007 through May 1, 2007, for an amount not to exceed \$5,000.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Gaither Loewenstein
Vice President of Educational Services

AGREEMENT BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT
AND
ADVANCED ELECTRICAL CONTRACTING, INC.

THIS AGREEMENT is made and entered into on this 18th day of April 2007, by and between ADVANCED ELECTRICAL CONTRACTING, INC, hereinafter referred to as "Contractor" and RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "District".

The parties hereto mutually agree as follows:

1. The Contractor agrees to provide the following services: Labor to perform the following for My Fair Lady theater production:
 - Perform simple set design
 - Lighting design with existing lighting
 - Sound design with exiting equipment
 - Program design
 - Set assembly
 - Lighting programming and operation during show
 - Sound programming and operation
 - Lighting and sound rigging
 - Strike set and light/sound upon completion of show
 - a. The services will be provided at: Norco Campus – Little Theater
 - b. The District shall provide the Contractor adequate working conditions and support as appropriate to conduct the services outlined above.
2. The term of this agreement shall be from April 18, 2007 through May 1, 2007.
3. Payment in consideration of this agreement includes a service fee that shall not exceed \$5,000.00, payable after receipt of invoice.
4. During the term of this Agreement, CONTRACTOR shall defend, indemnify and hold the RCCD and its trustees, agents, students and employees, harmless from all claims, actions and judgments, including attorney fees, costs, interest and related expenses for losses, liability, or damages of any kind in any way caused by, related to, or resulting from, the acts or omissions of CONTRACTOR, its officers, directors, agents, affiliates and employees, arising out of the performance of this Agreement.

During the term of this Agreement, RCCD shall defend, indemnify and hold the CONTRACTOR and its officers, directors, agents, affiliates and employees, harmless from all claims, actions and judgments, including attorney fees, costs, interest and related expenses for losses, liability, or damages of any kind in any way caused by, related to, or resulting from, the acts or omissions of the RCCD, its trustees, agents, students and employees, arising out of the performance of this Agreement.

5. Contractor shall not discriminate against any person in the provision of services, or employment of persons on the basis of race, color, national origin, ancestry, religion, physical/mental disability, marital status, sex, age or sexual orientation.
6. Contractor is an independent contractor and no employer-employee relationship exists between Contractor and District.
7. Neither this Agreement, nor any duties or obligations under this Agreement may be assigned by either party without the prior written consent of the other party.
8. This contract may be terminated by either party with 15 days advance notice in writing. Failure to deliver services as requested constitutes reason for termination of this Agreement.

This Agreement has been read and agreed upon by the following representatives of both parties.

RIVERSIDE COMMUNITY COLLEGE
DISTRICT

CONTRACTOR

By: _____
James L. Buysse, Vice Chancellor
Administration and Finance

By: _____
Tom Hora
Advanced Electrical Contracting, Inc.
11750 Sterling, Ave., Suite E
Riverside, CA 92503

RIVERSIDE COMMUNITY COLLEGE DISTRICT
TEACHING AND LEARNING

Report No.: V-A-8-s

Date: April 17, 2007

Subject: Agreement with Marriott Hotel

Background: Attached for the Board's review and consideration is an agreement between Riverside Community College District and the Riverside Marriott Hotel. The Riverside Marriott Hotel will provide catering and facilities for the Foster Youth Emancipation Program's annual emancipation celebration event. The event was developed in collaboration with Riverside County Department of Public Social Service (DPSS) and will be held on the evening of May 31, 2007. This event is a requirement of the Memorandum of Understanding with Riverside County DPSS with funds specifically designated for this activity. The event is to celebrate the emancipation of foster youth. It is expected that approximately 300 people will attend the event which includes the youth, guests, and RCCD and DPSS staff. The estimated cost for the event catering and facilities will be \$8,400.00. Funding source: Foster Youth Emancipation Grant.

This agreement has been reviewed by Ruth Adams, Director, Contracts, Compliance and Legal Services, and Sylvia Thomas, Associate Vice Chancellor of Instruction.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, for May 31, 2007, for an amount not to exceed \$8,400.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Shelagh Camak
Associate Vice Chancellor, Workforce Development
Michael Wright
Director, Workforce Preparation Grants and Contracts

CATERING CONTRACT

Pursuant to this contract, once accepted, Riverside Community College will hold the following banquet function at the Riverside Marriott.

Date	Start Time	End Time	Function	Room	Setup	Agr
5/31/2007	4:00 PM	5:00 PM	Setup	Grand Ballroom		
5/31/2007	6:00 PM	11:00 PM	Dinner	Grand Ballroom	Rounds	300

ALL RESERVATIONS AND THIS AGREEMENT are subject to the rules and regulations of hotel and the following conditions:

1. Based on the estimated number of guests set forth above, you will be required to spend a minimum of \$8400.00 in food and beverage charges for the function ("Minimum Anticipated Food and Beverage Revenue"). This Minimum Anticipated Food and Beverage Revenue does not include taxes or service, room rental, labor or audio/visual charges, or any other miscellaneous charges incurred for your event. If your final attendance count should fall below the estimated number of guests listed above, we will be happy to advise you as to alternatives in food and beverage selections which may provide you with services equivalent in value to the agreed upon minimum Anticipated Food and Beverage revenue figures for your function.

Because of the Hotel's large capacity to prepare and serve food, the parties recognize that it is exceptionally unlikely that the Hotel would be able to mitigate any losses caused by under utilization (attrition) or cancellation of the program. The parties agree that prospectively calculating the damages Hotel would suffer as the result of cancellation or attrition would be exceptionally difficult. The amounts due for under utilization or cancellation set forth herein are intended as liquidated damages.

A. ATTRITION / UNDER UTILIZATION POLICY

You may reduce the Minimum Anticipated Food and Beverage Revenue amount by 5% at any time between the date of the contract and fourteen days prior to the date of the event. Should your event generate less Food and Beverage Revenue (excluding taxes or service, labor or audio/visual charges, or any other miscellaneous charges incurred for your event) than 95% of the Minimum Anticipated Food and Beverage Revenue, a charge in the amount of 75% of any deficit (plus taxes and applicable service charges) will be charged to you.

B. CANCELLATION POLICY

If you should cancel your reservation or function, the Hotel shall be entitled to collect, as liquidated damages fifty percent (50%) of the sum of the Minimum Anticipated Food and Beverage Revenue and meeting room rental, if canceled from the date of contract to ninety (90) days before the date of your function; and seventy-five percent (75%) of the sum of the Minimum Anticipated Food and Beverage Revenue and the meeting room rental, if canceled within ninety (90) days to ten (10) days before the date of your function, and ninety percent (90%) of Minimum Anticipated Food and Beverage Revenue plus meeting room rental to be charged if canceled within ten (10) days. Taxes and applicable service charges will be added to all amounts.

Liquidated damages resulting from cancellation shall be due and payable at the time of cancellation.

2. Though this number will not affect the Minimum Anticipated Food and Beverage Revenue figure noted above, the final attendance for your function must be received in writing by the catering/conference services office NO LATER THAN 12:00PM, three (3) working days before the date of the function. This will be the number for whom the Hotel will prepare food for the function. The Hotel cannot be responsible for service or guaranteeing the same menu items for more than five percent over guarantee. If a guarantee is not given to the Hotel by the specified time and date, the original estimated attendance would be considered the final guarantee. Your final menu selections must be made no later than 7 days prior to your arrival.
3. All federal and local taxes are charges related to the services rendered by the Hotel for your function in addition to the prices herein agreed upon, and you agree to pay them in accordance with the payment terms set forth herein.
4. No food or beverages of any kind can be brought into the Hotel by you or any of your guests, invitees or attendees.
5. No damages shall be due for a failure of performance due to Acts of God, war, terrorist act, government regulation, riots, disaster or strikes, any one of which make performance impossible, or due to restrictions on commodities or supplies. If, for any reason, the space reserved hereunder is not available for the Event, Hotel may substitute other space, and Group agrees to accept such substitutions. In no event will Hotel be liable for consequential damages of any nature for any reason. Further, if in the event the Hotel shall have any liability to you (whether under this contract or otherwise), the amount of such liability shall not exceed the amount of your deposit, plus fifty percent (50%) of the Minimum Anticipated Food and Beverage Revenue amount.

6. A first deposit of \$1000.00 of the Minimum Anticipated Food and Beverage Revenue is due when Group signs the contract. Payment of an additional amount which, when added to the first deposit, will equal 50% of the Minimum Anticipated Food and Beverage Revenue, is to be made 90 days prior to Event and any remaining balance is to be made in cash, by certified or bank check or credit card, one week prior to Event. If any such payment is not made, Hotel may, at its option, deem the Event to be canceled, in which case cancellation charges will apply as noted above and the Hotel will retain any deposits on hand and apply them to the cancellation charges. Interest will accrue on any unpaid balance or deposit paid late at the rate of 1.5% per month or 18% per annum. For your convenience, we enclose a credit authorization form. If you wish to pay by credit card, please complete the enclosed form and return it to us with a clear, legible copy of both sides of your credit card.
7. A 20% service charge will be assessed to all of your bills from the Hotel to offset administrative expenses for supervisory, sales and other banquet personnel. On any event where the guaranteed number is less than 25 persons, a \$35.00 labor charge will be added to the Event.
8. The Hotel reserves the right to assign another room for your function in the event the room originally designated for your function shall be unavailable or inappropriate, in the Hotel's sole opinion. In the event of increased costs of commodities or menu items, the Hotel may, at its option, make reasonable substitutions in menu items.
9. This contract is made and to be performed in Riverside, CA and shall be governed by and construed in accordance with California law. By executing this agreement, Riverside Community College consents to the exercise of personal jurisdiction over it by the courts of the State of California, which shall be where any litigation relating to this contract in any way shall occur. This contract is the entire agreement between the parties, superseding all prior proposals both oral and written, negotiations, representations, commitments and other communications between the parties, and may only be supplemented or changed in writing, signed by a representative of the group and the hotel's Director of Catering. No representative of the Hotel has been or is authorized to make any representation, which varies from the express terms of this contract, though this contract may be supplemented or amended in writing. Group may not assign any benefits arising under or associated in any way with this contract without prior written consent of Hotel. No food and/or beverage of any kind will be permitted to be brought into the hotel, or any suite used as a hospitality suite, by the group or any of the group's guests. Additionally, should the Hotel, in its sole discretion, deem collection action necessary, whether prior to, during or subsequent to litigation, the entire cost of collection, including attorneys' fees, costs, shall be paid by Group. In the event of litigation, the prevailing party therein shall recover its attorneys' fees and costs.
10. All displays and/or decorations proposed by Group will be subject to the prior written approval of Hotel in each instance. Any personal property of Group or Group's guests or

invitees brought onto Hotel premises and left thereon, either prior to or following the Event, will be at sole risk of the Group and Hotel will not be liable for any loss of or damage to this property for any reason. Group acknowledges that the Hotel does not maintain insurance covering Group's property and that it is the sole responsibility of Group to obtain business interruption, and property damage, and other potentially applicable, insurance covering such losses by Group.

11. If required, at the sole judgment of Hotel, in order to maintain adequate security measures in light of the size and nature of the Event, Group shall provide, at its expense, security personnel for the Event supplied by a reputable licensed guard or security agency doing business in the city or county in which the Hotel is located, which agency shall be subject to the prior approval of Hotel. Security personnel provided by Group shall not carry weapons and are to coordinate with Hotel's regular security force and will concern themselves only with access to the space reserved hereunder (or substituted therefore), restricting their presence to those areas of the Hotel premises.
12. Group agrees to conduct the Event in an orderly manner in full compliance with applicable laws, regulations, and Hotel rules, copies of which are available from the Catering Department.
13. Hotel's on-site Audio-Visual Company offers state-of-the-art equipment and technical support staff for all conference needs. Use of any audio-visual/production companies other than Hotel is prohibited without consent. Where an outside company is used, there will be a fee of no less than N/A to compensate the hotel for its internal supervisory requirements.
14. The Hotel offers all services necessary for a successful event. However, if Group finds it necessary to use outside services, any companies, firms, agencies, individuals and groups hired by or on behalf of Group shall be subject to prior written approval of the Hotel. The Hotel reserves the right to advance approval of all specifications, including electrical requirements, from all outside contractors, and to charge a fee for outside services brought into the Hotel. Upon prior reasonable notice to the Hotel from Group, Hotel shall cooperate with such contractors and provide them with facilities at the premises to the extent that the use and occupancy of the facilities by the contractor does not interfere with the use and enjoyment of the Hotel premises by other guests and members of the Hotel. Group's contracts with its contractors will all specify that contractor and the group will indemnify and hold the Hotel harmless from any and all damages or liabilities which may arise by such Contractors or through their use. Any contracted company working at Hotel is required to carry and maintain workers' compensation insurance in statutory amounts; comprehensive general public liability insurance covering automobile, personal injury and property damage with single limits of not less than one million dollars per person per occurrence. All such policies (except workers' compensation) shall specifically state "Hotel is named as an additional insured under the above policy. Such insurance shall be primary and not contributory with Hotel."

Group bears all responsibility for the payment of any charges incurred at the Hotel by its contractors.

15. Group agrees to carry and maintain and provide evidence of liability and other insurance in amounts sufficient to provide coverage against any claims arising from any activities arising out of or resulting from the obligations which may arise or be incurred pursuant to or associated with this contract, and not less than the amounts set forth in the preceding section. Group's insurance policy shall name the Hotel as an additional insured.

Damage to the Hotel premises by the Group or appointed contractors will be the Group's responsibility. Group will accept full responsibility for any damages resulting from any action or omission of their individual attendees in conjunction with organized group activities. The Hotel is not responsible for any loss or damage no matter how caused, to any samples, displays, properties, or personal effects brought into the Hotel, and/or for the loss of equipment, exhibits or other materials left in meeting rooms.

The Hotel reserves the right to approve all outside contractors hired for use by the Group in the Hotel, and may have a list of approved contractors and vendors. The Hotel must be notified in advance of any proposed vendor. The Hotel reserves the right to advance approval of all specifications, including electrical requirements, form all outside contractors, and to charge a fee for outside services brought into the Hotel. The Group and/or outside contractors must provide proof of worker's compensation insurance for employees who will work on Hotel premises and proof of adequate general liability coverage for the Group and/or outside contractors' activities while on Hotel's premises, and must comply with all other similar requirements the Hotel deems appropriate, in its sole discretion, regarding use of function space, facilities and use of Hotel services.

The Hotel shall indemnify, defend and hold harmless the Group and its officers, directors, partners, agents, members and employees from and against any and all demands, claims, damages to persons or property, losses and liabilities, including reasonable attorney's fees (collectively "Claims") arising out of or caused by the Hotel's negligence in connection with the provision of services or the use of the Hotel facilities. The Hotel shall not have waived or be deemed to have waived, by reason of this paragraph, any defense which it may have with respect to such claims.

The Group shall indemnify, defend and hold harmless the Hotel and its officers, directors, partners, agents, members and employees from and against any and all demands, claims, damages to persons or property, losses and liabilities, including reasonable attorney's fees (collectively "Claims") arising out of or caused by the Group's negligence and/or its members', agents', employees', independent contractors' or Exhibitors' negligence in connection with the use of the Hotel facilities. The Group shall not have waived or be

deemed to have waived, by reason of this paragraph, any defense which it may have with respect to such claims.

16. Signs and banners are not allowed in the hotel's public areas. In regard to the group's meeting space, all signs must be professionally printed and their placement and posting be pre-approved by the Convention Services Department. Nothing shall be posted, nailed, screwed or otherwise attached to walls, floors, or other parts of the building or furniture. Distribution of gummed stickers or labels is strictly prohibited. If Group desires to hang or adhere posters, banners, flip chart paper or other material in meeting rooms, sleeping rooms or public space, your conference service manager must be notified of this request in advance, and will assist Group with the request in order to avoid damage to rooms, walls, etc. Any damage to Hotel as a result of not having prior approval will be billed to Group.
17. The persons signing the agreement on behalf of Hotel and Riverside Community College each warrant that they are authorized to make agreements and to bind their principals to this agreement.
18. This contract shall be deemed accepted only after it has been signed by a representative of the group February 5, 2007 and thereafter signed by a representative of the hotel. Acceptance may be made by facsimile transmission and this contract may be executed in one or more counterparts, each of which when fully executed, shall be deemed to be an original, and all of which shall be deemed to be the same agreement.

Riverside Community College

By: _____ Date: _____

Name: James Buysse Title: Vice Chancellor Administration and Finance

Riverside Marriott

By: _____ Date: _____

Name: Cynthia Crehan Title: Director of Catering

RIVERSIDE COMMUNITY COLLEGE DISTRICT
TEACHING AND LEARNING

Report No.: V-A-8-t

Date: April 17, 2007

Subject: Agreement with Group 1 Productions

Background: Attached for the Board's review and consideration is an agreement between Riverside Community College District and Group 1 Productions to produce five (5) minute videos promoting the CalWORKs programs for each of the eleven community college campuses in the Region IV area. The videos will be used to enhance student recruitment efforts for those remaining on cash assistance. Each college in Region IV will receive 50 individually tailored DVDs and video files suitable for web delivery. The cost for the production and delivery of the videos will be \$10,000.00. The term of the agreement is April 18, 2007 through June 30, 2007. Funding source: VTEA 1B Leadership.

This agreement has been reviewed by Ruth Adams, Director, Contracts, Compliance and Legal Services, and Sylvia Thomas, Associate Vice Chancellor of Instruction.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, for April 18, 2007 through June 30, 2007, for an amount not to exceed \$10,000.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Shelagh Camak
Associate Vice Chancellor, Workforce Development
Michael Wright
Director, Workforce Preparation Grants and Contracts

AGREEMENT BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT
AND
Group 1 Productions

THIS AGREEMENT is made and entered into on this 18th day of April, 2007, by and between Group 1 Productions, hereinafter referred to as "Contractor" and RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "District".

The parties hereto mutually agree as follows:

1. The Contractor agrees to provide the following services:

Produce a 5 minute video promoting the CalWORKs program to be used for recruitment purposes. Contractor is responsible for completing this project in its entirety, including pre-production, production and post production. Eleven colleges are involved in this project, therefore, eleven different videos will be produced with an opening and closing tailored for each college, and the remaining video segments will be the same. Each college will receive 50 DVD copies of each master and video files suitable for web delivery.

- a. The video will be taped in and around the CalWORKs Program on any of the eleven colleges in the region IV area. The contractor will be provided adequate working conditions and support as appropriate to conduct the services outlined above.
2. The term of this agreement shall be from April 18, 2007 through June 30, 2007.
 3. Payment in consideration of this agreement includes a service fee that shall not exceed \$10,000.00, payable after receipt of invoice.
 4. During the term of this Agreement, CONTRACTOR shall defend, indemnify and hold the RCCD and its trustees, agents, students and employees, harmless from all claims, actions and judgments, including attorney fees, costs, interest and related expenses for losses, liability, or damages of any kind in any way caused by, related to, or resulting from, the acts or omissions of CONTRACTOR, its officers, directors, agents, affiliates and employees, arising out of the performance of this Agreement.

During the term of this Agreement, RCCD shall defend, indemnify and hold the CONTRACTOR and its officers, directors, agents, affiliates and employees, harmless from all claims, actions and judgments, including attorney fees, costs, interest and related expenses for losses, liability, or damages of any kind in any way caused by, related to, or resulting from, the acts or omissions of the RCCD, its trustees, agents, students and employees, arising out of the performance of this Agreement.

5. Contractor shall not discriminate against any person in the provision of services, or employment of persons on the basis of race, color, national origin, ancestry, religion, physical/mental disability, marital status, sex, age or sexual orientation.
6. Contractor is an independent contractor and no employer-employee relationship exists between Contractor and District.
7. Neither this Agreement, nor any duties or obligations under this Agreement may be assigned by either party without the prior written consent of the other party.
8. This contract may be terminated by either party with 15 days advance notice in writing. Failure to deliver services as requested constitutes reason for termination of this Agreement.
9. The parties acknowledge that no representations, inducements, promises, or agreements, orally or otherwise, have been made by anyone acting on behalf of either party, which is not stated herein. Any other agreement or statement of promises, not contained in this Agreement, shall not be valid or binding. Any modification of this Agreement will be effective only if it is in writing and signed by the party to be charged.
10. This Agreement will be governed by and construed in accordance with the laws of the State of California.

This Agreement has been read and agreed upon by the following representatives of both parties.

RIVERSIDE COMMUNITY COLLEGE
DISTRICT

CONTRACTOR

By: _____
James L. Buysse, Vice Chancellor
Administration and Finance

By: _____
Group 1 Productions
30962 Shaba Circle
Temecula, CA 92592

RIVERSIDE COMMUNITY COLLEGE DISTRICT
TEACHING AND LEARNING

Report No.: V-A-8-u

Date: April 17, 2007

Subject: Agreement with Eddie Joe Chagolla

Background: Attached for the Board's review and consideration is an agreement between Riverside Community College District and Eddie Joe Chagolla. Mr. Chagolla will deliver the keynote address at the Foster Youth's Emancipation Celebration event. The event committee comprised of RCCD Foster Youth Emancipation Program and Riverside County Department of Public Social Service (DPSS) staff selected Mr. Chagolla based on his knowledge and expertise of youth related issues in Riverside County. The keynote address will provide age appropriate subject material that will serve to inspire the youth to make better choices such as avoiding drugs and gangs, and the importance of staying in school. The cost for the delivery of the keynote address, on May 31, 2007, will be \$1,000.00. The Memorandum of Understanding with Riverside County DPSS for the Foster Youth Emancipation Program requires and allows for this expenditure. Funding source: Foster Youth Emancipation Grant.

This agreement has been reviewed by Ruth Adams, Director, Contracts, Compliance and Legal Services, and Sylvia Thomas, Associate Vice Chancellor of Instruction.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, for May 31, 2007, for an amount not to exceed \$1,000.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Shelagh Camak
Associate Vice Chancellor, Workforce Development
Michael Wright
Director, Workforce Preparation Grants and Contracts

SERVICE AGREEMENT
BETWEEN
Eddie Joe Chagolla
AND
Riverside Community College District

This Agreement, entered into this 31st DAY OF May 2007 between Eddie Joe Chagolla, hereinafter referred to as the "Service Provider," and Riverside Community College District, whose address is 4800 Magnolia Avenue, Riverside, California 92506, hereinafter referred to as the "The District."

ARTICLE I. TERM OF CONTRACT

1.01 This Agreement is effective to cover activities occurring on May 31, 2007.

ARTICLE II. SERVICES TO BE PERFORMED

2.01 Service Provider agrees to perform the services specified in the "Scope of Services" attached to this Agreement as "Exhibit A" and incorporated by reference herein.

ARTICLE III. COMPENSATION

3.01 In consideration for the services to be performed by the Service Provider, The District shall pay a total not to exceed \$1,000.00. Payable at the time of the event and upon receipt of an invoice.

ARTICLE IV. OBLIGATIONS OF SERVICE PROVIDER

4.01 Minimum Amount of Service. Service Provider agrees to devote its best efforts to performance of the services outlined in "Exhibit A" on behalf of The District.

4.02 Indemnification. The parties mutually agree to defend, indemnify and hold each other, their trustees, officers, employees, volunteers and agents harmless from any and all claims, demands, lawsuits, liability, loss, attorneys' fees, damage or injury to property or person, including wrongful death, resulting from, growing out of, or in any way connected with the performance of this Agreement.

4.03 Assignment. Neither this Agreement nor any duties or obligations under this Agreement may be assigned by either party without the prior written consent of the other party.

- 4.04 Treatment of The District Information. Service Provider shall regard all District data and information used in the work performed under this agreement as confidential.
- 4.05 Independent Contractor. It is understood that Service Provider is an independent contractor and that no employer-employee relation exists between the parties hereto.
- 4.06 Non-Discrimination. Service Provider agrees that he will comply with all state and federal non-discrimination and equal opportunity regulations for all persons with regard to race, color, religion, national origin, ancestry, sex, physical/mental disability, medical condition, marital status, age, or sexual orientation.

ARTICLE V. OBLIGATIONS OF THE COLLEGE

- 5.01 Cooperation of The District. The District agrees to comply with all reasonable requests of the Service Provider and provide access to all documents and/or information reasonably necessary to the performance of Service Provider's duties under this Agreement.

ARTICLE VI. TERMINATION OF AGREEMENT

- 6.01 Termination Upon Notice. Either party hereto may terminate this Agreement at any time upon 30 days written notice to the other.

ARTICLE VII. GENERAL PROVISIONS

- 7.01 Entire Agreement of the Parties. Each party to this Agreement acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which are not embodied herein, and that no other agreement, statement or promise not contained in this Agreement shall be valid or binding. Any modification of this Agreement will be effective only if it is in writing, signed by the party to be charged.
- 7.02 Governing Law. This Agreement will be governed by and construed in accordance with the laws of the State of California.

Riverside Community College District Service Provider

James Buysse
Vice Chancellor
Administration and Finance

Eddie Joe Chagolla
4341 Victoria Ave
Riverside, CA 92507

Date

Date

EXHIBIT A

Service Provider Agreement with Riverside Community College District and Eddie Joe Chagolla

SCOPE OF WORK

With this Agreement, Service Provider will perform services and produce deliverables as detailed within this scope of work.

Provide: Keynote Address at the annual Emancipation Event

Service Provider hereby agrees to provide the keynote address at the annual Foster Youth Emancipation celebration held on May 31, 2007. The address is to inspire the youth to make better choices, avoid gang and drug involvement, and the importance of staying in school. The keynote address will be given on May 31, 2007, the amount will not exceed \$1,000.

Deliverables

The following will be delivered to Riverside Community College District as a result of the provision of services described within this scope of work.

- Keynote address at the Foster Youth Emancipation celebration event.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
TEACHING AND LEARNING

Report No.: V-A-8-v

Date: April 17, 2007

Subject: Partnership with Jobing.com

Background: Attached for the Board's review and consideration is a proposed partnership between Riverside Community College District and Jobing.com. Through this arrangement, Jobing.com will have a link on the RCCD website. Students will have access to posting, searching, and applying for employment. RCCD will receive additional marketing and exposure through Jobing.com website and career expos. Jobing.com will provide marketing for activities and events, job postings to RCCD web site, and advertising in Go Jobing Magazine. Funding source: No cost to the District.

This agreement has been reviewed by Ruth Adams, Director, Contracts, Compliance and Legal Services, Darren Dong, Director, Communications and Web Development, Debbie DiThomas, Interim Vice Chancellor, Student Services and Operations, and Sylvia Thomas, Associate Vice Chancellor of Instruction.

Recommended Action: It is recommended that the Board of Trustees approve the partnership proposal.

Salvatore G. Rotella
Chancellor

Prepared by: Shelagh Camak
Associate Vice Chancellor, Workforce Development
Michael Wright
Director, Workforce Preparation Grants and Contracts

Riverside Community College District

Some of Our Current Partners Include:



Riverside Community College District

Objective:

The primary objective of this proposal is to create a strategic partnership between Riverside Community College District and Jobing.com for mutually beneficial purposes and to promote services benefiting students and the Southern California employment community. Jobing.com supports various Southern California professional associations, chambers, schools and diversity organizations. This partnership agreement will serve the following main functions to support RCCD

- To provide students access to posting, searching, and applying to local employment opportunities, both on and off campus, at no cost to the college and keep content of fresh and local jobs on the website
- To provide additional marketing opportunities and exposure for RCCD through the Jobing.com website, magazine, Career Expos, and other resources to come
- To deepen community involvement and outreach by being partnered with a Local Job Board
- To further brand RCCD's website as an employment resource and commonly used tool for both employing and job seeking members
- To help grow awareness for RCCD

Goals of the Jobing.com Website & Job Board Integration:

- To integrate Jobing.com job board technology into RCCD's website
- This job board will automatically cross-post jobs between Jobing.com and RCCD's website to ensure fresh content
- To increase brand awareness for the university through the Jobing.com websites, newsletters, Career Expos, and Go Jobing! Magazine

What RCCD will get:

Service

- Free Marketing support for your events, collateral, or conferences
- Word of Mouth Advertising: Our team will promote your organization on their daily calls
- We will drive traffic to your website by adding you to our website and partner page!

Product

(NOTE: All dollar amounts are for reference only and will be waived. There will be NO cost to the university)

- Integrated automated Job Board (\$12,000 year value)
- Newsletter articles about your college, trends in your industry, or coming events (\$599 per article value)
- Newsletter calendar items (\$299 value)
- Every 7th Job Posting Banner promoting your college (\$599 per month value)
- Employer Newsletter Banner promoting your college (\$599 per newsletter value)
- Home Page article about your college, trends in your industry, or coming events (\$599 Value)
- Inclusion in Go Jobing Magazine on Calendar of Events, Scene Page, and Partnership Directory

Riverside Community College District

- Go Jobing Magazine, full color advertisements workforce related ad
 - ½ page (\$2,000 value) or ¼ page (\$1,000 value)

For Job Fairs (All three campuses)

- Provide breakfast for employers
- Host “Employer Lounge”
- Promotion of event through calendar item in our employer/jobseeker newsletters
- Job fair posting (\$299)
- Promotion of event through Jobing.com blogs
- Workshops/Seminars
- 3-4 Jobing.com Team Members to assist with event
- Provide Photographer (case by case basis- as available)

For Career Center

- Ability to blog about local employment related subjects/raise awareness
- Provide Workshops/Seminars
- Use of Jobing.com Conference Room (as available)
- Provide Mousepads/Pens/Bookmarks
- Provide Headset for viewing online employer profiles (in Jobing.com booth area)
- Ability for University staff to blog on Jobing.com about upcoming events/employer and jobseeker issues etc.
- Ad in GoJobing Magazine as it becomes available

RCCD’s support of Jobing.com:

- Help us spread the word about our website and our Career Expos via your website (banners, newsletters, email blasts, announcements/tables/fliers at meetings)
- Commitment to ongoing promotion of your Career Center to your members
- Provide us a networking booth at some of your meetings
- We do not want your contact lists

At the RCCD’s Job Fairs

- Jobing.com named as primary sponsor on ads (including tv/radio if applicable)
- Exclusive promotional use of breakfast area and/or “employer lounge”
- Jobing.com Logo on all distributed and email correspondence
- Large Presence at event (large displays/banners/large booth/wrapped cars)
- Announcement to all employers of sponsorship
- Jobing.com literature on all employer’s tables or chairs before event
- Podium announcement (welcome on behalf of Jobing.com)

Riverside Community College District

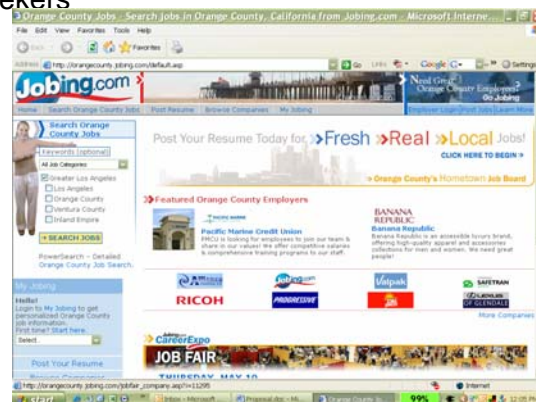
- Full page program ad

In Career Center

- Display Jobing.com Posters on walls for jobseekers/employers
- Presence on website
- Logo Somewhere on correspondence materials as partner
- Articles in E-newsletter/Newsletter (if applicable)
- Mousepads at computers areas

Jobing.com Grass Roots Marketing Efforts to Benefit Partners:

- Jobing.com partners.....Growing Network of Partners
- Community Involvement- Free Workshops for Local Jobseekers
- Wrapped Cars
- Dodgers and Angels Exposure (?)
- Local Billboards
- Career Expos
- Go Jobing! Magazine



Why we partner?

- Jobing.com hosts job boards on local association websites to extend the reach of our job postings
- This network allows our clients to target specific types of job seekers who best fit their recruitment needs
- By partnering with Southern California schools, chambers, and associations, we are able to reach our client's target audience better than Jobing.com's power alone
- Jobing.com provides online solutions for local employers for recruitment (online job postings and resume database searching) and provides additional services including JobingTV, Career Expos, and Video Job Postings

Testimonial:

"There aren't many organizations that you interact with, that each time you get back more than you expect. We have found that to be the case with Jobing.com."

Marla Weston MS, RN, Executive Director, Arizona Nurses Association

RIVERSIDE COMMUNITY COLLEGE DISTRICT
TEACHING AND LEARNING

Report No.: V-A-8-w

Date: April 17, 2007

Subject: Agreement with Full Capacity Marketing, Inc.

Background: Attached for the Board's review and consideration is an agreement between Riverside Community College District and Full Capacity Marketing, Inc., to develop and produce a marketing video for the Desert Regional Consortium (DRC) to inform the business and industry communities of the opportunities and innovative solutions that community colleges offer to meet their employment and training needs. In addition, the colleges have a network of industry-specific training and consulting experts. They are part of the California Community College's Economic and Workforce Development (EWD) Program whose mission is to advance California's economy and competitiveness through high quality customized training and services focusing on workforce improvement, technology deployment and business development. The video will provide an opportunity to educate these important customers about the many innovative strategies and services of the DRC members. Comprised of 11 community colleges within the Inland Empire/Desert region, the DRC collaborates on a variety of career and technical education and workforce and economic development initiatives. The term of the agreement will be from April 18, 2007 through June 30, 2007, for an amount not to exceed \$15,000.00. Funding source: VTEA State Leadership Grant.

This agreement has been reviewed by Sylvia Thomas, Associate Vice Chancellor, Instruction, and Ruth Adams, Director, Contracts, Compliance and Legal Services.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, from April 18, 2007 through June 30, 2007, for an amount not to exceed \$15,000.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Ron Vito
Associate Vice Chancellor, Occupational Education

AGREEMENT BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT
AND
FULL CAPACITY MARKETING, INC.

THIS AGREEMENT is made and entered into on this 18th day of April, 2007, by and between FULL CAPACITY MARKETING, INC., hereinafter referred to as "Contractor" and RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "District".

The parties hereto mutually agree as follows:

1. The Contractor agrees to provide the following services: develop and produce a regional marketing video to educate business and industry that community colleges are in tuned with their employment and training needs and offer flexible, innovative solutions. The full scope of services are outlined on Attachment A.
 - a. The services will be provided at various locations at all the community colleges in San Bernardino and Riverside counties.
 - b. The District shall provide the Contractor adequate working conditions and support as appropriate to conduct the services outlined above.
2. The term of this agreement shall be from April 18, 2007 through June 30, 2007.
3. Payment in consideration of this agreement includes a service fee that shall not exceed \$15,000.00, payable after receipt of invoice.
4. During the term of this Agreement, CONTRACTOR shall defend, indemnify and hold the RCCD and its trustees, agents, students and employees, harmless from all claims, actions and judgments, including attorney fees, costs, interest and related expenses for losses, liability, or damages of any kind in any way caused by, related to, or resulting from, the acts or omissions of CONTRACTOR, its officers, directors, agents, affiliates and employees, arising out of the performance of this Agreement.

During the term of this Agreement, RCCD shall defend, indemnify and hold the CONTRACTOR and its officers, directors, agents, affiliates and employees, harmless from all claims, actions and judgments, including attorney fees, costs, interest and related expenses for losses, liability, or damages of any kind in any way caused by, related to, or resulting from, the acts or omissions of the RCCD, its trustees, agents, students and employees, arising out of the performance of this Agreement.

5. Contractor shall not discriminate against any person in the provision of services, or employment of persons on the basis of race, color, national origin, ancestry, religion, physical/mental disability, marital status, sex, age or sexual orientation.
6. Contractor is an independent contractor and no employer-employee relationship exists between Contractor and District.
7. Neither this Agreement, nor any duties or obligations under this Agreement may be assigned by either party without the prior written consent of the other party.
8. This contract may be terminated by either party with 15 days advance notice in writing. Failure to deliver services as requested constitutes reason for termination of this Agreement.
9. The parties acknowledge that no representations, inducements, promises, or agreements, orally or otherwise, have been made by anyone acting on behalf of either party, which is not stated herein. Any other agreement or statement of promises, not contained in this Agreement, shall not be valid or binding. Any modification of this Agreement will be effective only if it is in writing and signed by the party to be charged.
10. This Agreement will be governed by and construed in accordance with the laws of the State of California.

This Agreement has been read and agreed upon by the following representatives of both parties.

RIVERSIDE COMMUNITY COLLEGE
DISTRICT

CONTRACTOR

By: _____
James L. Buysse, Vice Chancellor
Administration and Finance

By: _____
Celina Shands, President/CEO
Full Capacity Marketing, Inc.
3525 Del Mar Heights Rd. #296
San Diego, CA 92130

Attachment
A



Desert Regional Consortium
Promoting Economic and Workforce Development Videos

Business and Industry Video and Individual Member Video

FCM Scope of Work & Timeline: March – June 2007 RIVERSIDE COMMUNITY COLLEGE



Background

Comprised of 11 community colleges within the Inland Empire/Desert region, the Desert Regional Consortium (DRC) collaborates on a variety of career and technical education and workforce and economic development initiatives. Members include Barstow Community College; Cerro Coso Community College; Chaffey College; College of the Desert; Copper Mountain College; Crafton Hills College; Mt. San Jacinto College; Palo Verde College; Riverside Community College; San Bernardino Valley College; and Victor Valley Community College.

One of the key objectives of the video would be to educate business and industry that community colleges are in tuned with their employment and training needs, and offer flexible, innovative solutions. In addition, the colleges have a network of industry-specific training and consulting experts, serving the Inland Empire. They are part of the California Community College's Economic and Workforce Development (EWD) Program, and are tasked with the mission to advance California's economy and competitiveness through high quality customized training and services to business focusing on workforce improvement, technology deployment and business development. The video will provide an opportunity to educate these important customers about the many innovative strategies and services of the DRC members.

The regionally-focused video will be available for download online at member Web sites, and/or used as a promotional DVD targeting potential business and industry customers. Additionally, each a commercial will be produced for each college. FCM will manage all aspects of the project from conception to production, with the regionally-focused video completed by June 30, 2007, and the 11 individual college commercials completed by August 30, 2007.

FCM Scope of Work & Timeline

The video project should be leveraged as an opportunity for its members to begin thinking about an overall brand strategy with key messages, and a call to action. The video should help answer the question, "what is the DRC's unique value proposition?", for the business/industry customer. FCM will facilitate the DRC in a process to uncover each college's unique value proposition for serving business and industry, and to highlight their most creative innovation to date. Collectively, these innovations will create a platform to develop overarching brand messages for the DRC that can be communicated through the video.

Riverside Community College will support the project by contracting with FCM for research planning and storyboard components, along with the video shoot at 2 of the 11 member campuses. Tasks and timelines associated with this effort are detailed in the next section.

Phase 1: March 9, 2007 – June 30, 2007

Planning & Research

- Conference call with DRC video committee to discuss vision of video and production process. Agenda items include:
 - Project vision and goals – education; inform; call to action; etc.
 - Format options – interview; documentary; video magazine; talking heads; story-based
 - Tone of video
 - Target audience discussion - perception/barriers/key influencers
 - Available market research
 - Key messages and value proposition
 - Process for engaging other DRC members
 - Video spokesperson(s)/Voiceover/Business and Industry Customers
 - Media coverage options
 - Finalize project plan
- Development of creative brief highlighting committee discussions
- FCM to contact and interview DRC members for data and materials on individual college and unique innovation for video highlight and discuss individual commercials
- EWD works with FCM to supply market research on business and industry
- FCM assimilates research and submissions from DRC members

Storyboard Development

- FCM creates storyboards for all 12 – visuals, key messages, script
- Conference call to review storyboard with DRC video committee
- Refine storyboards
- Develop pre-production schedule

Videotape: Pre-production

- Location shoots [2 of 11 community colleges]
- Oversight of pre-production process

Summary of Tasks and Budget: Riverside Community College

Planning & Research

- Preparation for initial conference call with DRC video committee to discuss options
- Facilitation of meeting with DRC
- Creative brief based on DRC meeting capturing highlights
- Contact and interview DRC members for data and materials on individual college and unique innovation for video highlight
- Contact EWD for market research on business and industry
- Review of research and submissions from DRC members

Total Cost – \$5,425.00

Storyboard Development

- Storyboards (12) – visuals, key messages, script
- Conference call to review storyboard with DRC video committee
- Refine storyboards (12) and develop
- Meet with Riverside Community College to discuss and build production schedule

Total Cost – \$6,650.00

Videotape Pre-production

- Location Shoots at 2 community colleges
- Oversight of production process

Total Cost – \$2,925.00

Total Contract Amount - \$15,000.00

Contact Information

Celina Shands - President/CEO
Full Capacity Marketing, Inc.
3525 Del Mar Heights Rd. #296
San Diego, CA 92130
Phone: (858) 793-6694 – direct line
Fax: (858) 793-1728
Cell: (858) 735-2883
Email: Celina@fullcapacitymarketing.com
Web: www.fullcapacitymarketing.com
EIN # - 56-2354034

- end -

RIVERSIDE COMMUNITY COLLEGE DISTRICT
TEACHING AND LEARNING

Report No.: V-A-8-x

Date: April 17, 2007

Subject: Agreement with Council Connections and Quest Diagnostics

Background: Presented for the Board's review and consideration is an agreement and application between Riverside Community College District and Council Connections and Quest Diagnostics whereby students can pay for and access lab tests, at a discounted rate. The term of the agreement with Council Connections remains March 23, 2006 through January 31, 2009; however, the original contractor term sheet, which is an extended agreement between Council Connections and Quest Diagnostics (Unilab), expired on October 31, 2006. This agreement includes a new contractor term sheet for January 1, 2007 through December 31, 2008, with no increase in pricing level. Further, the District is applying for a Continuum of Care Membership that includes discounts on pharmaceutical and medical supplies, hazardous waste disposal costs and an additional three percent (3%) discount on laboratory fees. Funding source: No cost to the District.

The agreement and application have been reviewed by Sylvia Thomas, Associate Vice Chancellor of Instruction, and Ruth Adams, Director, Contracts, Compliance and Legal Services.

Recommended Action: It is recommended that the Board of Trustees ratify the agreement, for January 1, 2007 through December 31, 2008, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign both the agreement and application.

Salvatore G. Rotella
Chancellor

Prepared by: Renee Kimberling
District Director, Health Services

CONTINUUM OF CARE
MEMBERSHIP APPLICATION
MULTI-FACILITY

ACCOUNT INFORMATION

<u>Riverside Community College District</u> Name of Proposed Member ("Prospective Member") <u>951-222-8151</u> Telephone # <u>4800 Magnolia Ave</u> Primary Street Address <u>Riverside, CA 92506</u> City/State/Zip <u>Same As Above</u> Mailing Address <u>City/State/Zip</u>	<u>Renee Kimberling</u> Prospective Member's Primary Contact Name <u>Renee.kimberling@rcc.edu</u> E-mail Address <u>951-222-8151</u> Phone: <u>951-222-8815</u> Fax: <u>n/a</u> <u>n/a</u> URL: Medicare Provider
---	--

*If there are additional Addresses, please complete Exhibit C, "List of Facilities"

*If this is a new facility, please indicate estimated Opening Date: _____

CONTRACT RECIPIENT PROFILE

In order to receive contract mailings, we need to have a Contact Name and e-mail on file. Please indicate "SAME" if same as Prospective Member's contact as identified above and if not provide requested information below:

Same As Above:

If Other:

n/a

<u>Contract Recipient Name:</u> <u>City/State/Zip</u> <u>Council Connections</u> Direct Parent Name Relation to Direct Parent: <u>Affiliated</u>	<u>Primary Street Address</u> <u>Telephone #</u> <u>E-mail Address</u>
--	--

Primary Service(s) - please check all that apply (note this does not determine contract tier pricing eligibility):

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Clinic (Community Health Center) | <input type="checkbox"/> Psychiatric/Mental Health Services | <input type="checkbox"/> Rural Health |
| <input type="checkbox"/> Ambulatory Care/Primary Care | <input type="checkbox"/> Substance Abuse | <input type="checkbox"/> Mobile Clinic |
| <input type="checkbox"/> Dental | <input type="checkbox"/> In-House Pharmacy | <input type="checkbox"/> Homeless Services |
| <input type="checkbox"/> Optometry | <input type="checkbox"/> Retail Pharmacy | <input type="checkbox"/> Physician/Physicians Group |
| <input type="checkbox"/> Family Planning | <input type="checkbox"/> Dispensary Pharmacy | <input type="checkbox"/> HIV/AIDS Clinic |
| <input type="checkbox"/> Freestanding Clinic Laboratory | <input type="checkbox"/> Contracted Pharmacy | <input checked="" type="checkbox"/> Other <u>College Health</u> |

Member Start Date: (Allow 30-45 days for processing)

Start date cannot precede the received date of a signed copy of this application and should account for required notification period for Council Connections' member facilities.

Member Classification (check all that apply):

- | | | |
|--|--|---|
| <input type="checkbox"/> Not For Profit | <input type="checkbox"/> Title X | <input checked="" type="checkbox"/> City/County/State |
| <input type="checkbox"/> FQHC(Federally Qualified Health Ctr.) | <input checked="" type="checkbox"/> Student Clinic | <input type="checkbox"/> For Profit |
| <input type="checkbox"/> Look Alike | <input type="checkbox"/> Free Clinic | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Tribal/Native American Clinic | | |

NOTE: Each member must also complete Exhibits A & D.
If member will be participating in the Pharmacy program, then also complete Exhibit B.

TERMS, CONDITIONS & SIGNATURES

By signing below, Prospective Member agrees and acknowledges (on behalf of itself and, in the case of Multi-Facility, each of the facilities listed in Exhibit C) that:

- It has read and understands the Premier Group Purchasing Policy ("the Policy") and agrees to comply with the Policy.
- It will use all products and supplies it purchases under Premier Purchasing Partners' and Council Connections' group purchasing agreements solely for its own operations and will not re-sell any such products or supplies (except to the extent Prospective Member is a DME provider or retail pharmacy that is purchasing from Premier suppliers who offer pricing to DME providers and/or retail pharmacies with the expectation that products will be re-sold).
- It will not participate in the group purchasing programs of other national group purchasing organizations.
Prospective Member (and Prospective Member's agents, employees and representatives) shall keep confidential Premier's and Council Connections' proprietary and confidential information and shall not disclose such information to any third parties other than Purchasing Partners and Council Connections or Prospective Member's employees with a need to know (who have been made aware of this provision by Prospective Member and agree to comply with it). Such confidential information includes without limitation Purchasing Partners' and Council Connections' plans, reports, proposals, agreements, organizational documents, clinical studies, software, pricing information, and contract catalogs (printed and electronic). Prospective Member's obligation to maintain the confidentiality of such information shall remain in effect continuously throughout the period of Prospective Member's membership in Purchasing Partners and Council Connections and for a period of five (5) years thereafter. In the event Prospective Member is operated by a state, federal or municipal agency and therefore subject to applicable open records laws which may require Prospective Member to release confidential information of Premier or Council Connections, Evaluator agrees to promptly notify Premier and Council Connections of any request under such laws for the release of such information. Further, Evaluator shall cooperate in good faith with Premier and Council Connections and use its best efforts to assist Premier and Council Connections in preventing the release of such information to the extent consistent with applicable law.
- It will sign the Facility Authorization and Vendor Fee Agreement attached as Exhibit A. The signed original of the Facility Authorization and Vendor Fee Agreement should be returned to Council Connections as soon as possible and a copy retained by Prospective Member for its records. Notwithstanding approval of Prospective Member's application to become a member in Purchasing Partners and Council Connections, Prospective Member (and in the case of Multi-Facility members, each facility listed in Exhibit C) will not have the right to participate in Purchasing Partners' and Council Connections' group purchasing programs until the Facility Authorization and Vendor Fee Agreement has been signed and returned to Purchasing Partners via Council Connections. Execution of the Facility Authorization and Vendor Fee Agreement is required for compliance with the regulatory safe harbor for group purchasing organizations under the Federal Medicare Anti-Fraud and Abuse Statute, codified at 42 C.F.R. § 1001.952(j).

Prospective Member hereby agrees to the foregoing terms of participation and confirms that all information supplied by Prospective Member to Purchasing Partners and Council Connections is complete and accurate. Participation in Purchasing Partners' and Council Connections' group purchasing programs is subject to the Policy. If Prospective Member is a Multi-Facility member, Prospective Member hereby acknowledges and agrees that it is authorized to sign this Agreement on behalf of itself and each of the facilities listed in Exhibit C. In such case, Prospective Member and each such facility shall be bound by the terms of this Agreement.



Signature of Prospective Member
Dr. Jim Buysse

Printed Name
Vice Chancellor, Administration & Finance

Title

Signature of Sponsor/Group Affiliate
B. Kathlyn Mead

Printed Name
CEO, Council Connections

Title

Date:

Date:

ACKNOWLEDGED: PREMIER PURCHASING PARTNERS, L.P

Premier Authorized Signature

Date

Return the completed application via fax to 619-542-4399 or mail to:

Council Connections
Attn: Membership Services
P.O. Box 880969
San Diego, CA 92168-0969
800-640-1662
info@councilconnections.com

EXHIBIT A

FACILITY AUTHORIZATION & VENDOR AGREEMENT

Premier Purchasing Partners, L.P. ("Purchasing Partners") Council Connections ("Council") and Riverside Community College District, Health Services ("Facility") hereby agree as follows:

PURCHASING AGENT FOR PURPOSES OF PARTICIPATING IN GROUP PURCHASING PROGRAMS

Purchasing Partners and Council are authorized to act as purchasing agents for Facility;

ADMINISTRATIVE FEE

Facility is hereby notified that (a) vendors pay to Purchasing Partners or Council an administrative fee of three percent (3%) or less of the purchase price of goods and services that such vendors provide under contracts with Purchasing Partners or Council. Notwithstanding the foregoing, Council currently is a party to three (3) contracts with vendors that provide for the payment of administrative fees to Council in excess of three percent (3%) of the purchase price of goods and services that the vendors provide under such contracts (the "Over 3% Contracts"). Council acknowledges and agrees that, in accordance with applicable law, it will disclose to Facility in a separate disclosure statement the percentage of administrative fees Council receives under the Over 3% Contracts. Council and Facility further acknowledge that Purchasing Partners receives no portion of the administrative fees resulting from the Over 3% Contracts. The aggregate administrative fees received from vendors under certain group purchasing agreements other than the Over 3% Contracts will be apportioned between Purchasing Partners and Council pursuant to a separate written agreement between Purchasing Partners and Council (the "Purchasing Partners/ Agreement").

ANNUAL DISCLOSURE OF ADMINISTRATIVE FEES

On an annual basis, Purchasing Partners and Council shall provide Facility written notice of the amount of administrative fees which Purchasing Partners and Council have received from vendors with respect to purchases made by or on behalf of Facility.

LIABILITY ISSUES

Purchasing Partners and Council shall not be responsible for any act or omission by their contracted suppliers or any agent or vendor of such suppliers. Facility hereby releases Purchasing Partners and Council from any liability or responsibility arising from such acts, omissions or non-performance. As a condition of participation in Purchasing Partners and Council group purchasing programs, Facility agrees that it shall look solely to contracted suppliers, and not Purchasing Partners or Council, for performance of such suppliers' obligations as specified in the applicable group purchasing agreement. Purchasing Partners and Council make no representations or warranties, express or implied, written or oral, as to the value, absence of defect, absence of infringement, or the absence of any obligation based on strict liability in tort, or any other representation or warranty whatsoever, express or implied, with respect to the products and services provided by their contracted suppliers (collectively, the "Products"). Purchasing Partners and Council specifically and expressly disclaims all warranties, express or implied, written or oral, including but not limited to those of merchantability and fitness for a particular purpose regarding the Products. Facility acknowledges that Purchasing Partners and Council have made no such representations or warranties, written or oral, express or implied, about the Products or of their fitness for any purpose and in no event shall Purchasing Partners or Council be liable for any direct, special, incidental or consequential damages in connection with the Products. Accordingly, Facility agrees that Purchasing Partners and Council, their affiliated companies, and the directors, officers, shareholders, partners and agents of each will not be liable to Facility for any liability, claim, loss, damage (consequential or otherwise) or expense of any kind caused, directly or indirectly, by (i) the inadequacy of the Products for any purpose, (ii) any deficiency or defect of the Products, (iii) any delay in providing the Products, (iv) failure to provide the Products, or (v) death or bodily injury which may be caused by the Products. Without limiting the foregoing, Facility shall indemnify, defend and hold Purchasing Partners and Council, their affiliated companies and the directors, officers, employees, partners, shareholders and agents of each harmless with respect to any claims arising directly or indirectly out of Facility's use and/or operation of any Products or the provision of medical or other services by Facility.

EXHIBIT A – cont'd.

Signature of Prospective Member

Dr. Jim Buysse

Printed Name

Date:

Vice Chancellor, Administration & Finance

Title

ACKNOWLEDGED BY Sponsor/Group Affiliate: Council Connections



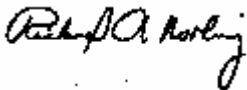
Council Connections Authorized Signature

B. Kathlyn Mead, CEO

Printed Name, Title

ACKNOWLEDGED BY Premier Plans, L.L.C.:

ITS: General Partner



Premier Authorized Signature

Richard A. Norling, President and CEO

Printed Name, Title

EXHIBIT B

PURCHASING PARTNERS PHARMACY PROGRAM REQUIREMENTS

Riverside Community College District Health
Services

BD2728143

Facility Name

DEA #

PLEASE INCLUDE COPY OF DEA CERTIFICATE WHEN SUBMITTING APPLICATION

Check here if waiting on DEA Certificate from government: _____

Please check one which applies:

- RETAIL: Prospective Member is open to walk-in retail trade and/or Prospective Member is a Multi-Facility member that includes facilities that are open to walk-in retail trade.
- NON-ACUTE NON-RETAIL: A health facility which has no (or few) acute beds and uses pharmaceuticals for its own operations, excluding operations which compete with retail trade. Examples of facilities within this Service Provider Classification could include, but are not limited to community health centers, ambulatory surgery centers, long term care providers, diagnostic imaging centers, rehabilitation facilities, clinics and hospices.
- MANAGED CARE PHARMACY: Staff/Group model managed care pharmacies (HMO) and/or other managed care pharmacies for the "at risk" portion of the business.

- If the Prospective Member participates in the pharmacy program, it will purchase all of its annual requirements for pharmaceuticals which are covered by contract awards made by the Purchasing Partners pharmacy program as measured by annual dollar volume. In cases where Purchasing Partners has not contracted for certain items required by Prospective Member, Prospective Member is encouraged to contact Council so that those items may be added to the Purchasing Partners portfolio of contracted products.

- Participating Member designates the below listed wholesaler to be its prime vendor for purchasing pharmaceuticals under the Pharmacy Program. Participating Member further authorizes the below listed wholesaler to release total purchase data (in the ANSI 867 X12 EDI Format) to Purchasing Partners on a monthly basis.

- Prospective Member represents that all products and supplies purchased under Purchasing Partners group purchasing agreements are for Prospective Member's own operations, excluding operations which compete with retail trade. Prospective Member represents that all products and supplies purchased under Purchasing Partners group purchasing agreements by member facilities are for each such facility's own operations, excluding operations which compete with retail trade.

Please indicate below the purchasing group or groups you are leaving/have left and the contract termination effective date. This allows contracted suppliers to keep their records updated and to assure that member receives correct pricing.

Former Purchasing Group: _____

Termination Date: _____

Premier Pharmacy Program Start Date:

Primary Designated Wholesaler

Secondary Designated Wholesaler

Wayne Dysinger, MD

RCCD

Renee Kimberling, cFNP

RCCD

Name

Name

4800 Magnolia Ave

4800 Magnolia Ave

Address

Address

Riverside, CA 92506

Riverside, CA 92506

City/State/ZIP

City/State/ZIP

Signature of Member's Pharmacy Director or Other Authorized Person

Printed Name

EXHIBIT C

LIST OF MEMBER FACILITIES

PLEASE INCLUDE THE FOLLOWING FIELDS OF INFORMATION FOR ALL FACILITIES WHICH WILL BE "BLANKET" COVERED BY THIS AGREEMENT:

- Facility Name
- Address
- City /State/Zip
- Phone
- Fax
- URL
- Relation to Direct Corporate Parent
- DEA#
- List Ship-To addresses
- Opening Date (if New)

RCCD Moreno Valley
16130 Lasselle St.
Moreno Valley, CA 92551
951-571-6103
951-571-6266

RCCD Norco
2001 Third St.
Norco, CA 91760
951-372-7046
951-372-7184

All other information is the same.

EXHIBIT D- -KEY CONTACTS

CHIEF EXECUTIVE OFFICER/ Executive Director

Full Name:n/a
Informal name: _____
Title: _____
Organization Name: _____
Address: _____
City/State/Zip: _____
Phone: _____
Fax: _____
Email: _____

CHIEF FINANCIAL OFFICER

Full Name:n/a
Informal name: _____
Title: _____
Organization Name: _____
Address: _____
City/State/Zip: _____
Phone: _____
Fax: _____
Email: _____

PATIENT CARE EXECUTIVE

Full Name:n/a
Informal name: _____
Title: _____
Organization Name: _____
Address: _____
City/State/Zip: _____
Phone: _____
Fax: _____
Email: _____

CHIEF INFORMATION OFFICER

Full Name:n/a
Informal name: _____
Title: _____
Organization Name: _____
Address: _____
City/State/Zip: _____
Phone: _____
Fax: _____
Email: _____

MEDICAL DIRECTOR

Full Name:Wayne Dysinger, MD
Informal name:Dr. Dysinger
Title:MD
Organization Name:RCCD, Health Services
Address:4800 Magnolia Ave
City/State/Zip:Riverside, CA 92506
Phone:951-222-8151
Fax:951-222-8815
Email: _____

NURSING/CLINIC MANAGER/DIRECTOR

Full Name:Renee Kimberling, cFNP
Informal name:Renee
Title:District Director
Organization Name:RCCD, Health Services
Address:4800 Magnolia Ave
City/State/Zip:Riverside, CA 92506
Phone:951-222-8151
Fax:951-222-8815
Email:renee.kimberling@rcc.edu

PHARMACY DIRECTOR/ Pharmacist

Full Name:n/a
Informal name: _____
Title: _____
Organization Name: _____
Address: _____
City/State/Zip: _____
Phone: _____
Fax: _____
Email: _____

PHARMACY CATALOG RECIPIENT

Full Name:Renee Kimberling, cFNP
Informal name: _____
Title: _____
Organization Name: _____
Address: _____
City/State/Zip: _____
Phone: _____
Fax: _____
Email: _____

EXHIBIT D – cont'd.

DENTAL MANAGER/DIRECTOR

Full Name: _____
Informal name: _____
Title: _____
Organization Name: _____
Address: _____
City/State/Zip: _____
Phone: _____
Fax: _____
Email: _____

DIETARY DIRECTOR

Full Name: _____
Informal name: _____
Title: _____
Organization Name: _____
Address: _____
City/State/Zip: _____
Phone: _____
Fax: _____
Email: _____

RADIOLOGY DIRECTOR

Full Name: _____
Informal name: _____
Title: _____
Organization Name: _____
Address: _____
City/State/Zip: _____
Phone: _____
Fax: _____
Email: _____

HUMAN RESOURCE DIRECTOR

Full Name: _____
Informal name: _____
Title: _____
Organization Name: _____
Address: _____
City/State/Zip: _____
Phone: _____
Fax: _____
Email: _____

MATERIALS MANAGEMENT/
Purchasing Director

Full Name: _____
Informal name: _____
Title: _____
Organization Name: _____
Address: _____
City/State/Zip: _____
Phone: _____
Fax: _____
Email: _____

OPERATING ROOM DIRECTOR

Full Name: _____
Informal name: _____
Title: _____
Organization Name: _____
Address: _____
City/State/Zip: _____
Phone: _____
Fax: _____
Email: _____

FACILITIES MANAGEMENT DIRECTOR

Full Name: _____
Informal name: _____
Title: _____
Organization Name: _____
Address: _____
City/State/Zip: _____
Phone: _____
Fax: _____
Email: _____

LABORATORY DIRECTOR

Full Name: _____
Informal name: _____
Title: _____
Organization Name: _____
Address: _____
City/State/Zip: _____
Phone: _____
Fax: _____
Email: _____

QUEST DIAGNOSTICS
CONTRACTOR TERM SHEET
(SUMMARY OF TERMS AND CONDITIONS OF AGREEMENT
BETWEEN COUNCIL CONNECTIONS AND QUEST DIAGNOSTICS, INC.)

Pursuant to the Agreement (“Quest Agreement”) between Council Connections and Quest Diagnostics, (“Contractor”), the following terms and conditions govern the relationship between Contractor and Purchasers, subject to amendment by agreement between Council Connections and Contractor. In such event, Council Connections shall send Purchaser a new or amended Contractor Term Sheet and Purchaser shall have thirty (30) days, or such other time as Council Connections may determine, to execute and return a copy of the new or amended Contractor Term Sheet.

1. Contractor shall provide the tests listed on its Program Fee Schedule at the prices listed thereon. The Program Fee Schedule will be provided to Purchaser upon Council Connections’ receipt of this signed Term Sheet. Prices shall remain firm for the initial term of the agreement.
2. For tests not listed on the Program Fee Schedule, Contractor shall provide a sixty five percent (65%) discount from its current published Fee Schedule.
3. The charges for laboratory tests specified in this Agreement shall include all laboratory supplies that are integral to and used exclusively for ordering testing performed solely by Contractor, to the extent reasonably required in connection with normal testing volume and consistent with industry practice and applicable state and federal law. In addition, such charges shall cover Contractor’s routine pick-up, packaging etc., except to the extent that Purchaser requests and agrees to pay for an extraordinary or special service.
4. No charges will be incurred by Purchaser except as provided in this Agreement or as otherwise agreed upon in writing by the parties.
5. Purchaser shall commit to sending at least eighty percent (80%) of laboratory tests to Quest, unless otherwise required by an existing agreement with a managed care/health plan contract.
6. Contractor shall provide in-service training and instruction to Purchaser’s personnel, in such areas as the training of phlebotomists in proper specimen collection technique. Contractor shall further assure, and shall include in such training, the availability of a Client Service Coordinator for solving problems on an on-going basis, the availability of written educational material, and the availability of loaner staff at fair market value to cover emergencies, vacations, etc. for laboratory specimen collection services.
7. Contractor agrees that routine test results will normally be reported within twenty-four (24) hours.
8. Contractor agrees to maintain a list of panic values on tests deemed life-threatening, and furnish it to Purchasers. Results above or below these levels will be phoned as soon as possible. Purchaser shall be required to agree to provide Contractor with an updated list of persons and phone numbers for use in calling results after hours. In addition, Contractor will telephone any result, normal or abnormal, at the request of Purchaser, by the indication of “please call” on the request form.
9. Contractor will provide Pathologist telephone consultation Monday through Friday during normal business hours and will provide on-call services after regular business hours. In addition, all inquiries regarding cytology and histology are automatically directed to the Pathologist as required.
10. Contractor shall report laboratory results to Purchaser in a timely manner, in accordance with industry standards, by Contractor’s courier. In the event reports cannot be delivered in a timely manner, Contractor shall provide a teleprinter at no additional charge to Purchaser, for the purpose of transmitting test results. Purchaser shall be responsible for providing the telephone line for printer connection. Contractor shall be responsible for all printer costs, including maintenance and line transmission costs.
11. Purchaser shall be entitled to a three percent (3%) discount on all tests that are submitted via Quest’s online

application, Care360, provided that ninety percent (90%) of all tests are ordered via the application. Contractor shall provide any necessary hardware (excluding DSL line installation/maintenance) and training to purchaser, and may require an Equipment Loan Agreement.

12. Contractor will provide STAT service to the extent feasible, and shall assist Purchaser in obtaining STAT testing coverage when Contractor is unable to provide such service. STAT billing charges by other laboratories will be handled in one of the two following ways, based upon Purchaser's preference and subject to applicable law:
 - (a) The STAT laboratory providing coverage may bill Contractor and Contractor shall pass on these charges to Purchaser.
 - (b) The laboratory providing STAT coverage may bill Purchaser directly and Purchaser shall be responsible for providing payment directly to the STAT laboratory.
13. Contractor shall provide daily pickup of laboratory specimens Monday through Friday, excluding holidays. Saturday pickup and lock box accommodations shall be provided upon request, at an additional fee.
14. Contractor shall provide as part of its services included in the fees specified herein (i.e., at no additional charge), centrifuge equipment on loan to Purchaser, where feasible. This is contingent upon Purchaser agreeing to Contractor's local laboratory procedures, which may include, but are not limited to entering into a separate Equipment Loan Agreement for such equipment.
15. Purchaser shall pay Contractor for services rendered within thirty (30) days of the invoice date.
16. Purchaser shall be entitled to a five percent (5%) discount for early payment within 25 days of the invoice date.
17. In the event any account is sixty (60) days in arrears, at the discretion of Contractor, Purchaser may be suspended from the Program until the past due balance which is sixty (60) days in arrears has been paid. In addition to the foregoing, Contractor may, in its discretion, place Purchaser on a cash basis, and require full payment or installments on past due balances. Further, Contractor may invoice Purchaser at its published list price in lieu of suspension. Contractor shall notify Council Connections, in writing, thirty (30) days prior to taking action against Purchaser.
18. Medicaid, Medi-Cal, and Medicare patients for which Contractor does not receive proof of eligibility, as well as additional information required on Medicare/Medi-Cal/Medicaid patients, will be billed to and paid by the Purchaser after a reasonable attempt has been made to receive such information. "Reasonable attempt" shall mean one (1) written notice to Purchaser. Purchaser has thirty (30) days in which to respond, after which Contractor may bill Purchaser. Contractor agrees to credit Purchaser and re-bill the appropriate payor if Purchaser provides adequate billing information to Contractor prior to the applicable payor's submission deadline.
19. Purchaser shall bill all patients in compliance with licensing laws set forth in Section 1204 of the Health and Safety Code, and Title 22 of the California Code of Regulations, and/or other State regulations as applicable.
20. Contractor agrees to promptly resolve service issues experienced by Purchaser and ensure that the affected system has been evaluated and corrected. All Purchaser concerns with respect to services provided by Contractor are to be initially responded to within twenty-four (24) hours by Contractor. This requirement will include concerns about test quality and technical procedures including but not limited to, microbiology and cytology.
21. All tests furnished under this Contract shall meet or exceed the standards established by California's Department of Health, Laboratory Field Services and its regulations, where applicable, and shall conform to the requirements of CLIA.
22. Contractor agrees to provide in-service training and instruction to Purchaser where necessary, in such areas as the training of phlebotomists in proper specimen collection technique. Contractor shall further assure, and shall include in such training, the availability of a Client Service Coordinator for solving problems on an on-going basis, the availability of written educational material, and the availability of loaner staff at fair market value to cover emergencies, vacations, etc., for laboratory specimen collection services.
23. The term of this new Quest Agreement is from January 1, 2007 until December 31, 2008. In addition, there are two (2) twelve (12) month extensions possible, upon mutual consent of Quest and Council Connections.

24. This Contractor Term Sheet shall be subject to the additional terms and conditions specified in the Agreement to Participate. In the event of any inconsistency between this Contractor Term Sheet and the Agreement to Participate, the Agreement to Participate shall control and take precedence.
25. Purchaser acknowledges that the terms specified in this Contractor Term Sheet are the terms on which Contractor has agreed to perform services to participants in Council Connection's Group Purchasing Program. Council Connections shall not be liable for any failure of Contractor to perform or for any injury to Purchaser or Purchaser's patients or employees, and Purchaser agrees to indemnify and hold Council Connections harmless from and against any such failure or injury.

The undersigned hereby agrees to participate in the contract outlined above.

PARTICIPATING PURCHASER

By: _____
Signature

Dr. Jim Buysse
Print Name

Vice Chancellor, Administration & Finance
Title

Riverside Community College District, Health Services
Clinic Name

4800 Magnolia Ave
Address

Riverside, CA 92506
City, State, Zip

Date: _____

951-222-8151
Phone

951-222-8815
Fax

Renee Kimberling, cFNP
Contact

Document Created : 1/3/07

CC Use Only	
Date:	Verified by:

RIVERSIDE COMMUNITY COLLEGE DISTRICT
TEACHING AND LEARNING

Report No.: V-A-8-y

Date: April 17, 2007

Subject: Agreement with Pacific Coachworks

Background: Attached for the Board's review and consideration is an agreement between Riverside Community College District and Pacific Coachworks. The District shall provide a supervisory skills and lean manufacturing training (Spanish language) class for 20 Pacific Coachworks employees. The term of the agreement is from April 2, 2007 through June 30, 2007. The District will be paid \$30,000.00, for up to 120 hours of training, at an amount not to exceed \$30,000.00. Funding source: No cost to the District.

This agreement has been reviewed by Sylvia Thomas, Associate Vice Chancellor of Instruction, and Ruth Adams, Director, Contracts, Compliance and Legal Services. The activities outlined in the agreement are considered low risk in nature.

Recommended Action: It is recommended that the Board of Trustees ratify the agreement, for the term of April 2, 2007 through June 30, 2007, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: John Tillquist
Dean, Technology and Economic Development
Robert Grajeda
Director, Corporate and Business Development

RIVERSIDE COMMUNITY COLLEGE DISTRICT
EDUCATIONAL SERVICES AGREEMENT

In accordance with the terms and provisions of the Employment Training Panel Agreement between Pacific Coachworks and the State of California, in August of 2005, this Educational Services Agreement is entered into on the 2nd day of April, 2007, between Riverside Community College District, hereinafter referred to as "District", and Pacific Coachworks, hereinafter referred to as "Contractor".

1. The District shall provide the course(s) and services as specified in the attached Schedule(s) and course document(s), if any, and at the times, dates, and locations indicated therein. The course(s) and services, course document(s), if any, and course schedule(s) so specified will hereinafter be referred to as the "Course."
2. The Contractor agrees to accept the Course and agrees to pay the District for services rendered in accordance with the provisions of the attached Schedule A.
3. The District will conduct the Course.
4. The District will report attendance (if applicable) and provide performance records to the Contractor within five working days of Course completion.
5. Students/trainees will not receive unit(s) of credit.
6. This Agreement includes the provisions of the attached Schedule(s) and course documents, if any, which are made a part of this Agreement herein by this reference. All attached Schedule(s) and course document(s) must be individually initialed and dated by both parties to this Agreement.
7. The term of this Agreement shall be from April 2, 2007 through June 30, 2007.
8. The Contractor agrees not to enter into agreements with the contract trainer/s that are in direct competition with the Riverside Community College District from the date of this agreement, until two years after the completion of this agreement.
9. This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the subject and purpose of this Agreement. Each party to this Agreement acknowledges and agrees that no representations, inducements, promises, or agreements, oral or otherwise, have been made by any party, or by anyone acting on behalf of any party, which are not embodied herein, and agrees that no other agreement, statement, or promise not contained herein shall be valid or binding. The parties hereto agree that this Agreement constitutes the sole and entire understanding and

agreement among the signatories and all parties represent and warrant that they are not relying on any promises, representations, or agreements other than those expressly set forth in this Agreement.

10. The District shall hold harmless, indemnify and defend the Contractor against any liability, including reasonable attorney fees, arising out of negligent acts, errors or omissions of the District, its employees, or agents, resulting from the performance of this agreement. The Contractor shall hold harmless, indemnify and defend the District against any liability, including reasonable attorney fees, arising out of negligent acts, errors or omissions of the Contractor, his employees, or agents, resulting from the performance of this agreement.
11. Both parties will maintain in full force and effect at all times during this agreement a policy of general liability insurance, or self-insurance, covering all of its operations, with no less than \$1,000,000 coverage per occurrence. The parties will also maintain workers' compensation insurance in accordance with the laws of the State of California. Evidence of said insurance policies shall be furnished upon request of either party.
12. The parties agree that they will comply with all state and federal non-discrimination and equal opportunity regulations for all persons with regard to race, color, religion, national origin, ancestry, sex, physical/mental disability, medical condition, marital status, age, or sexual orientation.
13. This Agreement is subject to amendment only with the unanimous consent of all the signatories and any amendment must be in writing and signed by all parties hereto.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date and year written above.

DISTRICT

CONTRACTOR

By: _____
Signature

By: _____
Signature

James Buysse, Vice Chancellor, Administration & Finance
Title

Title

Riverside Community College District
Customized Solutions for Business & Industry

SCHEDULE A
SERVICES & COMPENSATION

This schedule sets forth the compensation payable for services rendered in accordance with the terms and provisions of the Employment Training Panel Agreement (#ET07-0176) between Pacific Coachworks and the State of California, and the Educational Services Agreement, dated the 2nd day of April, 2007, between the Riverside Community College District hereinafter referred to as the "District" and Pacific Coachworks, hereinafter referred to as the "Contractor." This Schedule is incorporated into and, by this reference, made a part of the Agreement referenced above and all terms, referenced and defined in Agreement, apply hereto. The District agrees to provide the following services, in accordance with the following terms, provisions, and conditions:

Name of program: Supervisory Skills and Lean Manufacturing Training (Spanish language)

Class Size: 2 groups, with up to 10 participants each.
Each group will receive 60 hours of training , for a total of 120 class hours (2 X 60 = 120) broken down as follows:
40 hours of Lean Manufacturing training
20 hours of Supervisory Skill training.

Training Schedule: April 2, 2007 – June 30, 2007

- Fee:
- Course Development (Spanish): \$1,000
 - Cost of Training: \$30,000.00
 - Cost of Textbooks: N/A
 - Supplemental texts or dictionaries not created by Riverside Community College District will be purchased by Pacific Coachworks.
 - Costs incurred by Contractor contingent upon the number of students completing training and 90-day retention.
 - If wage requirements are not met following the 90-day retention period, costs will be incurred by Contractor at a rate of \$1,600.00 per student.
 - If a student does not attend at least 24 hours of training,

costs will be incurred by Contractor at a rate of \$1,600.00 per student.

- Contractor will be charged at the rate of \$26.00 per training hour for the hours more than 24 but less than 40 not completed by each student enrolled.
- Make-up classes will be invoiced for the instructor's hourly rate of \$100.00.

- Terms:
- Course development cost to be paid prior to the first day of training.
 - Cost of Training will be billed to the Contractor at 25% (\$7,500.00) after 8 hours of training have been completed and the balance (\$22,500.00) will be billed at the completion of the training.
 - Invoicing for any additional payment due the District will occur at the end of the scheduled training.

Contractor initials

Date

District initials

Date

Bill to:
Pacific Coachworks
549 Rivera Street
Riverside, CA 92501
Attn: Claudia Garibay, Human Resources

Send payment to:
Accounts Receivable
Riverside Community College District
4800 Magnolia Avenue
Riverside, CA 92506

RIVERSIDE COMMUNITY COLLEGE DISTRICT
TEACHING AND LEARNING

Report No.: V-A-8-z

Date: April 17, 2007

Subject: Agreement with Western States Distribution

Background: Attached for the Board's review and consideration is an agreement between Riverside Community College District and Western States Distribution. The District shall provide a harassment prevention training class for up to 25 Western States Distribution employees. The term of the agreement is from April 21, 2007 through May 30, 2007. The District will be paid \$500.00 for up to 2 hours of training, at an amount not to exceed \$500.00. Funding source: No cost to the District.

This agreement has been reviewed by Sylvia Thomas, Associate Vice Chancellor of Instruction, and Ruth Adams, Director, Contracts, Compliance and Legal Services. The activities outlined in the agreement are considered low risk in nature.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, for the term of April 21, 2007 through May 30, 2007, at no cost to the District, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: John Tillquist
Dean, Technology and Economic Development
Robert Grajeda
Director, Corporate and Business Development

RIVERSIDE COMMUNITY COLLEGE DISTRICT
EDUCATIONAL SERVICES AGREEMENT

This agreement is entered into this 21st day of April, 2007, between Riverside Community College District, hereinafter referred to as "District," and the Western States Distribution hereinafter referred to as "Contractor".

1. The District shall provide the course(s) and services as specified in the attached Schedule(s) and course document(s), if any, and at the times, dates, and locations indicated therein. The course(s) and services, course document(s), if any, and course schedule(s) so specified will hereinafter be referred to as the "Course."
2. The Contractor agrees to accept the Course and agrees to pay the District for services rendered in accordance with the provisions of the attached Schedule A.
3. The District will conduct the Course.
4. The District will report attendance (if applicable) and provide performance records to the Contractor within five working days of Course completion.
5. Students/trainees will not receive unit(s) of credit.
6. This Agreement includes the provisions of the attached Schedule(s) and course documents, if any, which are made a part of this Agreement herein by this reference. All attached Schedule(s) and course document(s) must be individually initialed and dated by both parties to this Agreement.
7. The term of this Agreement shall be from April 21, 2007 through May 30, 2007.
8. The Contractor agrees not to enter into agreements with the contract trainer/s that are in direct competition with the Riverside Community College District from the date of this agreement, until two years after the completion of this agreement.
9. This Agreement supersedes any and all other agreements, either oral or written, between the parties hereto with respect to the subject and purpose of this Agreement. Each party to this Agreement acknowledges and agrees that no representations, inducements, promises, or agreements, oral or otherwise, have been made by any party, or by anyone acting on behalf of any party, which are not embodied herein, and agrees that no other agreement, statement, or promise not contained herein shall be valid or binding. The parties hereto agree that this Agreement constitutes the sole and entire understanding and agreement among the signatories and all parties represent and warrant that they are not relying on any promises, representations, or agreements other than those expressly set forth in this Agreement.

10. The District shall hold harmless, indemnify and defend the Contractor against any liability, including reasonable attorney fees, arising out of negligent acts, errors or omissions of the District, its employees, or agents, resulting from the performance of this agreement. The Contractor shall hold harmless, indemnify and defend the District against any liability, including reasonable attorney fees, arising out of negligent acts, errors or omissions of the Contractor, his employees, or agents, resulting from the performance of this agreement.
11. Both parties will maintain in full force and effect at all times during this agreement a policy of general liability insurance, or self-insurance, covering all of its operations, with no less than \$1,000,000 coverage per occurrence. The parties will also maintain workers' compensation insurance in accordance with the laws of the State of California. Evidence of said insurance policies shall be furnished upon request of either party.
12. The parties agree that they will comply with all state and federal non-discrimination and equal opportunity regulations for all persons with regard to race, color, religion, national origin, ancestry, sex, physical/mental disability, medical condition, marital status, age, or sexual orientation.
13. This Agreement is subject to amendment only with the unanimous consent of all the signatories and any amendment must be in writing and signed by all parties hereto.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date and year written above.

DISTRICT

CONTRACTOR

By: _____ By: _____
Signature Signature

James Buysse, Vice Chancellor, Administration & Finance _____
Title Title

Riverside Community College District
Customized Solutions for Business & Industry

SCHEDULE A
SERVICES & COMPENSATION

This schedule sets forth the compensation payable for services rendered in accordance with the terms and provisions of the Educational Services Agreement, dated the 21st day of April, 2007, between the Riverside Community College District and Western States Distribution, here referred to as "Contractor". This Schedule is incorporated into and, by this reference, made a part of the Agreement referenced above and all terms, referenced and defined in Agreement, apply hereto.

The District agrees to provide the following services, in accordance with the following terms, provisions, and conditions:

Name of program: Harassment Prevention Training

Program Description: One, 2 hour training session. For up to 25 participants.

Date: TBD between April 21, 2007 and May 30, 2007.

Instructor: TBD

Fee: \$500.00

Books Customized handbooks and any class material preparation included in the fee above.

Assessments: N/A

Invoicing: To be invoiced upon completion of session.

District initials

Date

Contractor initials

Date

Bill to:
Western States Distribution
2358 Cottonwood Avenue
Riverside, CA92508
Attn: Ralph Brown

Send payment to:
Auxiliary Business Services
Riverside Community College District
4800 Magnolia Avenue
Riverside, CA 92506

RIVERSIDE COMMUNITY COLLEGE DISTRICT
TEACHING AND LEARNING

Report No.: V-A-8-aa

Date: April 17, 2007

Subject: Agreement with Duy Dan Nguyen and Mailan Pham

Background: Presented for the Board's review and consideration is an agreement between Riverside Community College District and Duy Dan Nguyen and Mailan Pham to provide a public art mural on the former Holyrood Hotel on the corner of Market Street and University Avenue. This contemporary example of public art is of value to students, faculty, young artists and to the greater Riverside community. The term of this agreement is April 18, 2007 through July 5, 2007. The total fee for this agreement is \$10,000.00. Funding source: General Fund.

The agreement has been reviewed by Sylvia Thomas, Associate Vice Chancellor of Instruction, and Ruth W. Adams, Director, Contracts, Compliance and Legal Services.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, from April 18, 2007 through July 5, 2007, for \$10,000.00, and authorize the Vice Chancellor, Administration and Finance, to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Carolyn L. Quin
Dean, Riverside School for the Arts

AGREEMENT
BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT
AND
DUY DAN NGUYEN AND MAILAN PHAM

THIS AGREEMENT is made and entered into on this April 18, 2007, by and between DUY DAN NGUYEN AND MAILAN PHAM, hereinafter referred to as "Contractor" and RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "District".

The parties hereto mutually agree as follows:

1. The Contractor agrees to provide a contemporary public art mural on the former Holyrood Hotel on the corner of Market Street and University Avenue for the purposes of marketing Riverside School for the Arts to young artists and to the larger world of public art aficionados.
2. The services rendered by the Contractor are subject to review and supervision by the District's Chancellor and other designated representatives of the District.
3. The term of this agreement shall be from April 18, 2007 through July 5, 2007.
4. Payment in consideration of this agreement includes a service and materials fee that shall not exceed \$10,000.00 payable after receipt of invoices.
Payment of \$3,500 on April 18, 2007
Payment of \$3,500 on May 23, 2007
Payment of \$4,000 on July 5, 2007
5. It is mutually agreed and understood that, during the term of this Agreement, RCCD shall indemnify and hold the Contractor and its officers, directors, agents, affiliates and employees, harmless from all claims, actions and judgments, including attorney fees, costs and interest and related expenses for losses, liability, damages and costs and expenses of any kind in any way caused by, related to, or arising out of the acts or omissions of the RCCD, the instructors, employees and students, arising out of, under, pursuant to or in connection with this Agreement.

It is mutually agreed and understood that, during the term of this Agreement, the Contractor shall indemnify and hold RCCD, its Board of Trustees, officers, employees and students harmless from all claims, actions and judgments, including attorney fees, costs and interest and related expenses for losses, liability, damages and costs and

expenses of any kind in any way caused by, related to, or arising out of the acts or omissions of the Contractor, its officers and employees, arising out of, under, pursuant to or in connection with this Agreement.

6. Contractor shall not discriminate against any person in the provision of services or employment of persons on the basis of race, color, national origin or ancestry, religion, physical handicap, medical condition, marital status or sex.
7. It is understood and agreed that Contractor is an independent contractor and that no employer-employee relationship exists between Contractor and RCCD.
8. Neither this Agreement, nor any duties or obligations under this Agreement may be assigned by either party without the prior written consent of the other party.
9. This contract may be cancelled by either party with 15 days advance notice in writing. Failure to deliver services as requested constitutes reason for cancellation of this agreement.

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

Riverside Community College
District

Duy Dan Nguyen
16315 Aubarian Way
Riverside, CA 92504

Mailan Pham
16315 Aubarian Way
Riverside, CA 92504

James L. Buysse
Vice Chancellor,
Administration and Finance

Contractor

Contractor

Date

Date

Date

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-9-a

Date: April 17, 2007

Subject: Surplus Property

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

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

Salvatore G. Rotella
Chancellor

Prepared by: Bill J. Bogle, Jr.
District Controller

QUANTITY	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	GATEWAY	COMPUTER - CPU PC	E4200-700	0018726588	015268
1	GATEWAY	COMPUTER - CPU PC	E4200-700	0018726589	015326
1	GATEWAY	COMPUTER - CPU PC	E4200-700	0018726572	015228
1	GATEWAY	COMPUTER - CPU PC	E4200-700	0018726574	015269
1	GATEWAY	COMPUTER - CPU PC	E4200-700	0018726578	015323
1	GATEWAY	COMPUTER - CPU PC	E4200-700	0018726582	015206
1	GATEWAY	COMPUTER - CPU PC	E4200-700	0018726585	015278
1	GATEWAY	COMPUTER - CPU PC	E4200-700	0018726595	015235
1	GATEWAY	COMPUTER - CPU PC	E4200-700	0018726610	015291
1	GATEWAY	COMPUTER - CPU PC	E4200-700	0018726612	015258
1	GATEWAY	COMPUTER - CPU PC	E4200-700	0018726615	015276
1	GATEWAY	COMPUTER - CPU PC	E4200-700	0018726636	015280
1	GATEWAY	COMPUTER - CPU PC	E4200-700	0018726645	015242
1	GATEWAY	COMPUTER - CPU PC	E4200-700	0018726650	015290
1	GATEWAY	COMPUTER - CPU PC	E4200-700	0018726652	015272
1	GATEWAY	COMPUTER - CPU PC	E4200-700	0018726653	015231
1	GATEWAY	COMPUTER - CPU PC	E4200-700	0018726664	015247
1	GATEWAY	COMPUTER - CPU PC	E4200-700	0018726672	015287
1	GATEWAY	MONITOR - 17 INCH	VX720	P005024926	015350
1	GATEWAY	MONITOR - 17 INCH	VX720	P005024953	015351
1	GATEWAY	MONITOR - 17 INCH	VX720	P005024973	015352
1	GATEWAY	MONITOR - 17 INCH	VX720	P005024955	015358
1	GATEWAY	MONITOR - 17 INCH	VX720	P005025291	015391
1	GATEWAY	MONITOR - 17 INCH	VX720	P005025065	015402
1	GATEWAY	MONITOR - 19 INCH	EV910	19016B187304	016457
1	GATEWAY	COMPUTER - CPU PC	E4200-700	0018726659	015322
1	GATEWAY	COMPUTER - CPU PC	E4200-700	0018726570	015318
1	HP	PRINTER - LASERJET	C3916A	USHC048804	009381
1	GATEWAY	MONITOR - 17 INCH	VX720	P005025011	015384
1	GATEWAY	MONITOR - 17 INCH	VX720	P005024951	015346
1	GATEWAY	MONITOR - 17 INCH	VX720	P005025049	015413
1	GATEWAY	CPU W/MONITOR	E4200	0014316257	013602
1	GATEWAY	CPU W/MONITOR	E4200	001139337	013214
1	DELL	COMPUTER - CPU PC	OPGX110	mx4551ds12	015121
1	GATEWAY	COMPUTER - CPU PC	2000	jrtlm54564	011344
1	GATEWAY	COMPUTER - CPU PC	E3100-300	0008696546	010301
1	GATEWAY	MONITOR - 17 INCH	VX720	P005025262	015404
1	GATEWAY	COMPUTER - CPU PC	E4200-700	0018726584	015282
1	GATEWAY	COMPUTER - CPU PC	E4200-700	0018726568	015284
1	HP	CAMERA - DIGITAL	Q2146A	CN2B98U20BM	020252
1	FORD	VAN	E-100	E11SH371377	-----

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-9-b

Date: April 17, 2007

Subject: Purchase Using Nuvview Union School District Award

Background: On March 20, 2007 the Board approved the District Modular Projects and Budget for movement and installation of the modular buildings. As part of these projects it will be necessary for the District to purchase at least six (6) new modular buildings. Depending on the completion date on the Quad Remodel Project, it may be necessary to purchase a total of nine (9) new modular buildings.

If the District purchases six (6) new modulars it will have 63 modular buildings. If nine (9) new modulars are purchased it will have a total of 66 modular buildings. (see attached schedule).

The Nuvview Union School District had awarded a bid to Modular Structures International, Inc. (MSI). The District may "piggyback" on this contract to purchase DSA approved relocatable buildings for the District Modular Projects in accordance with Public Contract Code Section 20652. Funding will come from Fund 41, budgeted in resource 4160.

Recommended Action: It is recommended that the Board of Trustees approve using the Nuvview Union School District bid as needed for the District Modular Projects.

Salvatore G. Rotella
President

Prepared by: Doretta Sowell
Purchasing Manager

RIVERSIDE COMMUNITY COLLEGE DISTRICT

Purchase Using Nuvview Union School District Award

Purchase Of Six (6) New Modular Buildings

Unit	Size	Use	Destination
1	24x40	Restroom	Moreno Valley
2	24x40	Restroom	Norco
3	24x40	Office	Norco
4	48x40	Classroom	Norco
5	48x40	Classroom	Norco
6	24x40	Restroom	Ben Clark

Purchase Of Three (3) Additional New Modular Buildings If Necessary

Unit	Size	Use	Destination
1	48x40	Classroom	Norco
2	24x40	Classroom	Norco
3	24x40	Classroom	Norco

Inventory If Three (3) Additional New Modular Buildings Are Purchased

Riverside	35
Moreno Valley	10
Norco	13
Ben Clark	8

Total:	66

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-9-c

Date: April 17, 2007

Subject: Notice of Completion – Moreno Valley Science Tech Building Roofing Project

Background: On January 30, 2007, the Board of Trustees awarded a contract to Cabral Roofing and Waterproofing Corporation for the Moreno Valley Science Tech Building Roofing project at the Moreno Valley Campus in the amount of \$91,328.

The Associate Vice Chancellor of Facilities reports that the project is now complete.

Recommended Action: It is recommended that the Board of Trustees: 1) accept the Moreno Valley Science Tech Building Roofing project as complete; 2) approve the execution of the Notice of Completion (under Civil Code Section 3093-Public Works) and 3) authorize the Board President to sign the notice.

Salvatore G. Rotella
Chancellor

Prepared by: Doretta Sowell
Purchasing Manager

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-9-d

Date: April 17, 2007

Subject: Notice of Completion – Bradshaw Center and Dispatch Building Roofing Projects

Background: On January 30, 2007, the Board of Trustees awarded a contract to Western Single Ply Roofing Service for the Bradshaw Center and Dispatch Building Roofing projects in the amount of \$220,000.

The Associate Vice Chancellor of Facilities reports that the project is now complete.

Recommended Action: It is recommended that the Board of Trustees: 1) accept the Bradshaw Center and Dispatch Building Roofing projects as complete; 2) approve the execution of the Notice of Completion (under Civil Code Section 3093-Public Works) and 3) authorize the Board President to sign the notice.

Salvatore G. Rotella
Chancellor

Prepared by: Doretta Sowell
Purchasing Manager

To be recorded with County Recorder
within 10 days after completion.
No recording fee.

Backup V-A-9-d
April 17, 2007
Page 1 of 1

When recorded, return to:
James L. Buysse, Vice Chancellor
Administration and Finance
Riverside Community College District
4800 Magnolia Avenue
Riverside, CA 92506

NOTICE OF COMPLETION

Civil Code § 3093 - Public Works

(For Recorder's Use)

Notice is hereby given by the undersigned owner, a public entity of the State of California, that a public work of improvement has been completed, as follows:

Project title or description of work: Bradshaw Center & Dispatch Building Roofing Projects
Date of completion: April 17, 2007
Nature of owner: Public School
Interest or estate of owner: Fee Simple
Address of owner: 4800 Magnolia Avenue, Riverside, CA 92506
Name of contractor: Western Single Ply Roofing Service
Street address or legal description of site: 4800 Magnolia Avenue
Riverside, CA 92506

Dated: April 17, 2007

Owner: Riverside Community College District
(Name of public entity)

By: _____
President, Board of Trustees

STATE OF CALIFORNIA)
) ss
COUNTY OF RIVERSIDE)

I am the President of the governing board of the Riverside Community College District, the public entity which executed the foregoing notice and on whose behalf I make this verification; I have read said notice, know its contents, and the same is true. I certify under penalty of perjury that the foregoing is true and correct.

Executed at Riverside, CA on April 17, 2007.

President, Board of Trustees

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-9-e

Date: April 17, 2007

Subject: Notice of Completion – Administration and Assessment Center Building Roofing Projects

Background: On January 30, 2007, the Board of Trustees awarded a contract to Scholten Roofing Service for the Bradshaw Center & Dispatch Building Roofing projects in the amount of \$202,702.

The Associate Vice Chancellor of Facilities reports that the project is now complete.

Recommended Action: It is recommended that the Board of Trustees: 1) accept the Administration and Assessment Center Building Roofing projects as complete; 2) approve the execution of the Notice of Completion (under Civil Code Section 3093-Public Works) and 3) authorize the Board President to sign the notice.

Salvatore G. Rotella
Chancellor

Prepared by: Doretta Sowell
Purchasing Manager

To be recorded with County Recorder
within 10 days after completion.
No recording fee.

Backup V-A-9-e
April 17, 2007
Page 1 of 1

When recorded, return to:
James L. Buysse, Vice Chancellor
Administration and Finance
Riverside Community College District
4800 Magnolia Avenue
Riverside, CA 92506

NOTICE OF COMPLETION

Civil Code § 3093 - Public Works

(For Recorder's Use)

Notice is hereby given by the undersigned owner, a public entity of the State of California, that a public work of improvement has been completed, as follows:

Project title or description of work:	Administration and Assessment Center Building Roofing Projects
Date of completion:	April 17, 2007
Nature of owner:	Public School
Interest or estate of owner:	Fee Simple
Address of owner:	4800 Magnolia Avenue, Riverside, CA 92506
Name of contractor:	Scholten Roofing Service
Street address or legal description of site:	4800 Magnolia Avenue Riverside, CA 92506

Dated: April 17, 2007

Owner: Riverside Community College District
(Name of public entity)

By: _____
President, Board of Trustees

STATE OF CALIFORNIA)
) ss
COUNTY OF RIVERSIDE)

I am the President of the governing board of the Riverside Community College District, the public entity which executed the foregoing notice and on whose behalf I make this verification; I have read said notice, know its contents, and the same is true. I certify under penalty of perjury that the foregoing is true and correct.

Executed at Riverside, CA on April 17, 2007.

President, Board of Trustees

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-B-1

Date: April 17, 2007

Subject: Monthly Financial Report

Background: The Financial Report provides summary financial information, by Resource, for the period July 1, 2006 through March 31, 2007. The report presents the current year adopted budget, revised budget and year-to-date actual financial activity along with prior year actual financial information for comparison purposes.

<u>General Funds</u>	<u>Page</u>
Resource 1000 – General Operating	1
Resource 1050 – Parking	2
Resource 1070 – Student Health Services	3
Resource 1080 – Community Education	4
Resource 1090 – Performance Riverside	5
Resource 1110 – Contractor-Operated Bookstore	6
Resource 1170 – Customized Solutions	7
Resource 1180 – Redevelopment Pass-Through	8
Resource 1190 – Grants and Categorical Programs	9
<u>Special Revenue Funds</u>	
Resource 3200 – Food Services	10
Resource 3300 – Child Care	11
<u>Capital Projects Funds</u>	
Resource 4100 – State Construction & Scheduled Maintenance	12
Resource 4110 – Child Development Center Capital	13
Resource 4120 – Non-State Funded Capital Outlay Projects	14
Resource 4130 – La Sierra Capital	15
Resource 4150 – Self-Funded Equipment and Facility Projects	16
Resource 4160 – General Obligation Bond Funded Capital Outlay Projects	17
<u>Internal Service Funds</u>	
Resource 6100 – Health and Liability Self-Insurance	18
Resource 6110 – Workers Compensation Self-Insurance	19
<u>Expendable Trust and Agency Funds</u>	
Associated Students of RCC	20
Student Financial Aid	21
RCCD Development Corporation	22

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-B-1

Date: April 17, 2007

Subject: Monthly Financial Report (continued)

Information Only: Attached for the Board's information is the Monthly Financial Report for the period ended March 31, 2007.

Salvatore G. Rotella
Chancellor

Prepared by: Bill J. Bogle, Jr.
District Controller

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED MARCH 31, 2007**

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 7-1-05 to 6-30-06	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 116,767,770	\$ 132,273,411	\$ 132,293,411	\$ 95,994,295
Intrafund Transfer from				
District Bookstore (Resource 1110)	450,000	380,000	380,000	190,000
Interfund Transfer from				
Self-Funded Equipment and Facility Projects (Resource 4150)	1,123,870	15,985	15,985	15,985
Total Revenues	<u>\$ 118,341,640</u>	<u>\$ 132,669,396</u>	<u>\$ 132,689,396</u>	<u>\$ 96,200,280</u>
Expenditures				
Academic Salaries	\$ 55,368,699	\$ 62,143,916	\$ 61,812,499	\$ 44,614,051
Classified Salaries	22,386,027	28,371,516	27,966,620	18,992,734
Employee Benefits	20,015,422	22,682,549	22,686,495	14,876,332
Materials & Supplies	1,767,370	2,855,693	2,841,069	1,551,906
Services	10,615,968	13,781,025	14,330,022	8,957,312
Capital Outlay	5,728,668	1,992,172	2,210,166	1,041,611
Intrafund Transfers to:				
DSP&S Program (Resource 1190)	612,109	665,157	665,157	498,867
Customized Solutions (Resource 1170)	173,470	173,470	173,470	0
Federal Work Study (Resource 1190)	135,760	140,155	140,155	110,045
Matriculation (Resource 1190)	272,645	0	0	0
Instr. Equipment Match (Resource 1190)	539,047	222,028	222,028	222,028
Performance Riverside (Resource 1090)	193,257	193,257	193,257	144,942
Interfund Transfer to:				
Resource 3300	220,000	220,000	220,000	165,000
Resource 6100	500,000	250,000	250,000	187,500
Total Expenditures	<u>\$ 118,528,442</u>	<u>\$ 133,690,938</u>	<u>\$ 133,710,938</u>	<u>\$ 91,362,328</u>
Revenues Over (Under) Expenditures	\$ (186,802)	\$ (1,021,542)	\$ (1,021,542)	\$ 4,837,952
Beginning Fund Balance	<u>13,022,273</u>	<u>12,835,471</u>	<u>12,835,471</u>	<u>12,835,471</u>
Ending Fund Balance	<u>\$ 12,835,471</u>	<u>\$ 11,813,929</u>	<u>\$ 11,813,929</u>	<u>\$ 17,673,423</u>
Ending Cash Balance				<u>\$ 20,145,572</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED MARCH 31, 2007**

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 75% of the operational costs of College Safety and Police and 100% of capital outlay costs, such as parking lot lighting, that directly benefit parking operations.

Fund 12, Resource 1050 - Parking

	Prior Year Actuals 7-1-05 to 6-30-06	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	<u>\$ 1,842,227</u>	<u>\$ 1,915,330</u>	<u>\$ 1,915,330</u>	<u>\$ 1,413,204</u>
Expenditures				
Classified Salaries	\$ 1,151,221	\$ 1,379,010	\$ 1,330,837	\$ 985,283
Employee Benefits	340,352	418,476	405,987	255,313
Materials & Supplies	88,789	49,163	85,659	53,973
Services	282,884	266,199	287,965	206,989
Capital Outlay	<u>326,947</u>	<u>197,385</u>	<u>199,785</u>	<u>154,786</u>
Total Expenditures	<u>\$ 2,190,193</u>	<u>\$ 2,310,233</u>	<u>\$ 2,310,233</u>	<u>\$ 1,656,344</u>
Revenues Over (Under) Expenditures	\$ (347,966)	\$ (394,903)	\$ (394,903)	\$ (243,140)
Beginning Fund Balance	<u>952,591</u>	<u>604,625</u>	<u>604,625</u>	<u>604,625</u>
Ending Fund Balance	<u>\$ 604,625</u>	<u>\$ 209,722</u>	<u>\$ 209,722</u>	<u>\$ 361,485</u>
Ending Cash Balance				<u>\$ 380,331</u>

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

Fund 12, Resource 1070 - Student Health Services

	Prior Year Actuals <u>7-1-05 to 6-30-06</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 898,884	\$ 954,806	\$ 954,806	\$ 836,911
Expenditures				
Academic Salaries	\$ 109,693	\$ 140,413	\$ 140,413	\$ 90,960
Classified Salaries	243,834	427,458	422,458	230,037
Employee Benefits	59,155	104,149	104,149	56,859
Materials & Supplies	34,077	61,180	61,180	30,590
Services	163,685	191,991	191,991	101,071
Capital Outlay	37,567	40,863	45,863	6,744
Total Expenditures	\$ 648,011	\$ 966,054	\$ 966,054	\$ 516,261
Revenues Over (Under) Expenditures	\$ 250,873	\$ (11,248)	\$ (11,248)	\$ 320,650
Beginning Fund Balance	417,843	668,716	668,716	668,716
Ending Fund Balance	\$ 668,716	\$ 657,468	\$ 657,468	\$ 989,366
Ending Cash Balance				\$ 991,017

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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 7-1-05 to 6-30-06	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 988,791	\$ 1,002,906	\$ 1,002,906	\$ 681,629
Expenditures				
Academic Salaries	\$ 15,865	\$ 3,842	\$ 3,842	\$ 2,916
Classified Salaries	348,233	373,957	373,957	251,272
Employee Benefits	70,343	69,157	69,157	45,122
Materials & Supplies	15,570	16,000	16,000	8,372
Services	524,165	544,955	544,955	370,949
Capital Outlay	10,105	5,000	5,000	2,171
Total Expenditures	\$ 984,281	\$ 1,012,911	\$ 1,012,911	\$ 680,802
Revenues Over (Under) Expenditures	\$ 4,510	\$ (10,005)	\$ (10,005)	\$ 827
Beginning Fund Balance	81,877	86,387	86,387	86,387
Ending Fund Balance	\$ 86,387	\$ 76,382	\$ 76,382	\$ 87,214
Ending Cash Balance				\$ 88,669

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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>7-1-05 to 6-30-06</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 673,954	\$ 710,675	\$ 710,675	\$ 488,145
Intrafund Transfer from General Operating (Resource 1000)	<u>193,257</u>	<u>193,257</u>	<u>193,257</u>	<u>144,942</u>
Total Revenues	<u>\$ 867,211</u>	<u>\$ 903,932</u>	<u>\$ 903,932</u>	<u>\$ 633,087</u>
Expenditures				
Classified Salaries	\$ 250,120	\$ 290,481	\$ 290,367	\$ 210,544
Employee Benefits	77,549	87,718	95,032	64,509
Materials & Supplies	35,642	33,488	33,488	16,101
Services	629,517	487,829	480,629	347,210
Capital Outlay	<u>1,408</u>	<u>3,000</u>	<u>3,000</u>	<u>0</u>
Total Expenditures	<u>\$ 994,236</u>	<u>\$ 902,516</u>	<u>\$ 902,516</u>	<u>\$ 638,364</u>
Revenues Over (Under) Expenditures	\$ (127,025)	\$ 1,416	\$ 1,416	\$ (5,277)
Beginning Fund Balance	<u>(531,168)</u>	<u>(658,193)</u>	<u>(658,193)</u>	<u>(658,193)</u>
Ending Fund Balance	<u>\$ (658,193)</u>	<u>\$ (656,777)</u>	<u>\$ (656,777)</u>	<u>\$ (663,470)</u>
Ending Cash Balance				<u>\$ (660,530)</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 7-1-05 to 6-30-06	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 863,446	\$ 863,441	\$ 863,441	\$ 586,576
Expenditures				
Services	\$ 35,685	\$ 36,150	\$ 36,150	\$ 28,064
Interfund Transfer to Food Services (Resource 3200)	356,930	506,930	506,930	380,197
Intrafund Transfer to General Operating (Resource 1000)	450,000	380,000	380,000	190,000
Total Expenditures	\$ 842,615	\$ 923,080	\$ 923,080	\$ 598,261
Revenues Over (Under) Expenditures	\$ 20,831	\$ (59,639)	\$ (59,639)	\$ (11,685)
Beginning Fund Balance	87,633	108,464	108,464	108,464
Ending Fund Balance	\$ 108,464	\$ 48,825	\$ 48,825	\$ 96,779
Ending Cash Balance				\$ 96,779

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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>7-1-05 to 6-30-06</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 273,316	\$ 452,513	\$ 452,513	\$ 89,097
Intrafund Transfer from General Operating (Resource 1000)	<u>173,470</u>	<u>173,470</u>	<u>173,470</u>	<u>0</u>
Total Revenue	<u>\$ 446,786</u>	<u>\$ 625,983</u>	<u>\$ 625,983</u>	<u>\$ 89,097</u>
Expenditures				
Academic Salaries	\$ 400	\$ 5,700	\$ 5,700	\$ 400
Classified Salaries	95,874	144,239	138,151	101,936
Employee Benefits	27,627	42,250	46,838	30,665
Materials & Supplies	9,270	31,000	31,000	8,814
Services	<u>133,601</u>	<u>254,923</u>	<u>256,423</u>	<u>96,513</u>
Total Expenditures	<u>\$ 266,772</u>	<u>\$ 478,112</u>	<u>\$ 478,112</u>	<u>\$ 238,328</u>
Revenues Over (Under) Expenditures	\$ 180,014	\$ 147,871	\$ 147,871	\$ (149,231)
Beginning Fund Balance	<u>86,701</u>	<u>266,715</u>	<u>266,715</u>	<u>266,715</u>
Ending Fund Balance	<u>\$ 266,715</u>	<u>\$ 414,586</u>	<u>\$ 414,586</u>	<u>\$ 117,484</u>
Ending Cash Balance				<u>\$ 100,789</u>

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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 7-1-05 to 6-30-06	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 972,143	\$ 1,000,989	\$ 1,000,989	\$ 175,848
Expenditures				
Services	\$ 142,829	\$ 156,100	\$ 156,100	\$ 118,002
Total Expenditures	\$ 142,829	\$ 156,100	\$ 156,100	\$ 118,002
Revenues Over (Under) Expenditures	\$ 829,314	\$ 844,889	\$ 844,889	\$ 57,846
Beginning Fund Balance	2,172,196	3,001,510	3,001,510	3,001,510
Ending Fund Balance	\$ 3,001,510	\$ 3,846,399	\$ 3,846,399	\$ 3,059,356
Ending Cash Balance				\$ 1,989,702

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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 7-1-05 to 6-30-06	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 15,597,910	\$ 22,155,203	\$ 24,378,993	\$ 12,930,787
Intrafund Transfers from				
General Operating (Resource 1000)				
For DSP&S	612,109	665,157	665,157	498,867
For Federal Work Study	135,760	140,155	140,155	110,045
For Matriculation	272,645	0	0	0
For Instructional Equipment	539,047	222,028	222,028	222,028
Total Revenues	<u>\$ 17,157,471</u>	<u>\$ 23,182,543</u>	<u>\$ 25,406,333</u>	<u>\$ 13,761,727</u>
Expenditures				
Academic Salaries	\$ 2,884,240	\$ 4,072,998	\$ 4,454,692	\$ 2,352,669
Classified Salaries	4,692,454	6,571,377	7,127,871	4,358,835
Employee Benefits	2,174,675	2,849,356	3,112,966	1,703,568
Materials & Supplies	1,439,600	2,128,838	2,165,353	483,530
Services	2,959,657	4,029,694	4,383,130	1,414,572
Capital Outlay	2,670,122	3,082,028	3,679,852	1,192,723
Scholarships	65,231	213,765	188,203	15,850
Student Grants (Financial, Book, Meal, Transportation)	271,492	234,487	294,266	251,200
Total Expenditures	<u>\$ 17,157,471</u>	<u>\$ 23,182,543</u>	<u>\$ 25,406,333</u>	<u>\$ 11,772,947</u>
Revenues Over (Under) Expenditures	\$ 0	\$ 0	\$ 0	\$ 1,988,780
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>\$ 1,988,780</u>
Ending Cash Balance				<u>\$ 1,750,047</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 7-1-05 to 6-30-06	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 1,221,257	\$ 1,221,231	\$ 1,221,231	\$ 924,818
Interfund Transfers from Contractor-Operated Bookstore (Resource 1110)	356,930	506,930	506,930	380,197
Total Revenues	<u>\$ 1,578,187</u>	<u>\$ 1,728,161</u>	<u>\$ 1,728,161</u>	<u>\$ 1,305,015</u>
Expenditures				
Classified Salaries	\$ 624,505	\$ 632,710	\$ 632,710	\$ 478,715
Employee Benefits	229,286	266,147	266,147	163,958
Materials & Supplies	689,248	689,993	698,493	530,298
Services	103,355	251,225	238,186	157,094
Capital Outlay	468	0	4,539	0
Total Expenditures	<u>\$ 1,646,862</u>	<u>\$ 1,840,075</u>	<u>\$ 1,840,075</u>	<u>\$ 1,330,065</u>
Revenues Over (Under) Expenditures	\$ (68,675)	\$ (111,914)	\$ (111,914)	\$ (25,050)
Beginning Fund Balance	295,949	227,274	227,274	227,274
Ending Fund Balance	<u>\$ 227,274</u>	<u>\$ 115,360</u>	<u>\$ 115,360</u>	<u>\$ 202,224</u>
Ending Cash Balance				<u>\$ 181,722</u>

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Child Care was established to manage the finances of the District's Child Care Centers at all three campuses.

Fund 33, Resource 3300 - Child Care

	Prior Year Actuals <u>7-1-05 to 6-30-06</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 1,144,168	\$ 1,230,457	\$ 1,230,457	\$ 863,620
Interfund Transfer from General Operating (Resource 1000)	<u>220,000</u>	<u>220,000</u>	<u>220,000</u>	<u>165,000</u>
Total Revenues	<u>\$ 1,364,168</u>	<u>\$ 1,450,457</u>	<u>\$ 1,450,457</u>	<u>\$ 1,028,620</u>
Expenditures				
Academic Salaries	\$ 837,349	\$ 914,833	\$ 914,833	\$ 640,183
Classified Salaries	165,242	189,371	186,871	94,251
Employee Benefits	199,107	213,504	213,504	128,704
Materials & Supplies	41,684	65,340	63,440	33,750
Services	49,943	58,670	65,570	48,832
Capital Outlay	<u>2,014</u>	<u>8,000</u>	<u>5,500</u>	<u>851</u>
Total Expenditures	<u>\$ 1,295,339</u>	<u>\$ 1,449,718</u>	<u>\$ 1,449,718</u>	<u>\$ 946,571</u>
Revenues Over (Under) Expenditures	\$ 68,829	\$ 739	\$ 739	\$ 82,049
Beginning Fund Balance	<u>30,549</u>	<u>99,379</u>	<u>99,379</u>	<u>99,379</u>
Ending Fund Balance	<u>\$ 99,379</u>	<u>\$ 100,118</u>	<u>\$ 100,118</u>	<u>\$ 181,428</u>
Ending Cash Balance				<u>\$ 192,960</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).

Fund 41, Resource 4100 - State Construction & Scheduled Maintenance

	Prior Year Actuals 7-1-05 to 6-30-06	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 4,346,375	\$ 9,632,003	\$ 9,999,003	\$ 3,380,371
Intrafund Transfer from General Obligation Bond Funded Projects (Resource 4160)	<u>0</u>	<u>293,742</u>	<u>293,742</u>	<u>293,742</u>
Total Revenues	<u>\$ 4,346,375</u>	<u>\$ 9,925,745</u>	<u>\$ 10,292,745</u>	<u>\$ 3,674,113</u>
Expenditures				
Materials & Supplies	\$ 11,654	\$ 5,209	\$ 16,909	\$ 8,073
Services	82	6,531	6,231	0
Capital Outlay	<u>4,435,325</u>	<u>10,556,791</u>	<u>10,912,391</u>	<u>3,574,977</u>
Total Expenditures	<u>\$ 4,447,061</u>	<u>\$ 10,568,531</u>	<u>\$ 10,935,531</u>	<u>\$ 3,583,050</u>
Revenues Over (Under) Expenditures	\$ (100,686)	\$ (642,786)	\$ (642,786)	\$ 91,063
Beginning Fund Balance	<u>743,472</u>	<u>642,786</u>	<u>642,786</u>	<u>642,786</u>
Ending Fund Balance	<u>\$ 642,786</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 733,849</u>
Ending Cash Balance				<u>\$ 707,849</u>

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Child Development Center Capital was established to account for the construction and expansion of the District's childcare facilities.

Fund 41, Resource 4110 - Child Development Center Capital

	Prior Year Actuals 7-1-05 to 6-30-06	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 3,226	\$ 500	\$ 500	\$ 1,183
Expenditures				
Materials & Supplies	\$ 522	\$ 0	\$ 0	\$ 0
Capital Outlay	860	49,055	49,055	0
Total Expenditures	\$ 1,382	\$ 49,055	\$ 49,055	\$ 0
Revenues Over (Under) Expenditures	\$ 1,844	\$ (48,555)	\$ (48,555)	\$ 1,183
Beginning Fund Balance	46,711	48,555	48,555	48,555
Ending Fund Balance	\$ 48,555	\$ 0	\$ 0	\$ 49,738
Ending Cash Balance				\$ 49,738

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Non-State Funded Capital Outlay Projects was established to account for financial activities related to the acquisition or construction of major capital projects that are funded from non-state revenue sources.

Fund 41, Resource 4120 - Non-State Funded Capital Outlay Projects

	Prior Year Actuals <u>7-1-05 to 6-30-06</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 20	\$ 20	\$ 20	\$ 13
Expenditures				
Capital Outlay	\$ 0	\$ 0	\$ 0	\$ 0
Total Expenditures	\$ 0	\$ 0	\$ 0	\$ 0
Revenues Over (Under) Expenditures	\$ 20	\$ 20	\$ 20	\$ 13
Beginning Fund Balance	485	505	505	505
Ending Fund Balance	<u>\$ 505</u>	<u>\$ 525</u>	<u>\$ 525</u>	<u>\$ 518</u>
Ending Cash Balance				<u>\$ 518</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 7-1-05 to 6-30-06	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 400,095	\$ 489,501	\$ 489,501	\$ 246,756
Proceeds from the sale of the La Sierra Property	<u>9,035,971</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Revenues	<u>\$ 9,436,066</u>	<u>\$ 489,501</u>	<u>\$ 489,501</u>	<u>\$ 246,756</u>
Expenditures				
Services	\$ 19,445	\$ 18,893	\$ 18,893	\$ 94
Capital Outlay	<u>4,347,965</u>	<u>2,278,214</u>	<u>2,278,214</u>	<u>57,234</u>
Total Expenditures	<u>\$ 4,367,410</u>	<u>\$ 2,297,107</u>	<u>\$ 2,297,107</u>	<u>\$ 57,328</u>
Revenues Over (Under) Expenditures	\$ 5,068,656	\$ (1,807,606)	\$ (1,807,606)	\$ 189,428
Beginning Fund Balance	<u>6,113,030</u>	<u>11,181,686</u>	<u>11,181,686</u>	<u>11,181,686</u>
Ending Fund Balance	<u>\$ 11,181,686</u>	<u>\$ 9,374,080</u>	<u>\$ 9,374,080</u>	<u>\$ 11,371,114</u>
Ending Cash Balance				<u>\$ 10,301,460</u>

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Self-Funded Equipment and Facility Projects was established to provide for Board approved capital projects. The funding source for this resource was one-time, overcap growth money.

Fund 41, Resource 4150 - Self-Funded Equipment and Facility Projects

	Prior Year Actuals 7-1-05 to 6-30-06	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	\$ 23,985	\$ 0	\$ 0	\$ 0
Expenditures				
Interfund Transfers to:				
General Operating (Resource 1000)	\$ 1,123,870	\$ 15,985	\$ 15,985	\$ 15,985
Total Expenditures	\$ 1,123,870	\$ 15,985	\$ 15,985	\$ 15,985
Revenues Over (Under) Expenditures	\$ (1,099,885)	\$ (15,985)	\$ (15,985)	\$ (15,985)
Beginning Fund Balance	1,115,870	15,985	15,985	15,985
Ending Fund Balance	\$ 15,985	\$ 0	\$ 0	\$ 0
Ending Cash Balance				\$ 0

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General Obligation Bond Funded Capital Outlay Projects was established to account for General Obligation Bond proceeds and financial activities related to Board approved Measure C projects.

Fund 41, Resource 4160 - General Obligation Bond Funded Capital Outlay Projects

	Prior Year Actuals 7-1-05 to 6-30-06	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 1,726,681	\$ 1,500,000	\$ 1,878,000	\$ 860,866
Expenditures				
Classified Salaries	\$ 0	\$ 147,834	\$ 45,236	\$ 32,364
Employee Benefits	0	53,390	53,390	15,300
Materials & Supplies	13,131	21,869	21,869	0
Services	243,283	182,837	317,935	147,913
Capital Outlay	18,081,475	27,279,703	35,159,839	14,613,493
Intrafund Transfers to:				
State Construction (Resource 4100)	0	293,742	293,742	293,742
Total Expenditures	\$ 18,337,889	\$ 27,979,375	\$ 35,892,011	\$ 15,102,812
Revenues Over (Under) Expenditures	\$ (16,611,208)	\$ (26,479,375)	\$ (34,014,011)	\$ (14,241,946)
Beginning Fund Balance	50,782,712	34,171,504	34,171,504	34,171,504
Ending Fund Balance	\$ 34,171,504	\$ 7,692,129	\$ 157,493	\$ 19,929,558
Ending Cash Balance				\$ 19,929,558

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Health and Liability Self-Insurance is used to account for the revenues and expenditures of the District's health and liability self-insurance programs.

Fund 61, Resource 6100 - Health and Liability Self-Insurance

	Prior Year Actuals <u>7-1-05 to 6-30-06</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 4,423,670	\$ 4,431,168	\$ 4,446,644	\$ 3,831,786
Interfund transfer from General Operating (Resource 1000)	<u>500,000</u>	<u>250,000</u>	<u>250,000</u>	<u>187,500</u>
Total Revenue	<u>\$ 4,923,670</u>	<u>\$ 4,681,168</u>	<u>\$ 4,696,644</u>	<u>\$ 4,019,286</u>
Expenditures				
Classified Salaries	\$ 139,672	\$ 161,673	\$ 161,673	\$ 127,311
Employee Benefits	44,825	52,906	52,906	50,200
Materials & Supplies	3,307	3,900	7,400	3,287
Services	2,739,930	4,094,050	4,090,550	2,094,192
Capital Outlay	<u>37,756</u>	<u>80,568</u>	<u>80,568</u>	<u>37,905</u>
Total Expenditures	<u>\$ 2,965,490</u>	<u>\$ 4,393,097</u>	<u>\$ 4,393,097</u>	<u>\$ 2,312,895</u>
Revenues Over (Under) Expenditures	\$ 1,958,180	\$ 288,071	\$ 303,547	\$ 1,706,391
Beginning Fund Balance	<u>110,881</u>	<u>2,069,061</u>	<u>2,053,585</u>	<u>2,053,585</u>
Ending Fund Balance	<u>\$ 2,069,061</u>	<u>\$ 2,357,132</u>	<u>\$ 2,357,132</u>	<u>\$ 3,759,976</u>
Ending Cash Balance				<u>\$ 4,523,783</u>

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

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

	Prior Year Actuals 7-1-05 to 6-30-06	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 1,150,767	\$ 1,391,620	\$ 1,391,620	\$ 1,025,688
Expenditures				
Classified Salaries	\$ 42,340	\$ 58,508	\$ 58,508	\$ 41,308
Employee Benefits	13,915	21,828	21,828	15,136
Materials & Supplies	1,071	620	620	154
Services	1,553,161	1,174,880	998,538	737,018
Capital Outlay	0	0	7,700	0
Total Expenditures	\$ 1,610,487	\$ 1,255,836	\$ 1,087,194	\$ 793,616
Revenues Over (Under) Expenditures	\$ (459,720)	\$ 135,784	\$ 304,426	\$ 232,072
Beginning Fund Balance	806,383	346,663	178,021	178,021
Ending Fund Balance	\$ 346,663	\$ 482,447	\$ 482,447	\$ 410,093
Ending Cash Balance				\$ 1,947,471

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED MARCH 31, 2007**

Associated Students of RCC 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, pay phone commissions and athletic ticket sales.

	<u>Associated Students of RCC</u>			
	Prior Year Actuals 7-1-05 to 6-30-06	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	<u>\$ 590,083</u>	<u>\$ 601,000</u>	<u>\$ 601,000</u>	<u>\$ 545,719</u>
Expenditures				
Materials & Supplies	<u>\$ 568,064</u>	<u>\$ 601,000</u>	<u>\$ 601,000</u>	<u>\$ 364,105</u>
Total Expenditures	<u>\$ 568,064</u>	<u>\$ 601,000</u>	<u>\$ 601,000</u>	<u>\$ 364,105</u>
Revenues Over (Under) Expenditures	\$ 22,019	\$ 0	\$ 0	\$ 181,614
Beginning Fund Balance	<u>1,011,610</u>	<u>1,033,629</u>	<u>1,033,629</u>	<u>1,033,629</u>
Ending Fund Balance	<u>\$ 1,033,629</u>	<u>\$ 1,033,629</u>	<u>\$ 1,033,629</u>	<u>\$ 1,215,243</u>
Ending Cash Balance				<u>\$ 2,237,360</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED MARCH 31, 2007**

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 <u>7-1-05 to 6-30-06</u>	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	<u>\$ 15,049,054</u>	<u>\$ 15,785,943</u>	<u>\$ 15,785,943</u>	<u>\$ 10,337,714</u>
Expenditures				
Other				
Scholarships and Grant Reimbursements	<u>\$ 15,049,054</u>	<u>\$ 15,785,943</u>	<u>\$ 15,785,943</u>	<u>\$ 9,960,973</u>
Total Expenditures	<u>\$ 15,049,054</u>	<u>\$ 15,785,943</u>	<u>\$ 15,785,943</u>	<u>\$ 9,960,973</u>
Revenues Over (Under) Expenditures	\$ 0	\$ 0	\$ 0	\$ 376,741
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>\$ 376,741</u>
Ending Cash Balance				<u>\$ 370,874</u>

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED MARCH 31, 2007**

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 7-1-05 to 6-30-06	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	\$ 16	\$ 0	\$ 0	\$ 9
Expenditures				
Services	\$ 0	\$ 0	\$ 0	\$ 20
Total Expenditures	\$ 0	\$ 0	\$ 0	\$ 20
Revenues Over (Under) Expenditures	\$ 16	\$ 0	\$ 0	\$ (11)
Beginning Fund Balance	16,237	16,253	16,253	16,253
Ending Fund Balance	<u>\$ 16,253</u>	<u>\$ 16,253</u>	<u>\$ 16,253</u>	<u>\$ 16,242</u>
Ending Cash Balance				<u>\$ 16,241</u>

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-B-2

Date: April 17, 2007

Subject: CCFS-311Q – Quarterly Financial Status Report for the Quarter Ended
March 31, 2007

Background: Education Code Section 84040 specifies that financial information be periodically reported to the California Community Colleges Board of Governors. To comply with this requirement, the District prepares Form CCFS-311Q – Quarterly Financial Status Report each fiscal quarter for submission to the Chancellor’s Office. The Chancellor’s Office is revising the CCFS-311Q format but it will not be finalized until June 2007. In the interim, the Chancellor’s Office will be collecting the CCFS-311Q data via an Excel spreadsheet. For purposes of this report, the General Fund includes:

Fund 11 – Unrestricted

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

Fund 12 – Restricted

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

Information Only: Attached for the Board’s review and information is a copy of the CCFS-311Q – Quarterly Financial Status report for the quarter ended March 31, 2007.

Salvatore G. Rotella
Chancellor

Prepared by: Bill J. Bogle, Jr.
District Controller

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 GENERAL FUND REVENUE AND EXPENDITURE REPORT
 FOR THE PERIOD ENDED MARCH 31, 2007**

Cash Position - Unrestricted and Restricted

	YTD Activity
Beginning Cash, July 1, 2006	\$ 14,873,393
Accounts Receivable Collections	12,968,998
Accounts Payable Payments	(9,756,739)
Revenue and Other Financial Sources	113,212,478
Expenditures and Other Outgo	(106,415,755)
Ending Cash, March 31, 2007	\$ 24,882,375

Budget and Actual Activity - Unrestricted

	Adopted Budget	Revised Budget	YTD Activity
Revenues			
Federal	\$ 123,500	\$ 123,500	\$ 26,520
State	88,142,709	88,142,709	69,634,238
Local	47,030,137	47,050,137	28,175,462
Total Revenues	135,296,346	135,316,346	97,836,220
Other Financing Sources	22,585	22,585	19,507
Total Revenues	135,318,931	135,338,931	97,855,727
Expenditures			
Academic Salaries	\$ 62,153,458	\$ 61,822,041	\$ 44,617,367
Classified Salaries	29,180,193	28,769,095	19,556,486
Employee Benefits	22,881,674	22,897,522	15,016,628
Materials & Supplies	2,936,181	2,921,557	1,585,194
Services	15,104,882	15,648,179	9,800,047
Capital Outlay	2,000,172	2,218,166	1,043,782
Total Expenditures	134,256,560	134,276,560	91,619,504
Other Outgo	2,004,270	2,004,720	1,563,637
Total Expenditures and Other Outgo	136,260,830	136,281,280	93,183,141
Revenues Over (Under)			
Expenditures	(941,899)	(942,349)	4,672,586
Beginning Fund Balances	12,638,844	12,638,844	12,638,844
Ending Fund Balances	\$ 11,696,945	\$ 11,696,495	\$ 17,311,430
Contingency			
Unrestricted	\$ 10,796,945	\$ 10,796,945	\$ 16,411,430
Reserve	900,000	900,000	900,000
Total Contingency/Reserve	\$ 11,696,945	\$ 11,696,945	\$ 17,311,430

California Community Colleges
Quarterly Financial Status Report, CCFS-311Q

District: 960 Riverside Community College District

Fiscal Year: 2006-07

Quarter Ended: 31-Mar

Line	Description	As of June 30 for the fiscal year specified		
		Actual 2003-04	Actual 2004-05	Actual 2005-06 / Projected 2006-07
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:				
A. Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	93,694,590	106,405,524	119,560,718 / 135,316,346
A.2	Other Financing Sources (Object 8900)	1,328,522	880,941	-429,132 / 22,585
A.3	Total Unrestricted Revenues (A.1 + A.2)	95,023,112	107,286,465	119,131,586 / 135,338,931
B. Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	91,626,213	100,774,930	118,163,127 / 134,276,560
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	1,702,874	1,146,930	1,076,930 / 2,004,270
B.3	Total Unrestricted Expenditures (B.1 + B.2)	93,329,087	101,921,860	119,240,057 / 136,280,830
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	1,694,025	5,364,605	-108,471 / -941,899
D.	Fund Balance, Beginning	5,567,529	7,261,554	12,344,738 / 12,638,844
D.1	Prior Year Adjustments + (-)	0	-281,721	402,578 / 0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	5,567,529	6,979,833	12,747,316 / 12,638,844
E.	Fund Balance, Ending (C. + D.2)	7,261,554	12,344,738	12,638,845 / 11,696,945
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	7.8%	12.1%	10.6% / 8.6%

II. Annualized FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	23,001	24,666	26,258 / 22,851
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III. Total General Fund Cash Balance (Unrestricted and Restricted)

Line	Description	As of the specified quarter ended for each fiscal year presented		
		2003-04	2004-05	2005-06 / 2006-07
H.1	Cash, excluding borrowed funds	8,321,312	14,481,486	18,281,687 / 24,882,375
H.2	Cash, borrowed funds only	0	0	0 / 0
H.3	Total Cash (H.1 + H.2)	8,321,312	14,481,486	18,281,687 / 24,882,375

IV. Unrestricted General Fund Revenues and Expenditures: 2006-07 Budget to Year-to-Date Actuals

Line	Description	2006-07 Budget to Year-to-Date Actuals		
		Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3) / Percentage (Col. 3/Col. 2)
I. Revenues:				
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	135,296,346	135,316,346	97,836,220 / 72%
I.2	Other Financing Sources (Object 8900)	22,585	22,585	19,507 / 86%
I.3	Total Unrestricted Revenues (I.1 + I.2)	135,318,931	135,338,931	97,855,727 / 72%
J. Expenditures:				
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	134,256,560	134,276,560	91,619,504 / 68%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	2,004,270	2,004,270	1,563,637 / 78%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	136,260,830	136,280,830	93,183,141 / 68%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	-941,899	-941,899	4,672,586
L.	Adjusted Fund Balance, Beginning	12,638,844	12,638,844	12,638,844
L.1	Fund Balance, Ending	11,696,945	11,696,945	17,311,430
M.	Percentage of UGF Fund Balance to UGF Expenditures (L.1 / J.3)	8.6%	8.6%	8.6%

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

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

Contract Period Settled (Specify) YYYY-YY	Management		Academic		Classified	
	Total Cost Increase	%*	Total Cost Increase	%*	Total Cost Increase	%*
a. SALARIES:						
Year 1:	0	0.0%	0	0.0%	0	0.0%
Year 2:	0	0.0%	0	0.0%	0	0.0%
Year 3:	0	0.0%	0	0.0%	0	0.0%
b. BENEFITS:						
Year 1:	0	0.0%	0	0.0%	0	0.0%
Year 2:	0	0.0%	0	0.0%	0	0.0%
Year 3:	0	0.0%	0	0.0%	0	0.0%

*: 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 this year? **No**
 Next year? ---

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

CERTIFICATION

District : 960 Riverside Community College District

To the best of my knowledge, the data contained in this report are correct.
I further certify that this report was/will be presented at the governing board meeting specified below, and afforded the opportunity to be discussed and entered into the minutes of that meeting.

To the best of my knowledge, the data contained in this report are correct.




District Chief Business Officer

4/15/07

Date

Qtr. Ended: March 31, 2007



District Superintendent

Date

Governing Board Meeting Date: 4/17/07

RIVERSIDE COMMUNITY COLLEGE DISTRICT
TEACHING AND LEARNING

Report No.: VI-A-1

Date: April 17, 2007

Subject: Proposed Curricular Changes

Background: Presented for the Board's review and consideration are proposed curricular changes. The District Curriculum Committee and the college administration have reviewed the attached proposed curricular changes and recommend their adoption by the Board of Trustees.

Recommended Action: It is recommended that the Board of Trustees approve the curricular changes for inclusion in the college catalog and in the schedule of class offerings.

Salvatore G. Rotella
Chancellor

Prepared by: Sylvia Thomas
Associate Vice Chancellor of Instruction

New Course Proposals

1. CAT-96A – Practicum in Computers .25 unit
Prerequisite: None.
Limitation on enrollment: Must be concurrently enrolled in another non-practicum RCCD course.
Self-paced, competency based skill development in computer usage for any RCCD student concurrently enrolled in any RCCD course. Instruction is given on an individualized basis using personal consultation with the student. May be taken a total of four times. (Non-degree credit course. CR/NC only.) 13.5 hours laboratory is required for credit.

2. CAT-99E – PowerPoint for Beginners .25 unit
Prerequisite: None.
This course provides skill development in the use of Microsoft PowerPoint for Windows for non-Computer Applications and Office Technology majors. Instruction is given on a group and individual basis using personal consultation with the student. 4 hours lecture and 14 hours laboratory.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
TEACHING AND LEARNING

Report No.: VI-A-2

Date: April 17, 2007

Subject: Agreement with ThermoAir, Inc.

Background: Presented for the Board's review and consideration is an agreement between the Riverside Community College District and ThermoAir, Inc. to deliver and install a new ThermoAir full double wall insulated downdraft spray booth with a raised basement. This equipment will be installed in the Automotive building, laboratory area for instructional use. The term of the contract is April 18, 2007 through June 30, 2007. The total cost of the project is \$65,000.00. Funding source: AB 1802 – Career Technical Funding.

This agreement has been reviewed by Ruth Adams, Director, Contracts, Compliance and Legal Services and Sylvia Thomas, Associate Vice Chancellor of Instruction.

Recommended Action: It is recommended that the Board of Trustees approve the agreement, from April 18, 2007 through June 30, 2007, for a total amount of \$65,000.00, and authorize the Vice Chancellor, Administration and Finance to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Virginia McKee-Leone
Interim Vice-President, Academic Affairs
Paul O'Connell
Assistant Professor, Applied Technology

2/12/07

Riverside Community College District
4800 Magnolia Ave.
Riverside, Ca. 92560
(951) 222-8348
Fax 222-8199/ 8095

Attn: Paul O'Connell/ Jan

Re: Contract for Purchase/Sale of One Thermoair
Full Downdraft Spraybooth

This Letter Agreement ("Contract") is entered into by and between Thermo Air, Inc., a California corporation (hereinafter "Seller"), and Riverside Community College District (hereinafter "Buyer").

In consideration of the mutual agreements contained herein, Seller and Buyer agree to be mutually bound by the following terms:

- A. Sale of Equipment. Seller agrees to sell to Buyer all of the following equipment (hereinafter collectively the "Equipment"):
1. One (1) new Thermoair Full Double Wall insulated downdraft spraybooths, with dimensions of Approximately 27'6"xW14'xH11', with raised basement, each including the following specifications:
 - (a) One 1 million BTU Direct fire furnace; Modulating system
 - (b) Two (2) 10hp motors on intake and exhaust system; Over sized turbines\backward incline fans, able to use for Water borne
 - (c) One (1) man door on spray booth;
 - (d) An entire grated floor for an even distribution of air, with filters in every grated row;
 - (e) An intake system with panel prefilters, followed by a 1" thick diffusion media or downdraft filter which covers the entire ceiling area; and
 - (f) Four (4) doors that are in the front, with inner locks, with man doors in the front, in addition to a man door off to the side. All doors have viewing windows. Chrome handles for entering and exiting booth. .

2. One (1) electric kit, including the following specifications: power for 3phase 4 wire 208/240 Volt. Customer has power in electrical room that meets these requirements.
 - (a) Twenty (22) lighting 4 tube light fixtures, both in gable (horizontal) and side (vertical), with corrective bulbs
 - (b) One (1) air driven damper for booth baking cycle, with clear tempered glass;
 - (c) One (1) electronic damper control for exhaust systems.
3. One (1) electronic and digital Control Center.
4. Ducting, 1 intake bend, 1 exhaust blast cap, 14' of ducting, 1 damper for exhaust system, 1 transition piece for inlet air, all duct comes with corner pieces and snap rings for connecting ducting along with duct mate for putting together ducting easily.
5. One (1) magnohelic for pressure measuring.
6. One automatic damper control system for booth pressure balance
7. One jet dry system

B. Equipment Purchase Price. Buyer agrees to purchase the Equipment for a total purchase price of Sixty Five Thousand Dollars.(\$65,000.00) (“Purchase Price”)

C.

B. Permit Applications and all Permit Fees :

C. SCAQMD school is exempt from fee's Company will get a letter stating that from SCAQMD. In the event of local city permits

D. Delivery and Installation of Equipment.

. Seller shall deliver equipment in approxiatmatly (8) eight weeks after receipt of down payment, but no later than June 30-2007 (NO HARM Clause) Thermoair Spray Booth will not be held financially responsible for any delays caused by product manufacture of parts, shipping delays, acts of God weather, holidays, labor strikes, outside contractors, sub contractors, city permit delays, time loss of business, or any utility company delays.

- E. Fire Suppression. Included in bid
- F. Transfer of Possession and Title. Buyer and Seller specifically agree that title to the Equipment shall not pass to Buyer until the total Purchase Price has been paid to Seller. Buyer shall not transfer possession of the Equipment to any other person or party until the total Purchase Price has been paid, and should Buyer so transfer possession of the Equipment: (1) Buyer shall at all times remain liable for payment of the full Purchase Price; and (2) Seller, at its option, may repossess the Equipment with five (5) days' prior written notice and declare all past payments forfeited as rental or, at Seller's option, may at once sue Buyer for the remaining balance of the Purchase Price. Any dispute will be handled by an independent arbitrator. Recipient of equipment to pay these fee's.
- G. Warranties. Seller warrants that the Equipment shall be free from defects for a period of One (1) years from the date of delivery of the Equipment.
- H. Miscellaneous Terms.
1. Modification. This Contract may not be amended or modified without the express written consent of both Seller and Buyer.
 2. Governing Law. This Contract shall be governed, construed and enforced in accordance with the laws of the State of California
 3. Successors and Assigns. This Contract shall be binding upon, and inure to the benefit of, Seller, Buyer and their respective successors and assigns.
 4. Attorneys' Fees. In the even either Buyer or Seller brings any suit or other proceeding with respect to the subject matter of this Contract, the prevailing party shall be entitled to recover reasonable attorney's fees and costs.
 5. Thermoair shall not discriminate against any person in the provision of services, or employment of persons, on the basis of race, religion, disability, marital status, medical condition, gender, age, or sexual orientation.
 6. Thermoair shall carry workers compensation insurance in accordance with the laws of the state of California and will carry general liability insurance in amounts not less than \$1,000,000 per occurrence and shall provide Riverside Community College District proof of said insurance, upon request.

7. Thermoair agrees to defend indemnify and hold harmless Riverside Community College District from any liability or damages the District may suffer as a result of claims, demands, costs or judgments against it resulting from the negligence or willfull misconduct of Thermoair and or its employees arising out of the performance of the Agreement, excluding items in clause J.

Break down of costs

Paint Booth	\$ 51,500.00
Shipping/loading Container	1,800.00
Labor	11,700.00
Total (INCLUDING TAX)	\$ 65,000.00

Terms:

30% down

65% upon delivery of equipment

05% upon completion (completion defined as booth operational)

THERMOAIR, INC.

By: _____

Title: _____

AGREED AND
ACKNOWLEDGED BY:

By: _____

Title: Vice Chancellor, Administration and Finance

Date: _____

RIVERSIDE COMMUNITY COLLEGE DISTRICT
RESOURCES COMMITTEE

Report No.: VI-B-1

Date: April 17, 2007

Subject: A Resolution of the Board of Trustees of the Riverside Community College District, Riverside County, California, Authorizing the Issuance of Riverside Community College District (Riverside County, California) Election of 2004 General Obligation Bonds, Series 2007C, Resolution No. 41-06/07

Background: Attached for the Board's review and consideration is a proposed "Resolution of the Board of Trustees of the Riverside Community College District, Riverside County, California, Authorizing the Issuance of Riverside Community College District (Riverside County, California) Election of 2004 General Obligation Bonds, Series 2007C, Resolution No. 41-06/07." This matter will be discussed at the April 16, 2007, meeting of the Board's Resources Committee. Mr. Jim Roth of UBS Investment Bank and Mr. Mark Farrell of Piper Jaffray will present issuance options at that time. Additionally, and also attached for the Board's review and information, is the most recent "Measure C – Project Commitments" report and a Measure C-related cash flow projection through fiscal 2011.

Recommended Action: To be determined.

Salvatore G. Rotella
Chancellor

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

RESOLUTION NO. 41-06/07

RESOLUTION OF THE BOARD OF TRUSTEES OF RIVERSIDE COMMUNITY COLLEGE DISTRICT AUTHORIZING THE ISSUANCE OF THE RIVERSIDE COMMUNITY COLLEGE DISTRICT (RIVERSIDE COUNTY, CALIFORNIA) ELECTION OF 2004 GENERAL OBLIGATION BONDS, SERIES 2007C

WHEREAS, a duly called municipal election (the "Election") was held in the Riverside Community College District (the "District"), Riverside County (the "County"), State of California, on March 2, 2004 at which the following proposition ("Measure C") was submitted to the qualified electors of the District:

"To improve local student access to job training and four-year college preparation classes, improve campus safety, add and upgrade science, health, technology academic classrooms/laboratories; expand public safety, police, firefighting, paramedics and healthcare training facilities; repair, acquire, construct, equip buildings, sites, classrooms; shall Riverside Community College District issue \$350,000,000 in bonds, at legal rates, with no proceeds going to the State, all funds remaining locally, independent citizen oversight, guaranteed annual audits, and no money for administrators' salaries?"

WHEREAS, at such election, Measure C received the affirmative vote of more than fifty-five percent of the voters of the District voting on the proposition, as certified by the Registrar of Voters of the County in the official canvassing of votes;

WHEREAS, the Board of Supervisors of Riverside County (the "County") has issued on behalf of the District (i) an aggregate principal amount of \$55,205,000 of Riverside Community College District (Riverside County, California) General Obligation Bonds, Election of 2004, Series 2004A, and (ii) an aggregate principal amount of \$9,795,000 of Riverside Community College District (Riverside County, California) General Obligation Bonds, Election of 2004, Series 2004B, both authorized pursuant to Measure C;

WHEREAS, at this time this Board of Trustees of the District (the "Board") has determined that it is necessary and desirable to issue the third series of such bonds in an aggregate principal amount not to exceed \$ _____ to be styled as "Riverside Community College District, Riverside County, California Election of 2004 General Obligation Bonds, Series 2007C" (the "Bonds");

WHEREAS, pursuant to Article 4.5 of Chapter 3 of Part 1 of Division 2 of Title 5 of the California Government Code (the "Act"), the Bonds are authorized to be issued for the purposes set forth in the ballot submitted to voters at the Election;

WHEREAS, all acts, conditions and things required by law to be done or performed have been done and performed in strict conformity with the laws authorizing the issuance of general obligation bonds of the District, and the indebtedness of the District, including this proposed issue of Bonds, is within all limits prescribed by law;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE RIVERSIDE COMMUNITY COLLEGE DISTRICT, RIVERSIDE COUNTY, CALIFORNIA, AS FOLLOWS:

SECTION 1. Purpose. To raise money for the purposes authorized by voters of the District at the Election and to pay all necessary legal, financial and contingent costs in connection with the issuance of the Bonds, this Board hereby authorizes the issuance of the Bonds in one or more series and orders such Bonds sold at one or more negotiated sales such that the Bonds shall bear interest at rates not to exceed that authorized at the Election, shall be payable upon such terms and provisions as shall be set forth in the Bonds, and shall be in an aggregate principal amount not to exceed \$_____.

SECTION 2. Paying Agent. This Board does hereby appoint the Paying Agent as the authenticating agent, bond registrar, transfer agent and paying agent for the Bonds on behalf of the District.

SECTION 3. Approval of Purchase Contract The form of Purchase Contract (the "Purchase Contract") by and between the District and UBS Securities LLC and Piper Jaffray & Co., as underwriters (collectively, the "Underwriters"), for the purchase and sale of the Bonds, substantially in the form on file with the Secretary of the Board, is hereby approved and the Chancellor of the District, the Vice Chancellor, Administration and Finance of the District and such other officers or employees of the District as the Chancellor may designate (each, an "Authorized Officer"), each alone, are hereby authorized, for and in the name and on behalf of the District, to execute and deliver the Purchase Contract, but with such changes therein, deletions therefrom and modifications thereto as the Authorized Officer executing the same may approve, such approval to be conclusively evidenced by his or her execution and delivery thereof; provided, however, that the maximum interest rate on the Bonds shall not exceed the maximum rate permitted by law, and that the Underwriters' discount, excluding original issue discount and costs of issuance paid by the Underwriters, shall not exceed 0.8% of the aggregate of principal amount of Bonds issued, plus reimbursement of reasonable out-of-pocket expenses of the Underwriters. The Board hereby authorizes the sale of the Bonds at a negotiated sale, which is determined to provide more flexibility in the timing of the sale, an ability to implement the sale in a shorter time period, an increased ability to structure the Bonds to fit the needs of particular purchasers, and a greater opportunity for the Underwriters to pre-market the Bonds to potential purchasers prior to the sale, all of which will contribute to the District's goal of achieving the lowest overall cost of funds. The Board estimates that the costs associated with the issuance of the Bonds, including compensation to the Underwriters and any such costs which the Underwriters agree to pay pursuant to the Purchase Contract, will equal approximately 2.0% of the principal amount of the Bonds. The Authorized Officers, each alone, are further authorized to determine the principal amount of the Bonds to be specified in the Purchase Contract for sale by the District up to \$_____ and to enter into and execute the Purchase Contract with the Underwriters, if the conditions set forth in this Resolution are satisfied.

SECTION 4. Certain Definitions. As used in this Resolution, the terms set forth below shall have the meanings ascribed to them (unless otherwise set forth in the Purchase Contracts or in the Official Statement):

- (a) **“Accreted Interest”** means, with respect to the Capital Appreciation Bonds, the Accreted Value thereof minus the Denominational Amount thereof as of the date of calculation.
- (b) **“Accretion Rate”** means, unless otherwise provided by the Purchase Contract, that rate which, when applied to the Denominational Amount of any Capital Appreciation Bond and compounded semiannually on each February 1 and August 1 (commencing August 1, 2007), produces the Maturity Value on the maturity date.
- (c) **“Accreted Value”** means with respect to the Capital Appreciation Bonds, as of the date of calculation, the Denominational Amount thereof, plus Accreted Interest thereon to such date of calculation, compounded semiannually on each February 1 and August 1 (commencing on August 1, 2007 (unless otherwise provided in the Purchase Contract)) with respect to the Capital Appreciation Bonds at the stated Accretion Rate to maturity thereof, assuming in any such semiannual period that such Accreted Value increases in equal daily amounts on the basis of a 360-day year of twelve 30-day months.
- (d) **“Bond Insurer”** means any insurance company which issues a municipal bond insurance policy insuring the payment of principal of and interest on the Bonds.
- (e) **“Bond Payment Date”** means (unless otherwise provided by the Purchase Contract or the Official Statement) with respect to the Current Interest Bonds, February 1 and August 1 of each year, commencing August 1, 2007, and with respect to the Capital Appreciation Bonds, the stated maturity dates thereof, as applicable.
- (f) **“Capital Appreciation Bonds”** means the Bonds the interest component of which is compounded semiannually on each Bond Payment Date to maturity as shown in the table of Accreted Value for such bonds in the Official Statement.
- (g) **“Continuing Disclosure Certificate”** means that certain Continuing Disclosure Certificate executed by the District and dated the date of issuance and delivery of the Bonds, as originally executed and as it may be amended from time to time in accordance with the terms thereof.
- (h) **“Current Interest Bonds”** means the Bonds the interest on which is payable semiannually on each Bond Payment Date specified for each such bond as designated and maturing in the years and in the amounts set forth in the Purchase Contract.
- (i) **“Denominational Amount”** means, with respect to the Capital Appreciation Bonds, the initial principal amount thereof, and, with respect to the Current Interest Bonds, the principal amount thereof.
- (j) **“Depository”** means the securities depository acting as Depository pursuant to Section 5(c) hereof.
- (k) **“DTC”** means The Depository Trust Company, New York, New York, a limited purpose trust company organized under the laws of the State of New York, in its capacity as securities depository for the Bonds.

- (l) **“Information Services”** means Financial Information, Inc.’s Financial Daily Called Bond Service; Moody’s Municipal and Government; or Standard & Poor’s J.J. Kenny Information Services Called Bond Service.
- (m) **“Maturity Value”** means the Accreted Value of any Capital Appreciation Bond on its maturity date.
- (n) **“Nominee”** means the nominee of the Depository, which may be the Depository, as determined from time to time pursuant to Section 5(c) hereof.
- (o) **“Participants”** means those broker-dealers, banks and other financial institutions from time to time for which the Depository holds book-entry certificates as securities depository.
- (p) **“Paying Agent”** means U.S. Bank National Association, or such financial institution that the Chancellor of the District appoints and who is named as Paying Agent in the Official Statement.
- (q) **“Principal”** or **“Principal Amount”** means, with respect to any Current Interest Bond, the principal or principal amount thereof and, with respect to any Capital Appreciation Bond, the Denominational Amount.
- (r) **“Record Date”** means the close of business on the fifteenth (15th) day of the month preceding each Bond Payment Date.
- (s) **“Securities Depositories”** means The Depository Trust Company, 55 Water Street, New York, New York 10041, Telephone: (212) 855-1000, Facsimile transmission: (212) 855-7320.
- (t) **“Term Bonds”** means those Bonds for which mandatory redemption dates have been established in the Purchase Contract.
- (u) **“Transfer Amount”** means, with respect to any Outstanding Current Interest Bond, the Principal Amount and, with respect to any Capital Appreciation Bond, the Maturity Value.

SECTION 5. Terms of the Bonds.

(a) **Denomination, Interest, Dated Dates.** The Bonds shall be issued as bonds registered as to both Principal and interest, in the denominations of, with respect to the Current Interest Bonds, \$5,000 Denominational Amount or any integral multiple thereof (except for one odd denomination), and with respect to the Capital Appreciation Bonds, \$5,000 Maturity Value, or any integral multiple thereof (except for one odd denomination). The Bonds will be initially registered to “Cede & Co.”, the Nominee of the Depository Trust Company, New York, New York.

Each Capital Appreciation Bond shall be dated, and shall accrete interest from, its date of initial delivery. Capital Appreciation Bonds will not bear interest on a current basis.

Each Current Interest Bond shall be dated the date of initial delivery or such other date as shall appear in the Purchase Contract or the Official Statement (the "Dated Date"), and shall bear interest from the Bond Payment Date next preceding the date of authentication thereof unless it is authenticated as of a day during the period from the 16th day of the month next preceding any Bond Payment Date to that Bond Payment Date, inclusive, in which event it shall bear interest from such Bond Payment Date, or unless it is authenticated on or before July 15, 2007, in which event it shall bear interest from the Dated Date.

The Bonds shall bear interest or accrete interest at a rate or rates such that the interest rate shall not exceed the maximum rate permitted by law. Interest shall be payable on the respective Bond Payment Dates and shall be computed on the basis of a 360-day year of twelve 30-day months.

The Capital Appreciation Bonds shall be dated the date of initial delivery of such bonds and mature in the years and shall be issued in the aggregate Denominational Amount set forth in the Purchase Contract and shall have an interest rate and shall have Denominational Amounts per each five thousand dollars (\$5,000) in Maturity Value as shown in the Accreted Value Table appended to the Official Statement; provided, that in the event that the amount shown in such Accreted Value Table and the Accreted Value calculated by the District and approved by the Bond Insurer by application of the definition of Accreted Value set forth in Section 4 differ, the latter amount shall be the Accreted Value of such Capital Appreciation Bond.

(b) Redemption.

(i) Optional Redemption. The Bonds are subject to optional redemption prior to their stated maturity dates as provided in the Purchase Contract.

(ii) Mandatory Redemption. Unless otherwise provided in the Purchase Contract, the Term Bonds are subject to mandatory redemption from moneys in the Debt Service Fund established in Section 11 hereof prior to their stated maturity date, at the Principal Amount or Accreted Value thereof without premium, on each August 1, as set forth in the Purchase Contract and in the Official Statement described below.

(iii) Selection of Bonds for Redemption. Whenever provision is made in this Resolution for the optional redemption of Bonds and less than all Outstanding Bonds are to be redeemed, the Paying Agent identified below, upon written instruction from the District, shall select Bonds for redemption as so directed by the District and if not directed, in inverse order of maturity. Within a maturity, the Paying Agent shall select Bonds for redemption by lot. Redemption by lot shall be in such manner as the Paying Agent shall determine; provided, however, that the portion of any Current Interest Bond to be redeemed in part shall be in the Principal Amount of \$5,000 (except for one odd denomination, if any) or any integral multiple thereof and the portion of any Capital Appreciation Bond to be redeemed in part shall be in integral multiples of the Accreted Value per \$5,000 Maturity Value thereof (except for one odd denomination, if any).

(iv) Notice of Redemption. When redemption is authorized or required pursuant to Section 5(b) hereof, the Paying Agent, upon written instruction from the District, shall give notice (a "Redemption Notice") of the redemption of the Bonds. Such Redemption Notice shall specify: the Bonds or designated portions thereof (in the case of redemption of the Bonds in part but not in whole) which are to be redeemed, the date of redemption, the place or places where the redemption

will be made, including the name and address of the Paying Agent, the redemption price, the CUSIP numbers (if any) assigned to the Bonds to be redeemed, the Bond numbers of the Bonds to be redeemed in whole or in part and, in the case of any Bond to be redeemed in part only, the Principal Amount of such Bond to be redeemed, and the original issue date, interest rate or Accretion Rate and stated maturity date of each Bond to be redeemed in whole or in part. Such Redemption Notice shall further state that on the specified date there shall become due and payable upon each Bond or portion thereof being redeemed at the redemption price thereof, together with the interest accrued or accreted to the redemption date, and that from and after such date, interest with respect thereto shall cease to accrue or accrete.

The Paying Agent shall take the following actions with respect to such Redemption Notice:

(a) At least 30 but not more than 45 days prior to the redemption date, such Redemption Notice shall be given to the respective Owners of Bonds designated for redemption by registered or certified mail, postage prepaid, at their addresses appearing on the Bond Register.

(b) At least 30 but not more than 45 days prior to the redemption date, such Redemption Notice shall be given by (i) registered or certified mail, postage prepaid, (ii) telephonically confirmed facsimile transmission, or (iii) overnight delivery service, to the Securities Depositories.

(c) At least 30 but not more than 45 days prior to the redemption date, such Redemption Notice shall be given by (i) registered or certified mail, postage prepaid, or (ii) overnight delivery service, to one of the Information Services.

Neither failure to receive or failure to publish any Redemption Notice nor any defect in any such Redemption Notice so given shall affect the sufficiency of the proceedings for the redemption of the affected Bonds. Each check issued or other transfer of funds made by the Paying Agent for the purpose of redeeming Bonds shall bear or include the CUSIP number identifying, by issue and maturity, the Bonds being redeemed with the proceeds of such check or other transfer.

(v) Partial Redemption of Bonds. Upon the surrender of any Bond redeemed in part only, the Paying Agent shall execute and deliver to the Owner thereof a new Bond or Bonds of like tenor and maturity and of authorized denominations equal in Transfer Amounts to the unredeemed portion of the Bond surrendered. Such partial redemption shall be valid upon payment of the amount required to be paid to such Owner and the District shall be released and discharged thereupon from all liability to the extent of such payment.

(vi) Effect of Notice of Redemption. Notice having been given as aforesaid, and the moneys for the redemption (including the interest to the applicable date of redemption) having been set aside in the District's Debt Service Fund, the Bonds to be redeemed shall become due and payable on such date of redemption.

If on such redemption date, money for the redemption of all the Bonds to be redeemed as provided in Section 5(b)(i) and (ii) hereof, together with interest accrued or accreted to such redemption date, shall be held by the Paying Agent so as to be available therefor on such redemption date, and if notice of redemption thereof shall have been given as aforesaid, then from and after such

redemption date, interest with respect to the Bonds to be redeemed shall cease to accrue or accrete and become payable. All money held by or on behalf of the Paying Agent for the redemption of Bonds shall be held in trust for the account of the Owners of the Bonds so to be redeemed.

All Bonds paid at maturity or redeemed prior to maturity pursuant to the provisions of this Section 5 shall be cancelled upon surrender thereof and be delivered to or upon the order of the District. All or any portion of a Bond purchased by the District shall be cancelled by the Paying Agent.

(vii) Bonds No Longer Outstanding. When any Bonds (or portions thereof), which have been duly called for redemption prior to maturity under the provisions of this Resolution, or with respect to which irrevocable instructions to call for redemption prior to maturity at the earliest redemption date have been given to the Paying Agent, in form satisfactory to it, and sufficient moneys shall be held by the Paying Agent irrevocably in trust for the payment of the redemption price of such Bonds or portions thereof, and, in the case of Current Interest Bonds, accrued interest with respect thereto to the date fixed for redemption, all as provided in this Resolution, then such Bonds shall no longer be deemed Outstanding and shall be surrendered to the Paying Agent for cancellation.

(c) Book-Entry System.

(i) Definitions. As used in this Section, the terms set forth below shall have the meanings ascribed to them:

“Participants” means those broker-dealers, banks and other financial institutions from time to time for which the Depository holds book-entry certificates as securities depository.

(ii) Election of Book-Entry System. The Bonds shall initially be delivered in the form of a separate single fully-registered bond (which may be typewritten) for each maturity date of such Bonds in an authorized denomination (except for any odd denomination Bond). The ownership of each such Bond shall be registered in the Bond Register (as defined below) in the name of the Nominee, as nominee of the Depository, and ownership of the Bonds, or any portion thereof may not thereafter be transferred except as provided in Section 5(c)(ii)(4).

With respect to book-entry Bonds, the District and the Paying Agent shall have no responsibility or obligation to any Participant or to any person on behalf of which such a Participant holds an interest in such book-entry Bonds. Without limiting the immediately preceding sentence, the District and the Paying Agent shall have no responsibility or obligation with respect to (i) the accuracy of the records of the Depository, the Nominee, or any Participant with respect to any ownership interest in book-entry Bonds, (ii) the delivery to any Participant or any other person, other than an owner as shown in the Bond Register, of any notice with respect to book-entry Bonds, including any notice of redemption, (iii) the selection by the Depository and its Participants of the beneficial interests in book-entry Bonds to be prepaid in the event the District redeems the Bonds in part, or (iv) the payment by the Depository or any Participant or any other person, of any amount with respect to Accreted Value, Principal of, premium, if any, or interest on the book-entry Bonds. The District and the Paying Agent may treat and consider the person in whose name each book-entry Bond is registered in the Bond Register as the absolute owner of such book-entry Bond for the purpose of payment of Accreted Value or Principal of and premium and interest on and to such

Bond, for the purpose of giving notices of redemption and other matters with respect to such Bond, for the purpose of registering transfers with respect to such Bond, and for all other purposes whatsoever. The Paying Agent shall pay all Accreted Value or Principal of and premium, if any, and interest on the Bonds only to or upon the order of the respective owner, as shown in the Bond Register, or his or her respective attorney duly authorized in writing, and all such payments shall be valid and effective to fully satisfy and discharge the District's obligations with respect to payment of Accreted Value or Principal of, and premium, if any, and interest on the Bonds to the extent of the sum or sums so paid. No person other than an owner, as shown in the Bond Register, shall receive a certificate evidencing the obligation to make payments of Accreted Value or Principal of, and premium, if any, and interest on the Bonds. Upon delivery by the Depository to the owner and the Paying Agent, of written notice to the effect that the Depository has determined to substitute a new nominee in place of the Nominee, and subject to the provisions herein with respect to the Record Date, the word Nominee in this Resolution shall refer to such nominee of the Depository.

1. Delivery of Letter of Representations. In order to qualify the book-entry Bonds for the Depository's book-entry system, the District and the Paying Agent shall execute and deliver to the Depository a Letter of Representations. The execution and delivery of a Letter of Representations shall not in any way impose upon the District or the Paying Agent any obligation whatsoever with respect to persons having interests in such book-entry Bonds other than the owners, as shown on the Bond Register. By executing a Letter of Representations, the Paying Agent shall agree to take all action necessary at all times so that the District will be in compliance with all representations of the District in such Letter of Representations. In addition to the execution and delivery of a Letter of Representations, the District and the Paying Agent shall take such other actions, not inconsistent with this Resolution, as are reasonably necessary to qualify book-entry Bonds for the Depository's book-entry program.

2. Selection of Depository. In the event (i) the Depository determines not to continue to act as securities depository for book-entry Bonds, or (ii) the District determines that continuation of the book-entry system is not in the best interest of the beneficial owners of the Bonds or the District, then the District will discontinue the book-entry system with the Depository. If the District determines to replace the Depository with another qualified securities depository, the District shall prepare or direct the preparation of a new single, separate, fully registered bond for each maturity date of such book-entry Bond, registered in the name of such successor or substitute qualified securities depository or its Nominee as provided in subsection (4) hereof. If the District fails to identify another qualified securities depository to replace the Depository, then the Bonds shall no longer be restricted to being registered in such Bond Register in the name of the Nominee, but shall be registered in whatever name or names the owners transferring or exchanging such Bonds shall designate, in accordance with the provisions of this Section 5(c).

3. Payments to Depository. Notwithstanding any other provision of this Resolution to the contrary, so long as all outstanding Bonds are held in book-entry form and registered in the name of the Nominee, all payments by the District or the Bond Register with respect to Accreted Value or Principal of and premium, if any, or interest on the Bonds and all notices with respect to such Bonds shall be made and given, respectively to the Nominees, as provided in the Letter of Representations or as otherwise instructed by the Depository and agreed to by the Paying Agent notwithstanding any inconsistent provisions herein.

4. Transfer of Bonds to Substitute Depository.

(A) The Bonds shall be initially issued as described in the Official Statement described herein. Registered ownership of such Bonds, or any portions thereof, may not thereafter be transferred except:

(1) to any successor of DTC or its nominee, or of any substitute depository designated pursuant to Section 5(c)(ii)(4)(A)(2) ("Substitute Depository"); provided that any successor of DTC or Substitute Depository shall be qualified under any applicable laws to provide the service proposed to be provided by it;

(2) to any Substitute Depository designated by the District, upon (1) the resignation of DTC or its successor (or any Substitute Depository or its successor) from its functions as depository, or (2) a determination by the District that DTC (or its successor) is no longer able to carry out its functions as depository; provided that any such Substitute Depository shall be qualified under any applicable laws to provide the services proposed to be provided by it; or

(3) to any person as provided below, upon (1) the resignation of DTC or its successor (or any Substitute Depository or its successor) from its functions as depository, or (2) a determination by the District that DTC or its successor (or Substitute Depository or its successor) is no longer able to carry out its functions as depository.

(B) In the case of any transfer pursuant to Section 5(c)(ii)(4)(A)(1) or (2), upon receipt of all outstanding Bonds by the Paying Agent, together with a written request of the District to the Paying Agent designating the Substitute Depository, a single new Bond, which the District shall prepare or cause to be prepared, shall be executed and delivered for each maturity of Bonds then outstanding, registered in the name of such successor or such Substitute Depository or their Nominees, as the case may be, all as specified in such written request of the District. In the case of any transfer pursuant to Section 5(c)(ii)(4)(A)(3), upon receipt of all outstanding Bonds by the Paying Agent, together with a written request of the District to the Paying Agent, new Bonds, which the District shall prepare or cause to be prepared, shall be executed and delivered in such denominations and registered in the names of such persons as are requested in such written request of the District, provided that the Paying Agent shall not be required to deliver such new Bonds within a period of less than sixty (60) days from the date of receipt of such written request from the District.

(C) In the case of a partial redemption or an advance refunding of any Bonds evidencing a portion of the Maturity Value or Principal maturing in a particular year, DTC or its successor (or any Substitute Depository or its successor) shall make an appropriate notation on such Bonds indicating the date and amounts of such reduction in Maturity Value or Principal, in form acceptable to the Paying Agent, all in accordance with the Letter of Representations. The Paying Agent shall not be liable for such Depository's failure to make such notations or errors in making such notations.

(D) The District and the Paying Agent shall be entitled to treat the person in whose name any Bond is registered as the owner thereof for all purposes of this Resolution

and any applicable laws, notwithstanding any notice to the contrary received by the Paying Agent or the District; and the District and the Paying Agent shall not have responsibility for transmitting payments to, communicating with, notifying, or otherwise dealing with any beneficial owners of the Bonds. Neither the District nor the Paying Agent shall have any responsibility or obligation, legal or otherwise, to any such beneficial owners or to any other party, including DTC or its successor (or Substitute Depository or its successor), except to the Owner of any Bonds, and the Paying Agent may rely conclusively on its records as to the identity of the owners of the Bonds.

SECTION 6. Execution of Bonds. The Bonds shall be signed by the President of the Board by manual or facsimile signature and countersigned by the manual or facsimile signature of and the seal or facsimile seal of the District, if any, affixed thereto by the Clerk of the Board or the Secretary to the Board, all in their official capacities. No Bond shall be valid or obligatory for any purpose or shall be entitled to any security or benefit under this Resolution unless and until the certificate of authentication printed on the Bond is signed by the Paying Agent as authenticating agent. Authentication by the Paying Agent shall be conclusive evidence that the Bond so authenticated has been duly issued, signed and delivered under this Resolution and is entitled to the security and benefit of this Resolution.

SECTION 7. Paying Agent; Transfer and Exchange. So long as any of the Bonds remain outstanding, the District will cause the Paying Agent to maintain and keep at its principal office all books and records necessary for the registration, exchange and transfer of the Bonds as provided in this Section. Subject to the provisions of Section 8 below, the person in whose name a Bond is registered shall be regarded as the absolute owner of that Bond for all purposes of this Resolution. Payment of or on account of the Accreted Value of or Principal of and premium, if any, and interest on any Bond shall be made only to or upon the order of that person; neither the District nor the Paying Agent shall be affected by any notice to the contrary, but the registration may be changed as provided in this Section. All such payments shall be valid and effectual to satisfy and discharge the District's liability upon the Bonds, including interest, to the extent of the amount or amounts so paid.

Any Bond may be exchanged for Bonds of like tenor, maturity and Transfer Amount upon presentation and surrender at the principal office of the Paying Agent, together with a request for exchange signed by the Owner or by a person legally empowered to do so in a form satisfactory to the Paying Agent. A Bond may be transferred on the Paying Agent only upon presentation and surrender of the Bond at the principal office of the Paying Agent together with an assignment executed by the Owner or by a person legally empowered to do so in a form satisfactory to the Paying Agent. Upon exchange or transfer, the Paying Agent shall complete, authenticate and deliver a new Bond or Bonds of like tenor and of any authorized denomination or denominations requested by the Owner equal to the Transfer Amount of the Bond surrendered and bearing or accruing interest at the same rate and maturing on the same date. Capital Appreciation Bonds and Current Interest Bonds may not be exchanged for one another.

If any Bond shall become mutilated, the District, at the expense of the Owner of said Bond, shall execute, and the Paying Agent shall thereupon authenticate and deliver, a new Bond of like series, tenor and Transfer Amount in exchange and substitution for the Bond so mutilated, but only upon surrender to the Paying Agent of the Bond so mutilated. If any Bond issued hereunder shall be lost, destroyed or stolen, evidence of such loss, destruction or theft may be submitted to the Paying Agent and, if such evidence is satisfactory to the Paying Agent and indemnity for the Paying Agent,

the District (including the Board of Trustees, and its officials, officers, agent and employees) satisfactory to the Paying Agent shall be given by the Owner, the District, at the expense of the Bond Owner, shall execute, and the Paying Agent shall thereupon authenticate and deliver, a new Bond of like tenor in lieu of and in substitution for the Bond so lost, destroyed or stolen (or if any such Bond shall have matured or shall have been called for redemption, instead of issuing a substitute Bond the Paying Agent may pay the same without surrender thereof upon receipt of indemnity satisfactory to the Paying Agent and the District). The Paying Agent may require payment of a reasonable fee for each new Bond issued under this paragraph and of the expenses which may be incurred by the District and the Paying Agent.

If manual signatures on behalf of the District are required in connection with an exchange or transfer, the Paying Agent shall undertake the exchange or transfer of Bonds only after the new Bonds are signed by the authorized officers of the District. In all cases of exchanged or transferred Bonds, the District shall sign and the Paying Agent shall authenticate and deliver Bonds in accordance with the provisions of this Resolution. All fees and costs of transfer shall be paid by the requesting party. Those charges may be required to be paid before the procedure is begun for the exchange or transfer. All Bonds issued upon any exchange or transfer shall be valid obligations of the District, evidencing the same debt, and entitled to the same security and benefit under this Resolution as the Bonds surrendered upon that exchange or transfer.

Any Bond surrendered to the Paying Agent for payment, retirement, exchange, replacement or transfer shall be cancelled by the Paying Agent. The District may at any time deliver to the Paying Agent for cancellation any previously authenticated and delivered Bonds that the District may have acquired in any manner whatsoever, and those Bonds shall be promptly cancelled by the Paying Agent. Written reports of the surrender and cancellation of Bonds shall be made to the District by the Paying Agent on or before February 1 and August 1 of each year. The cancelled Bonds shall be retained for two years, then destroyed by the Paying Agent.

Neither the District nor the Paying Agent will be required (a) to issue or transfer any Bonds during a period beginning with the opening of business on the 15th business day next preceding either any Bond Payment Date or any date of selection of Bonds to be redeemed and ending with the close of business on the Bond Payment Date or any day on which the applicable notice of redemption is given or (b) to transfer any Bonds which have been selected or called for redemption in whole or in part.

SECTION 8. Payment. Payment of interest on any Current Interest Bond on any Bond Payment Date shall be made to the person appearing on the registration books of the Paying Agent as the Owner thereof as of the Record Date immediately preceding such Bond Payment Date, such interest to be paid by check mailed to such Owner on the Bond Payment Date at his or her address as it appears on such registration books or at such other address as he may have filed with the Paying Agent for that purpose on or before the Record Date. The Owner in an aggregate Principal Amount or Maturity Value of \$1,000,000 or more may request in writing to the Paying Agent that such Owner be paid interest by wire transfer to the bank and account number on file with the Paying Agent as of the Record Date. The Principal of, and redemption premiums, if any, payable on the Current Interest Bonds and the Accreted Value and redemption premiums, if any, on the Capital Appreciation Bonds shall be payable upon maturity or redemption upon surrender at the principal office of the Paying Agent. The interest, Accreted Value, Principal and premiums, if any, on the Bonds shall be payable in lawful money of the United States of America. The Paying Agent is

hereby authorized to pay the Bonds when duly presented for payment at maturity, and to cancel all Bonds upon payment thereof. The Bonds are general obligations of the District, payable solely from the proceeds of *ad valorem* taxes levied on all property subject to such taxes within the District.

SECTION 9. Form of Bonds. The Bonds shall be in substantially the following form, allowing those officials executing the Bonds to make the insertions and deletions necessary to conform the Bonds to this Resolution, the Purchase Contract and the Official Statement.

(Form of Current Interest Bond)

REGISTERED
NO.

REGISTERED
\$

RIVERSIDE COMMUNITY COLLEGE DISTRICT
RIVERSIDE COUNTY, CALIFORNIA
ELECTION OF 2004 GENERAL OBLIGATION BOND, SERIES 2007CC

INTEREST RATE: MATURITY DATE: DATED AS OF: CUSIP
____% per annum _____, ____ _____, 2007

REGISTERED OWNER: CEDE & CO.

PRINCIPAL AMOUNT:

The Riverside Community College District (the "District") in Riverside County, California (the "County"), for value received, promises to pay to the Registered Owner named above, or registered assigns, the Principal Amount on the Maturity Date, each as stated above, and interest thereon until the Principal Amount is paid or provided for at the Interest Rate stated above, on February 1 and August 1 of each year (the "Bond Payment Dates"), commencing August 1, 2007. This bond will bear interest from the Bond Payment Date next preceding the date of authentication hereof unless it is authenticated as of a day during the period from the 16th day of the month next preceding any Bond Payment Date to the Bond Payment Date, inclusive, in which event it shall bear interest from such Bond Payment Date, or unless it is authenticated on or before July 15, 2007, in which event it shall bear interest from the date of initial delivery. Interest on this bond shall be computed on the basis of a 360-day year of twelve 30-day months. Principal and interest are payable in lawful money of the United States of America, without deduction for the Paying Agent services, to the person in whose name this bond (or, if applicable, one or more predecessor bonds) is registered (the "Registered Owner") on the Register maintained by the Paying Agent, initially U.S. Bank National Association. Principal is payable upon presentation and surrender of this bond at the principal office of the Paying Agent. Interest is payable by check or draft mailed by the Paying Agent on each Bond Payment Date to the Registered Owner of this bond (or one or more predecessor bonds) as shown and at the address appearing on the Register at the close of business on the 15th day of the calendar month next preceding that Bond Payment Date (the "Record Date"). The Owner of Current Interest Bonds in the aggregate Principal Amount of \$1,000,000 or more may request in writing to the Paying Agent that the Owner be paid interest by wire transfer to the bank and account number on file with the Paying Agent as of the Record Date.

This bond is one of an authorization of \$_____ of bonds approved for the purpose of raising money for the purpose authorized by the voters of the District at the Election and to pay all necessary legal, financial, engineering and contingent costs in connection therewith under authority of and pursuant to the laws of the State of California, and the requisite 55% vote of the electors of the District cast at an election held on March 2, 2004, upon the question of issuing bonds in the amount of \$350,000,000 and the resolution of the Board of Trustees of the District adopted on April 17, 2007 (the "Bond Resolution"). This bond and the issue of which this bond is one are general obligations

of the District, payable as to both Principal and interest from the proceeds of the levy of *ad valorem* taxes on all property subject to such taxes in the District, which taxes are unlimited as to rate or amount in accordance with California Education Code Section 15250 and 15252.

The bonds of this issue comprise \$_____ Principal amount of Current Interest Bonds, of which this bond is a part (a "Current Interest Bond") and Capital Appreciation Bonds of which \$_____ represents the Denominational Amount and \$_____ represents the Maturity Value.

This bond is exchangeable and transferable for bonds of like tenor, maturity and Transfer Amount (as defined in the Bond Resolution) and in authorized denominations at the principal office of the Paying Agent in Riverside , California, by the Registered Owner or by a person legally empowered to do so, in a form satisfactory to the Paying Agent, all subject to the terms, limitations and conditions provided in the Bond Resolution. All fees and costs of transfer shall be paid by the transferor. The District and the Paying Agent may deem and treat the Registered Owner as the absolute owner of this bond for the purpose of receiving payment of or on account of Principal or interest and for all other purposes, and neither the District nor the Paying Agent shall be affected by any notice to the contrary.

Neither the District nor the Paying Agent will be required (a) to issue or transfer any bond during a period beginning with the opening of business on the 15th business day next preceding either any Bond Payment Date or any date of selection of bonds to be redeemed and ending with the close of business on the Bond Payment Date or day on which the applicable notice of redemption is given or (b) to transfer any bond which has been selected or called for redemption in whole or in part.

The Current Interest Bonds maturing on or before August 1, 20__ are not subject to redemption prior to their fixed maturity dates. The Current Interest Bonds maturing on or after August 1, 20__ are subject to redemption on or after August 1, 20__ at the option of the District as a whole or in part on any date, at a Redemption Price equal to the principal amount of the Current Interest Bonds to be redeemed, plus interest accrued thereon to the date fixed for redemption, without premium.

The Current Interest Bonds maturing on August 1, 20__ are subject to mandatory redemption from moneys in the Debt Service Fund prior to their stated maturity date, at the Principal Amount thereof without premium on each August 1, on and after August 1, 20__, in the Principal Amounts as set forth in the following table:

Redemption Dates

Principal Amounts

If less than all of the bonds of any one maturity shall be called for redemption, the particular bonds or portions of bonds of such maturity to be redeemed shall be selected by lot by the District in such manner as the District in its discretion may determine; provided, however, that the portion of

any bond to be redeemed shall be in the Principal Amount of \$5,000 or some multiple thereof (except for one odd maturity, if any). If less than all of the bonds stated to mature on different dates shall be called for redemption, the particular bonds or portions thereof to be redeemed shall be called in any order of maturity selected by the District or, if not so selected, in the inverse order of maturity.

Reference is made to the Bond Resolution for a more complete description of the provisions, among others, with respect to the nature and extent of the security for the bonds of this series, the rights, duties and obligations of the District, the County, the Paying Agent and the Registered Owners, and the terms and conditions upon which the bonds are issued and secured. The Registered Owner of this bond assents, by acceptance hereof, to all of the provisions of the Bond Resolution.

It is certified and recited that all acts and conditions required by the Constitution and laws of the State of California to exist, to occur and to be performed or to have been met precedent to and in the issuing of the bonds in order to make them legal, valid and binding general obligations of the District, have been performed and have been met in regular and due form as required by law; that payment in full for the bonds has been received; that no statutory or constitutional limitation on indebtedness or taxation has been exceeded in issuing the bonds; and that due provision has been made for levying and collecting *ad valorem* property taxes on all of the taxable property within the District in an amount sufficient to pay Principal and interest when due, and for levying and collecting such taxes the full faith and credit of the District are hereby pledged.

This bond shall not be valid or obligatory for any purpose and shall not be entitled to any security or benefit under the Bond Resolution until the Certificate of Authentication below has been signed.

IN WITNESS WHEREOF, the Riverside Community College District, Riverside County, California, has caused this bond to be executed on behalf of the District and in official capacity by the manual or facsimile signature of the President of the Board of Trustees of the District, and to be countersigned by the manual or facsimile signature of the Secretary to the Board of Trustees of the District, and has caused the seal of the District to be affixed hereto, all as of the date stated above.

[SEAL]

RIVERSIDE COMMUNITY COLLEGE
DISTRICT

By: _____
President, Board of Trustees

COUNTERSIGNED:

Secretary, Board of Trustees

CERTIFICATE OF AUTHENTICATION

This bond is one of the bonds described in the Bond Resolution referred to herein which has been authenticated and registered on _____, 2007.

By: U.S. BANK NATIONAL ASSOCIATION,
as Paying Agent

Authorized Signatory

ASSIGNMENT

For value received, the undersigned sells, assigns and transfers to (print or typewrite name, address and zip code of Transferee): _____
this bond and irrevocably constitutes and appoints attorney to transfer this bond on the books for registration thereof, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed:

Notice: The assignor's signature to this assignment must correspond with the name as it appears upon the within bond in every particular, without alteration or any change whatever, and the signature(s) must be guaranteed by an eligible guarantor institution.

Social Security Number, Taxpayer Identification Number or other identifying number of Assignee: _____

Unless this certificate is presented by an authorized representative of The Depository Trust Company to the issuer or its agent for registration of transfer, exchange or payment, and any certificate issued is registered in the name of Cede & Co. or such other name as requested by an authorized representative of The Depository Trust Company and any payment is made to Cede & Co., ANY TRANSFER, PLEDGE OR OTHER USE HEREOF FOR VALUE OR OTHERWISE BY OR TO ANY PERSON IS WRONGFUL since the registered owner hereof, Cede & Co., has an interest herein.

LEGAL OPINION

The following is a true copy of the opinion rendered by Stradling Yocca Carlson & Rauth, a Professional Corporation, in connection with the issuance of, and dated as of the date of the original delivery of, the bonds. A signed copy is on file in my office.

Secretary, Board of Trustees

(Form of Legal Opinion)

(Form of Capital Appreciation Bond)

REGISTERED
NO.

REGISTERED
\$

RIVERSIDE COMMUNITY COLLEGE DISTRICT
RIVERSIDE COUNTY, CALIFORNIA
ELECTION OF 2004 GENERAL OBLIGATION BOND, SERIES 2007C

ACCRETION RATE: MATURITY DATE: DATED AS OF: CUSIP
 August 1, _____ Date of Delivery

REGISTERED OWNER: CEDE & CO.

DENOMINATIONAL AMOUNT:

MATURITY VALUE:

The Riverside Community College District (the "District") in Riverside County, California (the "County"), for value received, promises to pay to the Registered Owner named above, or registered assigns, the Maturity Value on the Maturity Date, each as stated above, such Maturity Value comprising the Denominational Amount and interest accreted thereon. This bond will not bear current interest but will accrete interest, compounded on each February 1 and August 1, commencing August 1, 2007, at the Accretion Rate specified above to the Maturity Date, assuming that in any such semiannual period the sum of such compounded accreted interest and the Denomination Amount (such sum being herein called the "Accreted Value") increases in equal daily amounts on the basis of a 360-day year consisting of twelve 30-day months. Accreted Value and redemption premium, if any, are payable in lawful money of the United States of America, without deduction for the Paying Agent services, to the person in whose name this bond (or, if applicable, one or more predecessor bonds) is registered (the "Registered Owner") on the Register maintained by the Paying Agent, initially U.S. Bank National Association. Accreted Value and redemption premium, if any, are payable upon presentation and surrender of this bond at the principal office of the Paying Agent.

This bond is one of an authorization of \$_____ of bonds approved for the purpose of raising money for the purpose authorized by voters of the District at the election to pay all necessary legal, financial, engineering and contingent costs in connection therewith under authority of and pursuant to the laws of the State of California, and the requisite 55% vote of the electors of the District cast at an election held on March 2, 2004 (the "Election"), upon the question of issuing bonds in the amount of \$350,000,000 and the resolution of the Board of Trustees of the District adopted on April 17, 2007 (the "Bond Resolution"). This bond and the issue of which this bond is one are general obligations of the District, payable as to both principal and interest from the proceeds of the levy of *ad valorem* taxes on all property subject to such taxes in the District, which taxes are unlimited as to rate or amount in accordance with California Education Code Section 15250 and 15252.

The bonds of this issue comprise \$_____ Principal Amount of Current Interest Bonds (each a "Current Interest Bond") and Capital Appreciation Bonds, of which this bond is a part, in the Denominational Amount of \$_____ and the Maturity Value of \$_____.

This bond is exchangeable and transferable for bonds of like tenor, maturity and Transfer Amount (as defined in the Bond Resolution) and in authorized denominations at the principal office of the Paying Agent, by the Registered Owner or by a person legally empowered to do so, in a form satisfactory to the Paying Agent, all subject to the terms, limitations and conditions provided in the Bond Resolution. All fees and costs of transfer shall be paid by the transferor. The District and the Paying Agent may deem and treat the Registered Owner as the absolute owner of this bond for the purpose of receiving payment of or on account of Principal or interest and for all other purposes, and neither the District nor the Paying Agent shall be affected by any notice to the contrary.

Neither the District nor the Paying Agent will be required (a) to issue or transfer any bond during a period beginning with the opening of business on the 15th business day next preceding either any Bond Payment Date or any date of selection of bonds to be redeemed and ending with the close of business on the Bond Payment Date or day on which the applicable notice of redemption is given or (b) to transfer any bond which has been selected or called for redemption in whole or in part.

Reference is made to the Bond Resolution for a more complete description of the provisions, among others, with respect to the nature and extent of the security for the Capital Appreciation Bonds of this series, the rights, duties and obligations of the District, the Paying Agent and the Registered Owners, and the terms and conditions upon which the bonds are issued and secured. The Registered Owner of this bond assents, by acceptance hereof, to all of the provisions of the Bond Resolution.

It is certified and recited that all acts and conditions required by the Constitution and laws of the State of California to exist, to occur and to be performed or to have been met precedent to and in the issuing of the bonds in order to make them legal, valid and binding general obligations of the District, have been performed and have been met in regular and due form as required by law; that payment in full for the bonds has been received; that no statutory or constitutional limitation on indebtedness or taxation has been exceeded in issuing the bonds; and that due provision has been made for levying and collecting *ad valorem* property taxes on all of the taxable property within the District in an amount sufficient to pay Principal and interest when due, and for levying and collecting such taxes the full faith and credit of the District are hereby pledged.

This bond shall not be valid or obligatory for any purpose and shall not be entitled to any security or benefit under the Bond Resolution until the Certificate of Authentication below has been signed.

IN WITNESS WHEREOF, the Riverside Community College District, Riverside County, California, has caused this bond to be executed on behalf of the District and in official capacity by the manual or facsimile signature of the President of the Board of Trustees of the District, and to be countersigned by the manual or facsimile signature of the Secretary to the Board of Trustees of the District, and has caused the seal of the District to be affixed hereto, all as of the date stated above.

[SEAL]

RIVERSIDE COMMUNITY COLLEGE
DISTRICT

By: _____
President, Board of Trustees

COUNTERSIGNED:

Secretary, Board of Trustees

CERTIFICATE OF AUTHENTICATION

This bond is one of the bonds described in the Bond Resolution referred to herein which has been authenticated and registered on _____, 2007.

By: U.S. BANK NATIONAL ASSOCIATION,
as Paying Agent

Authorized Signatory

ASSIGNMENT

For value received, the undersigned sells, assigns and transfers to (print or typewrite name, address and ZIP code of Transferee): _____
this bond and irrevocably constitutes and appoints attorney to transfer this bond on the books for registration thereof, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed:

Notice: The assignor's signature to this assignment must correspond with the name as it appears upon the face of the within bond in every particular, without alteration or by any change whatever, and the signature(s) must be guaranteed by an eligible guarantor institution.

Social Security Number, Taxpayer Identification Number or other identifying number of Assignee: __

Unless this certificate is presented by an authorized representative of The Depository Trust Company to the issuer or its agent for registration of transfer, exchange or payment, and any certificate issued is registered in the name of Cede & Co. or such other name as requested by an authorized representative of The Depository Trust Company and any payment is made to Cede & Co., ANY TRANSFER, PLEDGE OR OTHER USE HEREOF FOR VALUE OR OTHERWISE BY OR TO ANY PERSON IS WRONGFUL since the registered owner hereof, Cede & Co., has an interest herein.

LEGAL OPINION

The following is a true copy of the opinion rendered by Stradling Yocca Carlson & Rauth, a Professional Corporation in connection with the issuance of, and dated as of the date of the original delivery of, the bonds. A signed copy is on file in my office.

Secretary, Board of Trustees

(Form of Legal Opinion)

SECTION 10. Delivery of Bonds. The proper officials of the District shall cause the Bonds to be prepared and, following their sale, shall have the Bonds signed and delivered, together with a true transcript of proceedings with reference to the issuance of the Bonds, to the original purchaser upon payment of the purchase price therefor.

SECTION 11. Deposit of Proceeds of Bonds. The proceeds from the sale of the Bonds, to the extent of the Denominational Amount and the Principal Amount thereof, shall be paid to the County to the credit of the fund hereby created and established and to be known as the "Riverside Community College District Election of 2004 General Obligation Bonds, Series 2007C Building Fund" (the "Building Fund") of the District, shall be kept separate and distinct from all other District and County funds, and those proceeds shall be used solely for the purpose for which the Bonds are being issued and provided further that such proceeds shall be applied solely to authorized purposes which relate to the acquisition or improvement of real property. The accrued interest and any premium received by the County from the sale of the Bonds shall be kept separate and apart in the fund hereby created and established and to be designated as the "Riverside Community College District Election of 2004 General Obligation Bonds, Series 2007C Debt Service Fund" (the "Debt Service Fund") for the Bonds and used only for payment of Accreted Value or Principal of and interest on the Bonds. Interest earnings on moneys held in the Building Fund shall be retained in the Building Fund. Interest earnings on moneys held in the Debt Service Fund shall be retained in the Debt Service Fund. Any excess proceeds of the Bonds not needed for the authorized purposes set forth herein for which the Bonds are being issued shall be transferred to the Debt Service Fund and applied to the payment of Accreted Value or Principal of and interest on the Bonds. If, after payment in full of the Bonds, there remain excess proceeds, any such excess amounts shall be transferred to the General Fund of the District.

Subject to federal tax restrictions, moneys in the funds created hereunder shall be invested in any lawful investment permitted by Sections 16429.1 and 53601 of the Government Code of the State of California (the "Government Code") or in shares in a California common law trust established pursuant to Title 1, Division 7, Chapter 5 of the Government Code which invests exclusively in investments permitted by Section 53635 of the Government Code, in LAIF, or in a guaranteed investment contract with a financial institution or insurance company which has at the date of execution thereof one or more outstanding issues of unsecured, uninsured and unguaranteed debt obligations or a claims paying ability rated not lower than the second highest rating category (without regard to subcategories) by Standard & Poor's Ratings Services and Moody's Investors Service.

Except as required below to satisfy the requirements of Section 148(f) of the Internal Revenue Code of 1986, as amended (the "IRS Code"), interest earned on the investment of moneys held in the Debt Service Fund shall be retained in the Debt Service Fund and used to pay the Accreted Value or Principal of and interest on the Bonds when due.

SECTION 12. Rebate Fund.

(a) The District shall create and establish a special fund designated the "Riverside Community College District Election of 2004 General Obligation Bonds, Series 2007C Rebate Fund" (the "Rebate Fund"). All amounts at any time on deposit in the Rebate Fund shall be held in trust, to the extent required to satisfy the requirement to make rebate payments to the United States (the "Rebate Requirement") pursuant to Section 148 of the IRS Code, and the Treasury Regulations

promulgated thereunder (the "Treasury Regulations"). Such amounts shall be free and clear of any lien hereunder and shall be governed by this Section and by the Tax Certificate to be executed by the District.

(b) Within forty-five (45) days of the end of each fifth Bond Year (as such term is defined in the Tax Certificate), (1) the District shall calculate or cause to be calculated with respect to the Bonds the amount that would be considered the "rebate amount" within the meaning of Section 1.148-3 of the Treasury Regulations, using as the "computation date" for this purpose the end of such Bond Year, and (2) the District shall deposit to the Rebate Fund from amounts on deposit in the other funds established hereunder or from other District funds, if and to the extent required, amounts sufficient to cause the balance in the Rebate Fund to be equal to the "rebate amount" so calculated. The District shall not be required to deposit any amount to the Rebate Fund in accordance with the preceding sentence, if the amount on deposit in the Rebate Fund prior to the deposit required to be made under this subsection (b) equals or exceeds the "rebate amount" calculated in accordance with the preceding sentence. Such excess may be withdrawn from the Rebate Fund to the extent permitted under subsection (g) of this Section. The District shall not be required to calculate the "rebate amount" and shall not be required to deposit any amount to the Rebate Fund in accordance with this subsection (b), with respect to all or a portion of the proceeds of the Bonds (including amounts treated as proceeds of the Bonds) (1) to the extent such proceeds satisfy the expenditure requirements of Section 148(f)(4)(B) or Section 148(f)(4)(C) of the IRS Code or Section 1.148-7(d) of the Treasury Regulations, whichever is applicable, and otherwise qualify for the exception to the Rebate Requirement pursuant to whichever of said sections is applicable, (2) to the extent such proceeds are subject to an election by the District under Section 148(f)(4)(C)(vii) of the IRS Code to pay a one and one-half percent (1½%) penalty in lieu of arbitrage rebate in the event any of the percentage expenditure requirements of Section 148(f)(4)(C) are not satisfied, or (3) to the extent such proceeds qualify for the exception to arbitrage rebate under Section 148(f)(4)(A)(ii) of the IRS Code for amounts in a "bona fide debt service fund." In such event, and with respect to such amounts, the District shall not be required to deposit any amount to the Rebate Fund in accordance with this subsection (b).

(c) Any funds remaining in the Rebate Fund after redemption of all the Bonds and any amounts described in paragraph (2) of subsection (d) of this Section, or provision made therefor satisfactory to the District, including accrued interest, shall be remitted to the District.

(d) Subject to the exceptions contained in subsection (b) of this Section to the requirement to calculate the "rebate amount" and make deposits to the Rebate Fund, the District shall pay to the United States, from amounts on deposit in the Rebate Fund,

(1) not later than sixty (60) days after the end of (i) the fifth (5th) Bond Year, and (ii) each fifth (5th) Bond Year thereafter, an amount that, together with all previous rebate payments, is equal to at least 90% of the "rebate amount" calculated as of the end of such Bond Year in accordance with Section 1.148-3 of the Treasury Regulations; and

(2) not later than sixty (60) days after the payment of all Bonds, an amount equal to one hundred percent (100%) of the "rebate amount" calculated as of the date of such payment (and any income attributable to the "rebate amount" determined to be due and payable) in accordance with Section 1.148-3 of the Treasury Regulations.

(e) In the event that, prior to the time any payment is required to be made from the Rebate Fund, the amount in the Rebate Fund is not sufficient to make such payment when such payment is due, the District shall calculate (or have calculated) the amount of such deficiency and deposit an amount equal to such deficiency into the Rebate Fund prior to the time such payment is due.

(f) Each payment required to be made pursuant to subsection (d) of this Section shall be made to the Internal Revenue Service Center, Ogden, Utah 84201, on or before the date on which such payment is due, and shall be accompanied by Internal Revenue Service Form 8038-T, such form to be prepared or caused to be prepared by the District.

(g) In the event that immediately following the calculation required by subsection (b) of this Section, but prior to any deposit made under said subsection, the amount on deposit in the Rebate Fund exceeds the "rebate amount" calculated in accordance with said subsection, the District shall withdraw the excess from the Rebate Fund and credit such excess to the Debt Service Fund.

(h) The District shall retain records of all determinations made hereunder until six years after the complete retirement of the Bonds.

(i) Notwithstanding anything in this Resolution to the contrary, the Rebate Requirement shall survive the payment in full or defeasance of the Bonds.

SECTION 13. Security for the Bonds. There shall be levied on all the taxable property in the District, in addition to all other taxes, a continuing direct *ad valorem* tax annually during the period the Bonds are outstanding in an amount sufficient to pay the Principal and Accreted Value of and interest on the Bonds when due, which moneys when collected will be placed in the Debt Service Fund of the District, which fund is irrevocably pledged for the payment of the Principal and Accreted Value of and interest on the Bonds when and as the same fall due.

The moneys in the Debt Service Fund, to the extent necessary to pay the Principal and Accreted Value of and interest on the Bonds as the same become due and payable, shall be transferred by the Treasurer-Tax Collector to the Paying Agent which, in turn, shall pay such moneys to DTC to pay the Principal of and Accreted Value of and interest on the Bonds. DTC will thereupon make payments of Principal and Accreted Value and interest on the Bonds to the DTC Participants who will thereupon make payments of Principal and Accreted Value and interest to the beneficial owners of the Bonds. Any moneys remaining in the Debt Service Fund after the Bonds and the interest thereon have been paid, or provision for such payment has been made, shall be transferred to the General Fund of the District, pursuant to the Education Code Section 15234.

SECTION 14. Arbitrage Covenant. The District covenants that it will restrict the use of the proceeds of the Bonds in such manner and to such extent, if any, as may be necessary, so that the Bonds will not constitute arbitrage bonds under Section 148 of the IRS Code and the applicable regulations prescribed under that Section or any predecessor section. Calculations for determining arbitrage requirements are the sole responsibility of the District.

SECTION 15. Legislative Determinations. The Board determines that all acts and conditions necessary to be performed by the Board or to have been met precedent to and in the issuing of the Bonds in order to make them legal, valid and binding general obligations of the District

have been performed and have been met, or will at the time of delivery of the Bonds have been performed and have been met, in regular and due form as required by law; and that no statutory or constitutional limitation of indebtedness or taxation will have been exceeded in the issuance of the Bonds.

The Board further finds and determines that as a result of the issuance of the Bonds under the provisions of the Act, the overall outstanding general obligation bond debt of the District will be amortized in a more level manner.

SECTION 16. Official Statement. The Preliminary Official Statement relating to the Bonds, substantially in the form on file with the Secretary of the Board is hereby approved and the Authorized Officers, each alone, are hereby authorized and directed, for and in the name and on behalf of the District, to deliver such Preliminary Official Statement to the Underwriters to be used in connection with the offering and sale of the Bonds. The Authorized Officers, each alone, are hereby authorized and directed, for and in the name and on behalf of the District, to deem the Preliminary Official Statement “final” pursuant to 15c2-12 of the Securities Exchange Act of 1934, prior to its distribution and to execute and deliver to the Underwriters a final Official Statement, substantially in the form of the Preliminary Official Statement, with such changes therein, deletions therefrom and modifications thereto as the Authorized Officer executing the same shall approve. The Underwriters are hereby authorized to distribute copies of the Preliminary Official Statement to persons who may be interested in the purchase of the Bonds and is directed to deliver copies of any final Official Statement to the purchasers of the Bonds. Execution of the Official Statement shall conclusively evidence the District’s approval of the Official Statement.

SECTION 17. Insurance. In the event the District purchases bond insurance for the Bonds, and to the extent that the Bond Insurer makes payment of the Principal of, interest or Accreted Interest on the Bonds, it shall become the owner of such Bonds with the right to payment of Principal, interest or Accreted Interest on the Bonds, and shall be fully subrogated to all of the Owners’ rights, including the Owners’ rights to payment thereof. To evidence such subrogation (i) in the case of subrogation as to claims that were past due interest components, the Paying Agent shall note the Bond Insurer’s rights as subrogee on the registration books for the Bonds maintained by the Paying Agent upon receipt of a copy of the cancelled check issued by the Bond Insurer for the payment of such interest to the Owners of the Bonds, and (ii) in the case of subrogation as to claims for past due Principal or Accreted Value, the Paying Agent shall note the Bond Insurer as subrogee on the registration books for the Bonds maintained by the Paying Agent upon surrender of the Bonds by the Owners thereof to the Bond Insurer or the insurance trustee for the Bond Insurer.

SECTION 18. Defeasance. All or any portion of the outstanding maturities of the Bonds may be defeased prior to maturity in the following ways:

(a) Cash: by irrevocably depositing with an independent escrow agent selected by the District an amount of cash which together with amounts then on deposit in the Debt Service Fund (as hereinafter defined) is sufficient to pay all Bonds outstanding and designated for defeasance, including all Principal and interest and premium, if any; or

(b) Government Obligations: by irrevocably depositing with an independent escrow agent selected by the District noncallable Government Obligations together with cash, if required, in such amount as will, in the opinion of an independent certified public

accountant, together with interest to accrue thereon and moneys then on deposit in the Debt Service Fund together with the interest to accrue thereon, be fully sufficient to pay and discharge all Bonds outstanding and designated for defeasance (including all Principal and interest represented thereby and prepayment premiums, if any) at or before their maturity date;

then, notwithstanding that any of such Bonds shall not have been surrendered for payment, all obligations of the District with respect to all such designated outstanding Bonds shall cease and terminate, except only the obligation of the Paying Agent or an independent escrow agent selected by the District to pay or cause to be paid from funds deposited pursuant to paragraphs (a) or (b) of this Section, to the owners of such designated Bonds not so surrendered and paid all sums due with respect thereto.

For purposes of this Section, Government Obligations shall mean:

Direct and general obligations of the United States of America (which may consist of obligations of the Resolution Funding Corporation that constitute interest strips), or obligations that are unconditionally guaranteed as to principal and interest by the United States of America, or "prerefunded" municipal obligations rated in the highest rating category by Moody's Investors Service or Standard & Poor's. In the case of direct and general obligations of the United States of America, Government Obligations shall include evidences of direct ownership of proportionate interests in future interest or principal payments of such obligations. Investments in such proportionate interests must be limited to circumstances where (i) a bank or trust company acts as custodian and holds the underlying United States obligations; (ii) the owner of the investment is the real party in interest and has the right to proceed directly and individually against the obligor of the underlying United States obligations; and (iii) the underlying United States obligations are held in a special account, segregated from the custodian's general assets, and are not available to satisfy any claim of the custodian, any person claiming through the custodian, or any person to whom the custodian may be obligated; provided that such obligations are rated or assessed "AAA" by Standard & Poor's or "Aaa" by Moody's Investors Service.

SECTION 19. Request to County to Levy Tax. The Board of Supervisors and officers of the County are obligated by statute to provide for the levy and collection of property taxes in each year sufficient to pay all principal and interest coming due on the Bonds in such year, and to pay from such taxes all amounts due on the Bonds. The District hereby requests the Board of Supervisors to annually levy a tax upon all taxable property in the District sufficient to redeem the Bonds, and to pay the principal, redemption premium, in any, and interest thereon as and when the same become due.

SECTION 20. Other Actions. (a) Officers of the Board and District officials and staff are hereby authorized and directed, jointly and severally, to do any and all things and to execute and deliver any and all documents which they may deem necessary or advisable in order to proceed with the issuance of the Bonds and otherwise carry out, give effect to and comply with the terms and intent of this Resolution. Such actions heretofore taken by such officers, officials and staff are hereby ratified, confirmed and approved.

(b) The Board hereby appoints UBS Securities, LLC and Piper Jaffray & Co., as the Underwriters with respect to the Bonds, and Stradling, Yocca, Carlson & Rauth, a Professional Corporation, as bond counsel to the District, with respect to the Bonds.

(c) The provisions of this Resolution as they related to the terms of the Bonds may be amended by the Purchase Contract and the Official Statement.

SECTION 21. Resolution to Treasurer-Tax Collector. The Secretary to this Board is hereby directed to provide a certified copy of this Resolution to the Treasurer-Tax Collector of Riverside County immediately following its adoption.

SECTION 22. Continuing Disclosure. The District hereby covenants and agrees that it will comply with and carry out all of the provisions of that certain Continuing Disclosure Certificate executed by the District and dated the date of issuance and delivery of the Bonds, as originally executed and as it may be amended from time to time in accordance with the terms thereof. Any Bondholder may take such actions as may be necessary and appropriate, including seeking mandate or specific performance by court order, to cause the District to comply with its obligations under this Section. Noncompliance with this Section shall not result in acceleration of the Bonds.

SECTION 22. Effective Date. This Resolution shall take effect immediately upon its passage.

PASSED AND ADOPTED this 17th day of April, 2007, by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

President, Board of Trustees
Riverside Community College District

Attest:

Secretary to the Board of Trustees
Riverside Community College District

SECRETARY'S CERTIFICATE

I, _____, Secretary to the Board of Trustees of the Riverside Community College District, hereby certify as follows:

The foregoing is a full, true and correct copy of a resolution duly adopted at a regular meeting of the Board of Trustees of said District duly and regularly and legally held at the regular meeting place thereof on April 17, 2007, of which meeting all of the members of the Board of said District had due notice and at which a quorum was present.

I have carefully compared the same with the original minutes of said meeting on file and of record in my office and the foregoing is a full, true and correct copy of the original resolution adopted at said meeting and entered in said minutes.

Said resolution has not been amended, modified or rescinded since the date of its adoption, and the same is now in full force and effect.

Dated: April __, 2007

Secretary

Riverside Community College District
Measure C - Project Commitments Summary
Through February 28, 2007

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 April 17, 2007
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Series A, Series B and Series A Refunding

8/3/2004 through 02/28/2007

Proceeds/Income

Series A and B Proceeds	\$	65,000,000	
Series A and B Premium		3,024,641	
Series A Refunding Premium		8,388,956	
FY 2004-2005 Interest Income		1,030,586	
FY 2005-2006 Interest Income		1,726,681	
FY 2006-2007 Interest Income (Projected)		1,500,000	
Energy Rebates - Utility Retrofit Project		<u>378,000</u>	
Total Proceeds/Income			\$ 81,048,864

Project Commitments

Completed Projects	\$	28,592,518	
In-Progress or Initial Phase		<u>52,298,856</u>	
Total Project Commitments			<u>80,891,374</u>
Uncommitted Balance for Series A, Series B and Series A Refunding			<u>\$ 157,490</u>

**Riverside Community College District
Measure C - Project Commitments
Through February 28, 2007**

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<u>Project</u>	<u>Project Funding Source</u>					
	<u>Board Approved</u>				<u>Total Estimated Project Funding</u>	<u>Actual Measure C Expenditures thru 02/28/07</u>
<u>Completed</u>	<u>Projects Series A&B and Series A Refunding</u>	<u>Board Approved Projects Future Measure C Series Issuance</u>	<u>Additional Funding Needed</u>	<u>Actual and Projected State Funding</u>		
Issuance Related Expenditures	\$ 14,536,023	\$ -	\$ -	\$ -	\$ 14,536,023	\$ 14,536,023
Bridge Space	1,175,132	-	-	-	1,175,132	1,175,132
District Phone and Voicemail Upgrades	349,000	-	-	-	349,000	349,000
MLK Renovation	1,010,614	-	-	4,428,597 a	5,439,211	1,010,614
Norco Campus Room Renovations	100,220	-	-	-	100,220	100,019
Swing Space	4,273,734	-	-	-	4,273,734	4,273,734
Phase I - Wheelock PE Complex/Athletic Field	4,517,814	-	-	-	4,517,814	4,515,220
RCCD System Office Purchase (Heiting Building)	2,629,981	-	-	-	2,629,981	2,629,981
Total Completed Projects	\$ 28,592,518	\$ -	\$ -	\$ 4,428,597	\$ 33,021,115	\$ 28,589,724
<u>In-Progress or Initial Phase</u>						
District Computer/Network Upgrades	\$ 276,990	\$ -	\$ -	\$ -	\$ 276,990	\$ 183,443
Quad Modernization	8,764,444	-	-	4,019,766 a	12,784,210	3,021,920
Phase I - Parking Structure - Riverside	20,949,896	-	-	-	20,949,896	20,088,839
Phase III - Norco	918,785	-	1,360,215	20,484,275 p	22,763,275	591,971
Phase III - Moreno Valley	1,157,320	-	2,069,105	10,539,639 p	13,766,064	172,057
The Learning Center	6,007,605	-	-	2,444,632 p	8,452,237	1,206,314
ECS Secondary Effects - Moreno Valley	288,919	-	-	-	288,919	190,076
Nursing/Sciences Building - Riverside	4,721,604	361,082	9,454,314	57,572,000 p	72,109,000	731,720
Phase II - Wheelock PE Complex/Athletic Field - Riverside	194,546	-	-	14,559,519 p	14,754,065	190,631
Future Projects - Feasibility / Planning / Management / Undesignated	312,087	-	-	-	312,087	136,548
Scheduled Maintenance	633,817	-	-	341,075 s	974,892	633,817
Infrastructure Projects - Riverside/Norco/Moreno Valley	464,410	-	-	-	464,410	176,586
Hot Water Loop System - Moreno Valley	784,388	-	-	-	784,388	43,644
Emergency Phone Project	379,717	-	-	-	379,717	220,928
Utility Retrofit Project	5,576,094	600,000	-	-	6,176,094	1,034,668
Boiler Replacement - Moreno Valley	106,908	-	-	-	106,908	27,797
ECS Buidling Upgrade Project - Moreno Valley/Norco	625,327	-	-	-	625,327	13,300
Modular Redistribution Project	136,000	-	-	-	136,000	-
Riverside Food Services Remodel	-	583,070	-	-	583,070	-
Moreno Valley Food Services Remodel	-	1,956,615	-	-	1,956,615	-
Norco Campus Student Support Center	-	11,042,820	-	-	11,042,820	-
Total In-Progress or Initial Phase Projects	\$ 52,298,856	\$ 14,543,587	\$ 12,883,634	\$ 109,960,906	\$ 189,686,983	\$ 28,664,259
Total Projects	\$ 80,891,374	\$ 14,543,587	\$ 12,883,634	\$ 114,389,503	\$ 222,708,098	\$ 57,253,983

a Actual State Construction Act Funding

p Projected State Construction Act Funding

s Actual State Scheduled Maintenance Funding Requiring District Match

Riverside Community College District
Measure C - Project Commitments Summary
Through February 28, 2007

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Series A, Series B and Series A Refunding Projects

8/3/2004 Through 02/28/2007

Completed

Certificates of Participation (1993 & 2001) - Refunding	\$ 12,492,085	
Cost of Issuance	1,751,434	
Debt Service	194,266	
Measure C Election Costs	98,238	
Total Issuance Related Expenditures		\$ 14,536,023
Bridge Space - Moreno Valley Campus	341,637	
Bridge Space - Norco Campus	359,401	
Bridge Space - RCCD System Office	69,911	
Bridge Space - Riverside Campus	404,183	
Total Bridge Space		1,175,132
District Phone and Voicemail Upgrades		349,000
MLK Renovation - Equipment	646,479	
MLK Renovation- Planning and Working Drawings	101,883	
MLK Renovation - Roof Repair	262,252	
Total MLK Renovation		1,010,614
Norco - Science & Technology Building Rooms 204-206 Remodel Project	30,127	
Norco - Library Building Room 123 Remodel Project	10,143	
Norco - Student Services Building, Room 107 Remodel Project	38,500	
Norco - Theater Room 203 Remodel Project	13,200	
Norco - Center for Applied Competitive Technology Remodel Project	8,250	
Total Norco Campus Room Renovations		100,220
Swing Space - Administration Building Remodel	186,100	
Swing Space - Lovekin Complex	3,958,309	
Swing Space - Business Education Building Remodel	129,325	
Total Swing Space		4,273,734
Phase I - Wheelock PE Complex/Athletic Field		4,517,814
RCCD System Office Purchase (Heiting Building)		2,629,981
Total Completed Projects		\$28,592,518

In-Progress or Initial Phase

District Computer Systems Upgrades	126,990	
District Network Upgrades	150,000	
Total District Computer/Network Upgrades		276,990
Quad Modernization - Building Project	5,681,990	
Quad Modernization - Equipment Project	2,563,000	
Quad Modernization - Planning and Working Drawings	519,454	
Total Quad Modernization		8,764,444
Phase I - Parking Structure (Riverside)		20,949,896
Phase III - Norco (Planning and Working Drawings)		918,785
Phase III - Moreno Valley (Planning and Working Drawings)		1,157,320
The Learning Center		6,007,605
ECS Secondary Effects - Moreno Valley		288,919
Nursing/Sciences Building (Planning and Working Drawings)		4,721,604
Phase II - Wheelock PE Complex/Athletic Field (Planning and Working Drawings)		194,546
Future Projects - Feasibility/Planning/Management/Undesignated		312,087

Riverside Community College District
Measure C - Project Commitments Summary
Through February 28, 2007

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Scheduled Maintenance	633,817	
Infrastructure Projects		
Utilities	153,700	
IS	85,000	
Security	32,400	
Facilities Assessment	28,410	
Coordination	53,200	
Electrical / Fire Alarm	111,700	
Total Infrastructure Projects		464,410
Hot Water Loop System - Moreno Valley		784,388
Emergency Phone Installation		
District	10,000	
Riverside Campus	178,626	
Norco Campus	102,773	
Moreno Valley Campus	88,318	
Total Emergency Phone Installation Project		379,717
Utility Retrofit Project		
Riverside Campus	2,974,248	
Norco Campus	1,357,668	
Moreno Valley Campus	1,244,178	
Total Utility Retrofit Project		5,576,094
Boiler Replacement - Moreno Valley		106,908
ECS Building Upgrade Project - Moreno Valley/Norco		625,327
Modular Redistribution Project		
Norco Campus	63,000	
Moreno Valley Campus	73,000	
Total Modular Redistribution Project		136,000
Total In-Progress or Initial Phase Projects		52,298,856
Total Series A, Series B and Series A Refunding Projects		\$80,891,374

Future Measure C Series Issuance

Nursing / Sciences Building - Riverside	\$ 361,082	
Utility Retrofit Project	600,000	
Riverside Food Services Remodel	583,070	
Moreno Valley Food Services Remodel	1,956,615	
Norco Campus Student Support Center	11,042,820	
Total Future Measure C Series Issuance		\$14,543,587

Riverside Community College District
 General Obligation Bonds (Measure C)
 Estimated Projects - Future Series Issuance Cash Flow Projections

Project Description		Initial Est		Est Project		Revised Est		Estimated Project Completion
		Measure C Project Budget	1,492,395	Cost Escalation	Measure C Project Budget	Project Budget		
Continuing Projects - Additional Funding								
814 Center for Primary Education	1	1,492,395	-	-	1,492,395			2007/2008
829 NORESO Utility Retrofit Improvement Project	1	600,000	-	-	600,000			2007/2008
677 Phase III - Norco Industrial Tech	1	10,221,215	-	-	10,221,215			2008/2009
812 Riverside Food Services Remodel		583,070	34,984		618,054			2008/2009
813 Moreno Valley Food Services Remodel		1,956,615	117,397		2,074,012			2008/2009
811 Physical Education Phase II - Wheelock		1,605,454	353,200		1,958,654			2009/2010
836 Norco Campus Student Support Center		11,042,820	1,325,138		12,367,958			2009/2010
626 Nursing/Sciences Building (Riv)	1	9,815,396	1,744,440		11,559,836			2010/2011
676 Phase III - Moreno Valley Academic Svcs	1	2,072,680	248,722		2,321,402			2010/2011
898 GO Bond Future Projects - Feasibility & Planning		455,000	36,400		491,400			Continuing
Construction Management Services		765,000	61,200		826,200			Continuing
Project Management Charges (Payroll)		568,048	45,444		613,492			Continuing
Total Continuing Projects		\$ 41,177,693	\$ 3,966,925		\$ 45,144,618			

New Proposed Projects								
Public Safety, Law Enforcement (Ben Clark)		2,068,087	-		2,068,087			2007/2008
ADA Compliance		6,000,000	360,000		6,360,000			2007/2008
Riverside Network Operations Center		500,000	30,000		530,000			2007/2008
Riverside Portables Redistribution		1,798,556	-		1,798,556			2007/2008
Norco Portables		1,986,666	-		1,986,666			2007/2008
MoVal Portables		1,448,769	-		1,448,769			2007/2008
Norco Network Operations Center		2,000,000	120,000		2,120,000			2008/2009
Moreno Valley Network Operations Center		2,000,000	120,000		2,120,000			2008/2009
Norco Artificial Turf - Soccer Field		2,000,000	120,000		2,120,000			2008/2009
Pool		5,000,000	-		5,000,000			2008/2009
Physical Education Phase III - Bleachers / Lockers		5,000,000	300,000		5,300,000			2009/2010
Physical / Life Science Secondary Effects		4,200,000	504,000		4,704,000			2010/2011
Moreno Valley Parking Structure		16,000,000	1,920,000		17,920,000			2010/2011
Total New Proposed Projects		\$ 50,002,078	\$ 3,474,000		\$ 53,476,078			
Totals		\$ 91,179,771	\$ 7,440,925		\$ 98,620,696			

RIVERSIDE COMMUNITY COLLEGE DISTRICT
RESOURCES COMMITTEE

Report No.: VI-B-2

Date: April 17, 2007

Subject: Selection of an External Auditor to Perform District and Foundation Annual Audit Services

Background: The staff engaged in an RFP process for the purpose of selecting an audit firm to conduct the annual District and Foundation audits. The agreement is for a term not to exceed four years and allows for cancellation upon notification by either party prior to January 15 each year. RFP's were sent to ten firms which had expressed an interest in providing these services or were known to have relevant Community College auditing experience. An RFP was also sent to one firm responding to an advertisement in the Press-Enterprise. The following four proposals were received by the District:

<u>Firm Name</u>	<u>FY 06/07</u>	<u>FY 07/08</u>	<u>FY 08/09</u>	<u>FY 09/10</u>	<u>Total</u>
<u>Messner & Hadley, LLP (Victorville, CA)</u>					
District	\$34,976	\$36,002	\$37,028	\$38,054	\$146,060
Foundation	\$ 9,708	\$ 9,992	\$10,220	\$10,492	\$ 40,412
Total	\$44,684	\$45,994	\$47,248	\$48,546	\$186,472

<u>Ahern Adcock Devlin, LLP (Riverside, CA)</u>					
District	\$72,050	\$75,900	\$80,375	\$83,925	\$312,250
Foundation	\$ 9,140	\$ 9,920	\$10,480	\$10,760	\$ 40,300
Total	\$81,190	\$85,820	\$90,855	\$94,685	\$352,550

<u>Vavrinek, Trine, Day & Co., LLP (Rancho Cucamonga, CA)</u>					
District	\$61,550	\$64,000	\$66,550	\$69,250	\$261,350
Foundation	\$10,925	\$11,300	\$11,700	\$12,150	\$ 46,075
Total	\$72,475	\$75,300	\$78,250	\$81,400	\$307,425

<u>Vicenti Lloyd Stutzman, LLP (Glendora, CA)</u>					
District	\$76,000	\$79,525	\$84,050	\$88,575	\$328,150
Foundation	\$ 6,900	\$ 7,250	\$ 7,600	\$ 7,950	\$ 29,700
Total	\$82,900	\$86,775	\$91,650	\$96,525	\$357,850

Following review of the proposals, District staff recommends entering into an agreement with Vavrinek, Trine, Day & Co., LLP, based on the firm's Community College auditing experience, prior audit experience with the District and the Foundation and the total four year cost of the proposal.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
RESOURCES COMMITTEE

Report No.: VI-B-2

Date: April 17, 2007

Subject: Selection of an External Auditor to Perform District and Foundation Annual
Audit Services (continued)

Recommended Action: It is recommended that the Board of Trustees approve entering into agreement with Vavrinek, Trine, Day & Co., LLP to perform the annual audit services for the District and the Foundation for FY 2006/2007 through FY 2009/2010.

Salvatore G. Rotella
Chancellor

Prepared by: Bill J. Bogle, Jr.
District Controller

RIVERSIDE COMMUNITY COLLEGE DISTRICT
RESOURCES COMMITTEE

Report No.: VI-B-3

Date: April 17, 2007

Subject: Permission to Issue a Request for Proposal (RFP) for Computer System Hardware

Background: The Riverside Community College District utilizes the Datatel Colleague software package for its enterprise resource system, which includes packages for Admissions and Records, Student Financial Services, Web Advisor, Academics, Student Accounts, Matriculation, Alumni Foundation, and Human Resources. Currently the District is running version 17 of the software package. This version will not be supported by Datatel after December of 2007. This is a mandatory release upgrade required of all Datatel clients, as regulatory updates such as those listed below and others in the future will not be made to any prior versions of the Colleague software:

- Financial Aid Common Line Improvements (September 2007)
- FAFSA 2008-2009 Updates (October 2007)
- California State Reporting Regulatory Updates (December 2007)
- ISIR Processing for 2008-2009 Updates (December 2007)
- W2 Year End Regulatory Update (US) (December 2007)
- Year-End Regulatory Updates for T4A, 1099s, 1098, and T2202A. (December 2007)
- PELL Grant Schedule Revisions for 2008-2009 (February 2008)

The hardware requirements for version 18 of the software far exceed the processing power of the current system hardware configuration, thus requiring a complete replacement of the current system. It is anticipated that the cost of the new system hardware will not exceed \$800,000.

Source of Funds: Measure C.

Recommended Action: It is recommended that the Board of Trustees approve the issuance of a Request for Proposal (RFP) from qualified hardware vendors for the provision and configuration of the required hardware for release 18 of the Datatel Colleague software.

Salvatore G. Rotella
Chancellor

Prepared by: Steve Gilson
Associate Vice Chancellor,
Information Services

RIVERSIDE COMMUNITY COLLEGE DISTRICT
RESOURCES COMMITTEE

Report No.: VI-B-4

Date: April 17, 2007

Subject: Proposed Amendment to Agreement with Security By Design, Inc.

Background: On June 20, 2006, the Board approved and the District entered into an agreement with Security By Design, Inc. to conduct an alarm system review and a feasibility study and to develop a preliminary draft Security Master Plan. This work has been completed. In order to determine what infrastructure upgrades will be needed to accommodate the facility needs identified in the draft Security Master Plan and to create a baseline system at the March Education Center, staff recommends that the June 20, 2006 agreement with Security By Design be amended to include the following additional scope of work:

- Document the current conditions on each of the three campuses to determine the requirements for planning infrastructure upgrades to meet the recommended results in the Security Master Plan.
- Continue as a participant on the Facilities, Planning, Design, and Construction Infrastructure Committee Team.
- Create a security system design bid package for March Education Center and the reconfiguration of the monitoring capabilities at the RCCD Police Department Dispatch Center to support a “Proof of Concept” for future infrastructure plans. (The basis for the selection of MEC is that MEC and the RCCD PD Dispatch Center currently have part of the necessary equipment and software, which will lower the cost for the Proof of Concept implementation).

The contract term of the amended agreement would be from April 18, 2007 to December 31, 2007, with the provision that this date may be extended at the discretion of the Vice Chancellor, Administration and Finance or his designee without a formal amendment to this agreement. Payment in consideration of this amended scope of work would be \$37,320, including reimbursable expenses. Funding Source: Measure “C”.

Recommended Action: It is recommended that the Board of Trustees approve the attached amended agreement between Riverside Community College District and Security by Design, Inc. in the amount of \$37,320 and the use of Measure C as the funding source and authorize the Vice Chancellor, Administration and Finance to sign the agreement.

Salvatore G. Rotella
Chancellor

Prepared by: Lee Wagner, Director,
Chief of College Safety and Police

AMENDMENT TO AGREEMENT

DATED JUNE 20, 2006

BETWEEN

SECURITY BY DESIGN
AND
RIVERSIDE COMMUNITY COLLEGE DISTRICT

(Utilities Infrastructure Project)

The Agreement shall be amended this date, April 18, 2007, as follows:

The term of this amended agreement shall be from April 18, 2007, to December 31, 2007, with the provision that the Vice Chancellor of Administration and Finance or his designee may extend the date without a formal amendment to this agreement with the consent of Security By Design.

The Scope of Work for the Amended Agreement will include:

Facilities Planning, Design and Construction Infrastructure Committee Team Participation

1. Participating in the bi-weekly Infrastructure Committee meetings. Based on a review of the calendar, there are 11 potential bi-weekly Tuesday meetings between the projected April 18, 2007 and December 31, 2007.
2. Provide project management services related to the scope of this project to stay within budget and scope over the duration of this project. A half hour per week has been allocated for overall management and coordination of project activities.

Security Infrastructure Planning

1. Meet with Steve Gilson and Kathy Paschke to discuss the interface points between security and IT at RCCD. The subjects include:
 - a. Coordination required for security servers to reside within the RCCD managed network environment. This approach would ensure that the OS and other “normal” IT portions of the security system would be incorporated into the regular program to receive version and other system related updates. Additionally, it could provide a standardized process for backing up data files, etc.
 - b. Utilization of the RCCD network and IP telephone infrastructure.
 - c. Discussions regarding the envisioned bandwidth utilization by Security and identification of limitations and opportunities.
 - d. Discussions of storage locations and requirements for security applications.
 - e. Definition of space requirements for co-location of equipment.

- f. Requirements that will need to be addressed for WiFi access from RCCD patrol vehicles to view video and communicate with the RCCD Police Dispatch Center. This discussion would include the parameters envisioned for VPS access.
 - g. Discussions regarding protection of IT physical infrastructure from a physical security approach. Areas that may need to be addressed are the rooms containing equipment, such as data centers, NOCs, MDF, and IDFs. Also considered for physical security measures are generators or other back-up equipment and manholes where fibers could be accessed.
2. The current initiative for the Infrastructure Committee is to obtain site plans showing the current status of the RCCD infrastructure for use during the planning process. Security By Design's role in this process would be to document the current security infrastructure and identify those areas where the infrastructure needs to be enhanced for the Moreno, Norco, and Riverside campuses. The field work would include:
- a. Coordinating with the current radio system supplier and RCCD to have the supplier provide either the existing data collected at the time the equipment was proposed or to provide the signal measuring equipment and technical assistance to measure the signal strength patterns on each of the campuses. The security infrastructure plans would be noted wherever dead spots were identified, so that additional antenna or other measures could be identified to eliminate the dead spots during future planning. *Any fee charged by the service provider for this activity is not included within this amended agreement.*
 - b. Coordinating with the RCCD Police Department and, if necessary, the current cellular service provider for the RCCD Police Department, the dead spots for cellular reception would be noted on the campus plans. *Any fee charged by the service provider for this activity is not included in this amended agreement.*
 - c. Identification of the approximate location where the network point of presence for each building is located, if existing, that would be the source for Security network connectivity.
 - d. Identification of the projected location where future security controllers would be located and the present location of security panels or collection points for those buildings currently containing security equipment. This activity is not intended to map each of the security field points for the existing alarm systems within each building, but rather to identify the campus infrastructure conditions.
 - e. During the hours of darkness, SBD will take lighting measurements on a light meter at various locations around each campus to generally assess the level of site lighting from a security standpoint and identify areas where the lighting needs to be enhanced. This is not intended to be a photometric mapping of each of the campuses. However, if photometric plans are available for review and comparison with the measurements taken, it would be a useful portion of this effort.
 - f. Note on the plans where generators or other emergency back-up equipment is located and provide a legend identifying what is being serviced by these pieces of equipment. Types of areas or services that need to be served by emergency back-up equipment from a security/life-safety standpoint, but are not, will be identified.

3. SBD will review any existing RCCD standards for lock hardware and lighting coverage, type, and schedules for the impact on infrastructure conditions.
4. The security infrastructure for Moreno, Norco, and Riverside campuses will be documented on site plans to depict the data collected during the fieldwork using the new backgrounds that are being created for each campus by the Infrastructure Committee team members. These plans will utilize the standards that have been selected by the Infrastructure Committee. These plans will be provided on CD and will be available via SBD's ftp site. It is assumed that RCCD will produce any hard copy plots, in keeping with a decision during a recent Infrastructure Committee meeting.

Proof of Concept

1. Based on the existence of a robust access control and alarm system (ACAMS) and integrated CCTV equipment at March Education Center and at the RCCD Police Dispatch Center, SBD will document the actual model of each piece of equipment and software version that has been installed. Coordination with the Manufacturer's representatives for their participation during the fieldwork will be provided.
2. SBD will evaluate, in coordination with the RCCD Police Department and March Education Center personnel, what equipment, software, installation, and programming is required to connect the existing alarm points to the ACAMS and configure the system to be effectively monitored at the RCCD Police Dispatch Center. A block diagram, floor plans, and specifications will be created to create a bid package for obtaining the equipment and services for implementation of this configuration.
3. Based on a meeting with campus representatives regarding security upgrades for the Moreno ECDC, SBD will evaluate what equipment, software, installation, and programming is necessary for the expansion of the system in that facility. The Moreno ECDC will be used as a model for security at all RCCD ECDC.
4. SBD will define the requirements for allowing remote surveillance from a RCCD Police response vehicle, using a laptop computer. The viability of the infrastructure to accomplish this feature will determine whether it will be included in the Proof of Concept or not.
5. SBD will facilitate the process of implementing the Proof of Concept by identifying manufacturer certified security contractors, working with RCCD to issue the bid documents, conducting a pre-bid meeting, and monitoring the progress of the installation through commissioning.

Schedule Estimate

The schedule for the proposed scope of work above is shown below.

Scope	February	March	April	May	June	July
Infrastructure Team and overall project coordination			4/18/07	→	→	7/31/07

Security Infrastructure Planning			4/18/07	→	6/29/07	
Norco Campus		Field	Docs			
Moreno Campus			Field	Docs		
Riverside Campus				Field	Docs	
Proof of Concept			4/3/07	5/31/07		
Discovery at MEC/PD and Design work			D/D			
Implementation				Imp		

Description	Cost
Participation at 8 of the 11 the Infrastructure Committee meetings, plus project coordination and management over the duration.	\$5850
Security Infrastructure Field Investigation and Documentation	\$23,700
Proof of Concept Design and Implementation Coordination	\$3,300
Expenses, travel, car rental, and per diem	\$4,470
Total	\$37,320

Additional Services

SBD will provide consultation and design services for the development of security plans, details, and specifications for new construction, remodel and renovation projects as assigned by the District. This will incorporate in a consistent manner the basic philosophy for security as described in the Security Master Plan.

Fees for additional services will be billed on a Time and Expense (T&E) basis at \$150.00 per hour, ½ the service rate for Travel time outside of the trips to attend the semi-weekly Infrastructure Committee Meetings, and expenses billed at cost.

Security By Design

Riverside Community College District

James L. Buysse
 Vice Chancellor, Administration and Finance

RIVERSIDE COMMUNITY COLLEGE DISTRICT
PLANNING COMMITTEE

Report No.: VI-C-1

Date: April 17, 2007

Subject: Amend Architect Agreement and Request Additional Funds

Background: The District is working with the Alvord Unified School District to develop the Center for Primary Education. On January 16, 2001, the Board of Trustees approved the hiring of HMC Architects for the development of the Center for Primary Education/Teacher Training Project (The Learning Center). HMC Architects was the architectural choice by Alvord Unified School District to ensure consistency of design throughout the entire project.

The staff in the Early Childhood Studies Department has now identified their final needs and is requesting to amend the original agreement with HMC Architects for the following:

- Information Technology (IT) Network/Observation System and Audio Visual (AV) System Consulting and Design of Construction Documents; Bid Process Assistance, Project Management, Quality Assurance Services and Site Visits/Meetings.
 - Fee is \$173,000, including reimbursable expenses.

- Assisting the District with the selection of Furniture, Fixtures and Equipment (FF&E) for the classrooms and offices in approximately 25,000 square feet of the Learning Center. Services include selecting furniture based on the District's criteria, preparing furniture plans, a cost estimate and bid or pricing documents.
 - Fee is \$23,000, including reimbursable expenses.

Staff proposes the District amend the agreement with HMC Architects for the listed services. Amendment is not to exceed \$196,000 including reimbursable expenses.

Recommended Action: It is recommended that the Board of Trustees approve the attached amendment to the January 16, 2006 agreement between the District and HMC Architects relative to the Learning Center. It is further recommended that the Board of Trustees approve using Measure C funds for the amendment with HMC Architects in the amount of \$196,000 for IT/AV design and assistance with selection of FF&E and authorize the Vice Chancellor, Administration and Finance to sign the amendment.

Salvatore G. Rotella
Chancellor

Prepared by: Aan Tan, Associate Vice Chancellor
Facilities Planning, Design and Construction

AMENDMENT TO THE AGREEMENT
DATED JANUARY 16, 2001
BETWEEN
HMC ARCHITECTS
AND
RIVERSIDE COMMUNITY COLLEGE DISTRICT
(Center for Primary Education/Teach Training Project)
(The Learning Center)

This Agreement shall be amended this date, April 18, 2007, as follows:

The term of this agreement shall be from January 16, 2001, to June 30, 2008, with the provision that the Vice Chancellor of Administration and Finance or his designee may extend the date without a formal amendment to this agreement with the consent of HMC Architects.

This amended agreement to include additional scope of work for design services to develop design and specifications for the Learning Center Information Technology (IT)/Network/Observation System and Audio Visual System; and to include assisting the District with the design and selection of fixtures, furnishings and equipment (FF&E) for the classrooms and offices that the District will be using in approximately 25,000 square feet of the Learning Center.

- Fee for the scope of services for the IT Network/Observation System & Audio Visual System will be \$173,000 including reimbursables.
- Fee for the scope of services for the assistance with the Fixtures, Furnishings, and Equipment will be \$23,000 including reimbursables.

Additional compensation of this amended agreement shall not exceed \$196,000, including expenses. Payments and final payment shall coincide with original agreement dated January 16, 2001.

HMC Architects.

Riverside Community College District

Kevin Wilkeson, AIA
Principal, Chairman
3546 Concours St.
Ontario, CA 91764

James L. Buysse
Vice Chancellor
Administration and Finance

RIVERSIDE COMMUNITY COLLEGE DISTRICT
PLANNING COMMITTEE

Report No.: VI-C-2

Date: April 17, 2007

Subject: Design Services Agreement Network Operations Centers and Project and Budget Approval PBX Expansion Project

Background: Staff is requesting that the Board of Trustees approve the hiring of Higginson + Cartozian Architects, Inc (HCA), to prepare plans, designs, engineering specifications, bid documents, and construction contracts for Network Operations Centers (NOCS) at the Norco and Moreno Valley campuses (Agreement attached). These are approximately 2,500 square foot buildings which will house central telephone and network operations equipment for each of the campuses. The facilities will also provide offices for information technology staff and support space for equipment repair, storage and staging new equipment. Final design and project budgets will be brought forward for Board approval.

The fees for design and engineering services provided by HCA, including reimbursable expenses are as follows:

- Moreno Valley Campus \$69,275
- Norco Campus \$56,275

Source of Funds: Measure "C"

Staff also is requesting approval of the PBX central telecommunications and network center expansion project at the Riverside City campus and budget for the project. HCA was approved by the Board in March as the design architect for this project and has developed preliminary plans and budget for the project. Proposed budget: Not to exceed \$500,000. Source of Funds: Measure "C"

Recommended Action: It is recommended that the Board of Trustees approve the agreement with Higginson + Cartozian Architects, Inc. in the amount of \$125,550 to provide design and engineering services for the Network Operations Centers at the Moreno Valley Campus and Norco Campus using Measure "C" funds, approve the PBX expansion project at the Riverside City Campus with a budget not to exceed \$500,000 using Measure "C" funds and authorize the Vice Chancellor, Administration and Finance to sign the attached agreement with Higginson + Cartozian Architects, Inc.

Salvatore G. Rotella
Chancellor

Prepared by: Aan Tan, Associate Vice Chancellor
Facilities Planning, Design and Construction

Steve Gilson, Associate Vice Chancellor
Information Services

AGREEMENT BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT

And

HIGGINSON + CARTOZIAN ARCHITECTS, INC.

THIS AGREEMENT is made and entered into on the 18th day of April, 2007, by and between HIGGINSON + CARTOZIAN ARCHITECTS, INC. hereinafter referred to as "Consultant" and RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter referred to as the "District."

The parties hereto mutually agree as follows:

1. Scope of services: Reference Exhibit I.
2. The services outlined in Paragraph 1 will primarily be conducted at Consultant's office(s), and on site at Riverside Community College Districts, Moreno Valley Campus and Norco Campus.
3. The services rendered by the Consultant are subject to review by the Associate Vice Chancellor, Facilities Planning, Design and Construction or his designee.
4. The term of this agreement shall be from April 18, 2007, to the estimated completion date of October 31, 2008, with the provision that the Vice Chancellor of Administration and Finance or his designee may extend the date without a formal amendment to this agreement with the consent of the Consultant.
5. Payment in consideration of this agreement shall not exceed \$125,550 including expenses. Invoice for services will be submitted every month for the portion of services completed on a percentage basis. Payments will be made as authorized by the Associate Vice Chancellor, Facilities Planning, Design and Construction, and delivered by U.S. Mail. The final payment shall not be paid until all of the services, specified in Paragraph 1, have been satisfactorily completed, as determined by Associate Vice Chancellor, Facilities Planning, Design and Construction.
6. All data prepared by Consultant hereunder, such as plans, drawings, tracings, quantities, specifications, proposals, sketches, magnetic media, computer software or other programming, diagrams, and calculations shall become the property of District upon completion of the Services and Scope of Work described in this Agreement, except that the Consultant shall have the right to retain copies of all such data for Consultant records. District shall not be limited in any way in its use of such data at any time provided that any such use which is not within the

purposes intended by this Agreement shall be at District's sole risk, and provided further, that Consultant shall be indemnified against any damages resulting from such use. In the event Consultant, following the termination of this Agreement, desires to use any such data, Consultant shall first obtain approval of District's representative in writing.

7. All ideas, memoranda, specifications, plans, manufacturing procedures, drawings, descriptions, written information, and other materials submitted to Consultant in connection with this Agreement shall be held in a strictly confidential manner by Consultant. Such materials shall not, without the written consent of District, be used by Consultant for any purpose other than the performance of the Services or Scope of Work hereunder, nor shall such materials be disclosed to any person or entity not connected with the performance of the Services or Scope of Work hereunder.
8. Consultant shall indemnify and hold the District, its Trustees, officers and employees free and harmless from any claim of damage, liability, injury, death, expense or loss whatsoever based or asserted upon any negligence, recklessness, or willful misconduct of consultant, its employees, agents or assigns, arising out of the performance of the services under this Agreement. Consultant shall defend, at its expense, including without limitation, attorneys fees (attorney to be selected by District), District, its Trustees, officers, employees, in any legal actions based upon such negligence, recklessness or willful misconduct. Consultant's obligation to indemnify and defend shall be limited to the extent of Consultant's proportionate share of liability caused by Consultant's negligence, recklessness or willful misconduct. The obligations to indemnify and hold District free and harmless herein shall survive until any and all claims, actions and causes of action with respect to any and all such alleged negligence, recklessness or willful misconduct are fully and finally barred by the applicable statute of limitations.
9. District shall indemnify and hold the Consultant, its officers, agents and employees free and harmless from any claim of damage, liability, injury, death, expense or loss whatsoever based or asserted upon any negligence, recklessness, or willful misconduct of the District, its employees, agents or assigns, arising out of the performance of the services under this Agreement. District shall defend, at its expense, including without limitation, attorneys fees (attorney to be selected by Consultant), Consultant, its officers, agents and employees, in any legal actions based upon such negligence, recklessness or willful misconduct. District's obligation to indemnify and defend shall be limited to the extent of District's proportionate share of liability caused by District's negligence, recklessness or willful misconduct. The obligations to indemnify and hold Consultant free and harmless herein shall survive until any and all claims, actions and causes of action with respect to any and all such alleged negligence, recklessness or willful misconduct are fully and finally barred by the applicable statute of limitations.
10. Consultant shall procure and maintain comprehensive general liability insurance coverage that shall protect District from claims for damages for personal injury,

including, but not limited to, accidental or wrongful death, as well as from claims for property damage, which may arise from Consultant's activities as well as District's activities under this contract. Such insurance shall name District as an additional insured with respect to this agreement and the obligations of District hereunder. Such insurance shall provide for limits of not less than \$1,000,000.

11. District may terminate this Agreement for convenience at any time upon written notice to Consultant, in which case District will pay Consultant in full for all services performed and all expenses incurred under this Agreement up to and including the effective date of termination. In ascertaining the services actually rendered to the date of termination, consideration will be given to both completed Work and Work in progress, whether delivered to District or in the possession of the Consultant, and to authorized Reimbursable Expenses. No other compensation will be payable for anticipated profit on unperformed services.
12. Consultant shall not discriminate against any person in the provision of services or employment of persons on the basis of race, color, national origin or ancestry, religion, physical handicap, medical condition, marital status or sex.

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

Higginson + Cartozian Architects, Inc.

Riverside Community College District

David Higginson
AIA, CEO
1455 Park Avenue
Redlands, CA 92373

James L. Buysse
Vice Chancellor
Administration and Finance

Exhibit I

Scope of Services

Construction of a new Network Operating Center (NOC) facility of approximately 2,500 square feet, permanent construction at each campus, Moreno Valley and Norco. Design, Design Development, Construction Documents and Construction Observation. (Architectural, Civil, Mechanical and Electrical Engineering, Landscape Design, Technology Systems Design to 5' outside of new facility)

Services to Include:

Planning and Design Phase:

1. Review the program furnished by the District to ascertain the requirement of the project and shall confirm such requirements with governing agencies and District for design concepts and approvals.
2. Assist District in processing of Design Documents (No DSA/County/City agency review has been requested).
3. Assist the District with determination of appropriate fire suppression design.

Design Development, and Construction Document Phase:

1. Implementation of College and Technology Service program requirements.
2. Development and preparation of construction documents, consisting of drawings and details as required for the construction and building permits.
3. Assist District with Development of Specifications.
4. Make required corrections and coordinate with governmental agencies for approvals and building permits.
5. Provide onsite assistance and observation as needed to ascertain that construction is in general conformance with the intent of the construction documents. Five (5) observations are included at the Moreno Valley Campus and Five (5) observations are included at the Norco Campus. Other billed hourly as approved by District.
6. Assist the District during project bidding to determine "or-equal" and status of products. Prepare addendum as needed to clarify certain aspects or questions which may arise during bidding.
7. Assist District in filing the required documents for approval of governing agencies having jurisdiction of the project for building permits.

Exclusions (Services Not Included):

1. Site surveys and availability of utilities, site and street improvements.
2. District requested revisions during the preparation of construction drawings upon design development approvals.
3. Acoustical analysis and environmental impact studies.
4. Geotechnical investigation report (soils).
5. Fire sprinkler design and calculations if required.
6. Signage design.
7. Providing financial feasibility or other special studies.
8. Providing detailed estimates of construction cost or detailed quantity surveys or inventories of material, equipment and labor.

9. Making revisions in drawings, specification or other documents when such revisions are inconsistent with written approvals or instructions previously given and are due to causes beyond Consultant's control.
10. Providing any other service not otherwise included in this agreement or not customarily furnished in accordance with generally accepted architectural practice.
11. Governmental processing fees and permit fees.
12. Construction contract administration.
13. Post construction services.
14. Other services not related to design processing.
15. Construction bid coordination.
16. Governmental processing for approvals.
17. Prefab, truss calculations and design if utilized (to be provided by manufacturer).
18. Fire hydrant (fire flow calculations).
19. As-built drawings. (record drawings)
20. Preparation of Construction change orders.
21. 3-D renderings.
22. DSA Approval for this project.

Proposed Fees:

Moreno Valley Campus - Fee shall be a fixed amount of \$65,250.00 (Sixty Five Thousand Two Hundred Fifty Dollars and no/100). With an additional amount of \$3,500.00 (Three Thousand Five Hundred Dollars) to cover reimbursable printing costs for bidding and plan check documents. Billing shall be submitted for printing at Consultants direct cost +15%.

Norco Campus - Fee shall be a fixed amount of \$52,250.00 (Fifty Two Thousand Two Hundred Fifty Dollars and no/100). With an additional amount of \$3,500.00 (Three Thousand Five Hundred Dollars) to cover reimbursable printing costs for bidding and plan check documents. Billing shall be submitted for printing at Consultants direct cost +15%.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
GOVERNANCE COMMITTEE

Report No.: VI-D-1

DATE: April 17, 2007

Subject: Reports to the Board on RCCD International Education Programs

Background: Riverside Community College District has a long history of commitment to international education, which is reflected in a variety of areas, including curriculum based international education, study abroad programs, an international students program, a Model United Nations program, world languages study, an International Trade Center, and affiliation with the World Affairs Council. The Board currently has in place Board Policy 5100, which supports the concept of international education; that policy is undergoing revision to reflect the district-wide nature of international education at RCCD.

Reports presented tonight for the Board's consideration focus on RCCD's International Education Program, coordinated by Jan Schall, Associate Professor of Sociology, and RCCD's Center for International Students and Programs, directed by Marilyn Jacobsen.

Information Only: Reports are submitted as information only.

Salvatore G. Rotella
Chancellor

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

RIVERSIDE COMMUNITY COLLEGE DISTRICT

INTERNATIONAL EDUCATION/STUDY ABROAD PROGRAM

From: Jan Schall
Coordinator, International Education
International Education/Study Abroad Program

Office: Riverside City College

Services: For the Riverside Community College District

Summary prepared for the Riverside Community College District Board of Trustees
Subcommittee on Governance

I want to thank you for allowing me to share with you some excerpts of a program that is a rarity among community colleges—an International Education/Study Abroad program.

The question of whether there is a rightful place for Study Abroad Programs in the Community College is still a subject of debate at many of our over 122 institutions across the United States. At present about 2% of community colleges offer study abroad programs yet for 76% of college students in the United States the community college will be their only college experience.

Seventeen years ago, we were absolute novices. We wrote a policy, established a minimal budget, and forged ahead with our first full semester in an English speaking country, which we considered a good first choice. We added a summer session in Guanajuato, Mexico, went to Austin, Texas the following May to do a presentation on our study abroad program at NISOD the National/International Staff and Organizational Development conference attended then by about 1700 community college administrators and faculty. Our workshop had the largest attendance—we returned for the next four years were deemed *The Riverside Model*.

Philosophy: At the Riverside Community College District, International Education is designed in its broadest sense to include all programs, projects, studies, and activities that encourage an individual to learn, understand and care about the world beyond his or her community – and to transcend culturally conditioned, ethnocentric perspectives, perceptions and behaviors. Our District posits that a meaningful “institutional district stance” should demand that International Education not only increase one’s knowledge; it should also enhance one’s wisdom and affinity with humanity. To this end, the Riverside Community College District supports a global curriculum, the exchange of Californians

in our International Education/Study Abroad Program and international students and scholars.

Study Abroad Program Scope and Process

Program Description: The International Education *Study Abroad Program* allows the student to follow a course of study that is enhanced both academically and culturally by living and studying in a foreign study site. “The Riverside Model”.

Governance: This is a District program under the Vice Chancellor of Academic Affairs who provides administrative support for the Coordinator of the Study Abroad program (at present a faculty member) who is responsible for Program Development, the central point of access faculty and students, and the full implementation of the program.

Contractors: All programs will use Educational Services Contractors for provision of non-instructional services, licensed and insured for providing services for, and experienced in, working with college-level educational travel/study programs. All contractors’ proposals are reviewed by the Office of International Education/Study Abroad, the Vice Chancellor of Academic Affairs, and district legal counsel. The final agreement between the District and the Contractor is approved by the District Board of Trustees as required by the California Education Code.

Faculty Selection: A memo inviting instructors to apply for the position of instructor in the International Education Program is sent to all full-time District faculty and faculty Emeriti. Instructors eligible to apply must be tenured, and teach in an academic area offering general education transferable courses. The academic expertise of the candidate and his/her willingness and ability to assume the necessary duties of the program will be considered in the selection of the instructor. Instructors of a study abroad program must understand their expanded role in relationship to the program participants. The instructors must be capable of dealing with problem behavior, medical emergencies, travel disruptions, unforeseen expenses and other situations not normally encountered in a regular classroom context.

Faculty Selection Committee: The Faculty Selection Committee will consist of at least five members and shall include a representative of the Academic Senate, a representative of the Curriculum Committee, representatives from all three colleges in the district, and preferably at least two faculty who have prior study abroad program experience. They will have the responsibility of reviewing the detailed proposals, interviewing all applicants, and making recommendations to the Coordinator of the Office of International Education/Study Abroad.

Courses: Academic offerings must be general education Riverside Community College District courses transferable to UC, CSU, and in as many cases as possible, IGETC patterned.

Program Information: Disseminated to the college community and students throughout the District through the RCCD Website, Flyers, Brochures, and advertisements and announcements community-based newspapers in Riverside, Moreno Valley and Norco.

Students: Students who participate in the study abroad programs are from all three of our campuses/colleges, now and then, a couple from other colleges and universities.

Orientations: Two orientation/information meetings are planned for each program. The first is for the college. Packets are disseminated to students and faculty to increase their awareness of logistical issues concerning travel, appropriate clothing, housing, money exchange, weather, customs, packing, local mores, etc. thus giving the instructors, as well as student participants, the opportunity to better adjust to, and prepare for, the travel experience. We include student addresses and phone numbers brief papers on culture shock, safe travel abroad, and of course entertain questions. Faculty advise the students on course expectations and hand out syllabi. Closer to departure, we have a pre-departure orientation with our contractor. Again packets are supplied for the students. Emergency information forms are collected. Booklet on local environs is distributed. Parents are invited to both meetings.

Program Evaluation: At the conclusion of each program, students and faculty fill out evaluation forms. The Office of International Education/Study Abroad reviews the program evaluations and, in conjunction with the participating faculty, makes recommendations for improvement of effectiveness.

Financial Aid: Financial aid offices and advisors are available on all three campuses. However, a financial aid specialist is assigned to complete processing of financial aid for the study abroad students who maintains contact with our academic travel contractors and understands the process, time-lines, and paperwork that must be submitted to the Educational Services Contractors.

Countries: Riverside Community College District has sent faculty and students to Guanajuato, Mexico (3 years), San Jose, Costa Rica (2 years), Riverside's sister city, Sendai, Japan (2 years), Salamanca, Spain (3 years), Paris, France (2 years), Oxford, England (16 years), (7) Florence, Italy (12 years), Budapest, Hungary, and Prague in the Czech Republic (3 years), and Greece (summer 2007).

For the past three summers, we have really placed the "community" paramount for inclusion in our District programs. The new summer venues are journeys that are designed for about sixteen days, so vacation time easily matches. For the past three summers, our Budapest/Prague program has included ages 18 through 92.

A study abroad experience greatly enhances the lives of our students. They begin to develop as global citizens as they compare the values, attitudes and behaviors of differing cultures. They become far more politically astute, view their own society far differently, both more appreciatively and more critically. Many of our students have returned to their study abroad sites and continued their education.

We presently have five students at the University of Rome, two who have received Master's Degrees from Oxford University, another who returned to Prague to do his upper division work at Charles University, four young women who returned to Florence, attended a school for art restoration, and are now working restoring Art throughout Italy. And we are especially proud of one of our own employee, Ignacio Alvarez, a former study abroad student in Italy, an Educational Advisor with our district.

The Study Abroad Program has served as a staff development opportunity for Riverside Community College District faculty, adding value to their district courses for years after their participation as faculty in our foreign study sites. Number of faculty participants by campus is proportionate to the numbers of full-time faculty on each campus. As well, five faculty emeriti have been chosen as study abroad participants.

Staff: Jan Schall, Coordinator and Bill Despres, Assistant

Further details: For further information concerning our International Education/Study Abroad Program, please telephone (951) 222-8340, visit us in the Lovekin Field Complex, Office E5 C, or e-mail: jan.schall@rcc.edu

Respectfully Submitted.

RIVERSIDE COMMUNITY COLLEGE DISTRICT

CENTER FOR INTERNATIONAL STUDENTS AND PROGRAMS

From: Marilyn Jacobsen
District Director
Center for International Students and Program

Office: Riverside City College campus

Services: To students, faculty and administration at three colleges
Riverside City College
Norco
Moreno Valley

Summary for Governance Committee

The International office, which began in 1989, promotes the development of educational programs, projects and exchanges that will help increase the enrollment of international visa students at RCCD and bring opportunities for students and staff to achieve global perspectives. Cultural programs, social interaction, and discussion of international topics are promoted.

The International office enrolls about 250 or more visa students, from 50-plus countries, each semester for fields of study offered district-wide and/or disciplines unique to each campus. With the combination of courses, the district is competitive with other community colleges in California and around the United States. International education is a very competitive arena, with Australia, Great Britain, New Zealand and Canada seeing to increase their international student numbers. RCCD advertises and recruits students, and works closely with UC Riverside Extension and UCR in joint promotion of study in Riverside. Students may take courses at one or all three colleges.

RCCD is approved by the U.S. government to issue the I-20 document which a student takes to the U.S. consulate in his/her country and to receive a student visa allowing study in the United States. The SEVIS Student and Exchange Visitor Information Service required reporting is done by the RCCD international office. International students meet academic and financial requirements, including ability to pay international fees, which are not subsidized. The largest number of visa students is from Asian countries including Japan, Korea, and China. Popular majors include business, nursing, art, computer information systems and television production.

The International office promotes and supports exchanges and partnerships with universities in other countries, such as with Soonchunhyang University in Korea.

Background and Detail

International Center services

The International Center at RCCD began in 1989. Marilyn Jacobsen visited several campuses, and checked international programs at colleges and universities, before beginning the office at RCCD. The office is a “one stop shopping” model, so students from other countries can get most of their services in one place.

Staff includes:

Marilyn Jacobsen, Director
Annette Meneses, International Students and Programs Specialist
Aya Saito, International Students and Programs Specialist
Ann Chambers, Secretary

Rhonda Aycock, Counselor (new part-time position which was critically needed)

Student workers (hourly)

The Center performs many activities and services, including;

Advertising, recruiting, by mail, email and internet, and student fairs
Accepting and monitoring applications
Issuing I-20 and welcome letter
Orientation and assessment testing for new students
Counseling
Registration in classes

Support for

Guidance 45 College Success (required class)
Support for ESL 65 American Classroom Culture (required class)

Assistance with finding housing
Assistance with immigration questions

The Center plans

Welcome Reception each semester

Field trips open to all international students (beach, Hollywood television taping)
Soccer games

International Education Week (at each college)

End-of-year Graduation and Transfer Party (May)

An International Students/Programs Specialist is an adviser to the International Club

Aya Saito, and two faculty members are advisers for the club, which meets weekly on campus, and also has weekend get-togethers. The club includes American, local resident students as well as visa students.

The club is active in ASRCC activities, from Halloween Town throughout the year.

The club participates in the city Multicultural Festival, this year representing seven countries.

In March 2007 the club sent four students to the International Student Leadership Conference at James Madison University in Virginia, and the group also visited Washington, D. C. and toured the U.S. Capitol. The club hopes to send a group again next year.

Promote International Awareness: Being “Interconnected”

Students, faculty, staff and members of the community need to develop the global awareness and competencies needed in this increasingly interdependent world. All students need to be able to work and communicate with people from other cultures and other nations in order to be successful in their future careers.

The International office assists in developing partnerships with institutions in the U.S. and other countries for students and faculty to further their educational and career objectives in fields such as health sciences, business, computer information systems, languages, hospitality and tourism management, and government, to name a few.

Requests have come from China and Peru for partnerships in health sciences. An online program could be developed that would be a model, and receive grant support.

Expand ties to Sister Cities

Build on RCCD – UCR Riverside International Transfer Track program for promotion of enrollment from Jiangmen, China. UCR Extension International Education Programs and RCCD work together in Jiangmen to bring students to Riverside. Students may start at ESL or if qualified begin at RCCD colleges, and then transfer to UC Riverside.

Consider utilizing dormitories and classrooms at the university in Jiangmen for short-term study abroad for language, culture, art and so on.

Community forum participation

Speakers on world affairs are presented throughout the year, free for all college and university students. The World Affairs Council invites students as guests and provides community involvement. The Council has sponsored an annual Town Meeting on American Foreign Policy, held on the RCC campus, attended by several hundred students with distinguished speakers from Washington, D. C.

International Students Inc.

ISI International Student Inc. organization offers parties in homes and outings for international students to meet local families and practice their English.

Continuing Professional Education

The Director and Specialists in the International Center participate in regional and national conferences of NAFSA Association of International Educators, and get the e-newsletters and other materials from NAFSA which are indispensable in this field.

Note: This is just a partial listing of programs and plans for the International Center. One hope is for the International Center and the Study Abroad offices to be located together, so students who wish to go abroad, and those here from other countries, can have a place to become acquainted.

Please request more information, if desired.

Marylin Jacobsen
marylin.jacobsen@rcc.edu

RIVERSIDE COMMUNITY COLLEGE DISTRICT
GOVERNANCE COMMITTEE

Report No.: VI-D-2

DATE: April 17, 2007

Subject: New and Updated Board Policies and Procedures for Accreditation

Background: In spring 2006, Ms. Cindra Smith of the Community College League of California (CCLC) came and spoke to the Board regarding the CCLC's Model Policies and Procedures Service available to all community colleges in the state. The Riverside Community College District does subscribe to this service. In June 2006, the Board approved hiring a consultant through the CCLC to assist the District with the process of updating all Board policies and procedures to be in line with the Model Policies and Procedures suggested by the CCLC. These policies and procedures are based upon current laws (Ed Code, Government Code, Title 5, etc.) that govern education and, particularly, community colleges in California. They were developed by the League in collaboration with Mary Dowell of the law firm of Liebert Cassidy Whitmore.

Since early fall 2006, the District has worked with the consultant, Jane Wright, to develop new, and update our current, policies/procedures. Because Accreditation is taking place in October, and it is the Board's charge to make policy for the District, we wanted to bring all policies necessary for accreditation to the Board first. There are twenty-six (26) new or revised policies attached for your review and acceptance for first reading.

It is Administration's job to put the procedures in place that carry out the policies. However, five (5) procedures pertain specifically to the Board of Trustees and we are requesting approval of those as well.

Please be advised that not all policies will have a corresponding procedure and vice versa, and that all of these documents for accreditation are legally required.

Recommended Action: It is recommended that the Board of Trustees accept for first reading, the twenty-six (26) policies and five (5) procedures attached.

Salvatore G. Rotella
President

Prepared by: Ruth W. Adams, Esq.
Director, Contracts, Compliance and Legal Services

RIVERSIDE CCD BOARD POLICIES

Related to Accreditation Standards

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BP 1200	District Mission
BP 2200	Board Duties and Responsibilities
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BP 4050	Articulation
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BP 6200	Budget Preparation
BP 6300	Fiscal Management
BP 6520	Security for District Property
BP 7120	Recruitment and Hiring
BP 7150	Employee Evaluations
BP 7160	Professional Development

These will come to the Board in May

The Board is responsible for approving all items listed above.

Administrative Procedures Related to Accreditation Standards

AP 2410 Policy and Administrative Procedure
AP 2430 Delegation of Authority to Chancellor
AP 2435 Evaluation of Chancellor
AP 2510 Participation in Local Decision-Making
AP 2715 Code of Ethics/Standards of Practice

***The Board is responsible for approving these procedures.**

SECTION ONE – THE DISTRICT

Policy No. 1200 – District Mission

This document states the missions of the District, the Riverside City College, the Moreno Valley Campus and the Norco Campus, all adopted in 2006. No changes are suggested to these statements, with the exception of the last line, which has been added regarding evaluation and revisions.

SECTION TWO – BOARD OF TRUSTEES

Policy No. 2200 – Board Duties, Responsibilities and Privileges

With the exception of the first few lines on the first page, this language is from our current policy 1040, which was last updated in 2005. It has been edited and updated here, as needed. There is no corresponding procedure for this policy.

Policy and Procedure No. 2410 – Policy and Administrative Procedure

POLICY - Except for the last couple of lines on page one, the language in bold is recommended by the CCLC. It is felt that this language is much more complete and therefore the language from our current policy 2010 (2nd page) is not necessary.

PROCEDURE – Much of the language from our current regulation 2010 has been used, with some slight updating. Additional language has been added by staff.

Policy and Procedure No. 2430 – Delegation of Authority to Chancellor

POLICY - It is felt that the language suggested by the CCLC (in bold) more accurately captures what this policy should state and incorporates what our current policy 2005 states. Therefore, the language from our policy is being deleted.

PROCEDURE – The language suggested by CCLC (bold, page 1) has already been stated in the Policy, so it is not needed here. Language from our current regulation 2005 has been updated. NOTE: All of the specific duties of the chancellor have been deleted and the reader is referred to Diversity and Human Resources (DHR) to review the Chancellor's job description. It is acceptable to do this, but if the Board prefers, we can list all of the Chancellor job duties in this document and not refer the reader to DHR. Referring the reader to DHR alleviates the need to revise this Procedure whenever a change or addition occurs to the job description.

Policy and Procedure No. 2431 – Chancellor Selection

POLICY - This is a new policy for the District and the language in bold is suggested by CCLC.

PROCEDURE – It is felt that, since a Chancellor selection typically takes place every 10 years or so on average, a written procedure might not be appropriate, as it would likely be obsolete by the time the next selection came around. However, if the Board would like to have a basic procedure in place, one can be provided.

Policy and Procedure No. 2435 – Evaluation of Chancellor

POLICY - The language in bold is recommended by CCLC and will replace the language in our current policy 1043.

PROCEDURE – Our current regulation 1043 was last updated in 2005, so it is proposed to use that language with a few revisions as noted.

Policy and Procedure No. 2510 – Participation in Local Decision-Making

POLICY - This is a new policy for the District and the language in bold is largely taken directly from Title 5.

PROCEDURE – As noted in paragraphs 2 & 3, more detailed language on issues involving the Academic and Student Senates is stated in new policies/procedures 4005 and 5400, respectively. These two policies will come to the Board at a later time. However, the basic statements in bold are taken from various current policies and procedures (6010, 3010, 1016 and 1011).

Policy and Procedure No. 2715 – Code of Ethics/Standards of Practice

POLICY – the language in bold on page 1 is suggested by CCLC. The remaining four paragraphs are taken from our current regulation 1045, which was updated in 2005, and should still be good language today.

PROCEDURE – This language is all directly from current regulation 1045, with the exception of the last four paragraphs, which now appear in the Policy.

Policy No. 2740 – Board Education

This is a new policy for the District. It is recommended that you adopt the language recommended by the CCLC. There is no procedure for this policy.

Policy No. 2745 – Board Self-Evaluation

The initial sentence is language suggested by the CCLC, however, as noted, the remainder of the language is from current RCC regulation 1044, with some slight editing. There is no procedure for this policy.

SECTION THREE – GENERAL INSTITUTION

Policy No. 3050 – Institutional Code of Professional Ethics

This is a new policy for the District. The language needs no explanation. This policy concerns professional ethics for all employees of the District.

Policy No. 3200 – Accreditation

This is a new policy for the District, although we do have a statement about accreditation in our Catalog. The language provided is recommended by the CCLC. It is recommended that this be approved as is.

Policy No. 3250 – Institutional Planning

This is a new policy for the District. The language for this policy is recommended by CCLC and it is recommended that this be approved as is.

Policy No. 3410 – Non-Discrimination

The language in bold is recommended by the CCLC, based on legal requirements. The language in our current policies 3100/4100/6100 and 6200, which have not been updated since the mid-80's, will not be used – it is better stated in the recommended language.

SECTION FOUR – ACADEMIC AFFAIRS

Policy No. 4020 – Program and Curriculum Development

This is a new policy for the District. The language in bold is suggested by the CCLC, based on current laws.

Policy No. 4025 – Philosophy and Criteria for Associate Degree and General Education

This is a new policy for the District, although we do have a statement regarding this topic in our Catalog. The language in bold is recommended by the CCLC and is taken from Title 5.

Policy No. 4030 – Academic Freedom

This is a new policy for the District. In 2003, the Board had some lengthy discussions at Board meetings regarding the District's policy on Academic Freedom. The Board chose to adopt the American Association of University Professors (AAUP) statement of Academic Freedom. This was affirmed by memo to the then Academic Senate President, Virginia McKee-Leone on March 6, 2003.

Policy No. 4040 – Library and Other Instructional Support Services

The language in bold is a more appropriate statement for this policy, therefore, the language from our current policy 7036 will not be used.

Policy No. 4050 – Articulation

Language from the District's current policy 5110 is retained and language recommended by the CCLC is added.

SECTION FIVE – STUDENT SERVICES

Policy No. 5500 – Standards of Student Conduct

The language provided is a combination of the District's current policy 6080, language recommended by the CCLC and additional language added by Student Services staff. Our current policy 6080 contained both the standards of conduct, discipline and grievances. This will now be split into two documents – this new policy, which states the standards and a new procedure (5520), which will address the discipline and grievance issues.

SECTION SIX – BUSINESS AND FISCAL AFFAIRS

Policy 6200 – Budget Preparation

The language in bold is recommended by CCLC and it is recommended that this language be approved. This also incorporates language from our current policy 7080.

Policy 6300 – Fiscal Management

This is a new Policy for the District. The language in bold is recommended by CCLC and it is recommended that this language be approved.

Policy 6520 – Security for District Property

The language in bold is recommended by CCLC and it is recommended that this language be approved. The language from our current policy 7065 will be incorporated into the procedure.

SECTION SEVEN – HUMAN RESOURCES

Policy No. 7120 – Recruitment and Hiring

The language in bold is recommended by CCLC and will take the place of the language in our current policy 3001/4001 and 3099/4099.

Policy No. 7150 – Employee Evaluations

This is a new policy for the District. The stated language needs no explanation.

Policy No. 7160 – Professional Growth

The language provided is taken from District policies 3080 and 4042, with some additional language provided by staff.

**The District
DRAFT****BP 1200 DISTRICT MISSION****Reference:**

Accreditation Standard I

The mission of the Riverside Community College District is:Riverside Community College District
Mission Statement

The Riverside Community College District is accessible and comprehensive, committed to providing an affordable post-secondary education, including student services and community services, to a diverse student body. The District provides transfer programs paralleling the first two years of university offerings, pre-professional, career preparation, and occupational and technical programs leading to the associate of arts degree, the associate of science degree, and a variety of certificates. In the tradition of general education, the liberal arts and sciences and the occupational and technical programs and courses prepare students for intellectual and cultural awareness, critical and independent thought, and self-reliance. Consistent with its responsibility to assist those who can benefit from post-secondary education, the District provides pre-college, tutorial and supplemental instruction for under-prepared students. Through its three constituent colleges, Moreno Valley, Norco and Riverside City, the District works in partnership with other educational institutions, business, industry, and community groups to enhance the quality of life and the internal harmony of the communities it serves. The District serves Western Riverside County from three interrelated colleges in the cities of Riverside, Norco and Corona, and Moreno Valley.

Moreno Valley Campus
Mission Statement*Adopted by MV Strategic Planning Committee, May 11, 2006*

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

Norco Campus
Mission Statement
Adopted by Norco Strategic Planning Committee, May 15, 2006

Today's students, tomorrow's leaders.

Norco College, located in western Riverside County, provides a range of high quality educational programs, services, and learning environments that meet the needs of a diverse community. We equip our students with the academic and technological skills to attain their goals in higher, occupational, and continuing education, workforce development, and personal enrichment while they achieve established learning outcomes. Norco College fosters the development of technological programs to meet the needs of the growing business community. As a continuing process, we listen to our community and respond to its needs while engaging in self-examination and ongoing dialogue, planning, and improvement.

Riverside City Campus
Mission Statement
Adopted by Riverside Strategic Planning Committee, May 16, 2006

Riverside City College empowers a diverse community of learners toward individual achievement, success and lifelong learning by providing comprehensive services and innovative educational opportunities.

The mission statements are evaluated and revised on a regular basis.

NOTE: The information in ***bold italic type*** is provided by RCCD staff. The regular type reflects the mission statements adopted on 6-20-2006. Note: Page 2 of the General Information Section of the current Riverside CCD Catalog also lists mission statement information.

Date Adopted:

*(This is a new policy recommended by the
CCLC and legal counsel)*

BP 2200 BOARD DUTIES, RESPONSIBILITIES AND PRIVILEGES

Reference:

Accreditation Standard IV.B.1.d

The Board of Trustees governs on behalf of the citizens of the Riverside Community College District in accordance with the authority granted and duties defined in Education Code Section 70902.

Therefore, the Board has the following duties, responsibilities and privileges:

- ~~❖ From Riverside CCD Policy 1040 titled Responsibilities and Privileges of the Board of Trustees~~

~~The Riverside Community College District Board of Trustees is entrusted with the institution's assets, upholding its educational mission and programs, ensuring compliance with laws and regulations and with providing stability and continuity to the institution. The delineation of its power, duties and functions are set forth in the regulations.~~

- ~~❖ From Riverside CCD Regulation 1040 titled Responsibilities and Privileges of the Board of Trustees~~

~~I. Standards of Conduct~~ **Duties**

~~A. Exercising Authority as a Trustee~~

- ~~1. Support the mission and philosophy of community colleges,~~
- ~~2. Understand the fiscal and legal aspects of the operation of community colleges,~~
- ~~3. Provide leadership in making policy for the District,~~
- ~~4. Commit time and energy to carry out the duties of their office, and~~
- ~~5. Support the District in the community.~~

They must be mindful of separating personal opinions and roles from those of the Board as a body.

B. Handling Administrative Matters

The primary function of the Board of Trustees is to make policy, whereas the primary function of the administration is to provide direction in policy development and implementation. The Chancellor of the District serves as a resource to Trustees to help them maintain their governing role.

C. Acting as a Whole to Represent the Communities Served by the District

The Board of Trustees of a district legally can function only as a group. Individual acts of a Trustee in relation to district matters are considered those of a private citizen. Care should be taken to separate the role of Board member from that of individual. Trustees, as elected officials, are responsible for representing the interests of the communities served by the college district and should act only on that basis.

D. Using Appropriate Channels

Board members should channel all concerns, complaints, and requests for information through the Chancellor of the District.

E. Maintaining Appropriate Conduct at Board Meetings

Conduct at Board meetings should foster respect and consideration for other Board members, citizens, students, and District staff. This will provide an atmosphere to facilitate effective decision-making in which controversial issues can be presented fairly and the dignity of each individual maintained.

F. Conducting Board Business

All District business should be conducted in open public meetings except for those matters specifically cited under the provisions of the Brown Act that are appropriately discussed in a closed session. Confidentiality of all Board discussions held in closed session shall be strictly maintained.

G. Monitoring Compensation and Expense Accounts

Trustees are responsible for ensuring that public funds are spent wisely and legally, including those that relate to their expenses.

II. Responsibilities of the Board of Trustees:

- A. Establish broad policies to guide the institution.
- B. Select a chief executive officer who serves as the Chancellor of the District.
- C. Ensure the fiscal integrity of the institution by establishing the necessary ~~procedures~~ **policies** needed for proper accounting of receipts and disbursements of District funds, including approving an annual budget and providing for an annual audit.
- D. Act upon recommendations of the Chancellor of the District regarding utilization, development, maintenance, and repair of the physical plant including all buildings, grounds, and equipment.
- E. Approve educational programs and services and provide for the public dissemination of this information.
- F. **Through appropriate Board policies, delegate power and authority to the Chancellor of the District, so that he/she can effectively lead the District.**
- G. Develop guidelines for negotiations of collective bargaining contracts of the employees of the District.
- H. Carefully review reports from the Chancellor of the District on programs and conditions of the Colleges and District, to assure quality institutional planning and evaluation.
- I. Appoint or dismiss employees upon recommendation of the Chancellor of the District in accordance with law.
- J. Serve as the board of final appeal for students and employees of the Riverside Community College District.

III. ~~Additional~~ Responsibilities of Individual Members of the Board of Trustees:

- A. Attend regularly scheduled and special meetings of the Board.
- B. Attend and serve on standing and ad hoc Board committees
- C. Notify the Chancellor's ~~of the District's~~ office in advance when unable to attend regularly scheduled events.

- D. Time permitting, attend campus functions. In particular, Commencement exercises.
- E. Attend conferences and other activities provided specifically for Trustees, when necessary to serve the District and when available.
- F. Serve as an official representative of the Board at District-related functions when requested by the Board President.
- G. Serve as an advocate for the District in the community.
- H. Use the Chancellor of the District as the primary resource to answer specific or general questions related to campus functions or policy.
- I. Participate in evaluations of the Board and the Chancellor of the District.

IV. Privileges

A. Benefits

- 1. Trustees holding elected positions on the Board of Trustees may be covered under the District's Health and Welfare Plan.

B. Compensation

- 1. Trustees holding elected positions on the Board of Trustees are eligible for monthly compensation in accordance with the law.

NOTE: The **bold type** signifies language recommended from the Community College League and legal counsel (Liebert Cassidy Whitmore). The language in regular type is current Riverside Policy 1040 titled Responsibilities and Privileges of the Board of Trustees adopted on 7-64 and amended on the following dates: 5-7-75, 11-6-84, 5-16-95, and 5-17-05.

Date Adopted:

(Replaces current Riverside CCD Policy 1040)

BP 2410 POLICY AND ADMINISTRATIVE PROCEDURE

References:

Education Code Section 70902;
Accreditation Standard IV.B.1.b and e

The Board of Trustees may adopt such policies as are authorized by law or determined by the Board to be necessary for the efficient operation of the District. Board policies are intended to be statements of intent by the Board of Trustees on a specific issue within its subject matter jurisdiction.

The policies have been written to be consistent with provisions of law, but do not encompass all laws relating to District activities. All District employees are expected to know of and observe all provisions of law pertinent to their job responsibilities.

Policies of the Board of Trustees may be adopted, revised, added to, or amended at any regular Board meeting by a majority vote. Proposed changes or additions shall be introduced not less than one regular meeting prior to the meeting at which action is recommended.

Administrative procedures are to be issued by the Chancellor as statements of methods to be used in implementing Board Policy. Such administrative procedures shall be consistent with the intent of Board Policy. Administrative procedures may be revised as deemed necessary by the Chancellor.

The Chancellor or his/her designee shall annually provide each member of the Board with copies of the administrative procedures, *as they are issued or revised*.

Copies of all policies and administrative procedures shall be readily available to District employees *through the Chancellor's Office or the office of the Director, Contracts, Compliance and Legal Services, each College President's office, or the District's web site (www.rcc.edu)*.

❖ From Riverside CCD Policy 2010 titled Policies and Administrative Regulations

~~The Board of Trustees of the Riverside Community College District believes that it is essential to establish written policies for the purpose of interpreting, supplementing, and implementing the legal requirements of the District as well as providing direction for the Chancellor of the District and the management staff in the administration and operation of the District.~~

NOTE: The **bold type** signifies language recommended from the Community College League and legal counsel (Liebert Cassidy Whitmore). The language in regular type is current Riverside CCD Policy 2010 titled Policies and Administrative Regulations dated 11-6-84 and amended on 5-17-05. The language in **bold italic type** is provided by RCCD staff.

Date Adopted:

(Replaces current RCCD Policy 2010)

AP 2410 POLICY AND ADMINISTRATIVE PROCEDURE

References:

Education Code Section 70902;
Accreditation Standard IV.B.1.b and e

~~❖ From Riverside CCD Regulation 2010 titled Policies and Administrative Regulations~~

~~The Chancellor of the District will be responsible for recommending policy to the Board. and for developing all Administrative Regulations, in consultation with the appropriate areas of the District. (ECS 70902)~~

The Board has, as a major responsibility, the establishment and final **approval/adoption** ~~interpretation~~ of all policy. (ECS 70902)

The Chancellor of the District will make periodic reports to the Board on how adopted policies are being implemented, and the Board will continually evaluate the policies it has adopted.

Procedures Regulations, except for the 1000 **and 2000** sections, are the responsibility of the Chancellor **and the Administration** of the District, **in consultation with the various constituencies of the District**, and do not require formal approval of the Board of Trustees.

Requests for New Policy/Procedure OR Changes to Existing Policy/Procedure
Any administrator or District constituency (CTA, CSEA, Student Senate, Academic Senate, etc.) may submit a request for a new policy/procedure or change to any existing policy or procedure to the office of the Director of Contracts, Compliance and Legal Services. That office will:

- **make sure that the item does not violate any state or federal laws, regulations or codes;**
- **discuss the item with the requesting party and the appropriate Vice Chancellor;**
- **ensure that all appropriate District constituencies have had input on the content and have approved the item; and,**

- ***bring the item to the Chancellor's Executive Cabinet for review and approval.***

Once the Executive Cabinet has given approval, if the item pertains to a Board Policy, then it will be placed on the agenda for the next regularly scheduled Board of Trustees meeting for first reading. If the item pertains to an Administrative Procedure, the document will be finalized and distributed to the District and to the Board of Trustees.

Periodic Review

If at any time it becomes necessary to update a policy or procedure based on administrative or educational changes within the District, the Director of Contracts, Compliance and Legal Services will review such policy or procedure for compliance with current law. The District will also rely on periodic updates from the Community College League of California.

Office of Primary Responsibility: **Board of Trustees**

NOTE: The information in regular type is current Riverside CCD Regulation 2010 titled Policies and Administrative Regulations dated 5-17-05. The information in ***italic type*** is additional language to consider including in this procedure. The **bold type** signifies language recommended from the Community College League and legal counsel (Liebert Cassidy Whitmore). The ***bold italic type*** is language suggested by RCCD staff.

Date Approved:

(Replaces current Riverside CCD Regulation 2010)

**Board of Trustees
DRAFT**

**BP 2430 DELEGATION OF AUTHORITY TO CHANCELLOR
AND PRESIDENTS**

References:

Education Code Sections 70902(d) and 72400;
Accreditation Standards IV.B.1.j and IV.B.2

District Chancellor

The Chancellor of the District is appointed by the Board of Trustees.

The Board of Trustees delegates to the Chancellor the executive responsibility for administering the policies adopted by the Board and executing all decisions of the Board of Trustees requiring administrative action.

The Chancellor may delegate any powers and duties entrusted to him or her by the Board of Trustees (including the administration of the District and colleges), but will be specifically responsible to the Board for the execution of such delegated powers and duties.

The Chancellor is empowered to reasonably interpret Board Policy. In situations where there is no Board Policy direction, the Chancellor shall have the power to act, but such decisions shall be subject to review by the Board of Trustees. It is the duty of the Chancellor to inform the Board of such action and to recommend written Board Policy if one is required.

The Chancellor is expected to perform the duties contained in the Chancellor job description and fulfill other responsibilities as may be determined in annual goal-setting or evaluation sessions. The job description shall be developed by the Board of Trustees. The goals and objectives for performance shall be developed by the Board of Trustees in consultation with the Chancellor.

The Chancellor shall ensure that all relevant laws and regulations are complied with, and that required reports are submitted in a timely fashion.

The Chancellor shall make available any information or give any report requested by the Board of Trustees as a whole. Individual Board member requests for information shall be met if, in the opinion of the Chancellor, they are not unduly burdensome or disruptive to District operations. Information provided to any Board member shall be provided to all Board members.

The Chancellor shall act as the professional advisor to the Board of Trustees in policy formation.

College Presidents

Authority flows from the Board of Trustees through the Chancellor to the College Presidents. Each College President is responsible for carrying out the district policies. Each College President's administrative organization shall be the established authority on campus. The College President is the final authority at the college level.

~~❖ From Riverside CCD Policy 2005 titled District Chancellor~~

~~Appointment: The Board will appoint a chief executive officer to serve as Chancellor of the District.~~

~~Responsibility and Authority: The Board delegates to the Chancellor the executive responsibility for administering the policies adopted by the Board and executing all decisions of the Board requiring administrative action. The Chancellor shall act as the professional advisor to the Board in the establishment and formulation of District policies.~~

~~The Chancellor may delegate any powers and duties entrusted to him by the Board, but he shall be specifically responsible to the Board for the execution of such delegated powers and duties. The Chancellor shall maintain a management handbook which will contain position descriptions of the Chancellor's management team.~~

~~The Chancellor shall make available any information or give any report requested by the Board.~~

~~The Chancellor shall perform all duties specifically required of or assigned to the Chancellor in the Education Code Section 70902.~~

NOTE: The **bold type** signifies language recommended from the Community College League and legal counsel (Liebert Cassidy Whitmore). The language in regular type is current Riverside CCD Policy 2005 titled District Chancellor dated 7-64, 5-75, 2-7-84, and 5-17-05. The language in **bold italic type** is provided by RCCD staff.

Date Adopted:

(Replaces current RCCD Policy 2005)

**AP 2430 DELEGATION OF AUTHORITY TO CHANCELLOR
AND PRESIDENTS**

References:

Education Code Section 70902;
Accreditation Standard IV.B.1.j and IV.B.2

~~❖ From Riverside CCD Regulation 2005 titled District Chancellor~~

Chancellor

~~The Board of Trustees employs a~~ ***The Chancellor shall act as the*** chief executive officer ~~to serve as Chancellor of the Riverside Community College District and~~ ***and*** ~~The Chancellor's responsibilities are to serve as the executive officer of the Board in carrying out the District programs established by Board policies and other official Board actions and to serve as advisor to the Board in the development of District programs, policies, and Board actions.~~

~~More specifically, t~~ ***The specific duties and responsibilities of the Chancellor are described in the Chancellor's job description, which is on file in the Department of Diversity and Human Resources.*** ~~may be defined as follows:~~

Presidents

It is the role and responsibility of the President to provide leadership of campus level discussion and the shared governance process. The President leads decision making at the college level which directly affects the operation of the college. It is the responsibility of the President to establish and maintain a climate which encourages open discussion and communication across all levels on the campus. It is further the responsibility of the President to promptly communicate college and District decisions to all staff. The specific duties of the President are described in the President's job description, which is on file in the Department of Diversity and Human Resources.

- ~~1. Execute those duties required by Board policy or other official Board action or prescribed by the California Education Code and Title 5 of the Administrative regulations.~~
- ~~2. Organize and administer District resources and personnel for efficient operation of District programs authorized by the Board.~~

- ~~3. Prepare the agenda for Board meetings and make recommendations for Board actions based on requests and information developed by appropriate District staff.~~
- ~~4. Provide Board members with needed information pertaining to District matters and state and national developments in community college education.~~
- ~~5. Serve as liaison between Board and staff on matters of joint interest.~~
- ~~6. Represent the Board on matters pertaining to the District.~~
- ~~7. Maintain awareness of legislative matters affecting the District; keep Board and staff informed of developments; and work for legislation in the interest of the District and community college education.~~
- ~~8. Serve as chairperson of the Chancellor's Executive Cabinet and Shared Governance Council.~~
- ~~9. Recommend the appointment of District management personnel.~~
- ~~10. Define and coordinate the duties of District management personnel responsible for the educational, student services, business services, and community services programs.~~
- ~~11. Recommend the appointment of deans and department chairpersons after consultation, and following established guidelines.~~
- ~~12. Recommend the initial appointment and reemployment of probationary faculty after consultation with appropriate department and administrative personnel.~~
- ~~13. After appropriate consultation, make necessary appointments to the various District committees and councils.~~
- ~~14. Work with legally constituted campus organizations.~~
- ~~15. Negotiate contracts with officially recognized unions.~~
- ~~16. Recommend management personnel salary schedules and placement.~~
- ~~17. Utilize appropriate, representative groups of District personnel wherever possible in review of existing programs and recommendations for new procedures, policies and programs so that those affected have a voice in the decisions made.~~

- ~~18. Utilize appropriate means to communicate to staff and students those matters under consideration and decisions taken which will affect them.~~
- ~~19. Make recommendations on strategic planning and on needed improvements of programs and the physical facilities of the District.~~
- ~~20. Supervise preparation and administration of the budget.~~
- ~~21. Approve publications, including those prepared by the RCC Foundation, intended to interpret and publicize the Colleges and District.~~
- ~~22. Interpret the Colleges and the District to the general public through community contacts.~~
- ~~23. Through continuing study, maintain an acquaintance with ideas and research pertaining to community college education and exercise initiative in implementing and recommending changes which will improve the Colleges and District programs.~~
- ~~24. Carry out such other duties as may be assigned by the Board of Trustees.~~

Office of Primary Responsibility: **Board of Trustees**

NOTE: The information in regular type is current Riverside CCD Regulation 2005 titled District Chancellor dated 5-17-05. The information in ***italic type*** is additional language to consider including in this procedure. The information in ***bold italic*** type is additional language suggested by RCCD staff.

Date Approved:

(Replaces current Riverside CCD Regulation 2005)

BP 2431 CHANCELLOR SELECTION

References:

Education Code Section 70902;
Accreditation Standard IV.B.1.b, e and j

In the case of a Chancellor vacancy, the Board of Trustees shall establish a search process to fill the vacancy. The process shall be fair and open and comply with relevant regulations.

NOTE: The **bold type** signifies language recommended from the Community College League and legal counsel (Liebert Cassidy Whitmore). There does not appear to be a current Riverside CCD Policy that addresses this issue.

Date Adopted:

(This is a new policy recommended by the CCLC and the League's legal counsel)

BP 2435 EVALUATION OF CHANCELLOR

References:

Accreditation Standard IV.B.1

The Board of Trustees shall conduct an evaluation of the Chancellor at least annually. Such evaluation shall comply with any requirements set forth in the contract of employment with the Chancellor as well as this policy.

The Board shall evaluate the Chancellor using an evaluation process developed and jointly agreed to by the Board of Trustees and the Chancellor.

The criteria for evaluation shall be based on Board Policy, the Chancellor job description, and performance goals and objectives developed in accordance with Board Policy 2430 titled Delegation of Authority to Chancellor.

~~❖ From Riverside CCD Policy 1043 titled District Chancellor's Evaluation~~

~~The Riverside Community College Board of Trustees is charged to participate in evaluation of the Chancellor of the District. The process is set forth in the procedures.~~

NOTE: The **bold type** signifies language recommended from the Community College League and legal counsel (Liebert Cassidy Whitmore). The language in regular type is current Riverside CCD Policy 1043 titled District Chancellor's Evaluation dated 2-19-02 and 5-17-05.

Date Adopted:

(Replaces current RCCD Policy 1043)

AP 2435 EVALUATION OF CHANCELLOR

Reference:

Accreditation Standard IV.A

~~❖ From Riverside CCD Regulation 1043 titled District Chancellor's Evaluation~~

I. Overview

Evaluation is an ongoing process. Even though this document is intended for the annual formal evaluation of the District Chancellor, it is also used as a checklist to keep the Board on track with its duties and those of the District Chancellor.

It is important to assess each of the outlined items as occurring on a time line, considering what progress has been made over the past few years, and what is anticipated for the future.

II. Format

Approximately one month prior to his or her anniversary date with the District, the District Chancellor orally presents an oral and a written one-to-two page summary of his/her major achievements of the past year and goals for the future of the District. The Board and District Chancellor then discuss the outlined items and any other appropriate subjects the Board may request.

III. Subjects for Evaluation

A. Committees

1. Board Committees are the vehicle used to flow information to the Board of Trustees. Does the Board feel comfortable with the information it receives about current programs and administrative functions? Some areas of consideration are:

- a. Transfer programs
- b. Vocational programs
- c. Community service programs

- d. Economic development activities and programs
- e. Cal Works
- f. Competitive sports
- g. Performance Riverside and other performing arts programs
- h. Public safety education and training
- i. RCC Foundation
- j. Student activities

- 2. Is **the** opportunity for staff and student participation in **the** committee process adequate?

B. Financial Information

- 1. Is the Board satisfied that it is receiving easily understood financial information required for good decision-making?
- 2. Is the Board apprised of the annual audit, and the reports to the State regarding the District's financial status?
- 3. Is the Board involved in the District's annual budget process before final budget is ready for approval?

C. New Programs or Major Refocusing of Existing Programs

- 1. Is the Board kept apprised of new ideas for review and input to programs before the community is approached or major decisions made?
- 2. Is appropriate planning, including needs assessments, sufficient for new or refocused programs?
- 3. Can the Board assist in making the District more responsive to community needs?
- 4. Is the planning process for new programs adequate?
- 5. Is the planning process for new facilities adequate?
- 6. Are the planning processes for the entire District adequate?

D. Student Services

1. Do our students reflect the cultural diversity of our community?
2. Is a cultural and economically diverse student body a high priority?
3. Is registration efficient and user-friendly?
4. Are our students safe on campus? Do they feel safe?

E. District Chancellor and Staff Relationships

1. Are students' needs the top priority?
2. Is participatory governance suitably and adequately accomplished?
3. Does the Board have effective and appropriate means of communication with staff?
4. Does the staff reflect the cultural diversity of our community?
5. Is the Board apprised in a timely fashion of relevant information about staffing problems?
6. Are job descriptions and pay scales clearly defined and reviewed regularly?
7. Are hiring and firing regulations and procedures enforced?
8. Are District policies and **procedures** regulations enforced, including collective bargaining agreements?
9. Is staff professional development clearly defined and promoted?

F. Board of Trustees and District Chancellor Relationship

1. Does a climate of mutual trust and support exist between the Board of Trustees and the District Chancellor?
2. Does the Board of Trustees regularly assess the District Chancellor?
3. Does the Board understand the priorities of each of the major initiatives of the District?

4. Is the ~~District~~ Chancellor utilizing the unique talents of the members of the Board of Trustees?
5. Are there other appropriate roles ***in which*** the Board of Trustees members would like to be more deeply involved in?
6. How can the ~~District~~ Chancellor assist the Board of Trustees members to function more effectively?
7. How can the Board of Trustees assist the ~~District~~ Chancellor in accomplishing the District's goals more effectively?
8. Other subjects?

Office of Primary Responsibility: **Board of Trustees**

NOTE: The information in regular type is current Riverside CCD Regulation 1043 titled District Chancellor's Evaluation dated 5-17-05. The information in ***italic type*** is additional language to consider including in this procedure. The language in ***bold italic*** type is suggested by RCCD staff.

Date Approved:

(Replaces current Riverside CCD Regulation 1043)

Board of Trustees
DRAFT

BP 2510 PARTICIPATION IN LOCAL DECISION-MAKING

References:

Education Code Section 70902(b)(7);
Title 5 Sections 53200 et seq. (Academic Senate), 51023.5 (staff), and 51023.7 (students);
Accreditation Standard IV.A
Government Code Section 3540

The Board of Trustees is the ultimate decision-maker in those areas assigned to it by state and federal laws and regulations. In executing that responsibility, the Board of Trustees is committed to its obligation to ensure that appropriate members of the District participate in developing recommended policies for Board action and administrative procedures for Chancellor action under which the District is governed and administered.

Each of the following shall participate as required by law in the decision-making processes of the District:

Academic Senate (Title 5 Sections 53200-53206)

The Board of Trustees, or its designees, will consult collegially with the Academic Senate, as duly constituted with respect to academic and professional matters, as defined by law. Procedures to implement this section are developed collegially with the Academic Senate.

Staff (Title 5 Section 51023.5)

Staff shall be provided with opportunities to participate in the formulation and development of District policies and procedures that have a significant effect on staff. The opinions and recommendations of the *CSEA and the Management Association* will be given every reasonable consideration.

Students (Title 5 Section 51023.7)

The Associated Students shall be given an opportunity to participate effectively in the formulation and development of District policies and procedures that have a significant effect on students, as defined by law. The recommendations and positions of the Associated Students will be given every reasonable consideration. The selection of student representatives to serve on District committees or task forces shall be made after consultation with the Associated Students.

Except for unforeseeable emergency situations, the Board of Trustees shall not take any action on matters subject to this policy until the appropriate constituent group or groups have been provided the opportunity to participate.

Nothing in this policy will be construed to interfere with the formation or administration of employee organizations or with the exercise of rights guaranteed under the Educational Employment Relations Act, Government Code Sections 3540 et seq.

~~• From Riverside CCD Policy 6010 titled District Student Senate~~

~~The Board of Trustees recognizes the District Student Senate of Riverside community College as the organization representing the students that will be afforded the opportunity to participate in the formation and development of District policies and procedures that have or will have a significant effect on students under the provisions of Title 5 Section 51023.7~~

NOTE: The **bold type** signifies language recommended from the Community College League and legal counsel (Liebert Cassidy Whitmore). *The language in **regular type** is from current Riverside Community College District Policy 6010 titled District Student Senate adopted on 5-19-04. The language in **bold italic type** is provided by RCCD staff.*

Date Adopted:

(This is a new policy recommended by the CCLC and the League's legal counsel)

AP 2510 PARTICIPATION IN LOCAL DECISION-MAKING

References:

Education Code Section 70902(b)(7);
Title 5 Sections 53200 et seq., 51023.5, and 51023.7;
Accreditation Standards IV.A.2 and IV.A.5
Government Code Section 3540

Participation in the District's shared governance takes place at Board of Trustees' monthly Committee meetings by having a representative from each of the District constituencies (Academic Senate, Associated Students, CTA, CSEA and Confidential employees) appointed to serve on each committee and participate in the discussions that takes place at those meetings.

The Academic Senate makes recommendations to the Board of Trustees with respect to academic and professional matters and works with appropriate administrative offices in developing and communicating its recommendations to the Board. (Note: New policy/procedure 4005 goes into further detail with regard to the Academic Senate's role in shared governance)

The Student Senate makes recommendations to the Board of Trustees with respect to all issues that will have a significant effect on students and is recognized by the Board as the authority for defining student participatory governance procedures. (Note: New policy/procedure 5400 goes into further detail with regard to the Student Senate's role in shared governance.) Additionally, a student member is seated with the Board of Trustees and has all the rights, privileges and responsibilities of the Board, except that the student member does not have the right to vote or attend closed or special sessions of the Board.

CTA and CSEA each bring issues to the attention of the Board of Trustees by way of their respective contract negotiations, MOU's, and their participation at Board meetings.

The District's Management Association submits recommendations on administrative and personnel concerns to the Board of Trustees.

Office of Primary Responsibility: Board of Trustees

NOTE: There does not appear to be a current RCCD Regulation that relates to this procedure. The information in ***italic type*** is additional language to consider including in this procedure. The language in ***bold italic type*** is suggested by RCCD staff.

Date Approved:

*(This is a new procedure recommended by the
CCLC and the League's legal counsel)*

*See also, Policy and Procedure 4005, Titled, Academic Senate Policy, and
Policy and Procedure 5400, titled, Organization of the Associated Student Body*

Board of Trustees
DRAFT

BP 2715 CODE OF ETHICS/STANDARDS OF PRACTICE

References:

Accreditation Standards IV.B.1.a, e, and h

The Board of Trustees maintains high standards of ethical conduct and adopts Standards of Good Practice to promote a healthy working relationship among its members and its Chancellor, based upon mutual trust and support. **Members of the Board of Trustees are responsible to:**

- **Act only in the best interest of the entire community;**
- **Ensure public input into Board of Trustees deliberations, adhering to the law and spirit of the open meeting laws and regulations;**
- **Prevent conflicts of interest and the perception of conflicts of interest;**
- **Support the District mission;**
- **Ensure that students receive the highest quality education;**
- **Exercise authority only as a Board of Trustees;**
- **Use appropriate channels of communication;**
- **Respect others and act with civility;**
- **Remain informed about the District, educational issues, and responsibilities of Board membership;**
- **Devote adequate time to Board of Trustees work;**
- **Maintain the confidentiality of closed sessions; and**
- **Deal with any violations.**

The Board of Trustees will promptly address any violation by a Board member or Board members of the Code of Ethics in the following manner:

- ❖ ~~From Riverside CCD Regulation 1045, titled Board of Trustees Standards of Good Practice~~

If a Board member feels the Standard of Good Practice Policy has been violated, the Board member should go to the Board member who violated the Standard and have a discussion to resolve the violation.

If not resolved, the Board President is notified of the Standard violation. The Board President, in open session at the next regularly scheduled Board meeting, appoints a committee of two Board members to hear the case to determine if censure is in order.

If the appointed Board committee finds that the Board member should be censured, the item will be placed on the next regular Board meeting agenda for full Board discussion.

If alleged behavior violates laws, the President of the Board of Trustees may seek legal counsel and the violations referred to the District Attorney or Attorney General as provided for in law.

~~❖ From Riverside CCD Policy 1045 titled Board of Trustees Standards of Good Practice Policy~~

~~The Board of Trustees, as the sole statutory legislative governing body of the District, adopts a Standard of Good Practice to promote a healthy working relationship among its members and its Chancellor, based upon mutual trust and support.~~

~~The Board of Trustees recognizes that the education of students is the reason for the District's existence; all other functions must support this purpose. It is the duty of the Board of Trustees to ensure that students receive the highest quality education in the most efficient manner possible.~~

~~The Board of Trustees supports the District mission and inspires those in the District and the community by ensuring recognition, understanding, fairness, openness, professional development, and intellectual growth, through their official actions and the example they set collectively and individually.~~

NOTE: The **bold type** signifies language recommended from the Community College League and legal counsel (Liebert Cassidy Whitmore). The language in regular type is current Riverside CCD Policy or Regulation 1045 titled Board of Trustees Standards of Good Practice Policy dated 8-23-05.

Date Adopted:

(Replaces current RCCD Policy 1045)

AP 2715 CODE OF ETHICS/STANDARDS OF PRACTICE

References:

Accreditation Standards IV.B.1.a, e, and h

~~❖ From Riverside CCD Regulation 1045 titled Board of Trustees Standards of Good Practice~~

- I. The Board of Trustees and its members shall:
 - A. Act as a policy setting board, with consistent and vigilant oversight of the District, focused on setting priorities, planning and outcome evaluation related equally to instructional and student support quality, operational effectiveness and efficiency, and fiscal stability.
 - B. Ensure the District is in compliance with all applicable federal and state laws and does not discriminate on the basis of race, color, national origin, ancestry, marital status, age, religion, disability, sex, or sexual orientation in any of its policies, procedures or practices.
 - C. Consider at all times the interests of all citizens throughout the District, maintaining independent judgment unbiased by self-interests, special interest groups, and partisan political groups.
 - D. Communicate and promote the needs of the community to District leaders and the needs of the District to the community by encouraging support for and interest in the District.
 - E. Focus on the educational needs of present and future students and support access to high-quality education and support services for every student.
 - F. Appoint as Chancellor the best-qualified professional leader available and, upon appropriate recommendation, appoint the best-trained faculty and staff available, exhibiting confidence in, and support of, their work and when necessary accepting responsibility for changing personnel and restoring confidence.

- G. Delegate authority to the Chancellor as the Board's executive officer to initiate policy recommendations, administer education programs and services, conduct District business, and implement Board actions and adhere to the proper boundaries between Board members and employees so as not to undermine the authority of the Chancellor.
- H. Act as a whole recognizing that legal authority rests only with the Board in a legally constituted meeting. Individual members will not make statements or promises as to how they will vote prior to regular meetings or individually direct staff, District legal counsel, agents of the District, vendors and contractors, unless authorized by the Board of Trustees, as to actions to take.
- I. Conduct District business of the Board in open public meetings, unless permitted by the Brown Act to be conducted in closed session, and maintain the confidentiality of privileged information and Board discussions held in closed session.
- J. Engage in full, open, and fair discussion on all facets of recommendations presented by the Chancellor before Board action, respecting the opinion of others, working together in a spirit of harmony and cooperation, in spite of differences in values and beliefs, to achieve common goals by encouraging compromise, treating fellow Board members with dignity and giving members courteous consideration of their opinions and supporting positive change when necessary.
- K. Make decisions after appropriate and available facts have been presented and discussed and then abide by and uphold the official actions of the Board.
- L. Avoid situations that have, or appear to have, potential for personal gain or constitute a conflict of interest as defined in law, and inform the Board or Board President when a matter under consideration might involve or appear to involve such a conflict.
- M. Promote and encourage open and mutually supportive and accountable participation and initiative of students, faculty and staff in the governance process while maintaining appropriate and well-defined District communication and decision-making channels.
- N. Devote time, thought and study to activities that will enhance one's ability to function effectively as an education governing Board member and attend all scheduled Board meetings as possible.
- O. Avail oneself of opportunities to enhance potential as a Board member through participation in educational conferences and training sessions

offered by local, state and national organizations and involvement in and being informed about the actions and positions of such organizations.

- ~~II. The Board of Trustees has developed the following process to assure the Standard of Good Practice is being followed:~~
- ~~A. If a Board member feels the Standard of Good Practice Policy has been violated, the Board member should go to the Board member who violated the Standard and have a discussion to resolve the violation.~~
 - ~~B. If not resolved, the Board President is notified of the Standard violation. The Board President, in open session at the next regularly scheduled Board meeting, appoints a committee of two Board members to hear the case to determine if censure is in order.~~
 - ~~C. If the appointed Board committee finds that the Board member should be censured, the item will be placed on the next regular Board meeting agenda for full Board discussion.~~

Office of Primary Responsibility: **Board of Trustees**

NOTE: The language in regular type is current Riverside CCD Regulation 1045 titled Board of Trustees Standards of Good Practice dated 8-23-05. The information in *italic type* is additional language to consider including in this procedure.

Date Adopted:

(Replaces current RCCD Regulation 1045)

BP 2740 BOARD EDUCATION

References:

Accreditation Standard IV.B.1.f

The Board of Trustees is committed to its ongoing development as a Board and to an education program that includes an orientation for new Board members.

To that end, the Board of Trustees will engage in study sessions, provide access to reading materials, and support conference attendance and other activities that foster Board member education.

NOTE: The **bold type** signifies language recommended from the Community College League and legal counsel (Liebert Cassidy Whitmore). There does not appear to be a current Riverside CCD Policy that addresses this issue.

Date Adopted:

(This is a new policy recommended by the CCLC and the League's legal counsel)

BP 2745 BOARD SELF-EVALUATION

References:

Accreditation Standards IV.B.1.e and g

The Board of Trustees is committed to assessing its own performance as a Board in order to identify its strengths and areas in which it may improve its functioning.

~~❖ The following language is taken from current RCCD Regulation 1044, titled Board of Trustees Self-Assessment Process~~

As the District's elected body, the Board of Trustees recognizes that it has a fiduciary responsibility to meet the learning needs of those who might benefit from the District's programs in the communities it serves.

To that end, the Board of Trustees has established the following process:

~~❖ The following language is taken from current RCCD Regulation 1044, titled Board of Trustees Self-Assessment Process:~~

To assess whether it is effective in meeting this fiduciary responsibility, the Board adopts a Board Effectiveness approach to guide its self-assessment process. The approach is grounded in four key principles:

- A. **Learner Centeredness:** The Board recognizes its fiduciary responsibility to meet learner needs and act in the interest of learners in the communities served by the District.
- B. **Continuous Assessment:** Particularly in terms of rapid change, organizations must continuously assess their effectiveness to maintain and improve their alignment with environmental trends and changing learner needs. As a consequence, the Board agrees to continuously assess and review its effectiveness and that of the institution.
- C. **Evidence Based Assessment.** The Board commits to open, evidence-based institutional and community dialogue.

- D. Commitment to Act: The Board agrees to act on its assessments to improve both Board and institutional effectiveness.

In keeping with these principles the Board of Trustees establishes a continuous quarterly self-assessment process to both consider its effectiveness and model its commitment to continuous improvement. The process is intended to assist the Board in the assessment of its performance as a whole body. It is not intended to evaluate or assess the performance of individual Board members.

Initially, the Board will review and discuss its record of performance **periodically** ~~on a quarterly basis~~ in open **session** ~~ended conversation~~. Staff will inventory and assist the Board in the preparation of its record. Dialogue will be structured around the following seven dimensions of Board Effectiveness. It is anticipated that the Board will calendar discussions regarding a specific set of the dimensions each **year** ~~quarter~~. More formal measurement tools may be incorporated into the process over time.

- A. Commitment to Learners: The Board assesses its role in ensuring that the focus remains on the learner and that processes are in place to maintain that focus. For example, the Board might discuss its use of institutional and student research and its efforts to encourage inquiry about learner populations that may not be adequately served by the District.
- B. Constituency Interface: The Board assesses its constituency interface by discussing its relationship with District constituencies. Questions might include: What mechanisms and processes are in place for the Board to listen to, respond to, and communicate with its constituency? Do the mechanisms and processes promote input from diverse interests? How should the Board represent and advocate for the District in the community?
- C. Community College System Interface: The Board assesses its Community College System interface by evaluating its interaction with the California Community College System and other community college organizations. Questions might include: Does the Board engage in activities to support the District's position within the system? What are the appropriate advocacy roles to be played – learner advocacy, college advocacy?
- D. Economic/Political System Interface: The Board assesses its economic and political system interface by assessing its interaction with local, state and federal economic and political processes, institutions and personnel. Here questions might include: How does, and should, the Board advocate District interest and learner interests to local, state and federal government agencies and legislators?
- E. District Policy Leadership: The Board assesses policy leadership by examining its role in the District policy process. Questions might include: What is the appropriate role of the Board in addressing issues confronted by the District and learners? What issues occupy the attention of the board? What is the

relationship of the issues to the District's mission? Was the Board appropriately engaged in defining the District's mission, strategies, and goals? Is the Board informed of and appropriately engaged in the setting of District policies?

- F. Management Oversight: The Board assesses its management oversight primarily through the assessment of its relationship with the Chancellor and senior administrative staff. Therefore, much of this conversation is reflected in the Board's Chancellor assessment process.
- G. Process Guardianship: The Board assesses its role in assuring that the District engages in appropriate budgeting, planning, institutional assessment and other processes. If it desired, the Board could discuss its own structure, policies, practices and procedures.

~~❖ From Riverside CCD Policy 1044 titled Board of Trustees Self-Assessment Process~~

~~The Riverside Community College Board of Trustees has developed a self-assessment process as set forth in the regulations.~~

NOTE: The **bold type** signifies language recommended from the Community College League and legal counsel (Liebert Cassidy Whitmore). The language in regular type is current Riverside CCD Policy/Regulation 1044 titled Board of Trustees Self-Assessment Process dated 10-15-02. Language in **bold italic type** is provided by RCCD staff.

Date Adopted:

(Replaces current RCCD Policy 1044)

**General Institution
DRAFT**

BP 3050 INSTITUTIONAL CODE OF *PROFESSIONAL* ETHICS

Reference:

Accreditation Standard III.A.1.d

The Board of Trustees shall adopt an Institutional Code of *Professional* Ethics.

NOTE: The **bold type** signifies language that is suggested as good practice. There does not appear to be a current Riverside CCD Policy that addresses this issue.

Date Adopted:

*(This is a new policy recommended by the
CCLC and the League's legal counsel)*

BP 3200 ACCREDITATION

Reference:

Accreditation Eligibility Requirement 20

The Chancellor shall ensure the District complies with the accreditation process and standards of the Accrediting Commission of Community and Junior Colleges and of other District programs that seek special accreditation.

The Chancellor shall keep the Board informed of approved accrediting organizations and the status of accreditations.

The Chancellor shall ensure that the Board is involved in any accreditation process in which Board participation is required.

The Chancellor shall provide the Board with a summary of any accreditation report and any actions taken or to be taken in response to recommendations in an accreditation report.

NOTE: The **bold type** signifies language recommended from the Community College League and legal counsel (Liebert Cassidy Whitmore). There does not appear to be a current Riverside CCD Policy that addresses this issue. Page 3 of the General Information Section of the current Riverside CCD Catalog lists accreditation information as well.

Date Adopted:

(This is a new policy recommended by the CCLC and the League's legal counsel)

BP 3250 INSTITUTIONAL PLANNING

References:

Title 5 Sections 51008, 51010, 51027, 53003, 54220, 55250, 55400 et seq., 55510, and 56270 et seq.; Accreditation Standard I.B

The Chancellor shall ensure that the District has and implements a broad-based comprehensive, systematic and integrated system of planning that involves appropriate segments of the District community and is supported by institutional effectiveness research.

The planning system shall include plans required by law, including, but not limited to the:

- **Long Range Educational or Academic Master Plan**
- **Facilities Plan**
- **Faculty and Staff Diversity Plan**
- **Student Equity Plan**
- **Matriculation**
- **Transfer Center**
- **Cooperative Work Experience**
- **EOPS**

The Chancellor shall submit those plans for which Board approval is required by Title 5 to the Board of Trustees.

The Chancellor shall inform the Board about the status of planning and the various plans.

The Chancellor shall ensure the Board has an opportunity to assist in developing the general institutional mission and goals for the comprehensive plans.

NOTE: The **bold type** signifies language recommended from the Community College League and legal counsel (Liebert Cassidy Whitmore). There does not appear to be a current Riverside CCD Policy that addresses this issue.

Date Adopted:

(This is a new policy recommended by the CCLC and the League's legal counsel)

BP 3410 NONDISCRIMINATION

References:

Education Code Sections 66250 et seq., 72010 et seq., and 87100 et seq.;
Penal Code Sections 422.55 et seq;
Government Code Sections 11135-11139.5, 12926.1 and 12940 et seq.;
Title 5 Sections 53000 et seq. and 59300 et seq.;
Accreditation Standard I.6

The District is committed to equal opportunity in educational programs, employment, and all access to institutional programs and activities.

The District, and each individual who represents the District, shall provide access to its services, classes, and programs without regard to national origin, religion, age, sex (gender), race, color, medical condition, ancestry, sexual orientation, marital status, physical or mental disability, or because he or she is perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics.

The Chancellor shall establish administrative procedures that ensure all members of the college community can present complaints regarding alleged violations of this policy and have their complaints heard in accordance with the Title 5 regulations and those of other agencies that administer state and federal laws regarding nondiscrimination.

No District funds shall ever be used for membership, or for any participation involving financial payment or contribution on behalf of the District or any individual employed by or associated with it, to any private organization whose membership practices are discriminatory on the basis of national origin, religion, age, sex (gender), race, color, medical condition, ancestry, sexual orientation, marital status, physical or mental disability, or because he or she is perceived to have one or more of the foregoing characteristics, or because of his or her association with a person or group with one or more of these actual or perceived characteristics.

Information regarding the filing of a complaint is included in Procedure 3410.

~~❖ From Riverside CCD Policy 6100 titled Prohibition of Sex Discrimination~~

~~The Board of Trustees is committed to the concept and practice of equal opportunity in employment and educational opportunity for all.~~

~~❖ From Riverside CCD Policy 6200 titled Non-Discrimination in Programs and Activities~~

~~The Riverside Community College District insures that its programs and activities are available to all persons without regard to ethnic group identification, religion, age, sex, color, physical or mental disability.~~

~~Rules and regulations will be developed and maintained to insure compliance with the provisions of law. The District's Affirmative Action Officer is designated to be responsible for the District's compliance in this matter.~~

NOTE: The information in regular type is current Riverside CCD Policy 6100 titled Prohibition of Sex Discrimination dated 10-1-85 and Policy 6200 titled Non-Discrimination in Programs and Activities adopted on 11-3-81 and amended on 3-6-84. The **bold type** signifies language recommended from the Community College League and legal counsel (Liebert Cassidy Whitmore). The language in ***bold italic type*** is provided by RCCD staff.

Page 12 of the General Information Section of the current Riverside CCD Catalog lists information related to nondiscrimination.

Date Approved:

(Replaces current Riverside CCD Policies 6100 and 6200)

BP 4020 PROGRAM AND CURRICULUM DEVELOPMENT

References:

Education Code Sections 70901(b), 70902(b) and 78016;
Title 5 Sections 51000, 51022 and 55130

The programs and curricula of the District shall be of high quality, relevant to community and student needs, and evaluated regularly to ensure quality and currency. To that end, the Chancellor shall establish procedures for the development and review of all curricular offerings, including their establishment, modification or discontinuance.

Furthermore, these procedures shall include:

- appropriate involvement of the faculty and Academic Senate in all processes;
- regular review and justification of programs and course descriptions;
- opportunities for training for persons involved in aspects of curriculum development.
- Consideration of job market and other related information for vocational and occupational programs.

All new programs and program deletions shall be approved by the Board of Trustees.

Program or course modifications shall be approved by the Chancellor, or his/her designee.

All new programs shall be submitted to the Office of the Chancellor for the California Community Colleges for approval as required.

As of August 1, 2007, new courses that are not part of an existing approved program must satisfy the conditions authorized by Title V regulations and do not need approval from the CCC Chancellor's Office.

NOTE: There does not appear to be a current RCCD Policy related to this policy. Language in *bold italic type* is provided by RCCD staff.

Date Approved:

*(This is a new policy recommended by the
CCLC and the League's legal counsel)*

**BP 4025 PHILOSOPHY AND CRITERIA FOR ASSOCIATE DEGREE
AND GENERAL EDUCATION**

References:

Title 5 Section 55805;
Accreditation Standard II.A.3

Courses that are designated to fulfill the general education and depth requirements shall meet the following philosophy.

The awarding of an Associate degree is intended to represent more than an accumulation of units. It is to symbolize a successful attempt on the part of the college to lead students through patterns of learning experiences designed to develop certain capabilities and insights. Among these are the ability to think and to communicate clearly and effectively both orally and in writing; to use mathematics, to understand the modes of inquiry of the major disciplines; to be aware of other cultures and times; to achieve insights gained through experience in thinking about ethical problems, and to develop the capacity for self-understanding.

Central to an Associate degree, general education is designed to introduce students to the variety of means through which people comprehend the modern world. It reflects the conviction of colleges that those who receive their degrees must possess in common certain basic principles, concepts and methodologies both unique to and shared by the various disciplines. College educated persons must be able to use this knowledge when evaluating and appreciating the physical environment, the culture, and the society in which they live. Most important, general education should lead to better understanding.

In the establishing or modifying a general education program, ways shall be sought to create coherence and integration among the separate requirements. It is also desirable that general education programs involve students actively in examining values inherent in proposed solutions to major society problems.

The Chancellor shall establish procedures to assure that courses used to meet general education and associate degree requirements meet the standards in this policy. The procedures shall provide for appropriate Academic Senate involvement.

❖ ~~From the current Riverside CCD Catalog (Page 32 of Graduation Requirements Section)~~

~~PHILOSOPHY FOR THE ASSOCIATE DEGREE~~

~~The awarding of an associate degree is intended to represent more than an accumulation of units. It symbolizes the successful attempt on the part of the college to lead students through patterns of learning experiences designed to develop certain capabilities and insights.~~

~~Among these are the ability to think and to communicate clearly and effectively, both orally and in writing; to use mathematics; to understand the modes of inquiry of the major disciplines; to be aware of other cultures and times; to achieve insights gained through experience in thinking about ethical problems; and to develop the capacity for self-understanding.~~

NOTE: The **bold type** signifies language recommended from the Community College League and legal counsel (Liebert Cassidy Whitmore). There does not appear to be a current Riverside CCD Policy that addresses this issue. It is from the current Riverside CCD Catalog on page 32 of the Graduation Requirements Section.

Date Adopted:

(This is a new policy recommended by the CCLC and the League's legal counsel)

BP 4030 ACADEMIC FREEDOM

References:

Title 5 Section 51023;
Accreditation Standard II.A.7

Academic Freedom, in its teaching aspect, is fundamental for the protection of the right of the teacher in teaching and of the student's freedom in learning. Academic professionals need the freedom to explore ideas that may be strange or unpopular, endeavors proper to higher education; while also maintaining the responsibility of related subject matter to the classroom.

College and university teachers are citizens, members of a learned profession and officers of an educational institution. When they speak or write as citizens, they should be free from institutional censorship or discipline, but their special position in the community imposes special obligations. As scholars and educational officers, they should remember that the public may judge their profession and their institution by their utterances. Hence, they should at all times be accurate, should exercise appropriate restraint, should show respect for the opinions of others, and should make every effort to indicate that they are not speaking for the institution.

NOTE: The ***bold italic type*** is language provided by RCCD staff. There does not appear to be a current Riverside CCD Policy that addresses this issue.

Date Adopted:

(This is a new policy recommended by the CCLC and the League's legal counsel)

- ❖ **NOTE:** The Riverside Community College District's policy of Academic Freedom reflects the American Association of University Professors (AAUP) statement, as affirmed by the President of the Board of Trustees, by memo dated March 6, 2003 to Academic Senate President, Virginia McKee-Leone

**BP 4040 LIBRARY AND OTHER INSTRUCTIONAL SUPPORT
SERVICES**

Reference:

Education Code Section 78100

The District shall have library services that are an integral part of the educational program.

~~❖ From Riverside CCD Policy 7036 titled Replacement or Retrieval of Overdue Library Materials~~

~~The Riverside Community College District shall charge all library patrons a fine for items not returned by the day or day/hour due. At a specified time after the item is due (depending on the initial circulation period of the item), the item shall be declared lost. The borrower will be billed for the replacement of the lost item, a processing fee, and any overdue fines. The detailed functions of the policy on replacement or retrieval of overdue library materials shall be as outlined in related regulations.~~

NOTE: The **bold type** signifies language recommended from the Community College League and legal counsel (Liebert Cassidy Whitmore). The language in regular type is current Riverside CCD Policy 7036 titled Replacement or Retrieval of Overdue Library Materials dated 1-27-00.

Date Adopted:

(Replaces current Riverside CCD Policy 7036)

BP 4050 ARTICULATION

References:

Title 5 Sections 51022(b); Education Code Sections 66720-66744

~~❖ From Riverside CCD Policy 5110 titled Colleges/Secondary Articulation~~

Recognizing the importance of supporting the articulation of courses between the Riverside Community College District, area high school districts, and the Regional Occupational Programs, the Board of Trustees endorses and supports a process through which high school students are provided the opportunity to earn college credit for articulated courses thereby permitting a smooth transition from school to college.

The Chancellor shall establish procedures that assure appropriate articulation of the District's educational programs with proximate high schools and baccalaureate institutions.

The procedures also may support articulation with institutions, including other community colleges and those that are not geographically proximate but that are appropriate and advantageous for partnership with the District.

NOTE: The **bold type** signifies language recommended from the Community College League and legal counsel (Liebert Cassidy Whitmore). The information in regular type reflects current Riverside CCD Policy 5110 titled Colleges/Secondary Articulation dated 4-26-94.

Date Adopted:

(Replaces current RCCD Policy 5110)

BP 5500 STANDARDS OF STUDENT CONDUCT

References:

Ed Code Section 66300, 66301;
Accreditation Standard II.A.7.b

The Chancellor shall establish procedures for the imposition of discipline on students in accordance with the requirements for due process of the federal and state law and regulations.

The procedures shall clearly define the conduct that is subject to discipline, and shall identify potential disciplinary actions, including but not limited to the removal, suspension, or expulsion of a student.

The Board of Trustees shall consider any recommendation from the Chancellor for expulsion. The Board of Trustees shall consider an expulsion recommendation in closed session unless the student requests that the matter be considered in a public meeting. Final action by the Board of Trustees on the expulsion shall be taken at a public meeting.

The procedures shall be made widely available to students through the college catalog(s) and other means.

The following conduct shall constitute good cause for discipline, including but not limited to the removal, suspension or expulsion of a student.

- 1. Causing, attempting to cause, or threatening to cause physical injury to another person.**
- 2. Possession, sale or otherwise furnishing any firearm, knife, explosive or other dangerous object, including but not limited to any facsimile firearm, knife or explosive, unless, in the case of possession of any object of this type, the student has obtained written permission to possess the item from a District employee, which is concurred by the Chancellor.**
- 3. Unlawful possession, use, sale, offer to sell, or furnishing, or being under the influence of, any controlled substance listed in Chapter 2 (commencing**

with Section 11053) of Division 10 of the California Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind; or unlawful possession of, or offering, arranging or negotiating the sale of any drug paraphernalia, as defined in California Health and Safety Code Section 11014.5.

4. Committing or attempting to commit robbery or extortion.
5. Causing or attempting to cause damage to District property or to private property on campus.
6. Stealing or attempting to steal District property or private property on campus, or knowingly receiving stolen District property or private property on campus.
7. Willful or persistent smoking in any area where smoking has been prohibited by law or by regulation of the District.
8. Committing sexual harassment as defined by law or by District policies and procedures.
9. Engaging in harassing or discriminatory behavior *toward an individual or group* based on race, gender, religion, age, national origin, disability, or any other status protected by law.
10. Willful misconduct which results in injury or death to a student or to District personnel or which results in cutting, defacing, or other injury to any real or personal property owned by the District or on campus.
11. Disruptive behavior, willful disobedience, habitual profanity or vulgarity, or the open and persistent defiance of the authority of, or persistent abuse of, District personnel.
12. Cheating, plagiarism (including plagiarism in a student publication), or engaging in other academic dishonesty.

A. *Forms of Dishonesty include, but are not limited to:*

1. ***Plagiarism: Presenting another person's language (spoken or written), ideas, artistic works or thoughts, as if they were one's own;***
2. ***Cheating: Use of information not authorized by the Instructor for the purpose of obtaining a grade. Examples include, but are not limited to, notes, Recordings, and other students' work;***

- 3. *Furnishing false information to the District for Purposes such as admission, enrollment, financial assistance, athletic eligibility, transfer, or alteration of official documents.***
- 13. Dishonesty; forgery; alteration or misuse of District documents, records or identification; or knowingly furnishing false information to the District.**
- 14. Unauthorized entry upon or use of District facilities.**
- 15. Lewd, indecent or obscene conduct on District-owned or controlled property, or at District-sponsored or supervised functions.**
- 16. Engaging in expression which is obscene; libelous or slanderous; or which so incites students as to create a clear and present danger of the commission of unlawful acts on college premises, or the violation of lawful District administrative procedures, or the substantial disruption of the orderly operation of the District.**
- 17. Persistent, serious misconduct where other means of correction have failed to bring about proper conduct.**
- 18. Unauthorized preparation, giving, selling, transfer, distribution, or publication, for any commercial purpose, of any contemporaneous recording of an academic presentation in a classroom or equivalent site of instruction, including but not limited to handwritten or typewritten class notes, except as permitted by any District policy or administrative procedure.**
- 19. *Use, possession, distribution or being under the influence of alcoholic beverages, controlled substance(s) or poison(s) classified as such by Schedule D (Section 4160 of the Business and Professions Code) while at any District location, any District off-site class, or during any District sponsored activity, trip or competition.***
 - A. *In accordance with Section 67385.7 of the Education Code and in an effort to encourage victims to report assaults, the following exception will be made: The victim of a sexual assault will not be disciplined for the use, possession, or being under the influence of alcoholic beverages or controlled substances at the time of the incident if the assault occurred on District property or during any of the aforementioned District activities.***

- 20. Violation of the District's Computer and Network Use Policy and Procedure No. 3720 in regard to their use of any or all of the District's Information Technology resources.**
- 21. Use of an electronic recording or any other communications device (such as walkmans, cell phones, pagers, recording devices, etc.) in the classroom without the permission of the instructor.**
- 22. Eating or drinking in classrooms.**
- 23. Gambling, of any type, on District property.**
- 24. Bringing pets (with the exception of guide dogs) on District property.**
- 25. Distribution of printed materials without the prior approval of the Student Activities Office. Flyers or any other literature may not be placed on vehicles parked on District property.**
- 26. The riding/use of bicycles, motorcycles, or motorized vehicles (except for authorized police bicycles or motorized vehicles) is limited to paved streets or thoroughfares normally used for vehicular traffic. In addition, the riding/use of all types of skates, skateboards, scooters, or other such conveyances is prohibited on District property, except for approved activities.**
- 27. The presence in classrooms or laboratories of non-enrolled individuals (except for those individuals who are providing accommodations to students with disabilities) is prohibited without the approval of the faculty member.**

~~❖ From Riverside CCD Policy 6080 titled Student Discipline and Due Process~~

~~The Riverside Community College District recognizes the importance of student discipline and due process. To this end, the District has established regulations for standards of student conduct and disciplinary procedures which, when followed, assure students their due process rights.~~

~~❖ From Current Riverside CCD Regulation 6080 titled Student Discipline and Due Process~~

Responsibility

- A. The Chief Executive Officer of the **District** College is responsible for establishing appropriate procedures for the administration of disciplinary

actions. **Administrative Procedure 5520 deals with** ~~Issues involving~~ matters of student discipline **and** ~~or~~ student grievance. ~~by following the~~ procedures below:

- B. The Chief Student Services Officer will be responsible for the overall implementation of the **procedures** ~~regulations~~ which are specifically related to all nonacademic, student related matters.
- C. The Chief Instructional Officer will be responsible for the overall implementation of the **procedures** ~~regulations~~ which are specifically related to class activities or academic matters.
- D. For matters involving the prohibition of discrimination and ~~the prohibition of~~ sexual harassment, ~~Board Policy 3099/4099 Affirmative Action and Staff Diversity and/or Board Policy 3110/4110/6110 Prohibition of Sexual Harassment~~, the concern should be referred to the District's **Diversity, Equity and Compliance Office** ~~Affirmative Action Officer~~. ~~Board Policy 6080 does not apply to such matters.~~
- E. The definitions of cheating and plagiarism and the penalties for violating standards of student conduct pertaining to cheating and plagiarism will be published in all schedules of classes, the college catalog, the student handbook, and the faculty handbook. Faculty members are encouraged to include the definitions and penalties in their course syllabi.

~~I. Standards of Student Conduct~~

~~A. Student conduct must conform to District policy and regulations and College procedures. Violations of such regulations and procedures for which students are subject to disciplinary action include, but are not limited to, the following:~~

- ~~1. Disobedience to directions of College officials (including faculty) acting in the performance of their duties.~~
- ~~2. Violation of District rules and regulations, including those concerning student organizations, the use of District facilities, or the time, place, and manner of public expression or distribution of materials.~~
- ~~3. Various forms of dishonesty, including but not limited to:

 - ~~a. Plagiarism: Presenting another person's language (spoken or written), ideas, artistic works or thoughts, as if they were one's own;~~~~

- ~~b. Cheating: Use of information not authorized by the instructor for the purpose of obtaining a grade. Examples include, but are not limited to, notes, recordings, and other students' work;~~
- ~~c. Furnishing false information to the District for purposes such as admission, enrollment, financial assistance, athletic eligibility, transfer, or alteration of official documents.~~
- ~~4. Forgery, alteration, or the unauthorized possession or use of District documents, records, or identification.~~
- ~~5. Unauthorized entry to or use of any District facilities.~~
- ~~6. Obstruction or disruption of District administrative functions, classes, disciplinary procedures, or any other authorized District activities.~~
- ~~7. Theft of, or damage to, property belonging to the District, a staff member of the District or a visitor to the District while at any District location or at any District sponsored event.~~
- ~~8. Theft of, or abuse of, District facilities and/or computing equipment including, but not limited to, the following:
 - ~~a. Unauthorized entry into a file to use, read, or change contents, or for any other purpose;~~
 - ~~b. Unauthorized transfer of a file;~~
 - ~~c. Unauthorized use of another individual's identification or password;~~
 - ~~d. Unauthorized use of phone or electronic devices such as FAX, modem, etc.;~~
 - ~~e. Use of computing facilities and/or equipment to interfere with the work of another student, or District employee;~~
 - ~~f. Use of computing facilities and/or equipment to send or receive obscene or abusive messages;~~
 - ~~g. Use of computing facilities and/or equipment to interfere with normal operations of the District computing system.~~~~

9. ~~Disorderly, lewd, indecent, or obscene conduct or expression on District property or at a District sponsored or supervised activity which interferes with the District's educational responsibility.~~
10. ~~Use, possession, distribution or being under the influence of alcoholic beverages, controlled substance(s) or poison(s) classified as such by Schedule D (Section 4160 of the Business and Professions Code) while at any on-District location, any off-District class site, or during any District sponsored activity, trip, or competition.~~
 - a. ~~In accordance with Section 67385.7 of the Education Code and in an effort to encourage victims to report assaults, the following exception will be made. The victim of a sexual assault will not be disciplined for the use, possession, or being under the influence of alcoholic beverages or controlled substances at the time of the incident if the assault occurred on District property or during any of the aforementioned District activities.~~
11. ~~Harassment and abuse, directed toward individuals and groups, which may include at least one of the following forms: the use or threat of physical violence, coercion, intimidation, verbal or written harassment and abuse, and unwanted physical contact of any sort.~~
12. ~~Assault or battery, abuse, or any threat of force or violence directed toward any member of the District community or any visitor.~~
13. ~~Possession, while on District property or at an off-College class site, or at a District-sponsored function, of any explosives or weapons, (except by persons given permission by the Chief Executive Officer of the College or member of law enforcement agencies, acting in their official capacities).~~
14. ~~Use or possession of any article, not usually designated as a weapon, to threaten bodily harm.~~
15. ~~Use of an electronic recording or any other communications device (such as walkmans, cellular phones, pagers, recording devices, etc.) in the classroom without the permission of the instructor.~~
16. ~~The Chief Executive Officer of each College in consultation with District Officials may at any time promulgate additional rules or modify or clarify the foregoing rules.~~

~~B. District Regulations~~

1. ~~Students are not permitted to eat or drink in classrooms.~~
2. ~~Smoking of any form of tobacco or non-tobacco products is prohibited in all District buildings, on District grounds, in all District vehicles, at any activity or athletic event and on all property owned, leased, or rented by or from the District, unless a tobacco use area has been designated (Board Policy 6230, 3230, and 4230).~~
3. ~~Gambling of any type is not permitted on District property. Recreational playing of dominos, cards or similar activities are prohibited except in a designated game or recreation areas.~~
4. ~~Dogs (with the exception of guide dogs) and other pets are not allowed on District property.~~
5. ~~Printed materials to be distributed or posted must be approved for distribution by Student Activities Office of each college. Advertisement flyers and related literature may not be distributed or placed on vehicles parked in District sites.~~
6. ~~In accordance with Sections 32050, 32051, and 32052 of the Education Code, the practice of hazing by organizations or individuals either on or off District property, is strictly prohibited.~~
7. ~~Students must be fully attired, including shoes or sandals, while in the classroom or on District property.~~
8. ~~Library books and materials must be returned in a timely manner.~~
9. ~~Use of audio equipment on the District property in public areas is restricted to personal headphones or preapproved authorized activities.~~
10. ~~Except for authorized police bicycle patrols, the riding/use of bicycles, motorcycles, or motorized vehicles is limited to paved streets or thoroughfares normally used for vehicular traffic. In addition, the riding/use of all types of skates, skateboards, scooters, or other such conveyances is prohibited on District property, except for approved activities.~~
11. ~~Only students enrolled in the Riverside Community College District are allowed to attend classes. The presence in classrooms or laboratories of unenrolled individuals is prohibited. Occasionally, visitors to classrooms may be permitted when approved by the faculty member.~~

~~II. Disciplinary Action~~

- ~~A. Any student who disrupts the orderly operation of a District campus, or who violates the standards of student conduct, is subject to disciplinary action. Such action may be implemented by the Chief Executive Officer of the College or designee.~~
- ~~B. The various types of disciplinary actions are set forth hereafter: The District may utilize any level of discipline without previously using a lower level of discipline and may utilize more than one type of discipline in an appropriate case if appropriate.~~
- ~~1. Verbal Warning: This is a notice to the student that continuation or repetition of specified conduct may be cause for other disciplinary action.~~
 - ~~2. Reprimand: This includes a written statement and/or a probationary period to be specified by the Chief Executive Officer of the College or designee for violation of specified rules. The reprimand serves to place on record that a student's conduct in a specific instance did not meet the standards expected by the District. It also specifies the steps necessary to correct the inappropriate conduct and to terminate the probation, if probation has been imposed. A person placed on probation is notified that this is a warning and that continued conduct of the type described in the reprimand may result in further disciplinary action against the student.~~
 - ~~3. Social Suspension: Social suspension limits a student's attendance on District property to his/her scheduled class hours. This limitation of District privileges will be set forth in the notice of social suspension for a specified period of time. The imposition of social suspension involves written notification to the student(s) and, if necessary, the advisor of the organization involved and the reason for social suspension.~~
 - ~~4. "Temporary Suspension": This suspension is invoked by a classroom instructor due to student misconduct in the classroom. The student may be removed from class the day of the occurrence and the subsequent class period. If such suspension occurs, the instructor will immediately notify the appropriate Department Chairperson and/or College Dean of Instruction who will in turn notify the College Dean of Student Services.~~

- ~~5. Interim Suspension: Interim suspension may be invoked prior to a hearing to protect the safety and welfare of the District. This is an interim suspension from all District privileges including class attendance. Interim suspension is limited to that period of time necessary to resolve the problems that originally required the interim suspension, and in any case, no more than a maximum of ten (10) instructional days. The student will be afforded the opportunity for a formal hearing within ten (10) instructional days of imposition of the interim suspension.~~
 - ~~6. Restitution: This is financial reimbursement to the District for damage or misappropriation of property. Reimbursement may also take the form of appropriate service to repair or otherwise compensate for damage.~~
 - ~~7. Disciplinary Suspension: Disciplinary suspension is a suspension of all District privileges including class attendance and may be imposed by the Chief Executive Officer of the College, or designee, following a formal hearing for misconduct when other corrective measures have failed or when the seriousness of the situation warrants such action. Disciplinary suspension will not be more than ten (10) instructional days.~~
 - ~~8. Extended Suspension: The Chief Executive Officer of the College, or designee, may suspend a student for good cause from all classes and activities of the District for one or more terms.~~
 - ~~9. Expulsion: An expulsion is a long term or permanent denial of all District privileges including class attendance. The Board of Trustees may expel a student upon recommendation of the Chief Executive Officer of each College.~~
- ~~C. In cases of academic dishonesty by a student, a faculty member may take any one of the following actions:~~
- ~~1. The faculty member may reduce the score on test(s) or assignment(s), reduce the grade in the course, fail the student in the course and/or recommend to the College Dean of Instruction that the student be suspended from the course. If course suspension is recommended, the College Dean of Instruction will review the information regarding the charge of academic dishonesty, notify the student, and prescribe appropriate due process procedures.~~

2. ~~If the suspension is upheld, the College Dean of Instruction will make note of the offense in the student's educational records. A second instance of academic dishonesty may result in expulsion proceedings. Any enrollment, tuition, and other applicable fees will not be refunded as a result of disciplinary action for academic misconduct.~~

III. ~~Student Grievance Procedure~~

~~The purpose of a student grievance procedure is to provide a process by which student-related issues may be resolved in a fair and efficient manner following due process. The procedure is intended to achieve an equitable solution to an issue with due regard for the rights of the student, the faculty, the student body, and the District.~~

A. ~~Procedure Relating To Disciplinary Action~~

~~In all cases when the Chief Executive Officer of the College, or designee, has initiated disciplinary action, the student, within five (5) instructional days following notification of the action, may convey to the appropriate Chief Instructional Officer or Chief Student Services Officer, in writing:~~

1. ~~Concurrence with the decision, or~~
2. ~~A grievance challenging the action.~~

~~Absence of any communication after the five day limit from the student indicates concurrence with the decision.~~

B. ~~General Grievance Process~~

~~Student grievances (other than for discipline) will be processed in the following manner:~~

1. ~~Consultation Process~~

- a. ~~Prior to any formal hearing, a student will be encouraged to contact the appropriate faculty or staff member and attempt, in good faith, to resolve the concern through the consultative process. If a student is unsure of the appropriate faculty or staff member to contact, he or she should contact the College Dean of Instruction, or College Dean of Student Services for nonacademic matters, who will direct the student to the appropriate staff member. In cases where either the student or faculty/staff member prefers to meet in~~

~~the presence of a third party, he/she will contact the above mentioned administrators. The College Dean of Instruction or the College Dean of Student Services will either serve as the third party or designate someone for this purpose.~~

~~b. If the issue is not resolved by the affected parties, the student may request an informal consultation with the appropriate department chairperson, dean or director.~~

~~c. If the issue is not resolved with the appropriate department chairperson, dean or director, the student may request an informal consultation with the College Dean of Instruction or College Dean of Student Services.~~

~~d. If the issue is not resolved with the appropriate dean, the student may request an informal consultation with the appropriate administrator.~~

~~(1) For academic matters, the conference will be with the College Chief Instructional Officer.~~

~~(2) For nonacademic matters, the conference will be with the College Chief Student Services Officer.~~

~~e. The College Chief Instructional Officer or Chief Student Services Officer will convey a decision to all affected parties.~~

~~f. If the issue is not resolved at the informal consultation, the student may file a formal, written grievance requesting a formal hearing within thirty (30) instructional days of hearing from the College Chief Instructional Officer or Chief Student Services Officer. The student will direct this letter to the appropriate College Chief Instructional Officer or Chief Student Services Officer. The time limit for students to file a formal written grievance will be 120 days from the date of the incident giving rise to the grievance.~~

~~2. Formal Hearing~~

~~a. Upon receipt of a written request for a formal hearing, the College Chief Instructional Officer or Chief Student Services Officer will arrange for the hearing within a reasonable time period not to exceed twenty (20) instructional days. The written request should contain a statement detailing the grievance to be resolved, and the action or remedy requested. The College Chief Instructional Officer or Chief~~

~~Student Services Officer will forward signed copies of all written grievances to the faculty member being grieved within seven (7) instructional days.~~

~~b. A grievance withdrawn from the formal hearing stage will be deemed without merit and cannot be refiled.~~

~~c. The formal hearing will be conducted before the College Student Grievance Committee. This committee will be composed as follows:~~

~~(1) Two students appointed by the ASRCC College President.~~

~~(2) Two faculty members appointed by the College Academic Senate President.~~

~~(3) Two managers appointed by the Chief Executive Officer of the College.~~

~~(4) The Chief Executive Officer or his/her designee—a person who has received training in proper procedures—will serve as chair of the committee.~~

~~d. The College Student Grievance Committee will:~~

~~(1) Set a reasonable time limit for the hearing.~~

~~(2) Receive signed written statements from both student and faculty involved in the grievance specifying all pertinent facts relevant to the case in question, a copy of which will be given to the other party with due notification of rights and responsibilities in the procedure for disposing of the case.~~

~~(3) Transmit to all parties a written list of intended areas of inquiry to be asked at hearings or interviews at least 72 hours in advance of the hearing.~~

~~(4) Allow each party the right to be assisted at the hearing by a student or staff member of the College whose participation will be limited to directly advising the student or staff member. If there is a need for accommodation for a disability, the student must notify the appropriate College Chief Instructional Officer or the Chief Student Services Officer at least~~

~~72 hours in advance of the hearing. The advisor may not enter into the proceeding of the grievance committee. In addition, each party has the right to question witnesses and testimony.~~

~~(5) Judge the relevancy and weight of testimony evidence. The committee will make its findings of fact, limiting its investigation to the formal allegations. It will also make recommendation for disposition of the case.~~

~~(6) Maintain a transcript of the proceeding which will be kept in a confidential file but be available for review by either party.~~

~~(7) Submit its findings of fact and recommended action to each party and the appropriate College Chief Instructional Officer or Chief Student Services Officer within ten (10) instructional days of the completion of the formal hearing.~~

~~e. The formal hearing will be closed to the public.~~

~~f. Upon receipt of the College Student Grievance Committee's recommendation, the appropriate College Chief Instructional Officer or Chief Student Services Officer, within ten (10) instructional days, will transmit, in writing, his/her decision to all involved parties.~~

~~g. The student, within five (5) instructional days of receipt of the College Chief Instructional Officer or Chief Student Services Officer's decision, may appeal the decision to the Chief Executive Officer of the College. The Chief Executive Officer of the College may:~~

~~(1) Concur with the Chief Instructional Officer or Chief Student Services Officer's decision,~~

~~(2) Modify the recommended decision,~~

~~(3) Recommend action to the Board of Trustees.~~

~~3. Appeals~~

~~In all cases, final appeal will rest with the Board of Trustees.~~

NOTE: The **bold type** signifies language recommended from the Community College League and legal counsel (Liebert Cassidy Whitmore). The language in regular type is current Riverside CCD Policy and Regulation 6080 titled Student Discipline and Due Process and adopted on 11-1-83 and amended on 5-19-98. The language in ***bold italic type*** is provided by RCCD staff.

Date Adopted:

(Replaces current RCCD Policy 6080)

BP 6200 BUDGET PREPARATION

References:

Education Code Section 70902(b)(5);
Title 5 Sections 58300 et seq.;
The California Community Colleges Budget and Accounting Manual

Each year, the Chancellor shall present to the Board of Trustees a budget, prepared in accordance with all applicable laws and regulations. The schedule for presentation and review of budget proposals shall comply with State law and regulations, and provide adequate time for Board review.

~~❖ From Riverside CCD Policy 7080 titled Budget Development — Fund Balance Target~~

~~The Riverside Community College District shall employ the concept of a fund balance target in the annual budget development process. The fund balance target concept shall apply to the Unrestricted General Fund budget and shall be equal to a minimum of 5.0 percent of the sum of the projected beginning fund balance for a particular fiscal year and the estimated revenues for that year. The fund balance target amount shall be the first item funded in the budget for any fiscal year. This fund balance target concept may also be extended to other funds of the District when and where applicable~~

Budget preparation shall meet the following criteria:

- **The annual budget shall support the District's strategic and educational plans;**
- **Assumptions upon which the budget is based shall be presented to the Board of Trustees for review;**
- **A schedule shall be provided to the Board of Trustees each year that includes dates for presentation of the tentative budget, required public hearing(s), Board review, and approval of the final budget. At the public hearings, interested persons may appear and address the Board of Trustees regarding the proposed budget or any item in the proposed budget;**

NOTE: The **bold type** signifies **legally required** language recommended from the Community College League and legal counsel (Liebert Cassidy Whitmore). The information in *italic type* is additional language to consider including in this policy. The language in regular type is current Riverside CCD Policy 7080 titled Budget Development – Fund Balance Target dated 9-16-04.

Date Approved:

(Replaces current Riverside CCD Policy 7080)

BP 6300 FISCAL MANAGEMENT

References:

Education Code Section 84040(c);
Title 5 Section 58311

The Chancellor shall ensure that procedures are in place to assure that the District's fiscal management is conducted in accordance with the principles contained in Title 5 Section 58311 including:

- Adequate internal controls exist and are monitored;
- Fiscal objectives, procedures, and constraints are communicated to the Board of Trustees and employees;
- Adjustments to the budget are made in a timely manner;
- The management information systems provide timely, accurate, and reliable fiscal information; and
- Responsibility and accountability for fiscal management are clearly delineated.

The books and records of the District shall be maintained pursuant to generally accepted accounting principals and governmental accounting standards and the California Community Colleges Budget and Accounting Manual.

As required by law, the Board of Trustees shall be presented with the financial and budgetary conditions of the District, at least on a quarterly basis.

As required by the Budget and Accounting Manual, expenditures shall be recognized in the accounting period in which the liability is incurred and shall be limited to the amount budgeted for each major classification of accounts and to the total amount of the budget for each fund.

NOTE: The **bold type** signifies **legally required** language recommended from the Community College League and legal counsel (Liebert Cassidy Whitmore). There does not appear to be a current Riverside CCD Policy that addresses this issue.

Date Approved:

(This is a new policy recommended by the

CCLC and the League's legal counsel)

BP 6520 SECURITY FOR DISTRICT PROPERTY

Reference:

Education Code Sections 81600 et seq.

The Chancellor shall ensure that necessary procedures are in place to manage, control, and protect the assets of the District, including but not limited to sufficient security to protect property, equipment, and information from theft, loss, or significant damage.

~~❖ From Riverside CCD Policy 7065 titled Retrieval of Overdue Materials from District Employees~~

~~The Riverside Community College District shall charge employees for the cost of materials borrowed from the District and not returned by May 15 of each year. The detailed functions of the policy on retrieval of overdue materials from district employees will be as outlined in related regulations.~~

NOTE: The **bold type** signifies **legally required** language recommended from the Community College League and legal counsel (Liebert Cassidy Whitmore). The information in regular type is current Riverside CCD Policy 7065 titled Retrieval of Overdue Materials from District Employees adopted on 12-20-77 and amended on 10-4-83.

Date Approved:

(Replaces current Riverside CCD Policy 7065)

**Human Resources
DRAFT**

BP 7120 RECRUITMENT AND HIRING

References:

Education Code 70901.2, 70902(b)(7)(d) and 87100 et seq.;
Title 5 Sections 53000 et seq., 51023.5;
Accreditation Standard III.1.A

The Chancellor shall establish procedures for the recruitment and selection of employees including, but not limited to, the following criteria.

An Equal Employment Opportunity plan shall be implemented according to Title 5 and Board Policy 3420.

Academic employees shall possess the minimum qualifications prescribed for their positions by the Board of Governors.

The criteria and procedures for hiring academic employees shall be established and implemented in accordance with Board Policies and procedures regarding the Academic Senate's role in local decision-making. (see BP 2510 titled Participation in Local Decision-Making)

The criteria and procedures for hiring classified employees shall be established after first affording the CSEA an opportunity to participate in the decisions under the Board's policies regarding local decision making.

- From Riverside CCD Policy 3001/4001 titled Employment

~~The Board of Trustees seeks to employ the best available candidates who meet the qualifications set for the position. Such employment shall be conducted in accordance with the provision of the District's Affirmative Action Policy and all state and federal laws governing employment procedures.~~

~~Employment of personnel to positions in the District is a right reserved by the Board of Trustees. The Board authorizes the President of the College (or designee) to offer an employment contract to a prospective employee, subject to the final approval by the Board of Trustees.~~

NOTE: The **bold type** signifies language recommended from the Community College League and legal counsel (Liebert Cassidy Whitmore). The language in regular type is current Riverside CCD Policy 3001/4001 titled Employment adopted on 10-1-85.

Date Adopted:

(Replaces current RCCD Policy 3001/4001)

BP 7150 EMPLOYEE EVALUATIONS

Reference:

Accreditation Standard III.A.1.b

All employees will periodically undergo a performance evaluation, *at prescribed intervals (See Procedure 7150).*

NOTE: There does not appear to be a current Riverside CCD Policy that addresses this issue. The language in **bold** is suggested by CCLC and their legal counsel LCW. The language in ***bold italic*** is added by RCCD staff.

Date Approved:

*(This is a new policy recommended by CCLC
and the League's legal counsel)*

BP 7160 PROFESSIONAL GROWTH

Reference:

Accreditation Standard III.A.5

- ❖ From current Riverside CCD Policy 3080 titled Faculty Professional Growth and 4042 titled Professional Growth for Confidential Classified Employees

~~It shall be the policy of The Riverside Community College District to encourage~~ certificated faculty to continue their professional preparation through academic, scholarly and professional endeavors beyond those skills, proficiencies, and attainments presented at the time of the initial appointment in the District.

~~It shall be the policy of the Board of Trustees to—~~ ***The District also*** encourages confidential and classified employees to continue to develop their educational experience through academic, scholarly and professional endeavors beyond those skills, proficiencies and attainment presented at the time of initial employment with the District. ***Members of management are encouraged to continue their development through academic endeavors.***

NOTE: The language in regular type is current Riverside CCD Policies 3080 titled Faculty Professional Growth adopted on 12-19-78 and amended on 1-17-84 and 4042 titled Professional Growth for Confidential Classified Employees adopted 10-1-85. The language in ***bold italic*** is provided by RCCD staff.

Date Approved:

(Replaces current Riverside Policies 3080 and 4042)

MINUTES OF THE BOARD OF TRUSTEES
TEACHING AND LEARNING COMMITTEE
MARCH 13, 2007

Chairperson Medina called the committee to order at 5:00 p.m. in Board Room AD122, in the O. W. Noble Administration Building, Riverside City College.

CALL TO ORDER

Committee Members Present

Mr. Jose Medina, Committee Chairperson
Mrs. Janet Green, Vice Chairperson
Ms. Mary Figueroa, President, Board of Trustees (arrived at 5:30 p.m.)
Dr. Ray Maghroori, Vice Chancellor, Academic Affairs
Dr. Debbie DiThomas, Interim Vice Chancellor, Student Services and Operations
Dr. Richard Mahon, Academic Senate Representative (Riverside Campus)
Dr. Diane Dieckmeyer, Academic Senate Representative (Norco Campus)
Dr. Kathleen Sell, CTA Representative (Riverside)
Mr. Gustavo Segura, CSEA Representative (Moreno Valley)
Mr. Tony Torres, ASRCC Representative

Resource Persons Present

Dr. Salvatore G. Rotella, Chancellor
Dr. Linda Lacy, Interim President, Riverside City College
Ms. Chris Carlson, Chief of Staff/Executive Assistant to the Chancellor
Mr. Jim Parsons, Associate Vice Chancellor, Public Affairs
and Institutional Advancement
Mr. David Torres, District Dean, Institutional Research
Ms. Jan Schall, Coordinator, International Education/Study Abroad Programs

Guests Present

Ms. Melissa Kane, Vice Chancellor, Diversity and Human Resources

Mr. Medina announced that item six regarding Matriculation would be pulled from the agenda, and that items one through four would be considered at one time together.

AMEND AGENDA

Items one through four on the agenda were considered at one time together. Ms Schall led the review of the agreement with centers for academic programs abroad that will be presented to the Board of Trustees for approval at the March 20, 2007 regular meeting. Discussion followed.

Dr. Maghroori introduced Mr. Torres, who led the presentation on the Accountability Reporting for Community Colleges report issued by the California Community College's Chancellor's Office in March 2007. Discussion followed.

The committee adjourned the meeting at 5:57 p.m.

MEMORANDUM OF UNDERSTANDING WITH EDUCATIONAL AGENCIES, AGREEMENT WITH CENTERS FOR ACADEMIC PROGRAMS ABROAD, AGREEMENT WITH BLACKBOARD, INC., AND PROPOSED CURRICULAR CHANGES

ACCOUNTABILITY REPORTING FOR COMMUNITY COLLEGES

ADJOURNMENT

MINUTES OF THE BOARD OF TRUSTEES
PLANNING COMMITTEE MEETING
MARCH 13, 2007

Chairperson Green called the committee to order at 6:03 p.m. in Board Room AD122, in the O.W. Noble Administration Building, Riverside City College.

CALL TO ORDER

Committee Members Present

Mrs. Janet Green, Chairperson
Mr. Mark Takano, Vice Chairperson
Ms. Mary Figueroa, President, Board of Trustees
Mr. Jose Medina, Board Member
Dr. Ray Maghroori, Vice Chancellor, Academic Affairs
Ms. Kristina Kauffman, Associate Vice Chancellor, Institutional Effectiveness
Dr. Richard Mahon, Academic Senate Representative (Riverside)
Dr. Gail Zwart, Academic Senate Representative (Norco)
Dr. Fabian Biancardi, CTA Representative (Moreno Valley)
Mr. Gustavo Segura, CSEA Representative (Moreno Valley)
Ms. Jessica Bigueur, ASRCC Representative

Resource Persons Present

Dr. Salvatore G. Rotella, Chancellor
Dr. Irv Hendrick, Interim President, Moreno Valley Campus
Dr. Linda Lacy, Interim President, Riverside City College
Dr. Jim Buysse, Vice Chancellor, Administration and Finance
Ms. Chris Carlson, Chief of Staff/Executive Assistant to the Chancellor
Mr. Jim Parsons, Associate Vice Chancellor, Public Affairs
and Institutional Advancement
Dr. William Vincent, Dean, Public Safety Education and Training, Ben Clark Training Center
Dr. Gaither Lowenstein, Vice President, Educational Services, Norco
Dr. Bill Orr, Vice President, Business Services, Moreno Valley
Mr. Michael Webster, Consultant, Measure C Bond Committee
Mr. David Almquist, Associate Professor, PE/Swimming & Water Polo Coach

Guests Present

Dr. Debbie DiThomas, Interim Vice Chancellor, Student Services and Operations
Ms. Melissa Kane, Vice Chancellor, Diversity and Human Resources
Mr. Edmund Einy, Director of Design, GKK Works Architects
Mr. Kris Kay, GKK Works Architects
Mr. Ted Weggeland, Aquatics Community Advocate

Mrs. Green announced that item three on the agenda regarding the Aquatics program would be considered first by the committee.

AMEND AGENDA

Mr. Weggeland and Mr. Almquist spoke on behalf of the Aquatics community in support of a proposed aquatic center which would be located on the Riverside City Campus. Discussion followed.

PROPOSED AQUATICS CENTER,
RIVERSIDE CITY CAMPUS

Dr. Buysse led the committee review of the proposed agreement for the preparation of a Final Project Proposal for the Student Services Center at the Riverside City campus using Measure C funds that will be brought to the Board of Trustees for approval at the March 20, 2007 regular meeting. Discussion followed.

DESIGN SERVICES FINAL
PROJECT PROPOSAL FOR THE
STUDENT SERVICES CENTER AT
RIVERSIDE CITY CAMPUS

Dr. Buysse introduced Dr. Lowenstein, who led the review of the District Modular Projects for the Norco campus, and Dr. Orr who led the review of the District Modular Projects for the Moreno Valley campus and the Ben Clark Training Center, and Dr. Lacy, who led the review of the District Modular Projects for the Riverside campus that will be brought to the Board of Trustees for approval at the March 20th regular meeting. Discussion followed.

DISTRICT MODULAR PROJECTS
AND BUDGET APPROVALS

Mr. Kay and Mr. Einy presented an update on the Nursing Science Project, including a presentation by GKK Works for the Board's review. Discussion followed.

UPDATE ON NURSING SCIENCE
PROJECT

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

ADJOURNMENT

MINUTES OF THE BOARD OF TRUSTEES
RESOURCES COMMITTEE MEETING
MARCH 13, 2007

Chairperson Takano called the committee to order at 7:20 p.m. in Board Room AD122, in the O.W. Noble Administration Building, Riverside City College.

CALL TO ORDER

Committee Members Present

Mr. Mark Takano, Chairperson
Ms. Virginia Blumenthal, Vice Chairperson
Ms. Mary Figueroa, President, Board of Trustees
Mrs. Janet Green, Secretary, Board of Trustees
Mr. Jose Medina, Board Member
Dr. Jim Buysse, Vice Chancellor, Administration and Finance
Ms. Melissa Kane, Vice Chancellor, Diversity and Human Resources
Dr. Richard Mahon, Academic Senate Representative (Riverside)
Ms. Patricia Worsham, Academic Senate Representative (Norco)
Ms. Tamara Caponetto, CSEA Representative (Norco)
Ms. Carmen Payne, CSEA Representative (Moreno Valley)

Resource Persons Present

Dr. Irv Hendrick, Interim President, Moreno Valley Campus
Dr. Linda Lacy, Interim President, Riverside City College
Ms. Chris Carlson, Chief of Staff/Executive Assistant to the Chancellor
Mr. Aaron Brown, Associate Vice Chancellor, Finance
Mr. Jim Parsons, Associate Vice Chancellor, Public Affairs
and Institutional Advancement
Mr. Aan Tan, Associate Vice Chancellor, Facilities Planning, Design and Construction

Dr. Buysse introduced Mr. Tan, who led the committee review of the agreement to provide a project management system using Measure C funds that will be brought to the Board of Trustees for approval at the March 20, 2007 regular meeting. Discussion followed.

CAPITAL PROJECT
MANAGEMENT SYSTEM
AGREEMENT WITH LOGIC
DOMAIN

Dr. Buysse led the review of the proposed design and engineering services agreement for the preparation of plans and specifications for kitchen remodel and renovation projects and for a network center PBX expansion project using Measure C funds that will be brought to the Board of Trustees for approval at the March 20th regular meeting. Discussion followed.

DESIGN AND ENGINEERING
SERVICES: FOOD SERVICE
REMODELS – MORENO
VALLEY CAMPUS AND
RIVERSIDE CITY CAMPUS
AND PBX NETWORK
OPERATIONS CENTER,
RIVERSIDE CITY CAMPUS

Dr. Buysse and Mr. Brown made a presentation to the Committee regarding the State's P1 report on the 2005-06 and 2006-07 fiscal years and the budget development calendar and budget development scenarios for FY 2007-08. Discussion followed.

The committee adjourned the meeting at 8:10 p.m.

BUDGET DEVELOPMENT
SCENARIOS (P1)

ADJOURNMENT

MINUTES OF THE SPECIAL JOINT COMMITTEE MEETING OF THE
RIVERSIDE COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES AND THE
ALVORD UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION OF MARCH 26, 2007

The special joint committee meeting of the Riverside Community College District Board of Trustees and the Alvord Unified School District was called to order at 4:00 p.m., in the RCC Alumni House, 3564 Ramona Drive, Riverside, California.

CALL TO ORDER

RCCD Board of Trustees Present

Mr. Mark Takano

Ms. Yajaira, Tiscareño, Student Trustee

AUSD Board of Education Present

Mr. Ben Johnson II, President

RCCD Staff Present

Dr. Salvatore G. Rotella, Chancellor

Dr. Jim Buysse, Vice Chancellor, Administration and Finance

Dr. Irv Hendrick, Interim President, Moreno Valley Campus

AUSD Staff Present

Mr. Paul Jessup, Superintendent

Dr. Kathy Wright, Deputy Superintendent

Dr. Wendell Tucker, Assistant Superintendent, Operational Support Services

RCCD and AUSD staff participated in an informal discussion about the first amended agreement for joint use of facilities for The Innovative Learning Center which needs to be approved by both Boards before June 30, 2007.

OPERATIONAL AGREEMENT

Dr. Tucker announced the construction progress that has been made at the Innovative Learning Center, and that the facility is on schedule for opening in August, 2007. Discussion followed.

UPDATES ON CONSTRUCTION

Dr. Wright announced that the next Special Joint Committee meeting date will be determined through emails to committee members, and it will probably occur during the last two weeks of April, 2007.

NEXT MEETING DATE

The Board adjourned the meeting at 5:10 p.m.

ADJOURNMENT

RIVERSIDE COMMUNITY COLLEGE DISTRICT
BUSINESS FROM BOARD MEMBERS

Report No.: IX-A

DATE: April 17, 2007

Subject: Naming of the Digital Library and Learning Resource Center

Background: In 2002, a nomination to name the Digital Library and Learning Resource Center located on the Riverside City College campus in honor of RCCD Chancellor Salvatore G. Rotella was submitted to the District Facilities Naming and Recognition Committee. After the required waiting period, the Committee reviewed the nomination in June 2003 and voted to send forward its recommendation for approval to the Board of Trustees for consideration at such time as Chancellor Rotella announced his retirement from Riverside Community College District. Now is the appropriate time to forward that recommendation to the Board of Trustees.

Recommended Action: Board consideration is requested to approve the naming of the Digital Library and Learning Resource Center in honor of retiring Chancellor Salvatore G. Rotella; the Committee recommends that the building be named "The Salvatore G. Rotella Digital Library and Learning Resource Center."

Jim Parsons
Associate Vice Chancellor, Public Affairs
and Institutional Advancement
Co-Chair, District Facilities Naming and
Recognition Committee

Marie Colucci, Ed.D.
Associate Professor, Nursing
Co-Chair, District Facilities Naming and
Recognition Committee

Mary Figueroa, President
Board of Trustees

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

**RECOGNITION COMMITTEE
2006-2007**

ROSTER

Marie Colucci, Co-Chair

Jim Parsons, Co-Chair

Daria Burnett

Mary Chavez

Michelle Davila

Glenn Hunt

Jim Morrison

Jan Schall

Aan Tan

RIVERSIDE COMMUNITY COLLEGE DISTRICT

NAMING OF FACILITIES

Buildings and facilities shall generally be named in a manner descriptive of their basic functions. Only in very unusual circumstances shall an individual's name be used. However, in case of a unique, extraordinary, or significant personal contribution of someone closely associated with the District, it will be proper for an individual's name to be bestowed upon a building or other facility.

Decisions to name buildings or facilities after an individual shall be made under circumstances free from emotion and transitory pressures. Therefore, at least a year shall elapse between the first written request to the Chancellor of the District and the time when further action shall be taken on that proposal by the Board of Trustees.

In addition to facilities, plaques, memorials, superior campus events, such as athletics, fine arts, lectures, and other activities may be eligible under this policy.

Submitted to Board for First Reading_____10-18-83

Approved by Board_____11-1-83

Adopted: May 19, 1981
Amended: December 14, 2004

RIVERSIDE COMMUNITY COLLEGE DISTRICT

Regulations for Policy 7070, Naming of Facilities

- I. The Board of Trustees of Riverside Community College District retains authority for naming all buildings and facilities within the District. The Board delegates to the Chancellor of the District the process of evaluating and making the recommendation for naming buildings and facilities. To aid the Chancellor in this process, an established committee, the Facilities Recognition Committee, will gather the requests, other required data, and make a recommendation to the Chancellor for any suggested namings. The Facilities Recognition Committee shall have District representatives from the following campus groups: faculty, administration, staff and students.
- II. Each proposal for naming a District facility shall be considered on its own merits. No commitment for naming shall be made prior to Board of Trustees approval of the proposed name.
- III. General Guidelines
 - A. Individual or group requests are to be submitted in writing to the Public Affairs and Institutional Advancement Office. A “PRESENTATION OF A CANDIDATE FOR RECOGNITION” Form must be completed as required by the Facilities Recognition Committee.
 - B. Individuals or groups making application should be prepared to make a presentation to the Facilities Recognition Committee with supporting materials and additional information. The committee will keep the requesting individual informed on the application’s progress.
 - C. The Facilities Recognition Committee will review the information and, if applicable, forward the written information with the recommendation to the Office of the District Chancellor.
 - D. When possible, a building name should include the function of that facility in its title.
 - E. In addition, plaques, memorials or any form of recognition to be affixed to any building, structure or facility of the Riverside Community College District shall be subject to the aforementioned procedure for approval.
- IV. A name for a District facility must meet one or more of the following criteria:
 - A. It must designate the function of a facility.
 - B. It must reflect natural or geographic features.

- C. It must reflect a traditional theme of a college or university.
- D. It must honor an individual:
 - 1. When no gift is involved:
 - a. It must honor a person who has achieved unique distinction in higher education or other areas of public service.
 - b. It must honor a person who has served the Riverside Community College District in an academic capacity and has earned a reputation as a scholar.
 - c. It must honor a person who has served the Riverside Community College District and made extraordinary contributions to the District.
 - d. When a proposal for naming in honor of an individual involves service in an academic or administrative capacity, a proposal shall not be made until the individual has been retired or deceased at least one year.
 - 2. When a gift is involved:
 - a. The District Board will take into consideration the significance and amount of the proposed gift as either or both relate to the realization or completion of a facility or to the enhancement of the facility's usefulness to the District. For an amount to be considered *significant*, it shall either fund the total cost of the facility to be named, or provide funding for that portion of the total cost which would not have been available from any other source (such as federal or state loans or appropriations, student fees, bond issues, etc.)

December 14, 2005

RIVERSIDE COMMUNITY COLLEGE DISTRICT
BUSINESS FROM BOARD MEMBERS

Report No.: IX-B

DATE: April 17, 2007

Subject: Nomination of Chancellor Rotella for the 2007 ACCT CEO Award

Background: Board Chair Mary Figueroa requested that the Board of Trustees nominate Chancellor Rotella for the 2007 Association of Community College Trustees (ACCT) CEO Award. Staff has provided information about Dr. Rotella's service to the District community, institution, and the broader context, to meet the criteria requested for the award category.

Recommended Action: Board review of the information provided for the nomination of Chancellor Rotella for the 2007 ACCT CEO Award to be submitted/received by Monday, May 7, 2007.

Mary Figueroa, President
Board of Trustees

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

**NOMINATION OF CHANCELLOR SALVATORE G. ROTELLA
ACCT 2007 CEO AWARD -**

What has the CEO initiated or helped to develop in the area of innovative programs used in two-year postsecondary institutions?

As leader of the 32,000 student Riverside Community College District (RCCD), Chancellor Salvatore G. Rotella is credited with initiating several innovative projects that emphasize early college awareness and intersegmental partnerships between community colleges, K-12 districts, and public and private colleges and universities. These include:

- The Innovative Learning Center (a planned center for primary education and early teacher training).
- The Riverside School for the Arts (a \$53.7 million facility designed to blend an education in performance and fine arts with liberal arts and sciences with direct connection to industry and industry best practices).
- The corporate automotive technology programs: Ford ASSET, Toyota T-Ten, and General Motors A.S.E.P.
- Six Early and Middle High School programs serving each of RCCD's K-12 feeder districts, including the Gateway to College Charter School, which addresses the issue of high school dropouts and was the first Bill and Melinda Gates Foundation program funded at a community college in California.
- The C4 (California Community College Collaborative) with the University of California (a program that provides professional development, leadership training, and policy research for the community college system).
- RCCD Foundation Industry Clusters (created to bring area CEOs to the education/business table to discuss workforce development needs and brainstorm new occupational education programs).
-

Common to all of these projects is Dr. Rotella's advocacy for the development of seamless curricula between California's public high schools and colleges.

Dr. Rotella is a leader for today and the future. He has been extremely concerned about the low college-going rate in the Riverside area (34% - far below the state average of 54%). As a result he conceptualized and implemented a community-based early outreach initiative, Passport to College, which guaranteed each of the 11,500 members of the class of 2004 free tuition to attend college at RCC upon graduation from high school if they stayed in school and participated in the program's activities. In partnership, California Baptist University, La Sierra University, Loma Linda University, the University of Redlands, and the University of California, Riverside, agreed to offer additional scholarship support for Passport to College students to complete their undergraduate degrees after completing two years at RCC. The program had key components such as parental involvement and study skills training for students. Students focused on a future that included college and its many possibilities. RCC, through its Foundation, successfully raised \$1.5 million locally for this model program. More than 4,500 students completed the eight-year Passport program with approximately 1,800 students attending RCC.

In February 1998, Passport to College was recognized at the White House as one of 10 exemplary early outreach initiatives that were having a significant impact in preparing students early for college. PTC served as inspiration for the federal GEAR UP program, which is now in place at colleges and universities nationwide. “Passport to College is about putting higher education on the horizon in a lot of young lives. Let enough kids grow up with that vision, and the great expectations may just take care of themselves” (Dr. Salvatore G. Rotella, *The Press-Enterprise*, February 3, 1998).

As president and then chancellor of the Riverside Community College District, Dr. Rotella also guided the development and expansion of two new campuses in Norco and Moreno Valley—which today are larger than several other community colleges in California—and laid the groundwork for the evolution of RCCD from a three-campus institution to a three-college higher education system – a change that will be completed in 2007/08.

How has the CEO served on technical or special committees serving two-year postsecondary education, and how did this effort affect the college program in the community, state or nation?

International

As a trained political scientist, one of Dr. Rotella's interests is globalization and its impact on higher education systems. He has worked with the University of Asmara and the Eritrean government in 2003 to develop a system of community colleges tied to economic development and workforce preparation. The project, which is funded by a USAID grant, also involves faculty, curriculum, and technology changes. In addition, he worked on the acquisition of books for the University of Asmara Library

National

Dr. Rotella has provided national leadership in the development of a volunteer education program for military personnel.

Regional

Dr. Rotella is a member of the Presidential Summit – a group of CEO's from two- and four-year public colleges in Southern California, which convenes several times each year to discuss issues germane to both two and four-year institutions and how community colleges can better prepare students for transfer to four-year institutions.

How has the CEO demonstrated a “caring attitude” toward the board of trustees, administrators, faculty and students?

Dr. Rotella is frequently identified as a “man with a vision.” Mr. Mark Takano, past president of the RCCD Board of Trustees, states, “Dr. Rotella is one of the Inland Empire’s ‘wise men.’ He is truly a visionary whose legacy in our region is unparalleled.”

Dr. Rotella’s integrity in dealing with colleagues, faculty and the community is widely recognized. His principles and integrity help to build confidence between employees and management. He supports his management team and responds to faculty issues in a direct manner.

In 1992, Dr. Rotella initiated Board of Trustees committees: Personnel and Labor, Finance, Legislative, Planning and Development, and Academic and Student Affairs. These committees meet prior to Board meetings in order to provide full disclosure and discussion of Board agenda items. This allows all interested parties to ask questions and share objections or support. This process is unusual among local education boards.

Dr. Rotella is committed to shared governance. He has demonstrated this by setting up a faculty-selected system of department chairs, and he works closely with the Academic Senate president and its officers on District concerns. He promotes face-to-face dialogue between administration and faculty, which exemplifies his philosophy of open dialogue.

Dr. Rotella values people and it shows in his administration of the District. He has often requested the Board to extend benefits to critically ill faculty and staff who have exhausted their leaves.

Outspoken in his support of diversity, Dr. Rotella has publicly stated his opposition to legislation that would adversely affect student welfare. He believes in and promotes an inclusive atmosphere.

As a leader for today and the future, Dr. Rotella understands people and human conditions. He works across cultural and ethnic differences. He understands that the best work comes from ownership and empowerment. In addition, he has the self confidence to make bold decisions and sustain a direct course in the face of opposition when he is convinced his course of action is in the best interest of students. Yet he encourages reasoned discourse on issues.

How has the CEO been active in developing, organizing, or supporting state and/or national two year postsecondary education associations?

Dr. Rotella is a strong supporter of the Inland Valleys' Community College Trustee and CEO Association, which was created in 2000. The Association is made up of 11 community college districts which meet regularly with their legislators in Sacramento, CA. During the past seven years, the group has addressed statewide topics such as equalization, compensation for goods and services, general obligation bonds for community college facilities, and venture fund proposals. The Association was one of the first leadership groups organized in California to give political voice to education issues affecting Inland California community colleges.

Dr. Rotella and RCCD Board of Trustee members are also active in the American Association of Community Colleges (AACC) – Dr. Rotella served on the International Education Committee, the Association of Community College Trustees (ACCT), the California Community College Trustees (CCCT), the American Council on Education, and the Chief Executive Officers of the California Community Colleges (CEOCCC). Mr. Mark Takano, past president of the RCCD Board and current member, has served on the CCCT Board for the past 10 years.

What has the CEO published in the area of two-year postsecondary educational concepts?

- “The Labyrinth of Italian Politics,” Rosary College, River Forest, IL (3/86)
- “City Colleges Committed to Economic Development,” Commerce, publication of the Chicago Association of Commerce and Industry (2/86)
- “Education and Training for Public Service Personnel: The Need for Synthesis,” Education for the Public Service, University of Perugia, Italy (1982)

What awards or honors has this CEO received in recognition of leadership in the college, community, or nation?

Achievements and Awards

- Nominee, Eileen Tosney Award for Outstanding Service as an Administrator in the Field of Higher Education – American Association of University Administrators (2007)
- Awarded a Fulbright Senior Specialist grant through the Council for International Exchange of Scholars, a division of the Institute for International Education (2002)
- 2001 Innovation Leader of Distinction Award – The Business Press
- Management Leader of the Year – Non-for-Profit Sector – A. Gary Anderson Graduate Management School, University of California, Riverside (2000)
- Presidential Recognition of Passport to College Initiative (1998)
- Excellence in Education – The Valley Group (1997)
- Outstanding Professional Achievement – Hunter College (1987)
- Order of Merit, Republic of Italy
- Man of the Year – Chicago, IL
- Outstanding Educator Award – Chicago, IL
- Educator of the Year Award – Latino Police Officer Association
- Service on the American Council on Education Commission on National Challenges in Higher Education
- Commission to Study Postsecondary Institutional and Programmatic Recognition Process
- Evaluation team chair, North Central Association of Community Colleges
- Developed joint education program for police officers
- Founder, Military Service Members Opportunity College
- Higher Education Labor Council
- Commission member, Urban Community Colleges
- Minority Concerns Committee
- Panel member, American Arbitration Association
- Chicago Chapter President, American Society for Public Administration
- Simon Bolivar Foundation Board
- Developer of a consortium to rehabilitate injured workers

Community Service

- Chair, College/University 2001 United Way Campaign
- Member, Monday Morning Group
- Member, Workforce Development Board
- Member, Fender Museum Board
- Member, Riverside Community Players Board
- Member, California Community College League's Commission on the Future of the Community College

What outstanding characteristics motivated you to nominate this CEO?

One of Chancellor Rotella's outstanding characteristics is his "vision" for the College and his ability to make that vision a reality. Many people are capable of coming up with great ideas, but few are successful at bringing others to the table to make sure the idea becomes a reality. Dr. Rotella has always been successful at coming up with a "vision," articulating it so that others see what he sees and join forces to make things happen. And unlike many people, he is not a "one idea wonder." Over the course of 15 years, he consistently has brought forward innovative ideas.

A case in point is Passport to College. There was much speculation at the onset as to this happening at all--questions about the magnitude of the project and the feasibility of raising \$1.5 million, a feat never before attempted. Yet, Dr. Rotella convinced people that RCC and the Foundation could accomplish the task, and he led the charge. This is the true measure of a visionary leader. In fact, that Passport to College concept did not end with the graduation of Passport students from RCC; Dr. Rotella is still working to expand similar programs to the entire community.

Riverside School of the Arts is another vision that never would have come this far had it not been for Dr. Rotella. Though the project will not evolve into brick-and-mortar until after his retirement, the vision was his...he brought the players to the table early on...got the initiative rolling by securing federal earmarks, and continued to push until now RSA is poised to unfold in downtown Riverside.

Throughout these years, Dr. Rotella's leadership has been paramount to his ability to bring about the success of his visions. If people had not been confident in his leadership, had he not been seen as a man of quality, distinction, ability, cause, passion, intelligence, worldliness, and inspiration, then he would not found success, either in Riverside or as chancellor of Chicago's community college system. It was because of those qualities that people decide they can, and will, partner with him and the higher education institutions he represents.