

D. Salary Adjustment for Riverside Community College District Confidential and Management Employees

- Recommend approving the proposed salary adjustments for confidential and management employees, providing the same salary package to these groups as CCA/CTA/NEA have bargained.

Recommended Action: Request for Approval

E. Collective Bargaining – CSEA Chapter 35

- Recommend receiving and sunshining the Letter of Intent from the CSEA, Chapter 35, and the District’s Letter of Proposal, and scheduling a public hearing on the proposals at the next regular Board of Trustees Meeting scheduled for Tuesday, August 19, 2008.

Recommended Action: Request for Approval

III. Student Report

IV. Comments from the Public

V. Consent Items

A. Action

1. Personnel

- Appointments and assignments of academic and classified employees.

a. Academic Personnel

1. Appointments

(a) Management

(b) Contract Faculty

(c) Long-Term, Temporary Faculty

(d) Special Assignments

(e) Department Chair Assignments, Academic Year 2008-2009

(f) Coordinator Assignments, Academic Year 2008-2009

(g) Extra-Curricular Assignments, Academic Year 2008-2009

2. Request for Participation in Reduced Employment Program
 3. Notices of Employment – Academic Managers
 4. Notices of Employment – Faculty, Academic Year 2008-2009
 5. Notices of Employment – Faculty, Academic Years 2008-2009 and 2009-2010
 6. Notices of Employment – Categorically-Funded Faculty, Academic Year 2008-2009
 7. Salary Reclassifications
 8. Separation
- b. Classified Personnel
1. Appointments
 - (a) Management/Supervisory
 - (b) Management/Supervisory – Categorically Funded
 - (c) Classified/Confidential
 - (d) Classified/Confidential – Categorically Funded (None)
 - (e) Professional Experts
 - (f) Short Term
 - (g) Temporary as Needed Student Workers
 - (h) Special Assignments
 2. Military Leave
 3. Request to Adjust Effective Dates of Employment
 4. Request to Rescind Approval for Temporary Reduced Workload During the 4/10 Work Schedule

5. Request for Temporary Reduced Workload During the 4/10 Work Schedule
 6. Request for Leave Under the California Family Rights Act and the Federal Family and Medical Leave Act
 7. Placement of Classified Bargaining Unit Employee on Reemployment List
 8. Non-Continuance of Categorical Funds
 9. Separations
2. Purchase Order and Warrant Report—All District Funds
- Recommend approving the Purchase Order and Warrant Report issued by the Business Office.
 3. Budget Adjustments
 - a. 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. 49-07/08 – 2007-2008 RCOE Foster Youth Independent Living/Emancipation Program
- Recommend adopting a resolution to add revenue and expenditures to the adopted budget and authorize signing of said resolution.
 4. Bid Awards
 - a. Quad Terrace Project – Riverside Campus – Change Order No. 1
- Recommend approving a Change Order.
 - b. Bid Award – Riverside City Campus Food Services Fixtures and Equipment
- Recommend approving bid award.
 5. Out-of State Travel
- Recommend approving out-of-state travel requests.

6. Grants, Contracts and Agreements
 - a. Contracts and Agreements Report Less than \$72,400 – All District Funds
 - Recommend ratifying the listing of the District’s contracts and agreements that are less than \$72,400.
 - b. Amendment to Agreement for Facility and Business Planning Services
 - Recommend approving the amendment to the agreement.
 - c. Memorandum of Understanding with Riverside Gateway to College Early College High School
 - Recommend approving the memorandum of understanding to provide staff to operate and assist Gateway to College High School.
 - d. Service Contract Award – Elevator Maintenance Services for Riverside Community College District
 - Recommend awarding the contract.
 - e. Agreement with Hershey Systems for a Document Scanning and Retrieval System
 - Recommend approving entering into an agreement.
 - f. Amendment and Addendum to Food and Beverage Management Consulting Agreement
 - Recommend approving and extending the amendment to the agreement.
 - g. Agreement with the County of Riverside Fire Department
 - Recommend approving the renewal of the agreement regarding fire technology training and education.
 - h. Agreement with the County of Riverside Fire Department
 - Recommend approving the renewal of the agreement regarding fire technology training and education.
 - i. Agreement with the County of Riverside, Sheriff’s Department
 - Recommend approving the renewal of the agreement regarding the administration of justice training services and education.
 - j. Agreement with the County of Riverside, Sheriff’s Department
 - Recommend approving the renewal of the agreement to

release one deputy to serve as assistant continuity office for the Basic Peach Officer Training Academy in the Public Safety Education and Training Program at the Ben Clark Training Center.

- k. Riverside Aquatics Complex
 - Recommend approving the agreements for the complex to be located at RCC.

7. Other Items

- a. Surplus Property
 - Recommend declaring listed property as surplus; finding the property does not exceed \$5,000, and authorize consigned property be sold on behalf of the District.
- b. Notice of Completion – Tech B Building HVAC Project, Riverside Campus
 - Recommend approving the Notice of Completion.
- c. Notice of Completion – Admissions and Records Area Concrete Project, Riverside Campus
 - Recommend approving the Notice of Completion.
- d. Notice of Completion – Carpet Upgrade Project, Riverside Campus
 - Recommend approving the Notice of Completion.
- e. Notice of Completion – Emergency Phones Installation Project, All Campuses
 - Recommend approving the Notice of Completion.
- f. Notice of Completion – Information Technology Air Conditioning Project, Riverside Campus
 - Recommend approving the Notice of Completion.
- g. Notice of Completion – Quad Terrace Project, Riverside Campus
 - Recommend approving the Notice of Completion.
- h. Notice of Completion – Re-Roofing Projects, Riverside Campus
 - Recommend approving the Notice of Completion.
- i. Notice of Completion – Tech A Building Plumbing Line Replacement Project, Riverside Campus
 - Recommend approving the Notice of Completion

- j. Notice of Completion – District Modular Project – Moreno Valley and Norco Campuses
- Recommend approving the Notice of Completion.
- k. Notice of Completion – The Learning Center Project, Alvord Unified School District
- Recommend approving the Notice of Completion.
- l. Subcontractor Substitution – Concrete Subcontractor – Modular Project, Moreno Valley Allied Health Sciences/Riverside City Campus
- Recommend approving the substitution of a subcontractor.
- m. Subcontractor Substitution – Flooring Subcontractor – Modular Project, Moreno Valley Health Sciences/Riverside City Campus
- Recommend approving the substitution of a subcontractor.

Recommended Action: Request for Approval and Ratification

B. Information

- 1. Monthly Financial Report
- Informational report relative to the District’s financial activity for the period from July 1, 2007 through May 31, 2008.
Information Only

VI. Board Committee Reports

A. Teaching and Learning Committee

- 1. Proposed Curricular Changes
- Recommend approving the proposed curricular changes for inclusion in the Catalog and Schedule of Classes.
Recommended Action: Request for Approval

B. Resources Committee

- 1. Tentative Budget for 2008-2009 and Notice of Public Hearing on the 2008-2009 Budget
- Recommend approving the 2008-2009 Tentative Budget.

2. Norco Student Support Center Project – Engineering Agreement – M-E Engineers, Inc.
- Recommend approving an agreement to provide design services for the expansion of the chilled and hot water system at the Norco Campus.
3. Riverside Nursing/Sciences Building Project – Design Services Agreement/Amendment – GKK Works
- Recommend approving an amendment to an agreement.
4. Riverside Nursing/Sciences Building Project – Multiple Prime Construction Management Services Agreement – Douglas E. Barnhart, Inc.
- Recommend approving an agreement.
5. Riverside Aquatics Center Project – Design Services Agreement – Austin Veum Robbins Partners
- Recommend approving an agreement.
6. Riverside Aquatics Center Project – Multiple Prime Construction Management Services Agreement – Tilden-Coil Constructors
- Recommend approving an agreement.
7. Center for Primary Education Project – Change Order No. 1
- Recommend approving a Change Order.

Recommended Action: Request for Approval

C. Planning Committee

1. 2010-2014 Five-Year Capital Construction Plan
- Recommend approving the five-year plan and initial project proposals for Norco, Moreno Valley, and Riverside.
2. Riverside Nursing/Sciences Building Project
- Recommend approving the final design and project budget for the Riverside Nursing/Sciences Building.

Recommended Action: Request for Approval

D. Governance Committee

1. Revised Board Policies – First Reading
- Recommend accepting Board Policies 2510 and 4000 for first reading.

Recommended Action: Accept for First Reading

2. New Board Policy – Second Reading
- Recommend approving Board Policy 6900.
Recommended Action: Request for Approval
3. Federal Representation for RCCD
- Recommend approving the contract with Capital Alliance Consulting, LLC, for federal representation.
Recommended Action: Request for Approval

- E. Board of Trustees Committee Meeting Minutes
- Recommend receipt of minutes from the May 13, 2008 Board of Trustees Teaching and Learning, Resources, Planning and Governance Committee meetings.
Information Only

VII. Administrative Reports

- A. Vice Chancellors
- B. Presidents

VIII. Academic Senate Reports

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

IX. Bargaining Unit Reports

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

X. Business from Board Members

- A. Board members will briefly share information about recent events/conferences they have attended since the last meeting.
Information Only

- B. Order of Election – Resolution Ordering Consolidated Governing Board Member Biennial Election, Specifications of the Election Order, and Request for Consolidation – Resolution No. 50-07/08
 - Recommend adopting the resolution, order the consolidation of the November 4, 2008 election, and that the District shall not bear the cost of printing and handling Candidates Statements.

Recommended Action: Request for Approval

- C. Resolution No. 51-07/08 – In Recognition of Dr. Susan Rainey, Superintendent of Riverside Unified School District
 - Recommend adopting the resolution recognizing the outstanding leadership of Dr. Rainey.

Recommended Action: Request for Adoption

- D. Update on Chancellor Search
 - The Board will present an informational update.

Information Only

XI. Closed Session

- Pursuant to Government Code Section 54956.8, Conference with Real Property Negotiator; Agency Designated Representative: Dave Saunders, Clayson, Mann, Yaeger and Hansen; regarding Joint Use Agreement with Alvord Unified School District.

- Pursuant to Government Code Section 54956.9(b), Conference with Legal Counsel; anticipated litigation; significant exposure to litigation; (2) potential cases.

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

- *-Pursuant to Government Code Section 54956.8, Conference with Real Property Negotiator Interim Chancellor James Buysse, regarding property known as Assessor’s Parcel No. 219-161-001.

Recommended Action: To be Determined

XII. Adjournment

* Added subsequent to posting the agenda.

MINUTES OF THE SPECIAL BOARD OF TRUSTEES
MEETING OF MAY 13, 2008

President Figueroa called the special meeting of the Board of Trustees to order at 8:45 p.m., in the Student Services Foyer, Norco Campus.

CALL TO ORDER

Trustees Present

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

Trustees Absent

Mr. Carlos Naranjo, Jr., Student Trustee

Staff Present

Dr. James L. Buysse, Interim Chancellor
Mr. Aaron Brown, Interim Vice Chancellor, Administration and Finance
Dr. Debbie DiThomas, 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
Dr. Linda Lacy, Interim President, Riverside City College
Ms. Chris Carlson, Chief of Staff
Mr. Jim Parsons, Associate Vice Chancellor, Public Affairs and Institutional Advancement

Guest(s) Present

Mr. Dave Saunders, Attorney, Clayson, Mann, Yeager and Hansen
Mr. Brad Neufeld, Attorney, Best, Best and Krieger

Norco student Said Almoradi led the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

The Board adjourned to closed session at 8:46 p.m., pursuant to Government Code Section 54956.9(b), to confer with legal counsel, anticipated litigation, significant exposure to litigation, one (1) potential case; pursuant to Government Code Section 54957, to discuss public employee appointment, title: Chancellor; and, pursuant to Government Code Section 54957.6, to confer with Labor Negotiator; Agency Designated Representative: Brad Neufeld, Best, Best, & Krieger LLP; unrepresented employee: Chancellor.

CLOSED SESSION

The Board reconvened to open session announcing no action and adjourned the meeting at 11:50 p.m.

RECONVENED TO OPEN
SESSION AND ADJOURNED

MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING
OF MAY 20, 2008

President Figueroa called the regular meeting of the Board of Trustees to order at 6:03 p.m., in the Student Services Foyer, Norco Campus.

CALL TO ORDER

Trustees Present

Ms. Virginia Blumenthal
Ms. Mary Figueroa
Mrs. Janet Green
Mr. José Medina (arrived at 6:25 p.m.)
Mr. Mark Takano
Mr. Carlos Naranjo, Jr., Student Trustee

Staff Present

Dr. James L. Buysse, Interim Chancellor
Mr. Aaron Brown, Interim Vice Chancellor, Administration and Finance
Dr. Debbie DiThomas, 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
Dr. Linda Lacy, Interim President, Riverside City College
Ms. Chris Carlson, Chief of Staff
Mr. Jim Parsons, Associate Vice Chancellor, Public Affairs and Institutional Advancement
Mr. Doug Beckstrom, President, Academic Senate, Moreno Valley Campus
Dr. Sharon Crasnow, President, Academic Senate, Norco Campus
Dr. Richard Mahon, President, Academic Senate, District and Riverside City College
Mr. Gustavo Segura, President, CSEA
Ms. Karin Skiba, President, CTA

Student Trustee Naranjo led the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

Ms. Green, seconded by Ms. Blumenthal, moved that the Board of Trustees delay the closed session to follow comments from the public on the agenda. Motion carried. (4 ayes, 1 absent [Medina])

AMEND AGENDA

Ms. Blumenthal, seconded by Ms. Green, moved that the Board of Trustees approve the minutes of the regular meeting of April 22, 2008. Motion carried. (4 ayes, 1 absent [Medina])

MINUTES OF THE REGULAR MEETING OF APRIL 22, 2008

Ms. Blumenthal, seconded by Ms. Green, moved that the Board of Trustees approve the minutes of the special meeting of April 26, 2008. Motion carried. (4 ayes, 1 absent [Medina])

MINUTES OF THE SPECIAL MEETING OF APRIL 26, 2008

Ms. Green, seconded by Ms. Blumenthal, moved that the Board of Trustees approve the minutes of the special meeting of April 29, 2008. Motion carried. (4 ayes, 1 absent [Medina])

MINUTES OF THE SPECIAL MEETING OF APRIL 29, 2008

Ms. Green, seconded by Ms. Blumenthal, moved that the Board of Trustees approve the minutes of the special meeting of April 30 2008. Motion carried. (4 ayes, 1 absent [Medina])

MINUTES OF THE SPECIAL MEETING OF APRIL 30, 2008

Ms. Blumenthal, seconded by Ms. Green, moved that the Board of Trustees approve the minutes of the special meeting of May 9, 2008. Motion carried. (4 ayes, 1 absent [Medina])

MINUTES OF THE SPECIAL MEETING OF MAY 9, 2008

CHANCELLORS' REPORTS

Dr. Buysse presented Student Trustee Naranjo with a \$300 Spring 2008 scholarship award for serving as the District's student trustee.

"Presentation of Spring 2008 Scholarship Award to Student Trustee" – Dr. James Buysse, Interim Chancellor

Dr. DiThomas presented the Board with the award presented to the District's Student Equity Implementation Team by The College Board for the District's commitment to African-American students.

"Presentation of the Dr. Asa G. Hilliar III Model of Excellence Award to the Riverside Community College District Student Equity Implementation Team" – Dr. Debbie DiThomas, Interim Vice Chancellor, Student Services and Operations

Dr. Buysse introduced Dr. Ward Schinke, Associate Professor, Political Science, and Advisor to the Model United Nations, who led the recognition of the students who were part of the Model United Nations Team.

"Recognition of Students From RCC Model United Nations" – Dr. Debbie DiThomas, Interim Vice Chancellor, Student Services and Operations

Dr. Lacy and Dr. Shelagh Camak, Executive Dean, Workforce Development and Student Support Programs, presented information on the proposed center. Dr. Lacy explained that a formal agreement will be brought to the Board when it is developed.

"Community Education and Employment Training Service Center" – Dr. Linda Lacy, Interim President, Riverside City College

Mr. Naranjo presented the report about recent and future student activities at the Moreno Valley and Norco Campuses, and Riverside City College.

STUDENT REPORT

The Board adjourned to closed session at 6:41 p.m., pursuant to Government Code Section 54957, to discuss public employee appointment; title: Interim Chancellor; and pursuant to Government Code Section 54957.6, to confer with labor negotiator; agency designated representative: Brad Neufeld, Best, Best & Krieger, LLP; unrepresented employee: Interim Chancellor.

CLOSED SESSION

The Board reconvened to open session at 7:26 p.m., announcing that the Board of Trustees, by unanimous vote, appoint by contract Dr. Irv Hendrick as Interim Chancellor for a one year period, effective July 1, 2008.

RECONVENED TO OPEN SESSION

Ms. Blumenthal, seconded by Ms. Green, moved that the Board of Trustees approve the employment agreement for Dr. Hendrick. Motion carried. (5 ayes)

CONSENT ITEMS

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

Action

Approve the amended listed academic and classified appointments, and assignment and salary adjustments; (Appendix No. 64)

Academic and Classified Personnel

Approve/ratify the Purchase Orders and Purchase Order Additions totaling \$2,208,022 and District Warrant Claims totaling \$6,356,566; (Appendix No. 65)

Purchase Order and Warrant Report – All District Funds

Approve the budget transfers as presented, and authorize making the necessary balancing transfers among the various accounts and funds of the District; (Appendix No. 66)

Budget Adjustments

Approve adding the revenue and expenditures of \$15,425 to the budget, and authorize the Interim Vice Chancellor, Administration and Finance, to sign the resolution;

Resolution to Amend Budget – Resolution No. 43-07/08 – 2007-2008 UCR TQE Subcontract/ Copernicus Project

Approve adding the revenue and expenditures of \$124,837 to the budget, and authorize the Interim

Resolution to Amend Budget – Resolution No. 44-07/08 – 2007-

Vice Chancellor, Administration and Finance, to sign the resolution;

2008 Basic Skills/ESL Program

Approve adding the revenue and expenditures of \$11,250 to the budget, and authorize the Interim Vice Chancellor, Administration and Finance, to sign the resolution;

Resolution to Amend Budget – Resolution No. 45-07/08 2007-2008 Child Development Training Consortium Program

Approve adding the revenue and expenditures of \$6,916,000 to the budget, and authorize the Interim Vice Chancellor, Administration and Finance, to sign the resolution, contingent upon Board approval of Board Report No. V-A-6-c presented in this agenda;

Resolution to Amend Budget – Resolution No. 46-07/08 Career Technical Education Fiscal Agent for California Community College’s Chancellor’s Office/California Department of Education MOU

Approve adding the revenue and expenditures of \$5,000 to the budget, and authorize the Interim Vice Chancellor, Administration and Finance, to sign the resolution;

Resolution to Amend Budget – Resolution No. 47-07/08 2007-2008 Riverside County Emancipation Services Program

Approve the revised project budget in the amount of \$1,045,268, and authorize the use of Measure C funds;

Riverside City Campus Food Service Remodel Project Budget

Award a bid to A-Z Bus Sales, in the total amount of \$167,011, and authorize the Interim Vice Chancellor, Administration and Finance, to sign the associated agreement;

Bid Award – Classic Coach Bus for Associated Students of Riverside Community College District (ASRCCD)

Reject the bid from Dilorenzo Bros., Inc., and award the bid to Hinkley and Associates, in the amount of \$424,000 for the Riverside City Campus Food Services Remodel Project, and authorize the Interim Vice Chancellor, Administration and Finance, to sign the associated agreement;

Bid Award/Bid Rejection – Riverside City Campus Food Services Remodel Project

Reject all bids for the project, revise the bid specifications, and re-bid the project;

Bid Rejection – Norco Soccer Field Project – Norco Campus

Grant out-of-state travel as listed; (Appendix No. 67)

Out-of-State Travel

Ratify the listed contracts and agreements totaling \$184,162; (Appendix No. 68)

Contracts and Agreements Report Less than \$72,400 – All District Funds

Approve the agreement from June 1, 2008 through May 31, 2010, with an optional third year, and authorize the Interim Vice Chancellor, Administration and Finance, to sign the Lease;

March Joint Powers Authority
Commercial Lease Agreement

Approve the memorandum of understanding to act as the fiscal agent for the Governor's Career Technical Education Initiative from May 12, 2008 through December 31, 2009, and authorize the Interim Vice Chancellor, Administration and Finance, to sign the MOU;

Memorandum of Understanding –
Governor's Career Technical
Education (CTE) Initiative

Approve the agreement, from July 1, 2008 through June 30, 2009, for the amount of \$108,684, and authorize the Interim Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement with Office of
Statewide Health Planning and
Development for the Physician
Assistant Program

Approve the agreement and memorandum of understanding, from June 1, 2008 through June 30, 2009, and authorize the Interim Vice Chancellor, Administration and Finance, to sign the agreement and MOU;

Agreement and Memorandum of
Understanding with Riverside
County Office of Education

Approve using the California Multiple Award Schedule (CMAS) contracts to purchase equipment from Spinitar and Dell in the total amount of \$172,176 for the Digital Library;

Purchase Using California
Multiple Award Schedule (CMAS)

Ratify the extension of the expired agreement with its terms retroactively from July 1, 2007 through December 31, 2008, and authorize the Interim Vice Chancellor, Administration and Finance, to sign the agreement;

Agreement Between Riverside
Community College District and
County of Riverside

Adopt the resolution and authorize the Secretary of the Board of Trustees to sign the resolution.

Authorization to Encumber Funds
– Resolution No. 48-07/08

Motion carried. (5 ayes)

Information

In accordance with Board Policy 1042, the Interim Chancellor has accepted the resignation of Ms. Rebecca Ng, Associate Professor, Library Services, effective June 12, 2008, for personal reasons, Ms. Dorothy Levy, Student Financial Services Analyst, effective April 16, 2008, non-continuance of probationary period, and Mr. William Murphey, Nursing Enrollment Technician,

Separations

effective June 27, 2008, for personal reasons.

The Board received the summary of financial information from July 1, 2007-April 30, 2008.

Monthly Financial Report

The Board received the information report reflecting a raise in the Student Health Services Fee of \$1.00 per term to \$17.00 for fall and spring 2008 terms, and \$14.00 for summer and winter 2009 terms.

Health Services Fee

BOARD COMMITTEE REPORTS

Governance

Ms. Blumenthal, seconded by Ms. Green, moved that the Board of Trustees accept for first reading Policy 6900, and table Policies 2430 and 2510 until the June Board meeting. Motion carried. (5 ayes)

Revised and New Board Policies
– First Reading

Ms. Blumenthal, seconded by Ms. Green, moved that the Board of Trustees approve Board Policies 6327, 6750, 7200 and 7700. Motion carried. (5 ayes)

Revised and New Board Policies –
Second Reading

The Board received for information the minutes from the April 8, 2008 Board of Trustees Planning, Teaching and Learning, Resources, and Governance Committee Meetings.

Board of Trustees Committee Meeting
Minutes

ACADEMIC SENATE REPORTS

Mr. Beckstrom presented the report on behalf of the Moreno Valley Academic Senate.

Moreno Valley Campus

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

Norco Campus

Dr. Mahon presented the report on behalf of the District and Riverside City College Academic Senates.

Riverside City College/Riverside
Community College District

BARGAINING UNIT REPORTS

Ms. Skiba, President, CTA, presented the report on behalf of the CTA.

CTA – California Teachers
Association

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

CSEA – California School
Employees Association

The Board recessed the meeting at 8:03 p.m. to conduct the special meeting.

RECESS

The Board reconvened to open session and adjourned to closed session at 9:09 p.m., pursuant to Government Code Section 54957, public employee discipline/dismissal/release.

RECONVENED TO OPEN
SESSION/CLOSED SESSION

The Board reconvened to open session at 9:40 p.m., announcing no action, and adjourned the meeting.

RECONVENED TO OPEN SESSION
AND ADJOURNED

MINUTES OF THE SPECIAL BOARD OF TRUSTEES
MEETING OF JUNE 3, 2008

President Figueroa called the special meeting of the Board of Trustees to order at 6:05 p.m., in the Administrative Conference Room, O. W. Noble Administration Building, Riverside City College.

CALL TO ORDER

Trustees Present

Ms. Virginia Blumenthal
Ms. Mary Figueroa
Mrs. Janet Green
Mr. José Medina
Mr. Mark Takano (arrived at 6:16 p.m.)

Trustees Absent

Mr. Carlos Naranjo, Jr., Student Trustee

Staff Present

Dr. James L. Buisse, Interim Chancellor
Dr. Irv Hendrick, Interim President, Moreno Valley Campus
Dr. Linda Lacy, Interim President, Riverside City College
Dr. Patrick Schwerdtfeger, Vice President, Academic Affairs,
Riverside City College

Guest(s) Present

Mr. Dave Saunders, Attorney, Clayson, Mann, Yaeger and Hansen

Ms. Shari Yates led the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

Ms. Shari Yates, Associate Professor/Department Chair, Early Childhood Education, made comments regarding the “Innovative Learning Center” at Alvord Unified School District.

COMMENTS FROM THE PUBLIC

The Board adjourned to closed session at 6:16 p.m., pursuant to Government Code Section 54956.8, to confer with real property negotiator; agency designated representative: Dave Saunders, Clayson, Mann, Yaeger and Hansen; regarding Joint Use Agreement with Alvord Unified School District.

CLOSED SESSION

The Board reconvened to open session announcing no action and adjourned the meeting at 9:00 p.m.

RECONVENED TO OPEN
SESSION AND ADJOURNED

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Report No.: II-B

Date: June 17, 2008

Subject: 2008-2009 College Catalog

Background: The Riverside Community College District Catalog has been revised and updated to incorporate changes in curriculum, as well as adoptions, deletions and revisions to courses and programs that reflect Board actions in the 2008-2009 academic year.

Recommended Action: It is recommended that the Board of Trustees approve the 2008-2009 District Catalog as submitted.

James L. Buysse
Interim Chancellor

Prepared by: Ray Maghroori
Vice Chancellor, Academic Affairs

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Report No.: II-C

Date: June 17, 2008

Subject: Revised Mission Statement for Riverside City College

Background: Presented for the Board's review and consideration is the revised mission statement for Riverside City College. The mission statement was approved on June 20, 2006 by the Board of Trustees. Subsequently, the campus mission statement was revised and approved by the campus strategic planning committee on May 1, 2008 and June 5, 2008, by the Academic Senate on May 5, 2008, and by ASRCC on May 28, 2008. The District Strategic Planning Committee approved the mission statement on May 30, 2008.

Recommended Action: It is recommended that the Board of Trustees approve the mission statement.

James L. Buysse
Interim Chancellor

Prepared by: Linda Lacy
Interim President

Mission Statement Riverside City College

Riverside City College provides an affordable, high-quality education, including comprehensive student services and community programs, by empowering and supporting a diverse community of learners as they work toward individual achievement and life-long learning. To help students achieve their goals, the college offers tutorial and supplemental instruction, pre-college courses, transfer programs, career preparation, and technical programs leading to certificates or associate degrees. Based on a learner-centered philosophy, the college fosters critical thinking, develops information and communication skills, expands the breadth and application of knowledge, and promotes community and global awareness.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Report No.: II-D

Date: June 17, 2008

Subject: Salary Adjustment for Riverside Community College District Confidential and Management Employees

Background: On March 18, 2008, the Board of Trustees approved a new three year Collective Bargaining Agreement, effective, July 1, 2008, which included a three year increase of the faculty salary schedule. In the past, the District has provided the same salary package to the Confidential and Management employee groups.

Recommended Action: It is recommended that the Board of Trustees approve the following proposed salary adjustments for confidential and management employees. This proposal is the same as the salary package provided to faculty pursuant to the Collective Bargaining Agreement between RCC Chapter CCA/CTA/NEA and the Riverside Community College District.

- A. By COLA, effective July 1, 2008, the extent funded by the State, plus an additional 1.0%.
- B. By COLA, effective July 1, 2009, the extent funded by the State, plus an additional 1.0%.

James L. Buysse
Interim Chancellor

Prepared by: Melissa Kane
Vice Chancellor of Diversity and Human Resources

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Report No.: II-E

Date: June 17, 2008

Subject: Collective Bargaining – CSEA Chapter 35

Background: The current contract with the California School Employee Association, Chapter 35 will expire on June 30, 2008. The Board of Trustees is being asked to receive and sunshine the attached Letter of Intent from the CSEA, Chapter 35, and schedule a public hearing on the proposal at the next regular Board of Trustees Meeting scheduled for Tuesday, August 19, 2008, at 6:00 p.m., in the Student Services Building on the Moreno Valley Campus. The District has prepared the attached Letter of Proposal for the CSEA Chapter 35.

Recommended Action: It is recommended that the Board of Trustees receive and sunshine the Letter of Intent from the CSEA, Chapter 35 and the District's Letter of Proposal, and schedule a public hearing on the proposal at the next regular Board of Trustees Meeting scheduled for Tuesday, August 19, 2008.

James Buysse
Chancellor

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

Edward Godwin
Director, Administrative Services

RIVERSIDE COMMUNITY COLLEGE DISTRICT
4800 MAGNOLIA AVENUE, RIVERSIDE, CA 92506-1299
(951) 222-8000 FAX (951) 222-8702

ADMINISTRATIVE SERVICES

June 9, 2008

California School Employees Association
10211 Trademark St., Unit A
Rancho Cucamonga, CA 91730

Attn: Marti Harris
Labor Relations Representative

Re: California School Employees Association – Chapter 535
Letter of Intent - Statement of Proposed Contract Revisions for New Successor
Agreement

Dear Ms. Harris:

I am in receipt of your letter of May to Dr. Buysse. The District will sunshine the Letter of Intent at the June 20, 2008 Board Meeting. The open hearing will be held at the Board Meeting on August 19, 2008 at the Moreno Valley Campus Student Services Building.

The following are the District's proposed revisions to the contract.

Article XV - OVERTIME PAY

RCCD proposes that the elimination of sick leave, industrial accident leave, paid vacation and holidays, or any other paid leave when calculating overtime amount.

Article XVII - PROBATIONARY AND PERMANENT STATUS

A RCCD proposes that the probationary period for all new classified employees shall be twelve (12) calendar months in duration. The Chancellor may extend the probationary period up to six (6) additional calendar months, not to exceed a total of eighteen (18) calendar months.

C. RCCD proposes that an existing employee who is promoted shall serve a probationary period of twelve (12) working months in the higher classification.

Article XXVII - DURATION AND TERMINATION

A. RCCD proposes that the Agreement when ratified and executed by each party hereto shall constitute the sole agreement between them. Any modification or amendment of this Agreement must be made by and between the parties hereto in

writing and executed by each party hereto. This Agreement is effective on the date of its execution and shall remain in effect through June 30, 2011.

B. RCCD proposes that for the second and third year of this Agreement, either the Association or the District shall have the right to reopen one article each and to seek to amend this Agreement excluding Article XXII (Fringe Benefits).

In order to reopen negotiations for the second year of this Agreement, the Association or the District shall serve notice in writing prior to June 1, 2010. Such notice shall also set forth the party's proposal on the additional issue which the party seeks to reopen. For the third year (July 1, 2010 through June 30, 2011), such notice shall be served in writing prior to June 1, 2010, and it shall set forth the party's proposal on the issue which the party seeks to reopen. Negotiations shall take place at reasonable times after such dates. If the parties cannot reach agreement on such reopened matters, the impasse procedures of Government Code Sections 3548-3548.4 shall be utilized.

C. RCCD proposes that the Association or the District shall have the right to reopen the contract provisions dealing with the reclassification process for classified employees. Either party shall serve notice in writing prior to June 30, 2010.

The District reserves the right to add or modify its proposals during the negotiation process.

I am checking with the other members of the District negotiations team to determine our availability to meet in June. I'll get a response to you as soon as possible.

Sincerely

Edward Godwin
Director, Administrative Services
(951) 222-8127
ed.godwin@rcc.edu

cc: Art Alcaraz, Director, Diversity and Human Resources
Aaron Brown, Interim Vice Chancellor, Finance and Administration
Dr. Buysse, Interim Chancellor
Melissa Kane, Vice Chancellor, Diversity and Human Resources
Louis McCarty, Chapter 535 Chief Negotiator
Gustavo Segura, President, Chapter 535

RECEIVED

JUN 04 2008

ADMINISTRATION
AND FINANCE



California
School
Employees
Association

10211 Trademark St.
Unit A
Rancho Cucamonga,
CA 91730
909 466-1006
909 526-9297
FAX 909 466-1105
www.csea.com

Member of the AFL-CIO

The nation's largest
independent classified
employee association

Member of the National
Association of Classified
School Employees
(NACSE), representing
independent public
employees throughout
the nation

www

May 30, 2008

Dr. James Buysse, Interim Chancellor
Riverside Community College
4800 Magnolia Avenue
Riverside, CA 92501

Re: Letter of Intent- Statement of Proposed Contract Revisions for New Successor
Agreement

Dear Dr. Buysse:

Pursuant to Article XXVII- DURATION AND TERMINATION, of the
Collective Bargaining Agreement and the Educational Employment Relations
Act, Section 3547, the California School Employees Association and its Chapter
535 (CSEA) hereby gives public notification of its proposed contract revisions for
the new successor agreement to be negotiated in 2008. For your convenience, the
proposed revisions are enclosed.

CSEA anticipates the proposals to be sunshined at the next appropriate Board of Trustees
meeting. Negotiation dates should be scheduled shortly thereafter. In the interest of
moving forward and to begin the negotiations process, CSEA is proposing the following
days: June 19, 20, 23, 24& 25, 2008.

Please contact me at your earliest convenience by calling 909- 466-2997.

Thank you for your attention to this matter.

Respectfully,

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION

Marti Harris
Labor Relations Representative

MH/dp

Enclosure

08 MH 535 Buysse re Sunshine Proposal

cc: Gustavo Segura, President Chapter 535

Louis McCarty, Chapter 535 Chief Negotiator

Nancy McCall, Regional Representative

Hortensia Benner, Area Director

Janet Jones, Field Director

Ed Godwin, Director, Administrative Services

California School Employees Association

Riverside Community College District Employees Chapter 535

Initial Proposals

AGREEMENT:

CSEA 535 proposes to negotiate the terms and specify the dates of the new agreement.

SIGNATURE PAGE:

CSEA 535 proposes to revise to include the names of its negotiation team members.

Article I: RECOGNITION

CSEA 535 proposes to amend a number of current classifications and job titles and to revisit current language concerning the Association's right to refer the matter for further clarification.

Article II: MANAGEMENT RIGHTS

CSEA 535 proposes modifying this section to clarify the right of the Association in the establishment of new or changed job classifications. We also propose to modify existing language pertaining to emergency situations.

Article III: STATUTORY CHANGES

CSEA 535 proposes modifying existing language for further clarification.

Article IV: CONCERTED ACTIVITIES

CSEA 535 proposes to clarify concerted activities language which will allow the Association their due rights and modify existing language.

Article V: NEGOTIATION PROCEDURES

CSEA 535 proposes modifying existing language to clarify the Association's rights and to propose release time for negotiations preparation.

Article VI: ASSOCIATION RIGHTS

CSEA 535 proposes modifying existing language to update technology and to increase paid release time for Association President and to also provide for increased paid release time for all delegates according to CSEA bylaws.

Article VII: ASSOCIATION DUES AND PAYROLL DEDUCTION

CSEA 535 proposes to modify existing language to allow for organizational security and for the payment of an agency fee.

Article VIII: ORIENTATION, IN-SERVICE AND PROFESSIONAL GROWTH

CSEA 535 proposes modifying existing language to include all employees on all shifts, propose a monetary increase to professional achievement step. CSEA also has an interest in participating in all orientations and in-service trainings. This would include new employee orientation for the purpose of introducing employee to CSEA.

Article IX: WORK YEAR

CSEA 535 proposes revisiting Article IX for clarification and possible modification to reflect compliance with Education Code as to work year scheduling.

Article X: HOURS OF WORK

CSEA 535 proposes modifications to existing language referring to changing shifts. Modify language referring to Sr. Interpreters and Food Service Employees. Incorporate MOU referring to College Safety and Police lunch hour. We also propose an increase to shift differential.

Article XI: TRANSFERS

CSEA 535 proposes modifying existing language and adding new language to address lateral transfers and position interviews.

Article XII: PERFORMANCE EVALUATION

CSEA 535 proposes modifying existing language, revisiting for clarification of A-2, B-3, & E, as to procedures for issuance of performance evaluations.

Article XIII: PERSONNEL FILES

CSEA 535 proposes modifying existing language to accommodate the review of personnel files by employees.

Article XIV: SALARIES

CSEA 535 proposes a fair and equitable salary increase, modifying existing language to provide district vehicle for employees required to travel. Provide a means to supplement employees receiving a partial pay period. Propose to create additional threshold in longevity steps. Define classes of employment.

Article XV: OVERTIME PAY

CSEA 535 proposes modifying existing language and incorporating Memorandum of Agreement concerning overtime.

Article XVI: ASSIGNMENT OF CLASSIFIED EMPLOYEES

CSEA 535 proposes modifying existing language for clarification and adding new language to create fairness for employees assigned to work in a higher classification. Proposes to address the utilization of short-term employees.

Article XVII: PROBATIONARY AND PERMANENT STATUS

CSEA 535 proposes modifying existing language, address the probationary period for classified employees. Add for opportunity to return to former position and modify language to address newly hired employees.

Article XVIII: HOLIDAYS

CSEA 535 proposes modifying existing language; revisit Section A. for clarification pertinent to a non-merit system and adding new language to address Section B and additional holidays.

Article XIX: VACATIONS

CSEA 535 proposes modifying existing language to include modification to paragraph I., vacations scheduled according to the needs of the District.

Article XX: PAID LEAVES OF ABSENCE

CSEA 535 proposes modifying existing language and to increase extended illness leave. Adding limited duty language and incorporating College Safety and Police Department disability language.

Article XXI: NON-PAID LEAVES OF ABSENCE

CSEA 535 proposes to revisit for clarification of extended leave or injury leave and possible modification.

Article XXII: FRINGE BENEFITS

CSEA 535 proposes revisions to contract dates and add Safety PERS language.

Article XXIV: GRIEVANCE PROCEDURE

CSEA 535 proposes modifying existing language and increasing grievant release time for attendance at hearing or arbitration.

Article XXV: MISCELLANEOUS

CSEA 535 proposes a paid day off for employee's birthday. Propose staff parking permit provisions.

Article XXVII: DURATION AND TERMINATION

CSEA 535 proposes amending the dates of the new agreement and extending the date for the reclassification process. We also propose incorporating new language regarding a three (3) college system and the affects to classified employees.

New Article: DISCIPLINE AND DUE PROCESS

CSEA 535 proposes to incorporate some existing language from the Classified Handbook and propose new language.

New Article: DEFINITIONS

CSEA 535 proposes a comprehensive glossary of terms.

New Article: LAYOFFS AND RE-EMPLOYMENT

CSEA 535 proposes to incorporate some existing language from the Classified Handbook and implement new language.

New Article: BILINGUAL PAY

CSEA 535 proposes to negotiate bilingual pay-classifications to be determined.

New Article: HIRING PROCEDURES

CSEA 535 has an interest in reviewing current practice and to propose amendments to current hiring procedures.

Memorandum of Understanding - to be incorporated into New Contract

Exhibit G: Overtime – Facilities & Safety and Police

CSEA 535 proposes merging language (Exhibit G) into Article XV Overtime Pay.

CSEA reserves the right to add or modify its proposals during the negotiations process.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
DIVERSITY AND HUMAN RESOURCES

Report No.: V-A-1-a

Date: June 17, 2008

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/ratified:

a. Management

| | <u>Name</u> | <u>Position</u> | <u>Term of Employment</u> | <u>Salary Placement</u> |
|---|----------------------|---|--|-------------------------|
| * | DISTRICT | | | |
| | Monica Green | Interim Associate Vice Chancellor, Student Services/Operations | 06/01/08 up to 05/31/09 (not to exceed one year) | no change |
| | MORENO VALLEY CAMPUS | | | |
| * | Cordell Briggs | Dean, Public Safety Education and Training | 07/01/08-06/30/09 | 19.4 |

b. Contract Faculty

| | <u>Name</u> | <u>Position</u> | <u>Effective Date</u> | <u>Salary Placement</u> |
|--|------------------------|---------------------------------|-----------------------|-------------------------|
| | RIVERSIDE CITY COLLEGE | | | |
| | John Grenfell | Mathematics Instructor | 08/25/08 | G-5 |
| | Kalunda Iwamizu | English Instructor | 08/27/08 | C-7 |
| | Clifford Ruth | Speech Communication Instructor | 08/25/08 | C-5 |
| | Jo Scott-Coe | English Instructor | 08/25/08 | G-6 |

c. Long-Term, Temporary Faculty

| | <u>Name</u> | <u>Position</u> | <u>Effective Date</u> | <u>Salary Placement</u> |
|--|------------------------|-------------------------|-----------------------|-------------------------|
| | RIVERSIDE CITY COLLEGE | | | |
| | Antonio Curtis | Mathematics Instructor | 08/25/08 | C-2 |
| | Laura Greathouse | Anthropology Instructor | 08/25/08 | H-6 |
| | John Mettrick | Psychology Instructor | 08/25/08 | H-6 |

d. Special Assignments

Payment as indicated to the individuals specified on the attached list.

Subject: Academic Personnel

1. Appointments – cont.

- e. Department Chair Assignments, Academic Year 2008-09
The individuals specified on the attached list.
- f. Coordinator Assignments, Academic Year 2008-09
The individuals specified on the attached list.
- g. Extra-Curricular Assignments, Academic Year 2008-09
The individuals specified on the attached list.

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 Vice President has reviewed and supports the following request.

It is recommended the Board of Trustees approve the request of Sharon Gillins, Associate Professor of Telecommunications, and allow her to participate in the Reduced Employment Program with a teaching load of 90% for the 2008-09 academic year.

3. Notices of Employment – Academic Managers

It is recommended the Board of Trustees approve the notices of employment for the academic managers specified on the attached list, for the term of appointment indicated.

4. Notices of Employment – Faculty, Academic Year 2008-09

It is recommended the Board of Trustees approve the notices of employment for the academic year 2008-09 for the faculty specified on the attached list.

5. Notices of Employment – Faculty, Academic Years 2008-09 & 2009-10

It is recommended the Board of Trustees ratify the notices of employment for the academic years 2008-09 and 2009-10 for the faculty specified on the attached list.

6. Notices of Employment – Categorically-Funded Faculty, Academic Year 2008-09

It is recommended the Board of Trustees approve the notices of employment for the academic year 2008-09 for the faculty specified on the attached list.

Subject: Academic Personnel

7. Salary Reclassification

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

It is recommended the Board of Trustees grant a salary reclassification to the following faculty members effective July 1, 2008:

| <u>Name</u> | <u>From Column</u> | <u>To Column</u> |
|--------------|--------------------|------------------|
| Jimmie Hill | D | E |
| Gary Jimenez | E | F |

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> |
|-------------|--------------------------------|-------------------------------|-----------------|
| Don Low | Interim Dean, Student Services | 06/30/08 | End of Contract |

RIVERSIDE COMMUNITY COLLEGE DISTRICT
DIVERSITY AND HUMAN RESOURCES

Report No.: V-A-1-b

Date: June 17, 2008

Subject: Classified Personnel

1. Appointments

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

a. Management/Supervisory

| <u>Name</u> | <u>Position</u> | <u>Effective Date</u> | <u>Salary</u> | <u>Action</u> |
|------------------------|--|-----------------------|---------------|--------------------------------|
| DISTRICT | | | | |
| *James Miyashiro | Chief of Police/Director of College Safety & Police | 07/14/08 | 17.4 | Appointment |
| MORENO VALLEY CAMPUS | | | | |
| *Patricia Braymer | Interim Vice President, Business Services | 07/01/08 | | Professional Services Contract |
| *David Kroh | Director, Law Enforcement Training Programs | 06/18/08 | 15.1 | Appointment |
| NORCO CAMPUS (None) | | | | |
| RIVERSIDE CITY COLLEGE | | | | |
| John Arroyos | Assistant Food Service Manager Extended: 08/07/08 to 10/31/08 | | 10.1 | Short Term |

b. Management/Supervisory – Categorically Funded

| <u>Name</u> | <u>Position</u> | <u>Effective Date</u> | <u>Salary</u> | <u>Action</u> |
|----------------------------------|--|-----------------------|---------------|---------------|
| DISTRICT | | | | |
| *(None) | | | | |
| MORENO VALLEY CAMPUS | | | | |
| Julio Gonzalez | Director, Middle College High School Program | 06/18/08 | 10.3 | Appointment |
| NORCO CAMPUS (None) | | | | |
| RIVERSIDE CITY COLLEGE (None) | | | | |

Report No.: V-A-1-b

Date: June 17, 2008

Subject: Classified Personnel

1. Appointments – Continued

c. Classified/Confidential

| <u>Name</u> | <u>Position</u> | <u>Effective Date</u> | <u>Salary</u> | <u>Action</u> |
|--------------------------------|---|-----------------------|---------------|-------------------|
| DISTRICT | | | | |
| Martha Arellano | Human Resources Analyst | 06/18/08 | 20-8 | Promotion (Conf.) |
| MORENO VALLEY CAMPUS (None) | | | | |
| NORCO CAMPUS | | | | |
| Donna Dery | College Receptionist | 06/18/08 | 14-1 | Appointment |
| RIVERSIDE CITY COLLEGE | | | | |
| Santos Martinez | Student Services Technician (Part-time, Permanent @ 90%) | 06/23/08 | 16-1 | Appointment |
| Steven Purdy | Nursing Enrollment Technician | 06/18/08 | 16-5 | Transfer |

d. Classified/Confidential – Categorically Funded

| <u>Name</u> | <u>Position</u> | <u>Effective Date</u> | <u>Salary</u> | <u>Action</u> |
|----------------------------------|-----------------|-----------------------|---------------|---------------|
| DISTRICT (None) | | | | |
| MORENO VALLEY CAMPUS (None) | | | | |
| 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 | 08/01/08 | 11-1 | Appointment |
| Alicia Berber | Professional Expert/Athletic Coach | 08/01/08 | 11-1 | Appointment |
| Mark Paredes | Assistant Head Football Coach | 08/01/08 | 30-1 | Appointment |

Report No.: V-A-1-b

Date: June 17, 2008

Subject: Classified Personnel

1. Appointments – Continued

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.

h. Special Assignments

Payment to be approved for the following individuals in the amount indicated for their participation in a special assignment:

Technology/Equipment Inventory (06/09/08 – 06/30/08)

David Dant – Total amount not to exceed \$1,431.60

Summer Program College Mentor – AUSD (06/18/08 – 08/10/08)

Daniel Elmatari & Steven Gonzalez – Total amount not to exceed \$3,520 per individual

Upward Bound Summer Program Guidance Course (06/23/08 – 07/31/08)

John Moore – Total amount not to exceed \$1,160

Mechanical Power Transmission & Siemens PLC Training (06/20/08 – 10/31/08)

James Sutton – Total amount not to exceed \$11,000

Summer Program College Mentor - CNUSD (06/18/08 – 07/31/08)

Chris Fernandez & Monica Villegas – Total amount not to exceed \$3,080 per individual

2. 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 Rizo, Multi-Media Graphic Artist, for the period of August 4-5, 2008 (a total of 2 working days). Mr. Rizo meets the college service requirement.

3. Request to Adjust Effective Dates of Employment

At its meeting of May 20, 2008, the Board of Trustees approved the appointment of Stefanie Hernandez, Counseling Clerk I, effective June 2, 2007. It is recommended the Board of Trustees adjust the appointment of Ms. Hernandez to June 2, 2008.

Report No.: V-A-1-b

Date: June 17, 2008

Subject: Classified Personnel

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

It is recommended the Board of Trustees rescind the previous approval, submitted by Kheesa Slaughter, Educational Advisor; for a temporary reduced workload during the 4/10 work schedule of June 16, 2008 through August 22, 2008.

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

The following classified employees have requested a temporary reduced workload during the 4/10 work schedule of June 16, 2008 through August 22, 2008. There will be no impact to employee medical benefits during this period.

It is recommended the Board of Trustees approve temporary reduced workloads for the following classified employees:

| <u>Name</u> | <u>Title</u> | <u>From</u> | <u>To</u> |
|----------------|-----------------------------|-------------|-----------|
| Howaida Al-Ali | Laboratory Technician II | 100% | 90% |
| Stefini Brooks | Secretary IV | 100% | 90% |
| Nancy Brosious | Production Graphic Designer | 100% | 80% |
| Ann Chambers | Secretary III | 100% | 80% |
| Patricia Fulk | Production Printer | 100% | 80% |
| Carmen Payne | Secretary IV | 100% | 80% |
| *Tanya Wilson | Administrative Assistant | 100% | 90% |

6. Request 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 a request 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 classified employee:

| <u>Name</u> | <u>Title</u> | <u>Effective</u> |
|----------------|---------------|------------------|
| Pedro Argumedo | Groundsperson | May 13, 2008 |

7. Placement of Classified Bargaining Unit Employee on Reemployment List

It is recommended the Board of Trustees approve/ratify the placement of Ms. Mershawnt Collins, Support Services Specialist – Moreno Valley Campus (62.5%), on the District’s reemployment list for the period of 39 months. Ms. Collins’ 39-month leave to be retroactive to June 5, 2008;

Ms. Collins has been on extended medical leave and has exhausted all leaves of absences as of the end of the workday June 4, 2008. The District’s 39-month reemployment period is in accordance with Education Code Section 88196.

Report No.: V-A-1-b

Date: June 17, 2008

Subject: Classified Personnel

8. Non-Continuance of Categorical Funds

Board Policy 1040 Authorizes the President, or designee, to determine college staffing, subject to final approval by the Board of Trustees, the position of Outcomes Assessment Specialist, Riverside Campus, held by George Zottos, is no longer needed due to non-continuance of categorical funds;

It is recommended the Board of Trustees approve the reduction in classified bargaining unit staffing by one, through the elimination of the Outcomes Assessment Specialist, Riverside City Campus position, effective September 30, 2008.

9. Separations

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

It is recommended the Board of Trustees 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> |
|------------------|---|-----------------------|---|
| Patricia Braymer | Associate Vice Chancellor, Finance | June 30, 2008 | Professional Services Contract Ended |
| Bill Orr | Vice President, Business Services (Moreno Valley Campus) | June 30, 2008 | Retirement |
| Henry Rosenfeld | Director, Chief of College Safety and Police | June 26, 2008 | Professional Services Contract Ended |

Report No.: V-A-1-b

Date: June 17, 2008

Subject: Classified Personnel

Submitted by:



Melissa Kane
Vice Chancellor, Diversity and Human
Resources

Transmitted to the Board by:



James L. Buysse
Interim Chancellor

Concurred by:



Chris Carlson
Chief of Staff/Executive Assistant to
the Chancellor

Concurred by:



Linda Lacy
Interim President, Riverside City College



Ray Maghroori
Vice Chancellor, Academic Affairs



Brenda Davis
President, Norco Campus



Aaron Brown
Interim Vice Chancellor, Administration
and Finance

Irv Hendrick
Interim President, Moreno Valley Campus

Debbie DiThomas
Interim Vice Chancellor, Student Services/Operations

Program Development for Esthetician Program. (Summer 2008)

State Mandates.

Madeline Bettencourt – Paid as a lump sum upon completion in the amount of \$250.00

Nancy Tomaselli – Paid as a lump sum upon completion in the amount of \$250.00

English Hybrid Workshop (Spring 2008)

English hybrid workshop presenter.

Rolando Regino – Paid as a lump sum upon completion in the amount of \$250.00

English Hybrid Workshop (Spring 2008)

English hybrid workshop.

Ann Modzelewski – Paid as a lump sum upon completion in the amount of \$100.00

Amy Wilson Clark – Paid as a lump sum upon completion in the amount of \$100.00

Jeanette LaPorte – Paid as a lump sum upon completion in the amount of \$100.00

Richard Ma – Paid as a lump sum upon completion in the amount of \$100.00

Susan Plesko – Paid as a lump sum upon completion in the amount of \$100.00

Jennifer Nellis – Paid as a lump sum upon completion in the amount of \$100.00

Keenan Norris – Paid as a lump sum upon completion in the amount of \$100.00

Norco Political Science Assessment (Spring 2008)

Pre and Post survey for assessment and embedded grading assignment portion of assessment.

Robert Brown – Paid as a lump sum upon completion in the amount of \$50.00

Jennifer Daleny – Paid as a lump sum upon completion in the amount of \$100.00

Jackie Filla – Paid as a lump sum upon completion in the amount of \$50.00

Ed Lopez – Paid as a lump sum upon completion in the amount of \$50.00

Chad Murphy – Paid as a lump sum upon completion in the amount of \$50.00

Teacher Preparation Title V Grant (Spring 2008)

CBEST Math Comprehension Workshop Presenter. Compensation at Group 1, Step 3 of the Faculty hourly Salary Schedule.

Marc Sanchez – Total amount to be paid not to exceed \$225.64

Completion of Program Review (Spring 2008)

Completion of Applied Digital Media.

Terry Keiser – Paid as a lump sum upon completion in the amount of \$500.00

Ross Clark – Paid as a lump sum upon completion in the amount of \$500.00

Completion of Program Review (Spring 2008)

Completion of Theater Arts.

Jodi Julian – Paid as a lump sum upon completion in the amount of \$1000.00

English Hybrid Workshop (Spring 2008)

Attend English Hybrid Workshop

Brenee McDole – Paid as a lump sum upon completion in the amount of \$50.00

CurricuNET Project (Summer 2008)

Continuation of implementation and training for faculty of CurricuNet.

Paul Herzig – Paid as a lump sum upon completion in the amount of \$2500.00

Grade Norming for ESL 55 Workshop (Spring 2008)

Attend Workshop

Indawati Abidin – Paid as a lump sum upon completion in the amount of \$100.00
Tatiana Ibrahim – Paid as a lump sum upon completion in the amount of \$100.00
Jean Waggoner – Paid as a lump sum upon completion in the amount of \$100.00
Belinda Valentine – Paid as a lump sum upon completion in the amount of \$100.00
Chen Su – Paid as a lump sum upon completion in the amount of \$100.00
Nelky Rodriguez – Paid as a lump sum upon completion in the amount of \$100.00
Usha Rajkumari – Paid as a lump sum upon completion in the amount of \$100.00
Robert Rader – Paid as a lump sum upon completion in the amount of \$100.00
Ines Poblet-Moreno – Paid as a lump sum upon completion in the amount of \$100.00
Soong-Hee Koh – Paid as a lump sum upon completion in the amount of \$50.00
June Kim – Paid as a lump sum upon completion in the amount of \$100.00
Janelle Herman – Paid as a lump sum upon completion in the amount of \$100.00
Christina Fatseas – Paid as a lump sum upon completion in the amount of \$100.00
Mira Deliyska – Paid as a lump sum upon completion in the amount of \$100.00
Florian Daniel – Paid as a lump sum upon completion in the amount of \$100.00
Monika Alvarez – Paid as a lump sum upon completion in the amount of \$100.00

Rubidoux Early College High School (Summer 2008)

Participate in program related activities. Compensation at Group 1, Step 3 of the Faculty hourly Salary Schedule.

Bonavita Quinto-MacCallum – Total amount to be paid not to exceed \$5641.00

Program Review Committee Chair Work (Summer 2008)

Chair work for Summer 2008

Jim Thomas – Paid as a lump sum upon completion in the amount of \$1128.00

Directed Learning Activities for the Writing and Reading Center (Summer 2008)

Faculty will develop Directed Learning Activities for the WRC. Aligning with Title 5 guidelines pertaining to supplemental instruction, Directed Learning Activities (DLS's) are designed to provide practice in and promote mastery of specific course SLO's. Instructor referred DLA's direct students to supplemental instruction activities to be completed in the WRC setting; these activities culminate with a required instructor conference/consultation wherein the specific student objective is assessed and discussed. Our goal is to write DLA's to address SLO's in reading, English composition, and ESL. Compensation at Group 1, Step 3 of the Faculty hourly Salary Schedule.

Thatcher Carter – Total amount to be paid not to exceed \$2698.50
Cindy Bendshadler – Total amount to be paid not to exceed \$1079.40
Carla Reible – Total amount to be paid not to exceed \$2698.50
Stacey Cerwin-Bates – Total amount to be paid not to exceed \$2698.50
Miguel Reid – Total amount to be paid not to exceed \$2698.50
Jason Spangler – Total amount to be paid not to exceed \$2698.50
Tammy DiBenedetto – Total amount to be paid not to exceed \$2698.50
Victor Sandoval – Total amount to be paid not to exceed \$2698.50
AnnaMarie Amezquita – Total amount to be paid not to exceed \$2698.50

Summer Chair Hours (Summer 2008)

Department Chair duties.

Jason Parks – Paid as a lump sum upon completion in the amount of \$1000.00
 Carol Farrar – Paid as a lump sum upon completion in the amount of \$1000.00
 Gail Zwart – Paid as a lump sum upon completion in the amount of \$500.00
 Todd Wales – Paid as a lump sum upon completion in the amount of \$500.00
 Melissa Bader – Paid as a lump sum upon completion in the amount of \$1000.00
 Dominique Hitchcock – Paid as a lump sum upon completion in the amount of \$450.00
 Steve Sigloch – Paid as a lump sum upon completion in the amount of \$1000.00
 Carla Reible – Paid as a lump sum upon completion in the amount of \$333.33
 Ron Pardee – Paid as a lump sum upon completion in the amount of \$500.00
 Paul O’Connell – Paid as a lump sum upon completion in the amount of \$1000.00
 Ellen Kime-Hunt – Paid as a lump sum upon completion in the amount of \$450.00
 Steve Horn – Paid as a lump sum upon completion in the amount of \$450.00
 Paul Herzig – Paid as a lump sum upon completion in the amount of \$500.00
 Dariush Haghighat – Paid as a lump sum upon completion in the amount of \$450.00
 Joan Gibbons-Anderson – Paid as a lump sum upon completion in the amount of \$333.34
 Dorothy Gaylor – Paid as a lump sum upon completion in the amount of \$450.00
 Richard Davin – Paid as a lump sum upon completion in the amount of \$450.00
 Kenneth Cramm – Paid as a lump sum upon completion in the amount of \$1000.00
 Greg Burchett – Paid as a lump sum upon completion in the amount of \$450.00
 Scott Blair – Paid as a lump sum upon completion in the amount of \$450.00
 Micheal Barnes – Paid as a lump sum upon completion in the amount of \$450.00
 Hayley Ashby – Paid as a lump sum upon completion in the amount of \$450.00
 Diane Solorzano – Paid as a lump sum upon completion in the amount of \$333.33
 Tammy Vanthul – Paid as a lump sum upon completion in the amount of \$1000.00
 Peter Westbrook – Paid as a lump sum upon completion in the amount of \$450.00
 Kristi Woods – Paid as a lump sum upon completion in the amount of \$450.00
 Shari Yates – Paid as a lump sum upon completion in the amount of \$450.00
 Daniel Clark – Paid as a lump sum upon completion in the amount of \$1000.00
 Felipe Galicia – Paid as a lump sum upon completion in the amount of \$1000.00
 Gregory Elder – Paid as a lump sum upon completion in the amount of \$1000.00
 Mathew Barboza – Paid as a lump sum upon completion in the amount of \$1000.00

ESL Developmental Education (Summer 2008)

Faculty will meet 4 times to discuss the current structure of RCC’s ESL program(s), testing, and student population with the goal of analyzing current research including the ARRC report, determining the need for specific changes based on that, and researching other programs’ structures, curricular design, effective pedagogies and support services available to ESL students. The goal is to recommend a course of action for the ESL discipline. Compensation at Group 1, Step 3 of the Faculty hourly Salary Schedule.

Miguel Reid – Total amount to be paid not to exceed \$1974.35
 Carla Reible – Total amount to be paid not to exceed \$1974.35
 Jenelle Herman – Total amount to be paid not to exceed \$1974.35

Study Abroad Faculty (Fall 2008)

Teaching responsibilities for fall semester 2008 in Florence, Italy. (Fall 2008)

Fabian Biancardi – Paid as a lump sum upon completion in the amount of \$4000.00

Bonnie Pavlis – Paid as a lump sum upon completion in the amount of \$4000.00

General Education SLO alignment with General Education requirement (Summer 2008)

To create a spreadsheet of all GE courses showing with which SLOs they are aligned. This spreadsheet will be for the use of disciplines for review of SLOs in the fall, for Institutional Effectiveness, the program review committee and the district assessment committee to aid in the assessment of GESLOs and for the Academic Senates as they review GE requirements.

Sharon Crasnow – Paid as a lump sum upon completion in the amount of \$3500.00

Stipend for use of online materials (Summer 2008)

Robert Prior – Paid as a lump sum upon completion in the amount of \$300.00

Patricia Smith – Paid as a lump sum upon completion in the amount of \$200.00

Richard Mahon – Paid as a lump sum upon completion in the amount of \$300.00

Learning Community Institute (Summer 2008)

Overview of teaching and learning theories for learning communities, role of Supplemental Instructional leader, and effective/alternative teaching and learning strategies.

Jami Brown – Paid as a lump sum upon completion in the amount of \$500.00

Kenneth Cramm – Paid as a lump sum upon completion in the amount of \$500.00

Janelle Herman – Paid as a lump sum upon completion in the amount of \$500.00

Jacqueline Lesch – Paid as a lump sum upon completion in the amount of \$500.00

Gertrude Lopez – Paid as a lump sum upon completion in the amount of \$500.00

Kathy Nabours – Paid as a lump sum upon completion in the amount of \$500.00

Linda Nurick – Paid as a lump sum upon completion in the amount of \$500.00

Brit Osgood-Treston – Paid as a lump sum upon completion in the amount of \$500.00

Daniele Ramsey – Paid as a lump sum upon completion in the amount of \$500.00

Miguel Reid – Paid as a lump sum upon completion in the amount of \$500.00

Jason Spangler – Paid as a lump sum upon completion in the amount of \$500.00

Linda Stonebreaker – Paid as a lump sum upon completion in the amount of \$500.00

Pamela Whelchel – Paid as a lump sum upon completion in the amount of \$500.00

Micherri Wiggs – Paid as a lump sum upon completion in the amount of \$500.00

Don Wilcoxson – Paid as a lump sum upon completion in the amount of \$500.00

Kalunda Iwamizu – Paid as a lump sum upon completion in the amount of \$500.00

Patricia Avila – Paid as a lump sum upon completion in the amount of \$500.00

Robert Parkinson – Paid as a lump sum upon completion in the amount of \$500.00

Victor Sandoval – Paid as a lump sum upon completion in the amount of \$500.00

Reading 83/ENG 50 Paired Course Development (Summer 2008)

Develop common assignments, rubrics, integrated lesson plans, and student support. Review and choose common texts and activities.

Jeff Rhyne – Paid as a lump sum upon completion in the amount of \$750.00

Sonya Nyrop – Paid as a lump sum upon completion in the amount of \$750.00

Writing and Reading Center Coordination (Summer 2008)

Schedule and organize WRC Workshops. Update the WRC web site. Schedule and supervise the WRC tutors. Evaluate the Reading, ESL and English programs for updating purposes.

Anna Marie Amezcuita – Paid as a lump sum upon completion in the amount of \$2698.50

Literature Courses Assessment Project (Summer 2008)

Ann Modzelewski – Paid as a lump sum upon completion in the amount of \$200.00

Valerie Solar – Paid as a lump sum upon completion in the amount of \$200.00

Kendall Smith – Paid as a lump sum upon completion in the amount of \$200.00

NAEYC Classroom Portfolio (Summer 2008)

Document and compile evidence for NAEYC Accreditation Project.

Aurora Banelos – Paid as a lump sum upon completion in the amount of \$500.00

De Amber Barnes – Paid as a lump sum upon completion in the amount of \$500.00

Lisa Beltran – Paid as a lump sum upon completion in the amount of \$500.00

Denise Hays – Paid as a lump sum upon completion in the amount of \$500.00

Susan Helm – Paid as a lump sum upon completion in the amount of \$500.00

Regina Herbertson – Paid as a lump sum upon completion in the amount of \$500.00

Christina Heredia-Reuther – Paid as a lump sum upon completion in the amount of \$500.00

Linda Martinez – Paid as a lump sum upon completion in the amount of \$500.00

Nancy Mercer – Paid as a lump sum upon completion in the amount of \$500.00

Lyneet Morales – Paid as a lump sum upon completion in the amount of \$500.00

Antoinette Rangle – Paid as a lump sum upon completion in the amount of \$500.00

Christina Rivera – Paid as a lump sum upon completion in the amount of \$500.00

Danielle Sandoval – Paid as a lump sum upon completion in the amount of \$500.00

Nancy Staczek – Paid as a lump sum upon completion in the amount of \$500.00

Carmen Tyrell – Paid as a lump sum upon completion in the amount of \$500.00

Sandra Weaver – Paid as a lump sum upon completion in the amount of \$500.00

Math as a Foreign Language (Summer 2008)

Continue with literature review on language and mathematics pattern structures essential for the successful completion of these courses by students who take them simultaneously.

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

Richard Ries – Total amount to be paid not to exceed \$11657.52

Dominique Hitchcock – Total amount to be paid not to exceed \$3885.84

Upward Bound Summer Program Guidance 47 Courses (Summer 2008)

Provide a total of 27 hours of Guidance 47 course curriculum instruction to 20 rising Upward Bound seniors to prepare them for college. This course will be offered for non-college credit.

Rosina Chacon – Paid as a lump sum upon completion in the amount of \$1160.00

Homeland Security Development Project (Summer 2008)

Conduct research develop course outlines of record and move proposed program through curriculum process. Compensation at Group 1, Step 3 of the Faculty hourly Salary Schedule.

Larisa Broyles – Total amount to be paid not to exceed \$1349.25

National Science Foundation – Advanced Technical Education Program (Summer 2008)
Outreach to Business. Compensation at Group 1, Step 3 of the Faculty hourly Salary Schedule.

Paul Van Hulle – Total amount to be paid not to exceed \$2256.40

Glen Graham – Total amount to be paid not to exceed \$4512.80

ESL Supplemental Instruction Workshop Planning (Title V Coop) (Summer 2008)

Research and develop ESL workshop topics, content and resources for supplemental instruction workshops to begin in Fall 2008.

Margarita Shirinian – Paid as a lump sum upon completion in the amount of \$1500.00

College Cost Reduction and Access Act (CCRAA) Grant Development (Summer 2008)

Serve as MVC CCRAA grant contact and assist in developing two comprehensive CCRAA HIS proposals. Project is in coordination with Grants and Contracts office.

Maureen Chavez – Paid as a lump sum upon completion in the amount of \$3000.00

***ADDITIONAL SPECIAL PROJECTS (AMENDED)**

Learning Community Institute (Summer 2008)

Overview of teaching and learning theories for learning communities, role of supplemental instructional leader, and effective/alternative teaching and learning strategies.

Stacey Cerwin-Bates – Paid as a lump sum upon completion in the amount of \$500.00

Nicole Abbate – Paid as a lump sum upon completion in the amount of \$500.00

Santos Romas – Paid as a lump sum upon completion in the amount of \$500.00

Oliver Thompson – Paid as a lump sum upon completion in the amount of \$500.00

Directed Learning Activities for the Writing and Reading Center (Summer 2008)

Faculty will develop Directed Learning Activities for the WRC. Aligning with Title 5 guidelines pertaining to supplemental instruction, Directed Learning Activities (DLS's) are designed to provide practice in and promote mastery of specific course SLO's. Instructor referred DLA's direct students to supplemental instruction activities to be completed in the WRC setting; these activities culminate with a required instructor conference/consultation wherein the specific student objective is assessed and discussed. Our goal is to write DLA's to address SLO's in reading, English composition, and ESL. Compensation at Group 1, Step 3 of the Faculty hourly Salary Schedule.

Denise Muro – Total amount to be paid not to exceed \$2820.50

Image Library (Title V coop Grant) (Summer 2008)

Continue work from Spring 2008 SPR, catalogue and scan art image, creating a multimedia image library to integrate into ESL and arts.

Brian VanderVeen – Paid as a lump sum upon completion in the amount of \$2500.00

Search Committee (Summer 2008)

Carlos Tovares – Total hours not to exceed 3.5

Fabian Biancardi – Total hours not to exceed 3.5

Larisa Broyles – Total hours not to exceed 3.5

Summer Chair Hours (Summer 2008)

Department Chair duties.

Rita Chenoweth – Paid as a lump sum upon completion in the amount of \$333.34

Charles Richard – Paid as a lump sum upon completion in the amount of \$333.33

Jodi Julian – Paid as a lump sum upon completion in the amount of \$333.33

**DEPARTMENT CHAIRS AND STIPENDS
2008-09 ACADEMIC YEAR**

| MORENO VALLEY CAMPUS | | Chair Stipend | Additional Stipend |
|--|---------------------|--------------------------|-------------------------------|
| Business and CIS | Matthew Barboza | 100% | |
| Assistant Chair | Jose Duran | 0% | |
| Communications | Daniel Clark | 100% | |
| Assistant Chair | Lori Ogata | 0% | |
| Assistant Chair | Edd Williams | 0% | |
| Assistant Chair | Olga Dumer | 0% | |
| Health, Human & Public Services | Delores Middleton | 100% | \$1,500 |
| Assistant Chair | James Banks | 0% | |
| Assistant Chair | Kim Metcalfe | 0% | |
| Assistant Chair | Donna Lesser | 0% | |
| Humanities and Social Sciences | Gregory Elder | 100% | |
| Assistant Chair | Fabian Biancardi | 0% | |
| Assistant Chair | Rosario Mercado | 0% | |
| Assistant Chair | Maria Pacheco | 0% | |
| Mathematics, Sciences and Physical Education | Felipe Galicia | 100% | |
| Assistant Chair | Stephen Wagner | 0% | |
| Assistant Chair | James Namekata | 0% | |
| | | | |
| NORCO CAMPUS | | | |
| Arts, Humanities and World Languages | Dina Humble | 100% | |
| Assistant Chair | Dominique Hitchcock | 0% | |
| Business, Engineering & Information Technologies | Edward (Todd) Wales | 50% | |
| Co-Chair | Gail Zwart | 50% | |
| Assistant Chair | Judy Perhamus | 0% | |
| Assistant Chair | Tom Wagner (Spring) | 0% | |
| Communications | Melissa Bader | 100% | |
| Assistant Chair | Lisa Nelson | 0% | |
| Assistant Chair | Mike Cluff | 0% | |
| Mathematics and Sciences | Joe Eckstein | 100% | \$1,500 |
| Assistant Chair | Jason Parks | 0% | |
| Assistant Chair | Tim Wallstrom | 0% | |
| Social and Behavioral Sciences | Carol Farrar | 100% | |
| Assistant Chair | Peter Boelman | 0% | |
| Assistant Chair | Jimmie Hill | 0% | |

**DEPARTMENT CHAIRS AND STIPENDS
2008-09 ACADEMIC YEAR**

| RIVERSIDE CITY COLLEGE | | Chair Stipend | Additional Stipend |
|---|-----------------------|--------------------------|-------------------------------|
| Applied Technology | Paul O'Connell | 100% | |
| Assistant Chair | Yuri Ulloa | 0% | |
| Art | Steve Horn | 100% | |
| Behavioral Sciences | Richard Davin | 100% | |
| Business and Information Systems & Technology | Ron Pardee | 40% | |
| Co-Chair | Paul (Chip) Herzig | 40% | |
| Co-Chair | Janet Lehr | 20% | |
| Chemistry | Ellen Kime-Hunt | 100% | |
| Cosmetology | Peter Westbrook | 100% | |
| Counseling | Micheal Barnes | 100% | |
| Early Childhood Education | Shari Yates | 100% | |
| Economics, Geography, Political Science | Dariush Haghighat | 100% | |
| English | Tim Brown | 100% | \$1,500 |
| Assistant Chair | Joan Gibbons-Anderson | 0% | |
| Assistant Chair | Diane Solorzano | 0% | |
| Assistant Chair | Carla Reible | 0% | |
| History, Humanities, Philosophy | Kristi Woods | 100% | |
| Library | Hayley Ashby | 100% | |
| Life Sciences | Greg Burchett | 100% | |
| Mathematics | Susan Mills | 50% | |
| Assistant Chair | Kenneth Cramm | 50% | |
| Nursing | Sandra Baker (Admin) | 0% | |
| Assistant Chair | Tammy VantHul | 50% | \$750 |
| Assistant Chair | Phyllis Rowe | 50% | \$750 |
| Performing Arts | Rita Chenoweth | 33 1/3% | |
| Assistant Chair | Jodi Julian | 33 1/3% | |
| Assistant Chair | Charles Richard | 33 1/3% | |
| Physical Education | Steve Sigloch | 100% | |
| Assistant Chair | Kathy Farris | 0% | |
| Physical Science | Scott Blair | 100% | |
| World Languages | Diana MacDougall | 100% | |
| Assistant Chair | Dorothy Gaylor | 0% | |

| Activity | Name |
|--------------------------|------------------------|
| Assessment | Sheryl Tschetter |
| Faculty Development | Carlos Tovares |
| Faculty Development | David Mills |
| Faculty Development | Amber Casolari |
| Honors Program | Kathleen Sell |
| Honors Program | Christopher Rocco |
| International Education | Jan Schall |
| Mathematics Lab | Bob Prior |
| Mathematics Lab (50%) | Pamela Whelchel |
| Mathematics Lab (50%) | Kathy Nabours |
| Mathematics Lab | Fen Johnson |
| Performing and Fine Arts | Jasminka Knecht |
| Student Activities | Doug Graham |
| Student Activities | Deborah Hall |
| Student Activities | Frankie Moore |
| Student Activities | Dimitrios Synodinos |
| Vocational Outreach | Delores Middleton |
| Writing/Reading Center | Denise Kruiuzenga-Muro |
| Writing/Reading Center | Melisa Bader |
| Writing/Reading Center | Anna Marie Amezquita |

| Activity | Name |
|---|------------------|
| Advisor to College Newspaper | Allan Lovelace |
| Auxiliary Unit | Gary Locke |
| Director of Marching Band | Gary Locke |
| Director of Pep Squad | Rochelle Fawcett |
| Director of Jazz Band | Charlie Richard |
| Director of Choir (Vocal Jazz and Chamber) | John Byun |
| Director of Choir | Dina Humble |
| Director of Dance | Rita Chenoweth |
| Director of Dance | Jo Dierdorff |
| Director of Dance | Mark Haines |
| Director of Dance | Sofia Carreras |
| Director of Performing Arts (Winds & Orchestra) | Kevin Mayse |
| Director of Performing Arts (Guitar) | Peter Curtis |
| Director of Automotive Programs (General Auto) | Paul O'Connell |
| Director of Automotive Programs (Toyota T-Ten) | David Slocum |
| Director of Automotive Programs (Ford ASSET) | Yuri Ulloa |
| Director of Automotive Programs (GM) | Stephen Kennedy |
| Director of Production Printing | Richard Finner |
| Director, Physical Science Stock Room | Terry O'Neill |
| Planetarium Director | Scott Blair |
| Model United Nations | Ward Schinke |

*** ADDITIONAL EXTRA-CURRICULAR ASSIGNMENTS (AMENDED)**

| | |
|----------------------------|-------------------|
| Head Baseball Coach | Dennis Rogers |
| Assistant Baseball Coach | Rudolph Arguelles |
| Assistant Baseball Coach | Martin Rubinoff |
| Head Basketball Coach | John Smith |
| Assistant Basketball Coach | Joseph Huff |
| Head Basketball Coach | Alicia Berber |
| Head Cross Country Coach | James McCarron |
| Head Cross Country Coach | Michael Barbee |
| Head Football Coach | William Brown |
| Assistant Football Coach | Steven Sigloch |
| Assistant Football Coach | Mark Paredes |
| Assistant Football Coach | Dennis Brown |
| Assistant Football Coach | Jeff Davis |
| Assistant Football Coach | Jason McMains |
| Assistant Football Coach | Michael Richey |
| Assistant Football Coach | Michael Breyer |
| Assistant Football Coach | Dan Barlage |
| Assistant Football Coach | Victor Paredes |
| Assistant Football Coach | Opalani Vaipula |

| Activity | Name |
|-----------------------------------|-----------------------|
| Head Golf Coach | Steven Sigloch |
| Head Soccer Coach | Francisco Melgarejo |
| Assistant Soccer Coach | Jose Moreno |
| Head Soccer Coach | Lynsey Jalayer |
| Head Softball Coach | Michelle Daddona-Moya |
| Assistant Softball Coach | Jose Ortega |
| Head Swimming Coach | David Almquist |
| Head Swimming Coach | Douglas Finfrock |
| Assistant Swimming Coach | Joel Schweiger |
| Assistant Swimming Coach | Thomas Borden |
| Assistant Swimming Coach (Diving) | James Adams |
| Head Tennis Coach | William Elton |
| Head Tennis Coach | Nikki Bonzoumet |
| Head Track Coach | James McCarron |
| Head Track Coach | Michael Barbee |
| Assistant Track Coach | Duverick Wiley |
| Assistant Track Coach | Damien Smith |
| Assistant Track Coach | Edward Fuentes |
| Assistant Track Coach | Gregory Magee |
| Assistant Track Coach | Abderrahmane Marcelli |
| Head Volleyball Coach | Monica Trainer |
| Assistant Volleyball Coach | Stephen Kaas |
| Head Water Polo Coach | David Almquist |
| Head Water Polo Coach | Richard Hass |
| Assistant Water Polo Coach | Douglas Finfrock |
| Assistant Water Polo Coach | Jason Northcott |
| Assistant Director of Athletics | Clara Lowden |
| Strength Coach | Mark Paredes |

| Name | Title | Term of Appointment |
|---------------------------|--|----------------------------|
| Anderson, Lorraine B. | Dean, Admissions and Records | 07/01/08 - 06/30/09 |
| Bajaj, Pankaj | Dean/Dir, Institutional Reporting & Academic Services | 07/01/08 - 06/30/09 |
| Baker, Sandra L. | Dean, School of Nursing | 07/01/08 - 06/30/09 |
| Brady, Glen L. | Director, Distance Education | 07/01/08 - 06/30/09 |
| Bramucci, Robert S. | Dean, Open Campus | 07/01/08 - 06/30/09 |
| Bufalino, Patricia M. | Dean of Instruction | 07/01/08 - 06/30/09 |
| Burnett, Daria | Dean, Student Services | 07/01/08 - 06/30/09 |
| Bush, Edward C. | Vice President, Student Services | 07/01/08 - 06/30/09 |
| Camak, Shelagh | Exec Dean of Workforce Development & Student Support Programs | 07/01/08 - 06/30/09 |
| Carrillo, Michael S. | EOPS Director | 07/01/08 - 06/30/09 |
| Chavez, Maureen C. | Project Director, Developing Hispanic-Serving Institutions Grant (50%) | 07/01/08 - 09/30/08 |
| | Director, Cooperative Title V Grant (50%) | 07/01/08 - 09/30/08 |
| | Director, Cooperative Title V Grant (100%) | 10/01/08 - 06/30/09 |
| Conyers, Lisa A. | Vice President, Educational Services | 07/01/08 - 06/30/09 |
| Delgadillo-Flores, Monica | Dean, Student Services | 07/01/08 - 06/30/09 |
| Dieckmeyer, Diane | Dean of Instruction | 07/01/08 - 06/30/09 |
| Fradkin, Bernard | Dean, Technology & Learning Resources | 07/01/08 - 06/30/09 |
| Gamiz, Gabriela | Project Director, Developing Hispanic-Serving Institutions Grant | 07/01/08 - 09/30/08 |
| Greene, Ravelle Lyn | Associate Dean, Grants and Contracts | 07/01/08 - 06/30/09 |
| Hanson, Virginia | Dean of Instruction | 07/01/08 - 06/30/09 |
| Howard, Lisa K. | Associate Dean, School of Nursing | 07/01/08 - 06/30/09 |
| Isaac, Wolde-Ab | Instructor/Dean, Health Sciences Programs | 07/01/08 - 06/30/09 |
| Jackson, Ola M. | Assoc Dean, Teacher Prep and Education Programs | 07/01/08 - 06/30/09 |
| Kauffman, Kristina M. | Associate Vice Chancellor, Institutional Effectiveness | 07/01/08 - 06/30/09 |
| Keeler, Richard L. | Director, Grant & Contract Services | 07/01/08 - 06/30/09 |
| Kimberling, Renee C. | Director, Health Services | 07/01/08 - 06/30/09 |
| Loewenstein, Gaither D. | Vice President, Educational Services | 07/01/08 - 06/30/09 |

| Name | Title | Term of Appointment |
|---------------------------|---|----------------------------|
| Marks, Jill M. | Dean/Principal, Gateway to College and RSA Charter School | 07/01/08 - 06/30/09 |
| Martinez, Daniel | Associate Director, Institutional Research | 07/01/08 - 06/30/09 |
| Martinez-Flores, Marilyn | Dean of Academic Support | 07/01/08 - 06/30/09 |
| McCroskey, Paula T. | Dean, Disabled Student Programs and Services | 07/01/08 - 06/30/09 |
| Meier, Barry N. | Dean, Physical Education & Athletics | 07/01/08 - 06/30/09 |
| Moghaddam, Mohammad | Director, Hospitality and Culinary Arts Programs | 07/01/08 - 06/30/09 |
| Nance, Damon E. | Assistant Dean, Library/Learning Resources | 07/01/08 - 06/30/09 |
| Quin, Carol L. | Dean, Riverside School for the Arts | 07/01/08 - 06/30/09 |
| Schwerdtfeger, Patrick M. | Vice President, Academic Affairs | 07/01/08 - 06/30/09 |
| Tenpas, Cynthia L. | Assistant Dean, Library/Learning Resources | 07/01/08 - 06/30/09 |
| Thomas, Sylvia A. | Associate Vice Chancellor, Instruction | 07/01/08 - 06/30/09 |
| Tillquist, John J. | Dean, Economic Development | 07/01/08 - 06/30/09 |
| Torres, David P. | Dean, Institutional Research | 07/01/08 - 06/30/09 |
| Vincent, Eugenia E. | Dean, Student Financial Services | 07/01/08 - 06/30/09 |
| Vito, Ronald A. | Vice President, Career and Technical Programs | 07/01/08 - 06/30/09 |
| Vizuite, Maria Elena | Activity Director, Hispanic-Serving Institutions Title V (Teacher Prep) | 07/01/08 - 06/30/09 |
| Whitaker, Debbie K. | Associate Dean, Early Childhood Education | 07/01/08 - 06/30/09 |

Incumbent Name

Acharya, Surekha
Aljord, Huda D.
Allen, Thomas C.
Almquist, David L.
Amezquita, Anna Marie
Amidon, Tucker B.
Andacheh, Khalil
Anderson, Kristine R.
Anguiano, Joe W.
Arguelles, Rudolph A.
Ashby, Hayley
Avalos, David M.
Avila, Patricia G.
Bader, Melissa J.
Baker, David V.
Balent, Amy E.
Banks, James D.
Baradaran, Robert B.
Barboza, Matthew M.
Barnes, Micheal E.
Beck, Rex G.
Beckstrom, Douglas A.
Bendshadler, Cindy M.
Bernier, Daniel S.
Bhatia, Shailesh D.
Bhattacharya, Debadarshi D
Biancardi, Fabian A.
Blair, Scott C.
Boelman, Peter H.
Bonzoumet, Nikki P.
Bowen, Douglas G.
Brewster, Steven E.
Brockenbrough, Celia S.
Brooks, Kathryn S.
Brotherton, Catherine J.
Brown, Amanda
Brown, Ellen M.
Brown, Jami L.
Brown, Scott A.

Incumbent Name

Brown, Timothy C.
Brown, William C.
Broyles, Larisa L.
Burchett, Gregory E.
Burnett, Sarah M.
Burris, Robert F.
Byun, John J.
Carreras, Sofia O.
Carter, Thatcher C.
Casolari, Amber R.
Cazares, Deborah A.
Cerwin-Bates, Stacey A.
Chacon, Rosina M.
Chaks, Leslie J.
Chaks, Michael S.
Chatterjee, Achinta K.
Cheney, James R.
Chenoweth, Rita P.
Chiek, Veasna
Christiansen, Jill M.
Chung, Elisa H.
Clark, Daniel H.
Clark, Ross G.
Cluff, Michael J.
Colapinto, Eileen J.
Colucci, Marie T.
Conrad, Diane M.
Cordier, Gerald W.
Coverdale, John P.
Cramm, Kenneth P.
Crasnow, Sharon L.
Cregg, James G.
Cryder, Michael R.
Curtis, Peter A.
Daddona-Moya, Michelle A.
Dassow, Arthur G.
Davin, Richard P.
Dean, Leslie E.
DeGuzman, Joseph S.

Incumbent Name

DiBenedetto, Tamra E.
Dierdorff, Joanne G.
Douglass, Kelly L.
Dumer, Olga
Duran, Jose A.
Dyogi, Damianita W.
Eckstein, Joseph G.
Elder, Gregory
Elizalde, Andres
Elton, William J.
Farrar, Carol A.
Farris, Katheryn M.
Fawson, Evangeline O.
Finner, Richard P.
Flick, Arend J.
Flyr, Mary L.
Fontaine, Robert P.
Fontana, Sandra E.
Forlenza, Gerard A.
Foster, Donald T.
Freitas, Siobhan S.
Frewing, Janet L.
Fry, Maureen E.
Gage, George W.
Galicia, Felipe B.
Gall, Nancy S.
Garcia, Carlos M.
Garcia, Steven A.
Gaylor, Dorothy A.
Gibbons-Anderson, Joan L.
Gibbs, Travis R.
Gillins, Sharon B.
Gobatie, Cynthia D.
Gonzalez, Heather L.
Graham, Douglas E.
Gutierrez, Edgar Ivan
Gutierrez, Monica M.
Haghighat, Dariush
Haines, Mark A.

Incumbent Name

Hall, Barbara A.
Hall, Deborah M.
Hall, Lewis E.
Haugh, Judy
Hausladen, Lisa
Havener, Kathy R.
Herrick, Scott B.
Herzig, Paul M.
Heyde, Marilyn J.
Hill, Jimmie L.
Hitchcock, Dominique M.
Honore, Cheryl A.
Hopkins, John W.
Horn, Stephen L.
Howard, Lin D.
Humble, Dina M.
Ingham, Susan L.
Ishihara, Chie
Issa, Ali
Jackson, Henry L.
Jeter, Charlene D.
Jew, Robert K.
Jiang, George Z.
Jimenez, Gary M.
Johnson, Brian D.
Johnson, Fen R.
Judon, LaNeshia R.
Julian, Jodi L.
Keiser, Terry L.
Kelly, Kathryn E.
Kennedy, Stephen M.
Kime-Hunt, Ellen M.
Kinser, Anita G.
Knecht, Jasminka
Knipe, Theodore
Kobzeva-Herzog, Elena V.
Kreitner, Lani K.
Kyriakos, Stephany
LaCava, Wilma K.

Incumbent Name

Legner, Mary M.
Lehr, Janet L.
Lehr, Mark E.
Leifer Hartston, Gloria
Lesch, Jacqueline E.
Lesser, Donna E.
Leung, Juliana B.
Lewis, Mark E.
Lipkin, Ellen S.
Locke, Gary G.
Lomayesva, Dwight M.
Longway, Mark S.
Loomis, Rebecca L.
Lovelace, Allan K.
Loveridge, Kelly N.
Lowden, Clara I.
Lowry, Stephanie L.
Lyons, Ann Marie
MacDougall, Diana E.
Mahon, Richard D.
Makin, Deborah J.
Marsh, Diane F.
Mason, Dayna
Masterson, Romulus A.
Matsos, Peter T.
Mayse, Kevin A.
McLeod, Scott W.
McQuead, Michael W.
Mendoza, Gabriela
Mercado, Rosario
Metcalf, Kim C.
Meyer, Michael T.
Middleton, Delores E.
Mills, David G.
Mills, Susan R.
Miter, Carol A.
Moore, Frankie L.
Moores, Paul E.
Morales, Gerber O.

Incumbent Name

Morrill, Cynthia A.
Morrison, James V.
Mowrey, Jodi L.
Nabours, Kathy J.
Namekata, James S.
Nelson, David W.
Nelson, Lee C.
Nelson, Lisa K.
Nollette, Christopher F.
O'Connell, Paul L.
Ogata, Lorraine
O'Neill, Terrence J.
Osgood-Treston, Brit R.
Pacheco, Maria D.
Pardee, Ronald L.
Parker, Alfred L.
Parks, Jason G.
Pavlis, Bonnie J.
Payan, David A.
Pena, Larry A.
Perhamus, Judith D.
Pessah, Samuel
Pfeifle, Ann L.
Pfenninger, Michele A.
Phelps, William T.
Pisa, Sheila S.
Prior, Robert H.
Quinto-MacCallum, Bonavita
Ramos, Rosa
Reible, Carla M.
Reid, Miguel O.
Reyes, Ernesto O.
Reynolds, Joseph E.
Richard, Charles K.
Ries, Richard S.
Robles, Andy J.
Rocco, Christopher F.
Rodman, Richard A.
Rodriguez, Nicholas B.

Incumbent Name

Rogers, Dennis A.
Romero, Clarence
Rosario, John A.
Rowe, Phyllis L.
Ruiz, Rogelio
Ruiz, Ronald M.
Salcedo, Fernando F.
Sanchez, Marc
Sarkis, Rosemarie
Saxon, Kathleen L.
Schall, Janice M.
Schinke, Ward B.
Schmidt, Steven H.
Schutte, Donna K.
Sell, Kathleen M.
Seniguar, John W.
Shirinian, Margarita
Sigloch, Steven M.
Sinigaglia, Nicholas G.
Skiba, Karin M.
Slocum, David R.
Sloniger, Mitzi A.
Smith, Deborah J.
Smith, Heather M.
Smith, John D.
Solorzano, Diane M.
Soto, Salvador
Spangler, Jason S.
St. Peters, Susan A.
Stafford, Paula A.
Stearns, Frank W.
Sternburg, Charles F.
Stevens, Walter C.
Stone, Rachel E.
Stonebreaker, Linda A.
Suzuki, Takashi
Synodinos, Dimitrios I.
Taube, Rhonda S.
Tedesco, August D.

Incumbent Name

Thetford, Teresa A.
Thomas, James W.
Thompson, Eric A.
Thompson, Oliver M.
Titus, Patrick W.
Tjandra, Margaret C.
Torre, Sandra K.
Tovares, Charles R.
Tran, Phu T.
Truttmann, Leo J.
Tsai, I-Ching
Tschetter, Sheryl L.
Tutor, Patricia T.
Ulloa, Yuri R.
Urquizu, Linda L.
Van Hulle, Paul A.
VantHul, Tammy L.
Wagner, Stephen D.
Wagner, Thomas R.
Wales, Edward T.
Westbrook, Peter A.
Welchel, Pamela J.
White, Virginia A.
Wicken, Ingrid P.
Wiggs, Micherri J.
Wilcoxson, Don L.
Williams, Edward A.
Willie, Cheryl D.
Wimer, Beverly D.
Woods, Kristi J.
Worsham, Patricia A.
Wyckoff, Charles D.
Yates, Sharon L.
Yglecias, Elizabeth
Yoshino, Ron W.
Young, John T.
Yount, Gwendolyn A.
Zapata, Valarie A.
Zwart, Gail A.

Incumbent Name

Anderson, Kimberly R.
Fast, Matthew C.
Friedrich Finnern, Teresa
Gray, Alexis A.
Greco, Priscilla M.
Grey, Bobbie A.
Hulshof, Lidia M.
Indermuehle, Denise E.
McCarron, James P.
Moncrieff, Melvin E.
Moore, Barbara K.
Nyrop, Sonya L.
Olaerts, Ana Marie
Rhyne, Jeffrey M.
Sandoval, Victor J.
Sellick, Mark P.
Somasundaram, Sivajah
Tolunay Ryan, Adviye
Vega, Daniel
Vermillion, Amy S.
Wallstrom, Timothy J.
Werner-Fraczek, Joanna E.

Incumbent Name

Alexander, Sharon E.
Amodeo, Margaret R.
Aycock, Gregory R. (50%)
Chapman, Dee E.
Cordery, Janet Leigh J.
Estrada, Michael .
Huerta, Gloria M.
Lange, Mary K.
Magno, Karyn L.
Reimer, Kimberly I.
Ryder, Mary B.
Stone, Sylvia L.
Townsell, Jeffie L.
Valadez, Annemarie

SALARY SCHEDULE FOR CLASSIFIED EMPLOYEES
EMPLOYED AS NEEDED

| <u>Name</u> | <u>Position</u> | <u>Effective Date</u> | <u>Salary Placement</u> |
|--------------------|----------------------|-----------------------|-------------------------|
| Anne Ybarra | Clerical, Hourly | 06/03/08-06/30/08 | 18-9 |
| Christopher Chavez | Clerical, Substitute | 04/28/08-06/30/08 | 14-1 |
| Susan Lo | Clerical, Substitute | 05/01/08-06/30/08 | 14-1 |
| Melissa Hamilton | Clerical, Substitute | 04/24/08-06/30/08 | 16-1 |
| Edward Forney | Grounds, Substitute | 07/01/07-06/30/08 | 14-1 |

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> |
|--------------------|------------------------|-----------------------|---------------------------|
| Brooke Barger | Assistant Pool Manager | 06/14/08-06/30/08 | \$10.50/hour |
| Douglas Finrock | Assistant Pool Manager | 06/14/08-06/30/08 | \$10.50/hour |
| Jason Jones | Grant Facilitator | 06/23/08-06/30/08 | \$40.00/hour |
| Edward Forney | Grounds Assistant | 07/01/07-06/30/08 | \$13.00/hour |
| Andy Au | Instructional Aide II | 06/23/08-06/30/08 | \$8.50/hour |
| Sandra Jimenez | Instructional Aide II | 03/14/08-06/30/08 | \$8.50/hour |
| Erick Rodriguez | Instructional Aide II | 06/23/08-06/30/08 | \$8.50/hour |
| Karen Shelton | Instructional Aide II | 06/23/08-06/30/08 | \$8.50/hour |
| Nancy Dant | Instructional Aide III | 06/23/08-06/30/08 | \$9.00/hour |
| Janeen Fritz | Interpreter II | 05/15/08-06/30/08 | \$23.00/hour |
| Ann Marie Stout | Interpreter II | 05/01/08-06/30/08 | \$23.00/hour |
| Huda Abdelmageed | Lab Aide II | 01/07/08-06/30/08 | \$10.00/hour |
| Casey Finrock | Lifeguard (Advance) | 06/14/08-06/30/08 | \$9.00/hour |
| Tania Acevedo | Lifeguard (Instructor) | 06/14/08-06/30/08 | \$8.00/hour |
| Katherine Carson | Lifeguard (Instructor) | 06/14/08-06/30/08 | \$8.00/hour |
| Aaron Descombes | Lifeguard (Instructor) | 06/14/08-06/30/08 | \$8.00/hour |
| Zoran Dragomirovic | Lifeguard (Instructor) | 06/14/08-06/30/08 | \$8.00/hour |
| Jessica Garnica | Lifeguard (Instructor) | 06/14/08-06/30/08 | \$8.00/hour |
| Jennifer Grutz | Lifeguard (Instructor) | 06/14/08-06/30/08 | \$8.00/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> |
|-----------------------|---------------------------|-----------------------|-------------------------------|
| Erin Hornbeck | Lifeguard (Instructor) | 06/14/08-06/30/08 | \$8.00/hour |
| Melanie Kent | Lifeguard (Instructor) | 06/14/08-06/30/08 | \$8.00/hour |
| Jennifer Laumea | Lifeguard (Instructor) | 06/14/08-06/30/08 | \$8.00/hour |
| Jasmine Schnakenberg | Lifeguard (Instructor) | 06/14/08-06/30/08 | \$8.00/hour |
| Sabrina Schnakenberg | Lifeguard (Instructor) | 06/14/08-06/30/08 | \$8.00/hour |
| Kelly Smith | Lifeguard (Instructor) | 06/14/08-06/30/08 | \$8.00/hour |
| Brianna Crone-Roberts | Matriculation Assistant I | 05/01/08-06/30/08 | \$9.00/hour |
| Maria Cervantes | Office Assistant I | 05/07/08-06/30/08 | \$9.00/hour |
| Tenaya Moses | Office Assistant I | 05/01/08-06/30/08 | \$9.00/hour |
| Elsa Ortega | Office Assistant I | 06/01/08-06/30/08 | \$9.00/hour |
| Natalie DeLaVega | Office Assistant II | 05/07/08-06/30/08 | \$10.50/hour |
| Shideh Rodriguez | Office Assistant II | 05/01/08-06/30/08 | \$10.50/hour |
| Cynthia Torres | Office Assistant II | 05/07/08-06/30/08 | \$10.50/hour |
| Ruby Delgado | Office Assistant III | 05/12/08-06/30/08 | \$12.50/hour |
| Tyanna Puckett | Office Assistant IV | 05/15/08-06/30/08 | \$14.00/hour |
| Christina Moon | Office Clerk | 05/12/08-06/30/08 | \$8.00/hour |
| Lynn Nottingham | Registered Nurse II | 03/05/08-06/30/08 | \$32.00/hour |
| Brandon Tronsen | Theater Carpenter | 04/01/08-06/30/08 | \$10.65/hour |
| Jacob Willson | Theater Carpenter | 06/01/08-06/30/08 | \$10.65/hour |
| Bryanna Sandoval | Tutor I | 06/23/08-06/30/08 | \$8.00/hour |
| Alex Bashkirova | Tutor II | 06/23/08-06/30/08 | \$8.50/hour |
| Bri Lafond | Tutor II | 06/23/08-06/30/08 | \$8.50/hour |
| Charlotte Dominguez | Tutor III | 06/23/08-06/30/08 | \$9.25/hour |
| Sue Hendrickson | Tutor III | 06/23/08-06/30/08 | \$9.25/hour |
| Stephanie Whelan | Tutor III | 06/23/08-06/30/08 | \$9.25/hour |

***ADDITIONAL TEMPORARY, NON-CERTIFICATED, HOURLY EMPLOYEES (AMENDED)**

| <u>Name</u> | <u>Position</u> | <u>Effective Date</u> | <u>Salary Policy 4035</u> |
|-----------------------|----------------------------|-----------------------|---------------------------|
| David Almquist | Coaches, Summer Activities | 07/01/08-08/31/08 | \$17.54/hour |
| Michael Barbee | Coaches, Summer Activities | 07/01/08-08/31/08 | \$17.54/hour |
| Daniel Barlage | Coaches, Summer Activities | 07/01/08-08/31/08 | \$17.54/hour |
| Alicia Berber | Coaches, Summer Activities | 07/01/08-08/31/08 | \$17.54/hour |
| Nikki Bonzoumet | Coaches, Summer Activities | 07/01/08-08/31/08 | \$17.54/hour |
| Mike Bryer | Coaches, Summer Activities | 07/01/08-08/31/08 | \$17.54/hour |
| Dennis Brown | Coaches, Summer Activities | 07/01/08-08/31/08 | \$17.54/hour |
| William Brown | Coaches, Summer Activities | 07/01/08-08/31/08 | \$17.54/hour |
| Michelle Dadonna-Moya | Coaches, Summer Activities | 07/01/08-08/31/08 | \$17.54/hour |
| Jeff Davis | Coaches, Summer Activities | 07/01/08-08/31/08 | \$17.54/hour |
| William Elton | Coaches, Summer Activities | 07/01/08-08/31/08 | \$17.54/hour |
| Douglas Finrock | Coaches, Summer Activities | 07/01/08-08/31/08 | \$17.54/hour |
| Richard Hass | Coaches, Summer Activities | 07/01/08-08/31/08 | \$17.54/hour |
| Lynsey Jalayer | Coaches, Summer Activities | 07/01/08-08/31/08 | \$17.54/hour |
| James McCarron | Coaches, Summer Activities | 07/01/08-08/31/08 | \$17.54/hour |
| Jason McMains | Coaches, Summer Activities | 07/01/08-08/31/08 | \$17.54/hour |
| Francisco Melgarejo | Coaches, Summer Activities | 07/01/08-08/31/08 | \$17.54/hour |
| Mark Paredes | Coaches, Summer Activities | 07/01/08-08/31/08 | \$17.54/hour |
| Victor Paredes | Coaches, Summer Activities | 07/01/08-08/31/08 | \$17.54/hour |
| Michael Richey | Coaches, Summer Activities | 07/01/08-08/31/08 | \$17.54/hour |
| Dennis Rogers | Coaches, Summer Activities | 07/01/08-08/31/08 | \$17.54/hour |
| Steven Sigloch | Coaches, Summer Activities | 07/01/08-08/31/08 | \$17.54/hour |
| Monica Trainer | Coaches, Summer Activities | 07/01/08-08/31/08 | \$17.54/hour |
| Opalani Vaipulu | Coaches, Summer Activities | 07/01/08-08/31/08 | \$17.54/hour |

DISTRICT FUNDS

MORENO VALLEY CAMPUS

| NAME | POSITION | DEPARTMENT | DATE | RATE |
|-----------------|----------|-------------------|----------|---------|
| Murata, Tai Chi | Tutor | Tutorial Services | 05/18/08 | \$ 9.00 |

NORCO CAMPUS

| NAME | POSITION | DEPARTMENT | DATE | RATE |
|----------------|--------------------|-------------------------|----------|---------|
| Cozy, Detoia | Instructional Aide | Early Childhood Studies | 05/19/08 | \$ 8.00 |
| Ribeiro, Amber | Instructional Aide | Early Childhood Studies | 05/18/08 | \$ 8.00 |

RIVERSIDE CITY COLLEGE

| NAME | POSITION | DEPARTMENT | DATE | RATE |
|-----------------|--------------------|-------------------------|----------|---------|
| Alvarez, Lidia | Instructional Aide | Early Childhood Studies | 05/29/08 | \$ 8.00 |
| Gonzalez, Hilda | Student Ambassador | Outreach | 05/21/08 | \$ 8.00 |
| Harvill, Kelly | Music Librarian | Fine & Performing Arts | 06/03/08 | \$ 8.00 |
| Lesmono, Adria | Student Worker | International Students | 05/21/08 | \$ 8.00 |
| Omondi, Brian | Student Worker | International Students | 05/29/08 | \$ 8.00 |
| Qin, Yan | Tutor | Tutorial Services | 05/21/08 | \$ 8.00 |
| Sun, Yue | Tutor | Tutorial Services | 05/21/08 | \$ 8.00 |

CATEGORICAL FUNDS

AMERICA READS PROGRAM

| NAME | POSITION | DEPARTMENT | DATE | RATE |
|-----------------|------------|----------------------------------|----------|----------|
| Ulloa, Cristina | Avid Tutor | Corona/Norco USD - River Heights | 05/14/08 | \$ 10.25 |

AMERICA COUNTS PROGRAM

| NAME | POSITION | DEPARTMENT | DATE | RATE |
|-----------------|------------|----------------------------------|----------|----------|
| Ulloa, Cristina | Avid Tutor | Corona/Norco USD - River Heights | 05/14/08 | \$ 10.25 |

COMMUNITY SERVICE PROGRAM

| NAME | POSITION | DEPARTMENT | DATE | RATE |
|--------------------|----------------|---------------------------|----------|---------|
| Williamson, Kellie | Student Worker | UCR-Museum of Photography | 05/21/08 | \$ 8.25 |

MORENO VALLEY CAMPUS

| NAME | POSITION | DEPARTMENT | DATE | RATE |
|--------|----------|------------|------|------|
| (None) | | | | |

NORCO CAMPUS

| NAME | POSITION | DEPARTMENT | DATE | RATE |
|--------------|---------------------------|------------|----------|---------|
| Rooker, Mary | Library Student Assistant | Library | 05/21/08 | \$ 8.00 |

RIVERSIDE CITY COLLEGE

| NAME | POSITION | DEPARTMENT | DATE | RATE |
|-----------------|--------------------------|------------|----------|---------|
| Pegges, Jasmine | Track/Field Office Clerk | Athletics | 05/14/08 | \$ 8.00 |

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-2

Date: June 17, 2008

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 \$5,615,648 requested by District staff and issued by the District Business Office have been reviewed to verify that budgeted funds are available in the appropriate categories of expenditure.

District Warrant Claims (numbers 118197 - 119747) totaling \$6,848,436 have been reviewed by the Business Office to verify that monies are available in the appropriate Funds for payment of these warrants. These claims also have been reviewed, on a sample basis, by the Riverside County Office of Education through their claim audit program.

Recommended Action: It is recommended that the Board of Trustees approve/ratify the Purchase Orders and Purchase Order Additions totaling \$5,615,648 and District Warrant Claims totaling \$6,848,436.

James L. Buysse
Interim Chancellor

Prepared by: Doretta Sowell
Purchasing Manager

Report of Purchases
 All District Funds
 Purchases over \$72,400
 5/1/08 thru 5/31/08

| Reference # | Fund | Department | Vendor | Description | Amount |
|--|------|----------------------------|---|--|--------------|
| Additions to Approved/Ratified Purchase Orders of \$72,400 and over | | | | | |
| P0013987 | 11 | Spinitar | Learning Resource Center - RIV | Comp Equip Additional \$5000 > | \$ 77,188 |
| P0013982 | 11 | Dell Computers | Learning Resource Center - RIV | Comp Equip Replacement \$200-\$4999 | 94,986 |
| C0001900 | 41 | Hinkley & Associates | Facilities, Plan, Design & Constr - RIV | Bid Award, District Modular Project | 3,456,789 |
| C0001907 | 41 | Fac, Plan, Design & Constr | Higginson+Cartozian Architects, Inc | Amendment for Additional Design Services | 251,000 |
| | | | | | \$ 3,879,963 |
| All Purchase Orders, Contracts and Additions under \$72,400 for the period of 5/1/08 - 5/31/08 | | | | | |
| | | | | | \$ 553,789 |
| Contracts C1895 - C1912 | | | | | |
| Contract Additions - C1403 - C1879 | | | | | |
| Purchase Orders P13964 - P14500 | | | | | 1,050,839 |
| Purchase Order Additions P11373 - P13962 | | | | | |
| Blanket Purchase Orders B3375 - B3431 | | | | | 131,057 |
| Blanket Purchase Order Additions - NONE | | | | | |
| Total | | | | | \$ 1,735,685 |
| Grand Total | | | | | \$ 5,615,648 |

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-3-a

Date: June 17, 2008

Subject: Budget Adjustments

Background: The 2007-08 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). Additionally, at the close of each fiscal year, it is necessary for the Board to grant authority to make necessary balancing transfers among the various accounts and funds of the district. The following budget transfers have been requested:

| <u>Program</u> | <u>Account</u> | <u>Amount</u> |
|---|--------------------------|---------------|
| 1. Transfer to purchase a radio communication system. | | |
| From: Student Services - District | Budget Augmentation Acct | \$ 4,921 |
| To: Campus Security | Equipment Replacement | \$ 4,921 |
| 2. Transfer to purchase a computer. | | |
| From: Public Affairs | Other Services | \$ 600 |
| To: Public Affairs | Equipment | \$ 600 |
| 3. Transfer to purchase equipment. (Fund 12, Resource 1190) | | |
| From: Title V – Riverside Campus | Other Services | \$ 6,700 |
| | Indirect Charges | 109 |
| To: Title V – Riverside Campus | Equipment | \$ 6,809 |

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-3-a

Date: June 17, 2008

Subject: Budget Adjustments (continued)

| <u>Program</u> | <u>Account</u> | <u>Amount</u> |
|--|-------------------------|---------------|
| 4. Transfer to provide for subscriptions. | | |
| From: District Institutional Research | Conferences | \$ 342 |
| | Memberships | 425 |
| | Comp Software Maint/Lic | 400 |
| To: District Institutional Research | Periodicals/Magazines | \$ 1,167 |
| 5. Transfer to purchase a computer software maintenance license and furniture. | | |
| From: Effectiveness Services | Reference Books | \$ 300 |
| | Periodicals/Magazines | 300 |
| | Copying and Printing | 100 |
| | Supplies | 47 |
| To: Effectiveness Services | Comp Software Maint/Lic | \$ 700 |
| | Equipment | 47 |
| 6. Transfer to purchase supplies. (Fund 12, Resource 1190) | | |
| From: Pre-Emancipation Services | Other Services | \$ 6,000 |
| Riv. Cty. Emancipation Services | Indirect Charges | 1,300 |
| | Equipment | 2,000 |
| Post-Emancipation Services | Other Services | 2,000 |
| To: Pre-Emancipation Services | Supplies | \$ 6,000 |
| Riv. Cty. Emancipation Services | Supplies | 3,300 |
| Post-Emancipation Services | Instructional Supplies | 2,000 |

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-3-a

Date: June 17, 2008

Subject: Budget Adjustments (continued)

| <u>Program</u> | <u>Account</u> | <u>Amount</u> |
|--|-------------------------|---------------|
| 7. Transfer to purchase supplies and equipment. (Fund 12, Resource 1190) | | |
| From: Cal-Works | Indirect Charges | \$ 16,000 |
| To: Cal-Works | Supplies | \$ 5,000 |
| | Equipment | 5,150 |
| | Equipment Replacement | 5,850 |
| 8. Transfer to purchase chairs. | | |
| From: Finance | Professional Services | \$ 712 |
| To: Finance | Equipment Replacement | \$ 712 |
| 9. Transfer to provide for water line repair. | | |
| From: Exploratory Capital Project | Architect's Fees | \$ 4,545 |
| To: Mo Val Network Oper. Center | Repairs | \$ 4,545 |
| 10. Transfer to provide for completion of contract. (Fund 41, Resource 4160) | | |
| From: Physical Facilities Planning | F/T Classified Salaries | \$ 25,000 |
| To: GO Bond Const. Pgm. Mgmt. Svcs. | Consultants | \$ 25,000 |
| 11. Transfer to provide for mileage and cell phone service. | | |
| From: Instructional Support | Equipment Replacement | \$ 512 |
| To: Instructional Support | Mileage | \$ 272 |
| | Cellular Telephone | 240 |

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-3-a

Date: June 17, 2008

Subject: Budget Adjustments (continued)

| <u>Program</u> | <u>Account</u> | <u>Amount</u> |
|---|------------------------------|---------------|
| 12. Transfer to reallocate the Open Campus budget. | | |
| From: Open Campus - District | Comp Software Maint/Lic | \$ 4,000 |
| | Equipment | 4,640 |
| | Equipment Replacement | 83 |
| To: Open Campus - District | Instructional Media Material | \$ 4,000 |
| | Software | 1,753 |
| | Supplies | 805 |
| | Repair Parts | 2,165 |
| 13. Transfer to reallocate the TTIP – Total Cost of Ownership grant budget. (Fund 12, Resource 1190) | | |
| From: TTIP - TCO | Conferences | \$ 20 |
| | Comp Software Maint/Lic | 44 |
| | Equipment | 35 |
| | Equipment Replacement | 44 |
| To: TTIP - TCO | Supplies | \$ 143 |
| 14. Transfer to purchase software and a computer monitor. | | |
| From: IS Administration Systems | Supplies | \$ 260 |
| IS Admin.-One Time Non-Instr. | Equipment | 1,051 |
| To: IS Administration Systems | Equipment Replacement | \$ 260 |
| IS Admin.-One Time Non-Instr. | Software | 1,051 |

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-3-a

Date: June 17, 2008

Subject: Budget Adjustments (continued)

| <u>Program</u> | <u>Account</u> | <u>Amount</u> |
|---|----------------------------|---------------|
| 15. Transfer to provide for a classified special project and benefits. (Fund 11, Resource 1170) | | |
| From: Cust. Solutions – Holding A/C | Other Services | \$ 4,952 |
| To: Cust. Solutions - Goodrich | Classified Special Project | \$ 4,500 |
| . | Employee Benefits | 452 |
| 16. Transfer to purchase file storage cabinet. | | |
| From: Faculty Senate - Riverside | Supplies | \$ 580 |
| To: Faculty Senate - Riverside | Equipment | \$ 580 |
| 17. Transfer to provide for a fax machine, switchboard remodel and security cables. | | |
| From: Campus Administrative Svcs - Riv | Consultants | \$ 3,500 |
| | Repairs | 852 |
| To: Administrative Support Ctr - Riv | Equipment | \$ 3,724 |
| | Equipment Replacement | 210 |
| Dean of Instruction – Riverside | Instructional Supplies | 418 |
| 18. Transfer to reallocate the Art Department budget. | | |
| From: Art - Riverside | Professional Services | \$ 45 |
| Art Gallery – Riverside | Postage | 1,137 |
| | Lecturers | 501 |
| | Memberships | 209 |
| To: Ceramics - Riverside | Equipment | \$ 632 |
| | Instructional Supplies | 31 |
| Art Gallery – Riverside | Student Help – Non-Instr. | 1,229 |

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-3-a

Date: June 17, 2008

Subject: Budget Adjustments (continued)

| <u>Program</u> | <u>Account</u> | <u>Amount</u> |
|---|------------------------------|---------------|
| 19. Transfer to provide for an academic special project and instructional supplies. | | |
| From: Music - Riverside | Repairs | \$ 398 |
| Off Broadway Play Series | Classified Hourly | 2,772 |
| To: Music - Riverside | Instructional Supplies | \$ 2,500 |
| Off Broadway Play Series | Academic Special Project | 670 |
| 20. Transfer to purchase lighting fixtures. | | |
| From: Academic Affairs - Riverside | Supplies | \$ 605 |
| To: Art Gallery - Riverside | Equipment Replacement | \$ 605 |
| 21. Transfer to purchase supplies. | | |
| From: Assoc. Dean Education Pgms - Riv | Mileage | \$ 140 |
| | Cellular Telephone | 320 |
| To: Assoc. Dean Education Pgms - Riv | Supplies | \$ 460 |
| 22. Transfer to purchase supplies, equipment and classroom upgrades. | | |
| From: President - Riverside | Budget Augmentation Acct. | \$ 11,381 |
| To: President - Riverside | Supplies | \$ 2,800 |
| Dance | Equipment Replacement | 3,068 |
| Academic Affairs – Riverside | Fixtures and Fixed Equipment | 3,813 |
| | Equipment Replacement | 1,700 |

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-3-a

Date: June 17, 2008

Subject: Budget Adjustments (continued)

| <u>Program</u> | <u>Account</u> | <u>Amount</u> |
|--|-----------------------|---------------|
| 23. Transfer to provide for printing. | | |
| From: Honors Program | Travel Expenses | \$ 100 |
| | Other Services | 100 |
| | Equipment | 323 |
| To: Honors Program | Copying and Printing | \$ 523 |
| 24. Transfer to purchase supplies and computers. | | |
| From: Model United Nations - Riverside | Conferences | \$ 10,133 |
| To: Political Science - Riverside | Equipment | \$ 3,225 |
| Model United Nations - Riverside | Supplies | 649 |
| | Equipment | 6,259 |
| 25. Transfer to provide for subscriptions. | | |
| From: College Newspaper - Riverside | Conferences | \$ 130 |
| To: College Newspaper - Riverside | Periodicals/Magazines | \$ 130 |
| 26. Transfer to purchase a copier machine. | | |
| From: English - Riverside | Supplies | \$ 450 |
| To: English - Riverside | Equipment | \$ 450 |

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-3-a

Date: June 17, 2008

Subject: Budget Adjustments (continued)

| <u>Program</u> | <u>Account</u> | <u>Amount</u> |
|--|-------------------------|---------------|
| 27. Transfer to provide for travel expenses. | | |
| From: Culinary Academy | Supplies | \$ 800 |
| To: Culinary Academy | Conferences | \$ 800 |
| 28. Transfer to purchase supplies. | | |
| From: Cosmetology and Barbering | Entry Fees | \$ 156 |
| | Repairs | 260 |
| To: Cosmetology | Supplies | \$ 416 |
| 29. Transfer to purchase replacement equipment. | | |
| From: Registered Nursing - Riverside | Other Services | \$ 2,200 |
| Allied Health - Riverside | Supplies | 1,970 |
| To: Registered Nursing - Riverside | Equipment Replacement | \$ 2,200 |
| Allied Health - Riverside | Equipment Replacement | 1,970 |
| 30. Transfer to purchase testing materials. (Fund 12, Resource 1190) | | |
| From: Nursing Capacity Bldg – FP1 | Equipment | \$ 6,285 |
| To: Nursing Capacity Bldg – FP1 | Tests | \$ 6,285 |
| 31. Transfer to purchase replacement equipment. | | |
| From: Library - Riverside | Comp Software Maint/Lic | \$ 211 |
| To: Library - Riverside | Equipment Replacement | \$ 211 |

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-3-a

Date: June 17, 2008

Subject: Budget Adjustments (continued)

| <u>Program</u> | <u>Account</u> | <u>Amount</u> |
|---|----------------------------|---------------|
| 32. Transfer to provide for a golf cart rental. | | |
| From: Student Services - Riverside | Classified Hourly | \$ 570 |
| To: Commencement - Riverside | Rents and Leases | \$ 570 |
| 33. Transfer to provide for college tours in Northern California. | | |
| From: Puente Project - District | Supplies | \$ 4,000 |
| Puente Project – Moreno Valley | Supplies | 1,000 |
| To: Puente Project - District | Travel Expenses | \$ 5,000 |
| 34. Transfer to provide for hourly instructional aides. | | |
| From: Intercollegiate Athletics - Riverside | Grounds/Garden Supplies | \$ 3,327 |
| To: Intercollegiate Athletics - Riverside | Instructional Aides/Hourly | \$ 3,327 |
| 35. Transfer to reallocate the Riverside Food Services budget. (Fund 32, Resource 3200) | | |
| From: Food Services - Riverside | Classified Hourly | \$ 28,000 |
| | Classified Overtime | 12,000 |
| To: Food Services - Riverside | Food Supplies-various | \$ 40,000 |
| 36. Transfer to provide for an hourly worker. | | |
| From: International Students - Riverside | Copying and Printing | \$ 3,000 |
| To: International Students - Riverside | Classified Hourly | \$ 3,000 |

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-3-a

Date: June 17, 2008

Subject: Budget Adjustments (continued)

| <u>Program</u> | <u>Account</u> | <u>Amount</u> |
|--|---------------------------|---------------|
| 37. Transfer to purchase supplies. | | |
| From: Job Placement - Riverside | Classified Overtime | \$ 200 |
| To: Job Placement - Riverside | Supplies | \$ 200 |
| 38. Transfer to reallocate the Disabled Students Programs and Services budget. (Fund 12, Resource 1190) | | |
| From: DSP & S - Riverside | Copying and Printing | \$ 1,494 |
| | Employee Benefits | 12,952 |
| | Equipment | 2,256 |
| DSP & S – Moreno Valley | Employee Benefits | 700 |
| | Equipment | 2,103 |
| DSP & S – Norco | Equipment | 2,529 |
| | Equipment Replacement | 2,635 |
| DSP & S – District | Employee Benefits | 2,000 |
| | Equipment | 85 |
| To: DSP & S - Riverside | Academic FT Non-Instr. | \$ 4,382 |
| | Academic PT Non-Instr. | 2,615 |
| DSP & S – Moreno Valley | Other Services | 8,452 |
| DSP & S – Norco | Academic FT Non-Instr. | 3,495 |
| | Academic PT Non-Instr. | 580 |
| DSP & S – District | Academic FT Administrator | 5,844 |
| | Academic FT Non-Instr. | 751 |
| | Academic PT Non-Instr. | 635 |

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-3-a

Date: June 17, 2008

Subject: Budget Adjustments (continued)

| <u>Program</u> | <u>Account</u> | <u>Amount</u> |
|---|----------------------------|---------------|
| 39. Transfer to purchase additional computer memory. | | |
| From: Biology/General-One Time - Riv | Equipment | \$ 70 |
| President – Riv | Budget Augmentation Acct. | 4,964 |
| President – One Time - Riv | Equipment | 982 |
| AV Labs/Services – One Time – Riv | Equipment | 138 |
| To: IS Micro Support-One Time-Riv | Supplies | \$ 1,190 |
| IS Micro Support – Riv | Supplies | 4,964 |
| 40. Transfer to reallocate the Title V HSI COOP Program grant budget. (Fund 12, Resource 1190) | | |
| From: Title V – HSI COOP Pgm - Norco | Indirect Charges | \$ 47,000 |
| To: Title V – HSI COOP Pgm - Norco | Non-Instr. Salaries | \$ 1,000 |
| | Academic PT Non-Instr. | 3,000 |
| | Classified Special Project | 10,000 |
| | Employee Benefits | 6,100 |
| | Reference Books | 8,000 |
| | Periodicals/Magazines | 300 |
| | Equipment | 18,600 |
| 41. Transfer to provide for commencement supplies, rentals, ambulance services, and seating. | | |
| From: Dean of Instruction - Norco | Academic Special Project | \$ 19,000 |
| Campus Administrative Services | Temporary Services | 6,000 |
| To: Commencement - Norco | Commencement | \$ 9,229 |
| | Rents and Leases | 15,541 |
| | Other Services | 230 |

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-3-a

Date: June 17, 2008

Subject: Budget Adjustments (continued)

| | <u>Program</u> | <u>Account</u> | <u>Amount</u> |
|-------|---|---------------------------|---------------|
| 42. | Transfer to provide for memberships. | | |
| From: | Journalism - Norco | Copying and Printing | \$ 81 |
| To: | Journalism - Norco | Memberships | \$ 81 |
| 43. | Transfer to purchase repair parts. | | |
| From: | Chemistry/General – Norco | Repairs | \$ 285 |
| To: | Chemistry/General - Norco | Repair Parts | \$ 285 |
| 44. | Transfer to provide for hourly workers. | | |
| From: | Dramatic Arts - Norco | Other Services | \$ 1,325 |
| To: | Dramatic Arts - Norco | Instructional Aides, Hrly | \$ 1,325 |
| 45. | Transfer to provide for memberships. | | |
| From: | Info. Technology, Gen. – Norco | Instructional Supplies | \$ 320 |
| To: | Comp. Info. Systems – Norco | Memberships | \$ 320 |

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-3-a

Date: June 17, 2008

Subject: Budget Adjustments (continued)

| | <u>Program</u> | <u>Account</u> | | <u>Amount</u> |
|---|-------------------------------------|---------------------------|----|---------------|
| 46. Transfer to purchase vaccines, pharmaceuticals and office supplies. (Fund 12, Resource 1070) | | | | |
| From: | Student Health Services - Norco | Equipment | \$ | 2,900 |
| | Student Health Services – Mo Valley | Student Help – Non-Instr. | | 700 |
| | | Other Services | | 2,100 |
| To: | Student Health Services - Norco | Health Supplies | \$ | 2,200 |
| | . | Supplies | | 1,000 |
| | Student Health Services – Mo Valley | Supplies | | 2,500 |
| 47. Transfer to provide for student scholarships. (Fund 12, Resource 1190) | | | | |
| From: | Student Support Svc-TRIO – Norco | Travel Expenses | \$ | 400 |
| To: | Student Support Svc-TRIO – Norco | Student Scholarships | \$ | 400 |
| 48. Transfer to provide for an academic special project. | | | | |
| From: | Faculty Senate – Moreno Valley | Conferences | \$ | 245 |
| To: | Faculty Senate – Norco | Academic Special Project | \$ | 245 |
| 49. Transfer to provide for a handicapped access ramp. | | | | |
| From: | Grounds Maint/Repairs – Norco | Rents and Leases | \$ | 2,234 |
| To: | Grounds Maint/Repairs – Norco | Construction Contract | \$ | 2,234 |

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-3-a

Date: June 17, 2008

Subject: Budget Adjustments (continued)

| <u>Program</u> | <u>Account</u> | <u>Amount</u> |
|---|----------------------------|---------------|
| 50. Transfer to provide for student workers and instructional supplies. | | |
| From: Academic Affairs – Mo Valley | Other Services | \$ 2,500 |
| To: Emergency Medical Svc – Mo Valley | Instructional Supplies | \$ 630 |
| Community Outreach – Mo Valley | Student Help – Non-Instr. | 1,870 |
| 51. Transfer to provide for an academic special project. (Fund 12, Resource 1190) | | |
| From: Title V – Moreno Valley | Classified Special Project | \$ 1,000 |
| | Student Help – Non-Instr. | 500 |
| To: Title V – Moreno Valley | Academic Special Project | \$ 1,500 |
| 52. Transfer to reallocate the Title V – HSI COOP/UCR Program grant budget. (Fund 12, Resource 1190) | | |
| From: Title V-HSI COOP/UCR-Mo Val | Academic FT Administrator | \$ 4,282 |
| | Classified FT | 1,300 |
| | Classified Hourly | 5,000 |
| | Classified Special Project | 3,000 |
| | Student Help – Non-Instr. | 4,000 |
| | Supplies | 5,860 |
| To: Title V-HSI COOP/UCR-Mo Val | Equipment | \$ 20,000 |
| | Conferences | 3,442 |
| 53. Transfer to provide for services. | | |
| From: Student Equity Program – Mo Valley | Copying and Printing | \$ 170 |
| To: Student Equity Program – Mo Valley | Other Services | \$ 170 |

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-3-a

Date: June 17, 2008

Subject: Budget Adjustments (continued)

| <u>Program</u> | <u>Account</u> | <u>Amount</u> |
|--|-------------------------------|---------------|
| 54. Transfer to provide for temporary workers and equipment. | | |
| From: Campus Security - Riverside | Supplies | \$ 201 |
| Campus Security – Moreno Valley | Supplies | 814 |
| Campus Security – Norco | Supplies | 2,200 |
| Campus Security – District | Classified Hourly | 7,056 |
| | Other Transportation Supplies | 901 |
| To: Campus Security - Riverside | Equipment | \$ 1,267 |
| | Equipment Replacement | 315 |
| Campus Security – Moreno Valley | Equipment | 1,267 |
| Campus Security – Norco | Equipment | 1,267 |
| Campus Security – District | Temporary Services | 6,871 |
| | Equipment | 185 |
| 55. Transfer to provide for printing parking permits and equipment. (Fund 12, Resource 1050) | | |
| From: Parking – SQAMD - District | Classified Hourly | \$ 7,056 |
| | Other Services | 10,744 |
| To: Parking – SQAMD - Riverside | Copying and Printing | \$ 13,693 |
| | Equipment | 1,265 |
| | Equipment Replacement | 315 |
| Parking – SQAMD – Mo Valley | Equipment | 1,262 |
| Parking – SQAMD – Norco | Equipment | 1,265 |
| 56. Transfer to purchase computer memory. | | |
| From: Non-Instructional Equipment - Riv | Equipment | \$ 6,010 |
| To: IS Micro Support-One Time - Riv | Supplies | \$ 6,010 |

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-3-a

Date: June 17, 2008

Subject: Budget Adjustments (continued)

| <u>Program</u> | <u>Account</u> | <u>Amount</u> |
|---|------------------------|---------------|
| 57. Transfer to purchase supplies and equipment. (Fund 12, Resource 1190) | | |
| From: AV Labs & Svcs-Instr. Equip-Riv | Instructional Supplies | \$ 1,093 |
| President-Instr. Equip.-Norco | Equipment | 752 |
| To: AV Labs & Svcs-Instr. Equip.-Riv | Equipment | \$ 1,093 |
| AV Labs & Svcs-Instr. Equip.-Norco | Supplies | 752 |
| 59. Transfer to reallocate the Matriculation budget. (Fund 12, Resource 1190) | | |
| From: OR/AS/AD/Placement-Mo Val | Mileage | \$ 300 |
| | Conferences | 1,000 |
| | Other Services | 5,233 |
| Counseling & Guidance – Mo Val | Mileage | 300 |
| | Other Services | 783 |
| Admissions & Records – District | Classified Hourly | 1,861 |
| Counseling & Guidance – Mo Val | Classified Hourly | 3,328 |
| To: OR/AS/AD/Placement-Mo Val | Supplies | \$ 3,925 |
| | Equipment | 2,891 |
| Counseling & Guidance – Mo Val | Supplies | 800 |
| OR/AS/AD/Placemenet-District | Tests | 977 |
| Counseling & Guidance - District | Equipment Replacement | 4,212 |

Recommended Action: It is recommended that the Board of Trustees approve the budget transfers as presented. It is further recommended that the Board of Trustees authorize making the necessary balancing transfers among the various accounts and funds of the district.

James L. Buysse
Interim Chancellor

Prepared by: Patricia A. Braymer
Interim Associate Vice Chancellor,
Finance

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-3-b-1

Date: June 17, 2008

Subject: Resolution to Amend Budget – Resolution No. 49-07/08
2007-2008 RCOE Foster Youth Independent Living/Emancipation Program

Background: The Riverside Community College District has received additional funding for the 2007-2008 RCOE Foster Youth Independent Living/Emancipation Program in the amount of \$146,250 from the Riverside County Office of Education. The funds will be used to provide two additional emancipation coaches to enhance the level of service our Independent Living Program already offers. These services include workshops to reinforce basic competencies in areas of education, employment and career development, sources of community-based assistance, daily living skills, financial resource development, and identifying housing resources.

Recommended Action: It is recommended that the Board of Trustees approve adding the revenue and expenditures of \$146,250 to the budget and authorize the Interim Vice Chancellor, Administration and Finance to sign the resolution.

James L. Buysse
Interim Chancellor

Prepared by: Shelagh Camak
Executive Dean,
Workforce Development

Michael Wright
Director,
Workforce Preparation Grant and Contracts

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 49-07/08

2007-2008 RCOE Foster Youth Independent Living/Emancipation Program

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of \$146,250 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 June 17, 2008.

Clerk or Authorized Agent

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-4-a

Date: June 17, 2008

Subject: Quad Terrace Project – Riverside Campus – Change Order No. 1

Background: On February 26, 2008, the Board of Trustees approved a contract with Best Contracting Inc. to provide construction services for the Quad Terrace Project - Riverside Campus.

Staff is now requesting the Board's approval of Quad Terrace Project - Riverside Campus Change Order No.1 for changes to the project (description of the required additional work is described in the attached Change Order Form Exhibit A) totaling \$2,381.17.

To be funded from campus Scheduled Maintenance Funds.

Recommended Action: It is recommended that the Board of Trustees approve Change Order No.1 for the Quad Terrace Project - Riverside Campus in the amount of \$2,381.17 and authorize the Interim Vice Chancellor, Administration and Finance to sign said change order.

James L. Buysse
Interim Chancellor

Prepared By: Becky Elam
Vice President,
Business Services, Riverside

EXHIBIT A

Quad Terrace Project - Riverside

COR 1

Remove structural concrete protruding above the substrate in the center of the roof.

At north wall, utilize SIKA 123 to square off structural concrete.

Due to unforeseen conditions.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-4-b

Date: June 17, 2008

Subject: Bid Award – Riverside City Campus Food Services Fixtures and Equipment

Background: On June 12, 2008, the District received one (1) bid for Riverside City Campus Food Service Fixtures and Equipment in response to an Invitation for Bid solicitation. The results were as follows:

| <u>Company Name</u> | <u>Total Bid</u> | <u>Business Location</u> |
|--|------------------|--------------------------|
| Commercial Custom Seating & Upholstery | \$452,433 | Garden Grove, CA |

Staff recommends awarding the bid to Commercial Custom Seating & Upholstery for the total bid amount of \$452,433. References for Commercial Custom Seating & Upholstery were checked by Purchasing staff and were found to be satisfactory. This project will be funded from the Board approved Measure C budget.

Recommended Action: It is recommended that the Board of Trustees award the bid for Riverside City Campus Food Services Fixtures and Equipment to Commercial Custom Seating & Upholstery in the amount of \$452,433 and authorize the Interim Vice Chancellor, Administration and Finance to sign the associated agreement.

James L. Buysse
Interim Chancellor

Prepared by: Doretta Sowell
Purchasing Manager

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Report No.: V-A-5

Date: June 17, 2008

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) Mr. Jeff Cranfill, interpreter II, disabled students programs and services, to travel to Great Basin National Park, Cathedral Gorge State Park, Lehman Caves, Pilot Peak, and Leppy Hills, Nevada, and to Crawford Mountains, Sevier Lake, Topaz Mountain, Danger Cave, Bonneville Salt Flats, Bryce Canyon National Park and Zion National Park, Utah, April 11-20, 2008, to accompany two students on a geology field trip. Estimated cost: \$150.00. Funding source: Disabled Student Programs and Services funds.
- 2) Mohammad Moghaddam, director, hospitality and culinary arts, to travel to Chicago, Illinois, May 16-20, 2008, to attend the International Hotel, Motel, and Restaurants - How to Keep Current with Industry Trends and Practices Conference. Estimated cost: \$1,412.29. Funding source: the general fund.
- 3) Dr. Leeshawn Moore, institutional research specialist, institutional research, to travel to Atlanta, Georgia, June 2-3, 2008, to attend National Dialog on Student Retention Seminar. There is no cost to the District.
- 4) Mr. William Phelps, instructor, geology, physical science, Riverside City College, to travel to Alamo, Cathedral Gorge, Wheeler Peak, Nevada, and Ibex, Fossil Mountain, Topaz Mountain, Dugway Geode Beds, Wendover, Bonneville Raceway, Lakeside Mountain, Great Salt Lake, Bryce Canyon and Zion Canyon National Parks, Utah, April 11- 20, 2008, to accompany 16 students on a geology field trip. Estimated cost: \$2,000.00. Funding source: the general fund.
- 5) Dr. Heather Smith, assistant professor, life sciences, Riverside City College, to travel to Logan, Utah, June 8-16, 2008, to attend a North American Colleges and Teachers of Agriculture-United States Department of Agriculture mandatory meeting for Project Directors of Hispanic-Serving Institution grants. Estimated cost: \$2,000.00. Funding source: the Cooperative State Research, Education, and Extension Service of the U.S. Department of Agriculture grant funds.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Report No.: V-A-5

Date: June 17, 2008

Subject: Out-of-State Travel

Revisions:

- 1) Mr. Joseph DeSantis, instructor, speech, Riverside City College, to travel to St. Charles, Illinois, April 11-20, 2008, to accompany approximately 10 students participating in the Phi Rho Pi National Tournament and Convention. Estimated cost: \$11,292.00. Funding sources: \$7,200 from the general budget, and \$4,092.00 from ASRCC funds. The funding amount and sources changed to \$10,200.00 from the general fund, and \$436.65 from ASRCC funds.

Current:

Moreno Valley Campus:

- 1) Dr. Fabian Biancardi, assistant professor, political science, to travel to Florence, Italy, September 5-November 2, 2008, to participate in the Student Abroad – Florence, Italy, Fall Semester 2008 program. There is no cost to the District.
- 2) Mr. Mark Mitchell, director, TriTECH Small Business Development Center, Economic and Community Development, to travel to Chicago, Illinois, September 2-6, 2008, to attend the Association of Small Business Development Centers 28th Annual Conference. Estimated cost: \$2,000.50. Funding source: Tri-Tech Small Business Development grant funds.
- 3) Mr. Bill Waldo, technology business advisor, TriTECH Small Business Development Center, Economic and Community Development, to travel to Chicago, Illinois, September 2-6, 2008, to attend the Association of Small Business Development Centers 28th Annual Conference. Estimated cost: \$2,000.50. Funding source: Small Business Administration grant funds.

Norco Campus:

- 1) Dr. Arend Flick, associate professor, English, to travel to Park City, Utah, to attend the Enhancing and Assessing Student Learning Using ePortfolios Conference. August 11-13, 2008, Estimated cost: \$ 1,931.16. Funding source: Title V grant funds.
- 2) Dr. Bonnie Pavlis, associate professor, English/humanities, to travel to Florence, Italy, September 5-November 2, 2008, to participate in the Study Abroad – Florence, Italy, Fall Semester 2008 program. There is no cost to the District.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Report No.: V-A-5

Date: June 17, 2008

Subject: Out-of-State Travel

Riverside City College:

- 1) Ms. Cynthia Gibbons, secretary I, Gateway to College, to travel to San Antonio, Texas, July 23-26, 2008, to attend the Gateway to College Peer Learning Conference. Estimated cost: \$1,372.11. Funding source: the Bank of America grant on behalf of Gateway to College Professional Development.
- 2) Ms. Sandra Goulsby, assistant director, admissions and records, to travel to Portland, Oregon, July 20-24, 2008, to attend the 2008 Annual Western Association Veteran Education Specialist Conference, Estimated cost: \$1,304.09. Funding source: the general fund.
- 3) Mr. Robert Isaacs, account clerk, Gateway to College, to travel to San Antonio, Texas, July 23-26, 2008, to attend the Gateway to College Peer Learning Conference. Estimated cost: \$1,372.11. Funding source: Bank of America grant on behalf of Gateway to College Professional Development.
- 4) Mr. Gen Konstant, professional expert/presenter, TriTECH Small Business Development Center, Economic and Community Development, to travel to Chicago, Illinois, September 2-6, 2008, to attend the Association of Small Business Development Centers 28th Annual Conference. Estimated cost: \$2,000.50. Funding source: Tri-Tech Small Business Development grant funds.
- 5) Ms. Helen Largent, veteran service technician, admissions and records, to travel to Portland, Oregon, July 20-24, 2008, to attend the 2008 Annual Western Association Veteran Education Specialist Conference. Estimated cost: \$1,336.46. Funding source: the general fund.
- 6) Dr. Mary Legner, associate professor, mathematics, to travel to San Antonio, Texas, July 23-26, 2008, to attend the Gateway to College Peer Learning Conference. Estimated cost: \$1,372.11. Funding source: Bank of America grant on behalf of Gateway to College Professional Development.
- 7) Ms. Jill Marks, dean/principal, Gateway to College, to travel to San Antonio, Texas, July 22-26, 2008, to attend the Gateway to College Peer Learning Conference. There is no cost to the District.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Report No.: V-A-5

Date: June 17, 2008

Subject: Out-of-State Travel (continued)

- 8) Mr. Steven Mednick, technology business advisor, TriTECH Small Business Development Center, Economic and Community Development, to travel to Chicago, Illinois, September 2-6, 2008, to attend the Association of Small Business Development Centers 28th Annual Conference. Estimated cost: \$2,000.50. Funding source: Small Business Administration grant funds.

Riverside Community College District:

- 1) Ms. Lorraine Anderson, district dean, admissions and records, to travel to Redmond, Washington, June 23-24, 2008, to attend Live@edu World Customer Event – Student Email for Colleges. Estimated cost: \$903.44. Funding source: the general fund.
- 2) Ms. Amy Cardullo, director, RCCD Foundation and Alumni Affairs, to travel to Denver, Colorado, July 19-22, 2008, to attend the Council for Resource Development Summer Symposium on Emerging Issue, A Conversation Between America's Foundations and Community Colleges. Estimated cost: \$1,411.84. Funding source: the general fund.
- 3) Mr. Steve Gilson, associate vice chancellor, information services, to travel to Redmond, Washington, June 22-24, 2008, to attend the Live@edu World Customer Event – Student Email for Colleges. Estimated cost: \$910.19. Funding source: the general fund.
- 4) Mr. Richard Keeler, director, grant and contract services, to travel to Denver, Colorado, July 19-22, 2008, to attend the Council for Resource Development Summer Symposium on Emerging Issue, A Conversation Between America's Foundations and Community Colleges. Estimated cost: \$1,784.02. Funding source: the general fund.
- 5) Ms. Colleen Molko, associate director, grant and contract services, to travel to Washington, DC, November 4-8, 2008, to attend the Council for Resource Development Annual Conference: Presenter for "Best Practices in Grant Management." Estimated cost: \$2,512.16. Funding source: the general fund.

James L. Buysse
Interim Chancellor

Prepared by: Michelle Haeckel
Administrative Secretary III

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-6-a

Date: June 17, 2008

Subject: Contracts and Agreements Report Less than \$72,400 – All District Funds

Background: On September 11, 2007, the Board of Trustees authorized delegating authority to the Chancellor to authorize contractual agreements and the expenditure of funds pursuant to the Public Contract Code Section 20650 threshold, currently set at \$72,400. The attached listing of contracts and agreements under \$72,400, requested by campus and District staff and issued by the District Business Office, have been reviewed to verify that budgeted funds are available in the appropriate category of expenditure. Unless otherwise noted, the period covered by the contract or agreement is within fiscal year 2007-2008. The contracts and agreements have been executed pursuant to the boards' delegation of authority and are presented on this agenda for ratification.

Recommended Action: It is recommended that the Board of Trustees ratify the contracts and agreements totaling \$553,789.

James L. Buysse
Interim Chancellor

Prepared by: Doretta Sowell
Purchasing Manager

Contracts and Agreements Report-All District Funds

\$72,400 and under

5/1/08 thru 5/31/08

| Department | Vendor | Business Location | Description of Services | Amount |
|--|-------------------------------------|---------------------------|---|------------------|
| Customized Solutions | Behavioral Momentum Associates LLC | Corona, CA | Training | \$500 |
| Community Ed & Senior Citizen Education | Boston Reed College | Napa, CA | Professional Services | 40,653 |
| Workforce Preparation | Bywater, Kathleen | Riverside, CA | Instructional Development | 8,000 |
| Facilities - RIV | Cabral Roofing and Waterproofing | Montebello, CA | Scheduled Maintenance | 13,000 |
| Food Services | Carl's Jr. (CKE Special Events) | Santa Ana, CA | Interim Summer Food Service | 45,375 |
| Workforce Preparation | Classic Touch Car Wash | Riverside, CA | Training Cal Works Student | 800 |
| Disabled Student Services - MV | EZ Captioning | Corona Hills, CA | Real Time Captioning | 20,000 |
| Disabled Student Services - RIV | EZ Captioning | Corona Hills, CA | Real Time Captioning | 10,000 |
| Performance Riverside | For Tears of Joy Theatre | Vancouver, WA | Theatre Production | 5,250 |
| Fac, Planning, Design & Construction | Geosyntec Consultants | Huntington Beach, CA | Soils Testing | 5,075 |
| Customized Solutions | Goodrich Aerospace | Riverside, CA | Training | 20,000 |
| Fac, Planning, Design & Construction | Guerra, Patricia | Rialto, CA | District Modular Projects Labor Compliance | 3,338 |
| Cosmetology | Jazz-E Beauty Products | Riverside, CA | Modular Workstations | 70,442 |
| Customized Solutions | KML | Anaheim, CA | PSA - Training | 19,600 |
| Customized Solutions | Lean Solutions Manufacturing | Montebello, CA | Training | 11,000 |
| Health Sciences MV | Loma Linda University | Loma Linda, CA | Clinical Laboratory Assistant Program | 3,000 |
| Customized Solutions | Mark Hedges / Umanaget | Riverside, CA | PSA - Training | 3,000 |
| CIS - Norco Campus | My Space.com | Beverly Hills, CA | Advertising | 3,500 |
| Performance Riverside | Off Broadway West | Rolling Hills Estates, CA | Scenic Rentals | 9,500 |
| Workforce Preparation | RCOE | Riverside, CA | MOU Amendment | No Cost |
| Fac, Planning, Design & Construction | River City Testing | Riverside, CA | District Modular Projects Inspection Services | 69,634 |
| Workforce Preparation | Riverside Marriott | Riverside, CA | Facilities Usage | 500 |
| Performance Riverside | Rogers and Hammerstein | New York, NY | Theatre Production | 15,300 |
| Academic Affairs | Scantron | Irvine, CA | Use of Scantron Equipment | No Cost |
| Middle College High School | Sharp Electronics | Mahwah, NJ | Service Contract Copier | 2,400 |
| Grant and Contract Services | Sinclair Community College | Dayton, OH | Partner in National Science Foundation | 31,044 |
| Physical Science | Spitz, Inc. | Chadds Ford, PA | Maintenance Planetarium Equipment | 7,725 |
| College Safety & Police | Waterfall Mobile | San Francisco, CA | Mobile Phone Notification System | No Cost |
| Fac, Planning, Design & Construction | WCS/CA, Inc. | Citrus Heights, CA | District Modular Projects Labor Compliance | 30,044 |
| Additions to Approved/Ratify Purchase Orders of \$72,400 and under | | | | |
| CITD | CACCCO | Sacramento, CA | Amend Economic Workforce Budget | 10,000 |
| CITD | ERS Consulting Services | Rancho Cucamonga, CA | Amend Fee to \$45,600 & Date 12/31/08 | 22,800 |
| Facilities - MV | Hinkley and Associates, Inc | Highland, CA | Change Order Modular Redistribution Project | 45,968 |
| Teacher Prep | UCR | Riverside, CA | Amend Grant Increase Revenue by \$15,425 | 15,425 |
| Academy / Criminal Services | Corona - Norco Unified School Dist. | Corona, CA | Facilities Usage | 774 |
| Arts, Humanities & World Languages-NOR | Corona - Norco Unified School Dist. | Corona, CA | Facilities Usage | 1,144 |
| Business, Engineering & Info Sys.-NOR | Corona - Norco Unified School Dist. | Corona, CA | Facilities Usage | 3,418 |
| Communications - NOR | Corona - Norco Unified School Dist. | Corona, CA | Facilities Usage | 5,580 |
| Total | | | | <u>\$553,789</u> |

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-6-b

Date: June 17, 2008

Subject: Amendment to Agreement for Facility and Business Planning Services

Background: On August 23, 2005, the Board approved a consulting services agreement with Dr. C. Michael Webster relative to facility and business planning services. On June 19, 2007, the Board approved an Addendum to the Agreement whereby said agreement was extended through June 30, 2008. Staff is now requesting an extension to the agreement through June 30, 2009, with no change in the hourly rate. An Addendum to the Agreement is attached for the Board's review and consideration.

To be funded from Resources 1000 and 4160.

Recommended Action: It is recommended that the Board of Trustees approve the attached Addendum to the Agreement with Dr. C. Michael Webster for facility and business planning services and authorize the Interim Vice Chancellor, Administration and Finance, to sign the Addendum to the Agreement.

James L. Buysse
Interim Chancellor

Prepared by: Aaron S. Brown
Interim Vice Chancellor,
Administration and Finance

ADDENDUM TO CONSULTANT AGREEMENT

DR. C. MICHAEL WEBSTER

AND

RIVERSIDE COMMUNITY COLLEGE DISTRICT

This Addendum is made and entered into by and between Dr. C. Michael Webster, hereinafter referred to as "Consultant" and the Riverside Community College District, hereinafter referred to as the "District."

1. This Addendum is subsequent to the Agreement dated August 1, 2005, for the period August 1, 2005 through June 30, 2006; the Addendum dated August 29, 2006, for the period July 1, 2006 through June 30, 2007; and the Addendum dated June 19, 2007 for the period July 1, 2007 through June 30, 2008.
2. The Consultant agrees to provide services as specified in the Agreement for up to an additional twelve (12) months, from July 1, 2008 through June 30, 2009.
3. The District shall pay the Consultant at the rate of \$80 per hour, subject to review and approval of District representative.
4. All other provisions of the Agreement dated August 1, 2005, shall apply equally to this Addendum.

C. Michael Webster
Consultant

Riverside Community College
District

By: _____
Consultant

By: _____
Aaron S. Brown, Interim Vice Chancellor
Administration and Finance

Date: _____

Date: _____

AGREEMENT FOR FACILITY AND BUSINESS PLANNING SERVICES

THIS AGREEMENT is made this 1st day of August, 2005, by and between RIVERSIDE COMMUNITY COLLEGE DISTRICT, herein after called RCCD, and Dr. C. Michael Webster, herein after called Consultant.

1. Recitals.

(a) Consultant represents that he has the background and experience to provide facility and business planning consulting services to RCCD and is familiar with the purpose and powers of RCCD.

(b) RCCD desires that certain facility and business planning services be provided and to retain Consultant in that connection, and Consultant is desirous of rendering such services.

2. Scope of Services. Consultant shall provide such consulting services as may be necessary to fully and professionally complete projects and perform the services set forth in Exhibit "A" (Scope of Services), attached hereto and by this reference made a part of this Agreement. Consultant shall be under the control of the District as to the results to be accomplished and not as to the means or manner by which such result is to be accomplished. It is the intent of all parties to this Agreement that the consultant shall comply with the required and necessary criteria to maintain independent contractor status of the consultant.

3. Term. Consultant shall commence the performance of the services contemplated hereunder upon the date first above written and shall complete such projects and services on (or before) June 30, 2006, unless terminated earlier as provided hereinafter.

4. Cooperation/Inspection.

(a) RCCD shall give timely cooperation to consultant to include reasonable access to RCCD records as may be deemed necessary to perform the services contemplated hereunder. Consultant shall cooperate, and otherwise work, with RCCD's personnel and make himself available to RCCD's personnel and other consultants, if applicable, during the term of this Agreement.

(b) All of the services contemplated hereunder shall be subject to RCCD's review, monitoring, inspection, and/or approval; provided, however, that any such inspections shall be conducted at reasonable times.

5. Standard of Care/Licenses. Consultant shall perform the services contemplated hereunder in a skillful and competent manner, and shall secure and maintain in force any and all licenses, permits or other documents that it may be required to have by any federal, state or local laws in order to perform such services.

6. Reimbursement of Expenses. Consultant shall be reimbursed for any costs and expenses incurred on RCCD's behalf, including without limitation, travel, telephone toll charges, messenger service, and copies of documents, but only upon written approval from RCCD's representative.

7. Compensation/Billing/Payment.

(a) As compensation for the services to be rendered hereunder, RCCD shall pay to Consultant such sums and amounts in accordance with the Compensation Schedule set forth in Exhibit "B", attached hereto and by this reference made a part of this Agreement.

(b) Consultant shall submit a separate billing and accounting on a monthly basis to RCCD. Each billing and accounting shall include a description of the services performed, reimbursable expenses incurred and time worked.

8. Additional Services. Upon request in writing to do so by RCCD during the term of this Agreement, Consultant shall perform services in addition to those services contemplated hereunder and such additional services shall be designated as "Extra Work." Extra Work shall be construed as services which are determined by RCCD to be necessary and appropriate but which were not reasonably anticipated by the parties hereto. Compensation for such Extra Work shall be on the same basis as set forth in Exhibit "B".

9. Termination. This Agreement may be terminated in whole or in part by RCCD or its authorized representative upon written notice thereof to Consultant. In the event of such termination, Consultant shall deliver to RCCD forthwith all documents, data, graphs, summaries and other related materials, finished or unfinished, which were prepared or accumulated by Consultant in connection with the services contemplated hereunder and any Extra Work performed prior to the date of such termination. Upon delivery thereof, Consultant shall be paid for all approved compensation and expenses not previously paid by RCCD prior to the date of such termination.

10. Representatives.

(a) RCCD's Vice Chancellor, Administration and Finance, or his or her designee, shall serve as RCCD's representative and shall have the authority to act on behalf of RCCD for all purposes hereunder. RCCD's representative, or his or her designee, shall be available to Consultant at all reasonable times.

(b) Consultant shall be available to RCCD at all reasonable times. Any substitution or replacement of Consultant shall require prior approval, in writing, by RCCD's representative.

11. Rights to Engage or Employ Other Consultants. Unless otherwise prescribed herein, RCCD reserves the right to engage or employ other consultants to provide services similar to those contemplated herein.

12. Property of RCCD. 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 RCCD upon the completion of the services contemplated hereunder, except that the Consultant shall have the right to retain copies of all such data for his records. RCCD 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 RCCD's sole risk, and provided further, that Consultant shall be indemnified against any damages resulting from such use. In the event Consultant, following termination of this Agreement, desires to use any such data, he shall first obtain approval of RCCD's representative in writing.

13. Confidentiality. 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 RCCD, be used by Consultant for any purpose other than the performance of the Services hereunder, nor shall such materials be disclosed to any person or entity not connected with the performance of the services hereunder.

14. Independent Contractor. Consultant shall act in an independent capacity during the term of this Agreement and not as an employee or agent of RCCD. Consultant shall comply with all applicable federal, state, and local laws, rules, regulations, and ordinances including worker's compensation.

15. Assignability. Consultant cannot assign any of his rights, duties or obligations under this Agreement to any person or entity without the written consent of RCCD being first obtained. This includes the ability to subcontract all or a portion of his rights, duties and obligations hereunder.

16. Procurement of Similar Services. In the event this Agreement is terminated in whole or in part, RCCD may procure, and otherwise contract for services similar to those terminated upon such terms and in such manner as RCCD may deem appropriate in its sole discretion.

17. Hold Harmless.

Consultant and RCCD shall indemnify and hold each other, their officers, agents, employees and independent contractors free and harmless from any liability whatsoever, based or asserted upon any act or omission of the other party relating to or in anywise connected with or arising from the accomplishments of the services to be rendered hereunder.

18. Force Majeure.

(a) In the event Consultant is unable to comply with any provision of this Agreement due to causes beyond its control relating to acts of God, acts of war, civil disorders, or other similar acts, Consultant shall not be held liable to RCCD for such failure to comply.

(b) In the event RCCD is unable to comply with any provision of this Agreement due to causes beyond its control relating to acts of God, acts of war, civil disorders, or other similar acts, RCCD shall not be held liable to Consultant for such failure to comply.

19. Notices. Any notices and reports required or desired to be served by either party upon the other shall be addressed to the respective parties as set forth below:

RCCD:

Aaron S. Brown, Interim Vice Chancellor,
Administration and Finance
Riverside Community College District
4800 Magnolia Avenue
Riverside, California 92506

Consultant:

Dr. C. Michael Webster
6939 Cypress Grove
Riverside, CA 92506

or to such other addresses as from time-to-time shall be designated by the respective parties.

20. Waiver of Performance. No waiver by RCCD at any time of any of the provisions of this Agreement shall be deemed or construed as a waiver at any time thereafter of the same or any other provisions contained herein or of the strict and timely performance of such provisions.

21. Venue. Any action at law or inequity brought by any of the parties hereto for the purpose of enforcing a right or rights provided for by this Agreement shall be tried in a court of competent jurisdiction in the County of Riverside, State of California, and the parties hereby waive all provisions of law providing for a change of venue in such proceeding to any other county.

22. Attorney's Fees. In the event of any litigation or arbitration between RCCD and Consultant to enforce any of the provisions of this Agreement or any rights of any party hereto, the unsuccessful party to such litigation or arbitration agrees to pay to the successful party or parties, all costs and expenses including reasonable attorney's fees incurred therein by the successful party or parties, all of which shall be included in and as a part of the judgment rendered in such litigation or arbitration.

23. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of California.

24. Paragraph Headings. The paragraph headings herein are for the convenience of the parties only, and shall not be deemed to govern, limit, modify or in any manner affect the scope, meaning or intent of the provisions or language of this Agreement.

25. Entire Agreement. This Agreement is intended by the parties hereto as a final expression of their understanding with respect to the subject matter hereof and as a complete and exclusive statement of the provisions thereof and supersedes any and all prior and contemporaneous Agreements and understandings, oral or written, in connection thereon. This Agreement may be changed or modified only upon the written consent of the parties hereto.

RIVERSIDE COMMUNITY COLLEGE DISTRICT

By: _____
Aaron S. Brown, Interim Vice Chancellor,
Administration and Finance

Date: _____

CONSULTANT

By: _____
C. Michael Webster

Date: _____

EXHIBIT A

SCOPE OF SERVICES

Consultant will develop recommendations concerning:

1. The District's facility planning and approval process;
2. The District's construction management process;
3. An organizational structure and staffing pattern relative to Measure C/State capital outlay projects;
4. An evaluation methodology regarding construction projects; and
5. The functioning of campus business offices.

Payment to consultant will be based upon the services delineated above.

EXHIBIT B

CONSULTING SERVICES

FEE SCHEDULE

The District shall pay the consultant at a rate of \$75.00 per hour, subject to the review and approval of the District Representative.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
RIVERSIDE CITY COLLEGE

Report No.: V-A-6-c

Date: June 17, 2008

Subject: Memorandum of Understanding with Riverside Gateway to College Early College High School

Background: Presented for the Board's review and consideration is a Memorandum of Understanding between Riverside Community College District and Riverside Gateway to College Early College High School (ECHS) to provide staff (project director/dean principal, secretary, accounting clerk, part-time hourly) to operate and assist Gateway to College Early College High School meet the replication and Charter School objectives as prescribed by the agreements with Portland Community College and Riverside Unified School District (RUSD). Gateway to College ECHS will reimburse the District the full cost of salary and benefits for staff assigned to Gateway to College ECHS, and the cost of any supplies, materials, services, and equipment purchased through RCCD. Gateway to College will be invoiced on a quarterly basis. Total payment under this Memorandum of Understanding shall not exceed \$300,000.00, for the period July 1, 2008 through June 30, 2009. Funding source: Gateway to College Early College High School.

Recommended Action: It is recommended that the Board of Trustees approve the Memorandum of Understanding, for the time frame of July 1, 2008 through June 30, 2009, in an amount not to exceed \$300,000.00, and authorize the Interim Vice Chancellor, Administration and Finance, to sign the Memorandum of Understanding.

James L. Buysse
Interim Chancellor

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

MEMORANDUM OF UNDERSTANDING (MOU)

This Agreement, made and entered into this July 1, 2008, by and between RIVERSIDE GATEWAY TO COLLEGE EARLY COLLEGE HIGH SCHOOL, (herein referred to as Gateway to College), and RIVERSIDE COMMUNITY COLLEGE DISTRICT (herein referred to as THE COLLEGE).

WHEREAS, GATEWAY TO COLLEGE is authorized to collaborate with an entity who is competent to perform the special services required, and WHEREAS, THE COLLEGE has the expertise, and experience to perform the duties set out herein. Now therefore, in consideration of the mutual covenants contained herein, the parties hereto agree as follows:

1. DESCRIPTION OF SERVICES: THE COLLEGE shall provide all services as outlined and specified in Exhibit A, consisting of 1 page, attached hereto and by this reference incorporated herein.
2. PERIOD OF PERFORMANCE: It is mutually agreed and understood that the obligation of GATEWAY TO COLLEGE is limited by and contingent upon the availability of funds for GATEWAY TO COLLEGE'S expenditures. In the event that the GATEWAY TO COLLEGE is unable to fulfill its obligation, GATEWAY TO COLLEGE shall immediately notify THE COLLEGE in writing, and reimburse THE COLLEGE for all services rendered. This Agreement shall be deemed terminated per the terms of Paragraph 6 and have no further force.
 - 2.1 This Agreement shall be effective as of July 1, 2008 and continue in effect through June 30, 2009.
3. HOLD HARMLESS – GATEWAY TO COLLEGE: It is understood and agreed that no relationship of employer employee exists between the parties hereto. GATEWAY TO COLLEGE shall not be entitled to any benefits payable to employees of THE COLLEGE, including THE COLLEGE's Workers Compensation Benefits. GATEWAY TO COLLEGE hereby holds THE COLLEGE harmless from any and all claims that may be made against THE COLLEGE upon any contention by any third party that an employer-employee relationship exists by reason of this Agreement.
4. HOLD HARMLESS – THE COLLEGE: It is understood and agreed that no relationship of employer employee exists between the parties hereto. THE COLLEGE shall not be entitled to any benefits payable to employees of GATEWAY TO COLLEGE, including GATEWAY TO COLLEGE Workers' Compensation Benefits. THE COLLEGE hereby holds GATEWAY TO COLLEGE harmless from any and all claims that may be made against GATEWAY TO COLLEGE based upon any contention by any third party that an employer-employee relationship exists by reason of this Agreement.
5. INDEMNIFICATION:
GATEWAY TO COLLEGE shall indemnify and hold THE COLLEGE, its Trustees, officers, agents, employees and independent contractors, free and harmless from any

liability whatsoever, based or asserted upon any acts or omission of GATEWAY TO COLLEGE, its agents, employees, subcontractors and independent contractors, for property damage, bodily injury, or death (GATEWAY'S employees included) or any other element of damage of any kind or nature, relating to or in anywise connected with or

arising from the performance of the services contemplated hereunder, and GATEWAY TO COLLEGE shall defend, at its expense, including without limitation, attorney fees (attorney to be selected by THE COLLEGE), THE COLLEGE, its officers, agents, employees and independent contractors, in any legal actions based upon such alleged acts or omissions. The obligations to indemnify and hold THE COLLEGE 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.

THE COLLEGE shall defend, indemnify and hold GATEWAY TO COLLEGE, its officers, agents, and employees harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of THE COLLEGE, its officers, agents, or employees.

6. **INSURANCE:** GATEWAY TO COLLEGE shall maintain, in full force and effect Workers' Compensation Insurance in accordance with the laws of the State of California, and, General Liability Insurance in the amounts of \$1,000,000 per single incident and \$3,000,000 in the aggregate. Proof of said insurance shall be furnished to THE COLLEGE upon request.
7. **TERMINATION:** This Agreement may be terminated without cause by either party by giving written notice thirty (30) days prior to the start of any academic semester of intention to terminate, and may be terminated for cause by either party by giving five (5) days written notice of intention to terminate.
8. **CONFLICT OF INTEREST:** THE COLLEGE shall have no interest and shall not acquire any interest, direct or indirect, which will conflict in any manner or degree with the performance of services required under this Agreement.
9. **ADMINISTRATION:** The Board of Directors of GATEWAY TO COLLEGE shall administer this Agreement on behalf of the GATEWAY TO COLLEGE.
10. **ASSIGNMENT:** This Agreement shall not be assigned by THE COLLEGE either in whole or in part, without prior written consent of GATEWAY TO COLLEGE. Any assignment or purported assignment of this Agreement by GATEWAY TO COLLEGE without the prior written consent of THE COLLEGE will be deemed void and of no force or effect.

11. **NONDISCRIMINATION:** The parties to this agreement shall not discriminate in recruiting, hiring, promotion, demotion or termination practices on the basis of race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status or sex in the performance of this Agreement, and, to the extent they shall be found to be applicable hereto, shall comply with the provisions of the California Fair Employment Practices Act (commencing with Section 1410 of the Labor Code), and Federal Civil Rights Act of 1962 (P.L. 88-352).
12. **CHILD ABUSE REPORTING:** In accordance with the Child Abuse and Neglect Reporting Act (CANRA) and California Penal Code 11166, the parties shall ensure that all employees, volunteers, consultants, subcontractors or agents performing services under this Agreement will report any known or suspected child abuse or neglect to a child protective agency, by telephone and within 36 hours of the suspected abuse or neglect.
13. **ALTERATION:** No alteration or variation of the terms of this Agreement shall be valid unless made in writing and signed by the parties hereto, and no oral understanding or agreement not incorporated herein shall be binding on any of the parties hereto.
14. **ACCREDITATION:** THE COLLEGE verifies upon execution of this Agreement, that it is fully accredited and in compliance with any State, and Federal laws and regulations relative to the scope of services to be performed under Exhibit A.
15. **CONFIDENTIALITY:** GATEWAY TO COLLEGE and THE COLLEGE shall observe all Federal and State regulations concerning confidentiality of records.
16. **WORK PRODUCT:** All reports, preliminary findings, or data assembled or compiled by THE COLLEGE under this Agreement become the property of the GATEWAY TO COLLEGE. The GATEWAY TO COLLEGE reserves the right to authorize others to use or reproduce such materials. Therefore, such materials may not be circulated in whole or in part, nor released to the public by THE COLLEGE.
17. **JURISDICTION, VENUE, ATTORNEY'S FEES:** This Agreement is to be construed 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 action be brought to enforce or interpret the provisions of the Agreement, the prevailing party shall be entitled to attorney's fees in addition to whatever other relief is granted.
18. **WAIVER:** Any waiver by GATEWAY TO COLLEGE of any breach of any one or more of the terms of this Agreement shall not be construed to be a waiver of any subsequent or other breach of the same or of any other term thereof. Failure on the part of the GATEWAY TO COLLEGE to require exact, full and complete compliance with any terms of this Agreement shall not be construed as in any manner changing the terms hereof, or stopping GATEWAY TO COLLEGE from enforcement hereof.

19. DEBARMENT: Executive Order 12549, Debarment and Suspension, 34CFR Part 85, Section 85.510. (Lower Tier)
 1. THE COLLEGE certifies, that in its operations of an activity program, neither it nor its Principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
 2. Where the recipient agency is unable to certify to any of the statements in this certification, such agency shall attach an explanation to this proposal.
20. DRUG-FREE WORKPLACE: As required by the State Drug-Free Workplace Act of 1990(Government Code Section 8350 et seq.) and the Federal Drug-Free Workplace Act of 1988, and implemented at 34 CFR Part 85, Subpart F, for grantees, as defined at 34 CFR Part 85, Sections 85.605 and 85.610, THE COLLEGE certifies that it will continue to provide a drug-free workplace. The Authorized Representative, in signing this document, certifies that they have read and are in compliance with all terms and conditions required for certification.
21. SEVERABILITY: If any provision in 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.
22. ENTIRE AGREEMENT: This Agreement constitutes the entire agreement between the parties hereto with respect to the subject matter hereof and all prior or contemporaneous agreements of any kind or nature relating to the same shall be deemed to be merged herein. This agreement does not interfere with THE COLLEGE from hiring its own personnel to perform any function identified in the scope of work outlined in Exhibit A. Any modifications to the terms of this Agreement must be in writing and signed by the parties herein.
23. NOTICES: All correspondence and notices required or contemplated by this Agreement shall be delivered to the respective parties at the addresses set forth below and are deemed submitted one (1) day after their deposit in the United States Mail, postage prepaid:

Shelagh Camak
Executive Dean, Workforce Dev.
Riverside Community College District
4800 Magnolia Ave.
Riverside, CA 92506

Jill Marks
Dean/Principal
Gateway to College Early College High
School
4800 Magnolia Ave.
Riverside, CA 92506

IN WITNESS WHEREOF, the parties hereto have caused their duly authorized representatives to execute this Agreement.

RIVERSIDE COMMUNITY COLLEGE DISTRICT

GATEWAY TO COLLEGE

By: Aaron S. Brown, Interim Vice Chancellor
Dean/Principal
Administration and Finance

By: Jill Marks,
Gateway to College ECHS
Secretary, Board of Directors
Gateway to College ECHS

DATED: _____

DATED: _____

EXHIBIT A

Scope of Work

It is agreed that THE COLLEGE will provide personnel to operate GATEWAY TO COLLEGE. The following staff assignments will be provided by THE COLLEGE to meet the replication and Charter School objectives as prescribed by the agreements between THE COLLEGE, Portland Community College and Riverside Unified School District (RUSD):

Project Director (Dean/Principal) – 60% FTE
Secretary I – 100% FTE
Accounting Clerk – 100% FTE
Student Resource Specialist – 10% FTE

In addition Gateway to College ECHS will be able to purchase supplies, materials, postage and other services, and computer equipment through RCCD.

GATEWAY TO COLLEGE will reimburse THE COLLEGE the cost of staff salary and benefits for the specified staff assigned to GATEWAY TO COLLEGE ECHS and the cost of any supplies, materials, services, and equipment purchased through RCCD. Total payment under this Agreement shall not exceed \$300,000.00 for the period July 1, 2008 through June 30, 2009. THE COLLEGE will ensure that all assigned personnel will track and record their paid time on an ongoing basis using standardized Paid Performance Reports supplied by GATEWAY TO COLLEGE ECHS.

THE COLLEGE will invoice GATEWAY TO COLLEGE ECHS on a quarterly basis for the time worked by assigned personnel and any supplies, materials, postage, or equipment purchased through RCCD.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-6-d

Date: June 17, 2008

Subject: Service Contract Award – Elevator Maintenance Services for Riverside
Community College District

Background: On May 28, 2008, the District received three (3) proposals in response to the Request for Proposals for Elevator Maintenance Services. The results were as follows:

| <u>Vendor</u> | <u>Total Bid</u> | <u>Business Location</u> |
|----------------------------|------------------|--------------------------|
| Amtech Elevator Services | \$210,305 | Anaheim, CA |
| ThyssenKrupp Elevator Corp | \$213,712 | Anaheim, CA |
| Kone, Inc | \$332,411 | Riverside, CA |

Staff has reviewed the proposals and recommends awarding the service contract to the lowest bidder, Amtech Elevator Services. The scope of work associated with this agreement has been reduced to accommodate actual service requirements District-wide. The reduction in scope reduces the contract amount to \$195,032. References for Amtech Elevator Services were checked by Purchasing staff and were found to be satisfactory.

Recommended Action: It is recommended that the Board of Trustees award a service contract for Elevator Maintenance Services to Amtech Elevator Services in the amount of \$195,032 and authorize the Interim Vice Chancellor, Administration and Finance to sign the associated agreement.

James L. Buysse
Interim Chancellor

Prepared by: Becky Elam
Vice President,
Business Services, Riverside

Doretta Sowell
Purchasing Manager

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No: V-A-6-e

Date: June 19, 2007

Subject: Agreement with Hershey Systems for a Document Scanning & Retrieval System

Background: Staff engaged in a Request for Proposal (RFP) process for the purpose of selecting a document scanning and retrieval solution to replace the existing system that is no longer supported by the vendor for Datatel Colleague integration. On April 16, 2008, the District received the following seven proposals:

| <u>Vendor</u> | <u>Total Proposal Amount</u> | <u>Business Location</u> |
|-------------------------------|------------------------------|--------------------------|
| AIG Technology, Inc. | \$140,477 | Columbia, SC |
| Hershey Systems, Inc. | \$168,805 | Santa Fe Springs, CA |
| Hyland Software, Inc. | \$185,390 | Bloomfield Township, MI |
| Perceptive Software, Inc. | \$188,271 | Shawnee, KS |
| Matrix Imaging Products, Inc. | \$233,719 | Costa Mesa, CA |
| ViaTron Systems, Inc. | \$240,426 | Gardena, CA |
| ECS Imaging, Inc. | \$278,900 | Riverside, CA |

A committee consisting of College and District representatives from Admissions and Records, Student Financial Aid, Accounting, Budget, Finance, Disabled Students Programs and Services, Nursing, Communications, Web Development, Human Resources, and Information Services, has thoroughly reviewed the proposals and recommends entering into an agreement with Hershey Systems, Inc. of Santa Fe Springs, California in the amount of \$168,805. Hershey Systems Singularity Imaging System included preferred features such as web interface services, unlimited enterprise-wide user licensing, transcript scanning and processing, graphically programmed workflows, and extensive integration capabilities with the District's Colleague system.

References for Hershey Systems were checked and found to be satisfactory. Funding will come from the general fund.

Recommended Action: It is recommended that the Board of Trustees approve entering into an agreement with Hershey Systems to provide the Singularity Imaging System, including professional services for integration and installation, testing, training, and one year of software maintenance in the amount of \$168,805 and authorize the Interim Vice Chancellor, Administration and Finance to sign said agreement.

James L. Buysse
Interim Chancellor

Prepared by: Steve Gilson
Associate Vice Chancellor,
Information Services

RIVERSIDE COMMUNITY COLLEGE DISTRICT
STUDENT SERVICES

Report No.: V-A-6-f

Date: June 17, 2008

Subject: Amendment and Addendum to Food and Beverage Management Consulting Agreement

Background: Presented for the Board's review and consideration is the first contract amendment and second addendum to the Food and Beverage Management Consulting Agreement between Riverside Community College District and Provider Contract Food Service, LLC. The original agreement, which was approved by the Board of Trustees on June 19, 2007, provided consulting services regarding the District's food service operations at the Riverside, Moreno Valley, and Norco locations.

The Amendment to the Agreement will extend the ending term of the agreement from June 30, 2008 to June 30, 2009 for an additional sum, not to exceed, \$172,000, which includes the expenses related to the full-time assignment of the consultant's food and beverage director to the District and changes the percentage of the administrative fee from 35% to 50% of the total of all direct rebates received.

The Addendum to the Agreement clarifies the responsibility, structure and timing of monthly meetings between the District and Provider; defines terms that allow the District to hire a full-time food and beverage director during the term of the agreement; and adds a new sentence in the case that Consultant's services are no longer needed. Funding source: General Fund.

Recommended Action: It is recommended that the Board of Trustees approve this amendment to extend the term of this agreement to June 30, 2009 in the amount not to exceed \$172,000 and addendum to the agreement between Riverside Community College District and Provider Contract Food Service, LLC, and authorize the Interim Vice Chancellor, Administration and Finance, to sign the agreement.

James L. Buysse
Interim Chancellor

Prepared by: Debbie DiThomas
Interim Vice Chancellor, Student Services and Operations

FIRST AMENDMENT AND SECOND ADDENDUM TO

Food and Beverage Management Consulting Agreement
between
Riverside Community College District
and
Provider Contract Food Service, LLC

This is an Amendment and an Addendum to the Food and Beverage Management Consulting Agreement, between Provider Contract Food Service, LLC and the Riverside Community College District, which was approved by the Board of Trustees on June 19, 2007.

First Amendment to the Agreement:

Section 4, Term – The ending term of the agreement will be extended from June 30, 2008 to June 30, 2009.

Section 6, Compensation, Paragraph 6.1 – For the additional year of service noted above for Section 4, the amount of the contract will include an additional sum, not to exceed, One Hundred Seventy-Two Thousand Dollars (\$172,000.00).

Section 16, Economies of Scale and Rebates – The administrative fee will be increased from 35% to 50% of the total of all direct rebates received.

The Second Addendum to the Agreement:

1. A new sentence in Section 5, Consulting Services and Reports to District, as follows:

During the first week of each month, Consultant shall schedule a meeting with a designated delegate(s) of District to: a) review the economic performance of the food-and-beverage operation on each campus/college, and, b) review status of benchmarks from District's strategic plan for food services.

2. A new paragraph 6.4 in Section 6, Compensation, which reads:

During the term of this Agreement, the district may notify Consultant in writing that the Consultant's food and beverage director assigned full-time to the District is no longer necessary. In such case, the District will receive a credit from the Consultant of Seven Thousand Dollars (\$7,000.00) per month from the amount payable under section 6.1 for the remaining months of the Agreement, beginning one month following the last day worked by the Consultant's food and beverage director.

3. A new sentence in Section 19, Termination of Agreement, which reads:

In the event District determines that Consultant's services are no longer needed, District may terminate the contract with thirty (30) days' written notice to Consultant.

All other terms and conditions of the original Agreement shall remain in full force and effect.

PROVIDER CONTRACT FOOD SERVICE, LLC

Date: _____ By: _____

Rodney Couch, Manager

RIVERSIDE COMMUNITY COLLEGE DISTRICT

Date: _____ By: _____

Aaron S. Brown
Interim Vice Chancellor
Administration and Finance

RIVERSIDE COMMUNITY COLLEGE DISTRICT
PUBLIC SAFETY EDUCATION AND TRAINING

Report No.: V-A-6-g

Date: June 17, 2008

Subject: Agreement with the County of Riverside Fire Department

Background: Attached for the Board's review and consideration is the renewal of an existing agreement between the Riverside Community College District and the Riverside County Fire Department. Riverside County and the Riverside Community College District have for a number of years participated in a mutually beneficial, cooperative arrangement regarding fire technology training and education. This Agreement identifies the terms of the cooperative arrangement. The term of this agreement is from July 1, 2008 through June 30, 2013. Funding source: General Fund.

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

Recommended Action: It is recommended that the Board of Trustees approve the agreement, from July 1, 2008 through June 30, 2013, and authorize the Interim Vice Chancellor, Administration and Finance, to sign the agreement.

James L. Buysse
Interim Chancellor

Prepared by: Cordell Briggs
Interim Dean, Public Safety Education and Training

AGREEMENT FOR
BASIC FIRE TECHNOLOGY EDUCATIONAL PROGRAM
AND TRAINING SERVICES

This Agreement is made and entered into by and between the RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter "RCCD", and the COUNTY OF RIVERSIDE, on behalf of Riverside County Fire Department, hereinafter "RVC" to provide for the Ben Clark Public Safety Training Center, (hereinafter "Center").

ARTICLE 1. PARTIES

1. Riverside County Fire Department (hereinafter "RVC")
John Hawkins, Fire Chief
210 W. San Jacinto
Perris, CA 92570

2. Riverside Community College District (hereinafter "RCCD")
Aaron S. Brown, Interim Vice Chancellor,
Administration & Finance
4800 Magnolia Avenue
Riverside, CA 92506-1299

ARTICLE 2. TERM OF CONTRACT

Section 2.01. This Agreement shall be for five years, commencing July 1, 2008 and terminating June 30, 2013, unless earlier terminated by either party in the manner set forth herein.

Section 2.02. RVC or RCCD may terminate this Agreement, without cause, upon one-hundred and twenty (120) days written notice to the other party. With exception are courses to be paid by both parties, which are fully enrolled or in progress and shall be completed as provided for herein.

Section 2.03. If the term of this agreement extends into fiscal years subsequent to that in which it is approved, such continuation of the agreement is contingent on the appropriation and availability of funds for such purpose, as determined in good faith by RCCD. If funds to affect such continued purpose are not appropriated or available as determined in good faith by the District, this agreement shall automatically terminate and RCCD shall be relieved of any further obligation.

Section 2.04. In the event the parties intend to renew this agreement at the end of the term for another five-year period, and the parties have not yet finalized a renewal agreement, the terms and conditions of this agreement will continue in full force and effect, on a month-to-month basis, until a new agreement can be completed, approved and signed by the parties. In the event costs to the RCCD increase with the renewal agreement, once a renewal agreement has been signed, RCCD shall make up the difference between the current rate and the new rate.

Section 2.05. RVC may recommend courses or programs to be submitted to RCCD for college credit courses.

Section 2.06. RCCD will approve the course content, course curriculum, and methods of instruction. RCCD will provide orientation of faculty, instructor manuals, course outlines, curriculum materials, testing and grading procedures and any other services it provides to hourly instructors in the District.

Section 2.07. RCCD will determine minimum class sizes. RCCD may also set a maximum class size and course credit.

Section 2.08. RVC agrees to provide written notice to RCCD at least one-hundred and twenty (120) calendar days prior to the offering of any Fire Academy, which shall include all relevant course information and proposed course outline.

ARTICLE 3. SERVICES TO BE PERFORMED BY RVC

Section 3.01. For purposes of Worker's Compensation, Riverside County is considered the "primary employer" for Riverside County Fire personnel performing services under this Agreement. Notwithstanding this statement, employees and instructors performing services under this Agreement are under the supervision of RCCD for instructional purposes only. This section conforms with California Code of Regulations (Title 5), Sections 58051.5 and 58058.

Section 3.02. Instruction by RVC shall include the development of appropriate lecture and practical application of materials; recommendation of instructors who meet the minimum qualifications of the State-wide Academic Senate for California Community Colleges or equivalent to teach in the career and technical education discipline of Fire Technology; development and presentation of educational support materials, audio-visual equipment, and vocational equipment to assist with selected lectures, all to be approved by RCCD and under the supervision and control of an RCCD employee who has met the minimum qualifications for instruction in career and technical education or an academic administrator in a California Community College.

Course Scheduling

Section 3.03. RVC shall provide RCCD with a schedule of all proposed instructional activities related to educational and training programs, according to the schedule development calendar for RCCD, for each of the four academic terms (fall, winter intersession, spring, and summer session).

Section 3.04. RVC and RCCD agree to consult and cooperate regarding any changes in curriculum, hours, units of credit, or other course changes, but the decision of RCCD as to all academic matters and compliance with educational requirements imposed by law shall be final.

Course Outlines

Section 3.05. RVC shall permit RCCD to have access to its existing current course outlines.

ARTICLE 4. OPERATIONAL ISSUES

Student Registration:

Section 4.01. RCCD agrees to process student applications and enroll to students in the academy, advanced officer courses, and programs. A successful enrollment means that each student has completed an on-line enrollment application provided by RCCD, the application has been accepted by RCCD's registration office, and the applicant has met all requirements, including, if applicable, the standard college student liability and medical care coverage.

Section 4.02. A California resident is one who meets the criteria set forth by law. A non-resident for student registration is one who meets criteria set forth by law.

Section 4.03. RCCD will ensure that ancillary and support services are provided for students (e.g. counseling and guidance, etc.)

Payment of Compensation:

Section 4.04. RCCD will pay directly all instructors, including academy instructors and staff who teach or perform instructional services on release time from regular employed duties of RVC employees. RCCD has the primary right to control and direct the instructional activities of the instructors, employed by RCCD.

Section 4.05. RCCD will pay RVC instructors at the prevailing faculty rate in effect during the time the Fire Academy is in progress.

Section 4.06. RCCD will notify RVC of the prevailing part-time faculty rate in writing prior to the start of instruction.

Section 4.07. RCCD and RVC will certify that courses for which FTE apportionment is claimed are not fully funded from any other public or private agency, individual or group.

Student Enrollment

Section 4.08. RVC and RCCD will mutually agree upon the number of instructors to instruct the course, the ratio of instructors per student, and the subject area to be taught.

Section 4.09. RCCD reserves the right to cancel the offering of any Fire Academy. Cancellation must be made to RVC one-hundred and twenty (120) calendar days prior to the start of the Academy, and written notice of intent to cancel served to RVC. RVC cancellation(s) must be made to RCCD one-hundred and twenty (120) calendar days prior to the start of the course and written notice of intent to cancel served to RCCD.

Hours During Which Services May Be Performed:

Section 4.10. The parties shall mutually agree on the time the classes will be conducted and these items will be set forth in the class schedule.

Section 4.11. Any change of the time or location of class(es) to be offered by RCCD must be submitted in writing ten (10) days in advance and approved by RCCD.

Cooperation of RVC:

Section 4.12. RVC agrees to comply with all reasonable requests of RCCD and to provide access to all documents necessary for the performance of RCCD's duties under this Agreement.

ARTICLE 5. LIABILITY/INDEMNITY

Section 5.01. RCCD will ensure that at the time of registration, all students will purchase the standard College student health coverage and maintain the coverage during all courses, including the academy.

Section 5.02. RVC, its officers, agents, and employees, shall not be deemed to have assumed any liability for the negligence, or any other act or omission of RCCD or any of its officers or employees, or for any dangerous or defective condition of any work or property of RCCD.

Section 5.02(a). RCCD shall indemnify and hold RVC, its officers, agents, employees and independent contractors, free and harmless from any claim or liability whatsoever, based or asserted upon the condition of work or property of RCCD, or upon any act or omission of RCCD, its officers, agents, employees, subcontractors and independent contractors, for property damage, bodily injury or death, or any other element of damage of any kind or nature, and RCCD shall defend, at its expense including attorney fees, RVC, its officers, agents, employees and independent contractors, in any legal action or claim of any kind based upon such condition of work or property, or alleged acts or omissions.

Section 5.02(b). RVC shall indemnify and hold RCCD, its officers, agents, employees and independent contractors, free and harmless from any claim or liability whatsoever, based or asserted upon any act or omission of RVC, its officers, agents, employees, subcontractors and independent contractors, for property damage, bodily injury or death, or any other element of damage of any kind or nature, and RVC shall defend, at its expense including attorney fees, RCCD, its officers, agents, employees and independent contractors, in any legal action or claim of any kind based upon such alleged acts or omissions.

ARTICLE 6. OBLIGATION OF RCCD

Section 6.01. RCCD agrees to process the completed enrollment applications described in Section 4.01 for the purposes of obtaining financial support from the State of California.

Section 6.02. RCCD shall provide current course outlines for each course making up said training programs, and shall take steps to keep its college catalogue current with regard thereto.

Section 6.03. RCCD shall schedule all portions of the educational and training programs which have been approved by RVC to be part of the course offered by RCCD, and which have also been approved by RCCD's Curriculum Committee and its Board of Trustees, and which have been published in the current college catalogue.

ARTICLE 7. GENERAL PROVISIONS

Notices:

Section 7.01. Any notices to be given herein by either party to the other may be effected by either personal delivery in writing or mail, registered or certified, postage prepaid with return receipt requested. Each party may change the address below by written notice in accordance with this paragraph. Notices delivered personally will be deemed

communicated as of actual receipt; mailed notices will be deemed communicated as of three days after mailing. Notices may be mailed as follows:

Riverside Community College District
Cordell Briggs, Interim Dean
Ben Clark Training Center
16791 Davis Avenue, Suite 200c
Riverside, CA 92518-1514

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

Non-Discrimination:

Section 7.02. The parties will comply with all federal and state rules and regulations and will not discriminate on the basis of race, religion, gender, disability, medical condition, marital status, age or sexual orientation. Harassment of any employee/student with regard to race, religion, gender disability, medical condition, marital status, age or sexual orientation is strictly prohibited.

Partial Invalidity:

Section 7.03. 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.

Alteration of Terms

Section 7.04. No addition to, or alternation of, the terms of this Agreement, whether by written or verbal understanding of the parties, their officers, agents, or employees, shall be valid unless made in the form of a written amendment to this Agreement, which is formally approved and executed by both parties.

Governing Law:

Section 7.05. This Agreement will be governed by and construed in accordance with the laws of the State of California and the venue of any action or proceeding in connection herewith shall be the County of Riverside, State of California.

Entire Agreement:

Section 7.06. This Agreement is intended by the parties hereto as a final expression of their understanding, with respect to the subject matter hereof and as a complete and exclusive statement of the terms and conditions thereof and supersedes any and all prior and contemporaneous agreements and understandings, oral or written, in connection therewith.

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

RIVERSIDE COMMUNITY COLLEGE DISTRICT

Dated: _____ By: _____
Aaron S. Brown, Interim Vice Chancellor,
Administration and Finance

COUNTY OF RIVERSIDE

Dated: _____ By: _____
Chairman, Board of Supervisors

ATTEST:

NANCY ROMERO
Clerk of the Board

By:
(Deputy)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
PUBLIC SAFETY EDUCATION AND TRAINING

Report No.: V-A-6-h

Date: June 17, 2008

Subject: Agreement with the County of Riverside Fire Department

Background: Attached for the Board's review and consideration is the renewal of an existing agreement between the Riverside Community College District and the Riverside County Fire Department. Riverside County and the Riverside Community College District have for a number of years participated in a mutually beneficial, cooperative arrangement regarding fire technology training and education. The County Fire Department agrees to release one Fire Department captain to serve as the fire technology operations and logistics coordinator for the Basic Firefighter Academy in the Public Safety Education and Training Center for the term of July 1, 2008 through June 30, 2010. The District will pay an amount not to exceed the top step Fire Department captain's salary of \$150,558.00, in addition to unplanned overtime, not to exceed \$12,000.00 per year and mileage, not to exceed \$4,800.00 per year. Funding source: General Fund.

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

Recommended Action: It is recommended that the Board of Trustees approve the agreement, from July 1, 2008 through June 30, 2010, for an amount not to exceed \$167,558.00, and authorize the Interim Vice Chancellor, Administration and Finance, to sign the agreement.

James L. Buysse
Interim Chancellor

Prepared by: Cordell Briggs
Interim Dean, Public Safety Education and Training

AGREEMENT BETWEEN RIVERSIDE COMMUNITY COLLEGE DISTRICT AND THE
COUNTY OF RIVERSIDE

THIS AGREEMENT is made and entered into by and between the RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter "RCCD" and the COUNTY OF RIVERSIDE, on behalf of the Riverside County Fire Department, hereinafter "County."

ARTICLE 1. PARTIES

1. Riverside County Fire Department (hereinafter "RVC")
John Hawkins, Fire Chief
210 W. San Jacinto
Perris, CA 92570

2. Riverside Community College District (herinafter "RCCD")
Aaron S. Brown, Interim Vice Chancellor,
Administration and Finance
4800 Magnolia Avenue
Riverside, CA 925006-1299

ARTICLE 2. TERM OF CONTRACT

Section 2.01. This agreement shall be for two years, commencing on July 1, 2008 and terminating on June 30, 2010, unless earlier terminated by either party in the manner set forth herein.

Section 2.02. RVC or RCCD may terminate this Agreement, without cause, upon one hundred and eighty days (180) days written notice to the other party.

Section 2.03. If the term of this agreement extends into fiscal years subsequent to that in which it is approved, such continuation of the agreement is contingent on the appropriation and availability of funds for such purpose, as determined in good faith by RCCD. If funds to affect such continued purpose are not appropriated or available as determined in good faith by the District, this agreement shall automatically terminate and RCCD shall be relieved of any further obligation.

Section 2.04. In the event the parties intend to renew this agreement at the end of the term for another two year period, and the parties have not yet finalized a renewal agreement, the terms and conditions of this agreement will continue in full force and effect, on a month-to-month basis, not to exceed six (6) months, until a new agreement can be completed, approved and signed by the parties. In the event costs to the RCCD increase with the renewal agreement, once a renewal agreement has been signed, RCCD shall make up the difference

between the current rate and the new rate.

ARTICLE 3. SCOPE OF SERVICE

Section 3.01. County agrees to release one Fire Department Captain to serve as Fire Technology Operations and Logistics Coordinator for RCCD's Basic Firefighter Academy in the Public Safety Education and Training Department.

Section 3.02. The Operations and Logistics Coordinator shall meet the minimum qualifications of the State-wide Academic Senate of California Community Colleges or equivalent to teach career and technical education courses in Fire Technology.

Section 3.03. The Operations and Logistics Coordinator shall serve as teacher-counselor and advisor to students enrolled in courses;

Section 3.03. The Operation and Logistics Coordinator shall establish and maintain close liaison between the District and participating agencies;

Section 3.04. The Operation and Logistics Coordinator shall coordinate instructor assignments for the Riverside County Fire co-sponsored courses as well as other District academic courses;

Section 3.05. The Operation and Logistics Coordinator shall coordinate course schedules with instructors and participating agencies; and coordinate facility and equipment use.

Section 3.06. It is understood that this position will be committed to District on a priority basis (based on the current County Fire Department scheduling pattern for a "Training Captain") for the term of this agreement and subject to the conditions cited herein. It is further understood that in the event that the Fire Department Captain is given a County/State Fire related assignment, the County agrees to compensate for this assignment.

ARTICLE 4. PAYMENT AND COMPENSATION

Section 4.01. RCCD shall reimburse County for rendering services pursuant to this agreement.

Section 4.02. The cost of reimbursement shall be established by RCCD and approved by the County Board of Supervisors for the services of a Fire Captain, and a mileage rate for any costs incurred through the use of County vehicles specifically for RCCD business and to be turned in to the Director, Fire Technology/Fire Academy Program on a quarterly basis.

Section 4.03. Total cost to RCCD shall not exceed the top step Fire Department Captain salary, which includes benefits (see attached Exhibit A).

Section 4.04. Unplanned overtime shall not exceed \$12,000.00 per year, and mileage shall not exceed \$4,800.00 per year. Mileage specifically excludes commute from residence to assignment location.

Section 4.05. Both overtime and mileage reimbursement must be specifically for RCCD's business and is subject to periodic review.

Section 4.06. Payment for services will be rendered upon receipt of an invoice by RCCD from County on a quarterly basis.

Section 4.07. It is mutually agreed that RCCD will reimburse the Fire Technology Operations and Logistics Coordinator directly for mileage in non-County vehicles, travel expenses, per diem and other expenses on behalf of RCCD as deemed appropriate by and upon advance written approval of the Director, Fire Technology/Fire Academy Program for the term of this Agreement.

ARTICLE 5. COUNTY FUNDED EMPLOYEE

Section 5.01. The assigned County-funded employee shall remain a County-funded employee on special assignment to the RCCD for the purposes set forth in this Agreement, and shall not be considered an employee of RCCD. The relationship of the County to the RCCD shall be that of an independent contractor.

ARTICLE 6. AGREEMENT ADMINISTRATION

Section 6.01. The Fire Chief shall administer this Agreement on behalf of the County of Riverside.

Section 6.02. RCCD's Dean of Public Safety Education and Training, and Director, Fire Technology/Fire Academy Program of Riverside Community College Ben Clark Training Center shall administer this Agreement on behalf of the District.

ARTICLE 7. VACATION AND HOLIDAY TIME

Section 7.01. Vacation time that has been approved by the Fire Chief or designee may be taken with reasonable notice to the Director, Fire Technology/Fire Academy, but shall not conflict with the development of presentation of the Fire Technology course schedule or Fire Academy.

Section 7.02. Because RCCD and County holidays may not correspond, holiday time off will be taken in accordance with the County policy. If County holidays exceed RCCD's holidays during the Agreement period, the excess day(s) shall be taken with reasonable

notice to the Director, but shall not conflict with the development or presentation of the Fire Technology course schedule.

ARTICLE 8. REVIEW AND SUPERVISION

Section 8.01. The Fire Chief (or designee) shall supervise the Fire Technology Operations and Logistics Coordinator. This supervision will be coordinated with RCCD's Director of Fire Technology/Fire Academy Program and the office of RCCD's Dean of Public Safety Education and Training at the Ben Clark Training Center.

ARTICLE 9. INDEMNIFICATION AND HOLD HARMLESS

Section 9.01 Indemnification by RCCD. RCCD shall indemnify and hold County, its officers, agents, employees, and independent contractors free and harmless from any claim or liability whatsoever based or asserted upon any act or omission of RCCD, its officers, agents, employees, subcontractors, independent contractors, for property damage, bodily injury or death, or any other element of damage of any kind or nature, occurring in the performance of the Agreement to the extent that such liability is imposed on the County by the provisions of California Government Code Section 895.2, and RCCD shall defend at its expense, including attorney fees, County its officers, agents, employees and independent contractors in any legal action or claim of any kind based upon such alleged acts or omissions.

Section 9.02 Indemnification by County. County shall indemnify and hold RCCD, its officers, agents, employees and independent contractors free and harmless from any claim or liability whatsoever, based or asserted upon any act or omission of County, its officers, agents, employees, subcontractors, and independent contractors, for property damage, bodily injury or death, or any other element of damage of any kind or nature, occurring in the performance of this Agreement to the extent that such liability is imposed of RCCD by the provisions of California Government Code 895.2, and County shall defend at its expense, including attorney fees, RCCD, its officers, agents, employees, and independent contractors in any legal action or claim of any kind, based upon such alleged acts or omissions.

ARTICLE 10. ALTERATION OF TERMS

Section 10.01. No addition to, or alteration of, the terms of this Agreement, whether by written or verbal understanding of the parties, their officers, agents, or employees, shall be valid unless made in the form of a written amendment to this Agreement, which is formally approved and executed by both parties.

ARTICLE 11. NON-DISCRIMINATION

Section 11.01. The parties will comply with all federal and state rules and regulations and will not discriminate on the basis of race, religion, gender, disability, medical condition, marital status, age or sexual orientation. Harassment of any employee/student with regard to race, religion, gender disability, medical condition, marital status, age or sexual orientation is strictly prohibited.

ARTICLE 12. NOTICES

Any notices required or desired to be served by either party upon the other shall be addressed to the respective parties as set forth below:

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

RCCD:
Aaron Brown, Interim Vice Chancellor,
Administration and Finance
Riverside Community College District
4800 Magnolia Avenue
Riverside, CA 92506-1299

Notices may also be served to other addresses as from time to time designated by the respective parties. An information copy of any notice to County shall be sent to:

Clerk of the Board of Supervisors
County of Riverside
4080 Lemon Street, 1st Floor
Riverside, CA 92501

Riverside Community College District
Cordell A. Briggs, Interim Dean
Public Safety Education and Training
Ben Clark Training Center
16791 Davis Avenue, Ste. 200c
Riverside, CA 92518-1514

ARTICLE 13. GOVERNING LAW

Section 13.01. This Agreement will be governed by and construed by in accordance with the laws of the State of California and the venue of any action or proceedings in connection herewith shall be the County of Riverside.

ARTICLE 14. ENTIRE AGREEMENT

Section 14.01. This Agreement is intended by the parties hereto as a final expression of their understanding, with respect to the subject matter hereof and as a complete and exclusive statement of the terms and conditions thereof and supersedes any and all prior and contemporaneous agreements and understandings, oral or written, in connection therewith.

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

RIVERSIDE COMMUNITY COLLEGE DISTRICT

Dated: _____

By: _____

Aaron S. Brown
Interim Vice Chancellor, Administration and Finance

COUNTY OF RIVERSIDE

Dated: _____

By: _____

Chairman, Board of Supervisors

ATTEST:

NANCY ROMERO
Clerk of the Board

By:
(Deputy)

EXHIBIT A

Agreement between Riverside Community College District
and The County of Riverside

Re: Fire Technology Operations & Logistics Coordinator

Salary Schedule for Fire Captain-Training FY 2008-2009

| | |
|----------|-------------------------|
| Salary | \$95,897.00/year |
| Benefits | <u>\$54,661.00/year</u> |

Total Yearly \$150,558.00

RIVERSIDE COMMUNITY COLLEGE DISTRICT
PUBLIC SAFETY EDUCATION AND TRAINING

Report No.: V-A-6-i

Date: June 17, 2008

Subject: Agreement with the County of Riverside, Sheriff's Department

Background: Attached for the Board's review and consideration is the renewal of an existing agreement between the Riverside Community College District and the County of Riverside, on behalf of the Riverside County Sheriff's Department. Riverside County and the Riverside Community College District have for a number of years participated in a mutually beneficial, cooperative arrangement regarding the administration of justice training services and education. This Agreement identifies the terms of the cooperative arrangement regarding the administration of justice training services and education. The terms of this agreement shall be for one year, from July 1, 2008 through June 30, 2009. Funding source: General fund.

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

Recommended Action: It is recommended that the Board of Trustees approve the agreement for one year, from July 1, 2008 through June 30, 2009, and authorize the Interim Vice Chancellor, Administration and Finance, to sign the agreement.

James L. Buysse
Interim Chancellor

Prepared by: Cordell Briggs
Interim Dean, Public Safety Education and Training

AGREEMENT FOR
ADMINISTRATION OF JUSTICE EDUCATIONAL AND
TRAINING SERVICES

This Agreement is made and entered into by and between the RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter "RCCD", and the COUNTY OF RIVERSIDE, on behalf of the Riverside County Sheriff's Department, hereinafter "RSD" to provide for the Ben Clark Public Safety Training Center, (hereinafter "BCTC").

ARTICLE 1. PARTIES

- County of Riverside, on behalf of the Sheriff's Department (hereinafter "RSD")
Stanley Sniff, Jr., Sheriff
P. O. Box 512
Riverside, CA 92502
2. Riverside Community College District (hereinafter "RCCD")
Aaron S. Brown, Interim Vice Chancellor
Administration & Finance
4800 Magnolia Avenue
Riverside, CA 92506-1299

ARTICLE 2. TERM OF CONTRACT

Section 2.01. This Agreement shall be for one year, commencing July 1, 2008, and terminating June 30, 2009 unless earlier terminated by either party in the manner set forth herein.

Section 2.02. RSD or RCCD may terminate this Agreement, without cause, upon one hundred and twenty (120) days written notice to the other party. With exception are courses to be paid by both parties, which are fully enrolled or in progress and shall be completed as provided for herein.

Section 2.03. If the term of this agreement extends into fiscal years subsequent to that in which it is approved, such continuation of the agreement is contingent on the appropriation and availability of funds for such purpose, as determined in good faith by RCCD. If funds to affect such continued purpose are not appropriated or available as determined in good faith by the District, this agreement shall automatically terminate and RCCD shall be relieved of any further obligation.

Section 2.04. In the event the parties intend to renew this agreement at the end of the term for another one year period, and the parties have not yet finalized a renewal agreement, the terms and conditions of this agreement will continue in full force and effect, on a month-to-month basis, until a new agreement can be completed, approved and signed by the parties. In the event costs to the RCCD increase with the renewal agreement, once a renewal agreement has been signed, RCCD shall make up the difference between the current rate and the new rate.

Section 2.05. RSD may recommend courses or programs to be submitted to RCCD for college credit courses.

Section 2.06. RCCD will approve the course content, course curriculum, and methods of instruction. RCCD will provide orientation of faculty, instructor manuals, course outlines, curriculum materials, testing and grading procedures and any other services it provides to hourly instructors in the District.

Section 2.07. RCCD will determine minimum class sizes. RCCD may also set a maximum class size and course credit.

Section 2.08. RSD agrees to provide written notice to RCCD at least one-hundred twenty (120) calendar days prior to the offering the Basic P.O.S.T. Academy, which shall include all relevant course information and proposed course outline.

ARTICLE 3. SERVICES TO BE PERFORMED BY RSD

Section 3.01. For purposes of Worker's Compensation, RSD is considered the "primary employer" for Riverside County Sheriff personnel performing services under this Agreement. Notwithstanding this statement, employees and instructors performing services under this Agreement are under the supervision of RCCD for instructional purposes only. This section conforms with California Code of Regulations (Title 5), Sections 58051.5 and 58058.

Section 3.02. Instruction by RSD shall include the development of appropriate lecture and practical application of materials; recommendation of instructors who meet the minimum qualifications of the State-wide Academic Senate of California Community Colleges or equivalent to teach in the career and technical education discipline of Administration of Justice; development and presentation of educational support materials, audio-visual equipment, and career and technical equipment to assist with selected lectures in conjunction with RCCD and under the supervision and control of an RCCD employee who has met the minimum qualifications for instruction in career and technical education or an academic administrator in a California Community College.

Course Scheduling

Section 3.03. RSD shall provide RCCD with a schedule of all proposed instructional activities related to educational and training programs, according to the schedule development calendar for the District, for each of the four academic terms (fall, winter intersession, spring, and summer session).

Section 3.04. RSD and RCCD agree to consult and cooperate regarding any changes in curriculum, hours, units of credit, or other course changes, but the decision of RCCD as to all academic matters and compliance with educational requirements imposed by law shall be final.

Course Outlines

Section 3.05. RSD shall permit RCCD to have access to its existing current course outlines and State Peace Officers Standards and Training (POST) approved course outlines.

ARTICLE 4. OPERATIONAL ISSUES

Student Registration:

Section 4.01. RCCD agrees to process student applications and to enroll students in the academies, advanced officer courses, and programs. A successful enrollment means that each student has completed an on-line enrollment application provided by RCCD, the application has been delivered to and accepted by RCCD's registration office, and the applicant has met all requirements, including, if applicable, the standard college student liability and medical care coverage.

Section 4.02. A California resident is one who meets the criteria set forth by law. A non-resident for student registration is one who meets criteria set forth by law.

Section 4.03. RCCD will ensure that ancillary and support services are provided for students (e.g. counseling and guidance, etc.)

Payment of Compensation:

Section 4.04. RCCD will pay directly all instructors, including academy instructors and staff who teach or perform instructional services on release time from regular employed duties of RSD employees. RCCD has the primary right to control and direct the instructional activities of the instructors, employed by RCCD.

Section 4.05. RCCD will pay RSD for the services of academy instructors who perform instructional services on release time from regular duty of RSD employees.

Payments will be made at the prevailing part-time faculty hourly rate in effect during the time the academy is in progress.

Section 4.06. RCCD will notify RSD of the prevailing part-time faculty rate in writing prior to the start of instruction.

Section 4.07. RCCD and RSD will certify that courses for which FTE apportionment is claimed are not fully funded from any other public or private agency, individual or group.

Student Enrollment

Section 4.08. RSD and RCCD will mutually agree upon the number of instructors to instruct the course, the ratio of instructors per student, and the subject area to be taught.

Section 4.09. RCCD reserves the right to cancel the offering of courses and programs. Cancellation must be made to RSD one-hundred twenty calendar days prior to the start of any courses or programs, and written notice of intent to cancel served to RSD. RSD cancellation(s) must be made to RCCD one-hundred twenty (120) calendar days prior to the start of any courses or programs and written notice of intent to cancel served to RCCD.

Section 4.10. RCCD will provide Admission forms for each student as described in Sections 4.01 and 4.02 above.

Section 4.11. RSD will pay the student enrollment fees for RSD affiliated students and other law enforcement agency affiliated students.

Hours During Which Services May Be Performed:

Section 4.12. The parties shall mutually agree on the time the classes will be conducted and these items will be set forth in the class schedule.

Section 4.13. Any change of the time or location of class(es) to be offered by RCCD must be submitted in advance and approved by RCCD.

Cooperation of RSD:

Section 4.14. RSD agrees to comply with all reasonable requests of RCCD and provide access to all documents related to the instructional program necessary for the performance of RCCD's duties under this Agreement.

Place of Work:

Section 4.15. RSD will provide at its own expense firearms, magazines and batons for its trainees to use while attending and participating in firearms, baton and defensive tactics training during the course of the academy and other courses and programs. Trainees from other agencies and non-affiliated students shall provide the aforementioned equipment. RSD shall have the exclusive right to determine and authorize the type, make and model of equipment to be used during academy instruction. Departure from this must be authorized by RSD.

ARTICLE 5. LIABILITY/INDEMNITY

Section 5.01. RCCD will ensure that at the time of registration, non-affiliated students will purchase the standard College student health coverage and maintain the coverage during the entire Academy.

Section 5.02. RSD, its officers, agents, and employees, shall not be deemed to have assumed any liability for the negligence, or any other act or omission of RCCD or any of its officers or employees, or for any dangerous or defective condition of any work or property of RCCD.

Section 5.02(a). RCCD shall indemnify and hold RSD, its officers, agents, employees and independent contractors, free and harmless from any claim or liability whatsoever, based or asserted upon the condition of work or property of RCCD, or upon any act or omission of RCCD, its officers, agents, employees, subcontractors and independent contractors, for property damage, bodily injury or death, or any other element of damage of any kind or nature, and RCCD shall defend, at its expense including attorney fees, RSD, its officers, agents, employees and independent contractors, in any legal action or claim of any kind based upon such condition of work or property, or alleged acts or omissions.

Section 5.02(b). RSD shall indemnify and hold RCCD, its officers, agents, employees and independent contractors, free and harmless from any claim or liability whatsoever, based or asserted upon any act or omission of RSD, its officers, agents, employees, subcontractors and independent contractors, for property damage, bodily injury or death, or any other element of damage of any kind or nature, and RSD shall defend, at its expense including attorney fees, RCCD, its officers, agents, employees and independent contractors, in any legal action or claim of any kind based upon such alleged acts or omissions.

ARTICLE 6. OBLIGATION OF RCCD

Section 6.01. RCCD agrees to process the completed enrollment applications described in Section 4.01 for the purposes of obtaining financial support from the State of California.

Section 6.02. RCCD shall provide current course outlines for each course making up said training programs, and shall take steps to keep its college catalogue current with regard thereto.

Section 6.03. RCCD shall schedule all portions of the educational and training programs approved by RSD to be part of the curriculum offered by RCCD, and approved by RCCD's Curriculum Committee and its Board of Trustees, and published in the current college catalog.

ARTICLE 7. GENERAL PROVISIONS

Notices:

Section 7.01. Any notices to be given herein by either party to the other may be effected by either personal delivery in writing or mail, registered or certified, postage prepaid with return receipt requested. Each party may change the address below by written notice in accordance with this paragraph. Notices delivered personally will be deemed communicated as of the time of actual receipt; mailed notices will be deemed communicated as of three days after mailing. Notices may be mailed as follows:

Riverside Community College District
Cordell A. Briggs, Interim Dean
Public Safety Education and Training
Ben Clark Training Center
16791 Davis Avenue, Suite 200c
Riverside, CA 92518-1514

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

Non-Discrimination

Section 7.02. The parties will comply with all federal and state rules and regulations and will not discriminate on the basis of race, religion, gender, disability, medical condition, marital status, age or sexual orientation. Harassment of any employee/student with

regard to race, religion, gender disability, medical condition, marital status, age or sexual orientation is strictly prohibited.

Partial Invalidity:

Section 7.03. 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.

Alteration of Terms

Section 7.04. No addition to, or alternation of, the terms of this Agreement, whether by written or verbal understanding of the parties, their officers, agents, or employees, shall be valid unless made in the form of a written amendment to this Agreement, which is formally approved and executed by both parties.

Governing Law:

Section 7.05. This Agreement will be governed by and construed in accordance with the laws of the State of California and the venue of any action or proceeding in connection herewith shall be the County of Riverside, State of California.

Entire Agreement

Section 7.06. This Agreement is intended by the parties hereto as a final expression of their understanding, with respect to the subject matter hereof and as a complete and exclusive statement of the terms and conditions thereof and supersedes any and all prior and contemporaneous agreements and understandings, oral or written, in connection therewith.

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

RIVERSIDE COMMUNITY COLLEGE DISTRICT

Dated: _____ By: _____
Aaron S. Brown, Interim Vice Chancellor,
Administration and Finance

COUNTY OF RIVERSIDE

DATE: _____ By: _____
Chairman, Board of Supervisors

ATTEST:

NANCY ROMERO
Clerk of the Board

By:
(Deputy)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
PUBLIC SAFETY EDUCATION AND TRAINING

Report No.: V-A-6-j

Date: June 17, 2008

Subject: Agreement with the County of Riverside, Sheriff's Department

Background: Attached for the Board's review and consideration is the renewal of an existing agreement between the Riverside Community College District and the County of Riverside, on behalf of the Riverside County Sheriff's Department. The Riverside County Sheriff's Department agrees to release one deputy to serve as assistant continuity officer for the Basic Peace Officer Training Academy in the Public Safety Education and Training Program at the Ben Clark Training Center. The rates charged by the County shall be established and approved annually by the County Board of Supervisors in the form of hourly rates for a Sheriff's Deputy, in addition to other work-related expenses as deemed appropriate by the District, for a total amount not to exceed \$119,308.00. The terms of this agreement shall be from July 1, 2008 through June 30, 2010. Funding source: General Fund

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

Recommended Action: It is recommended that the Board of Trustees approve the agreement from July 1, 2008 through June 30, 2010, for an hourly rate, in addition to work related expenses, and authorize the Interim Vice Chancellor, Administration and Finance, to sign the agreement.

James L. Buysse
Interim Chancellor

Prepared by: Cordell Briggs
Interim Dean, Public Safety Education and Training

AGREEMENT BETWEEN RIVERSIDE COMMUNITY COLLEGE DISTRICT
AND THE COUNTY OF RIVERSIDE

THIS AGREEMENT is made and entered into by and between the RIVERSIDE COMMUNITY COLLEGE DISTRICT, hereinafter "RCCD" and the COUNTY OF RIVERSIDE, on behalf of the Riverside County Sheriff's Department, hereinafter "County."

ARTICLE 1. PARTIES

1. County of Riverside, on behalf of the Sheriff's Department
Stanley L. Sniff, Jr., Sheriff
P. O. Box 512
Riverside, CA 92502

2. Riverside Community College District
Aaron S. Brown, Interim Vice Chancellor
Administration & Finance
4800 Magnolia Avenue
Riverside, CA 92506-1299

ARTICLE 2. TERM OF CONTRACT

Section 2.01. This agreement shall be for two years, commencing on July 1, 2008 and terminating on June 30, 2010, unless earlier terminated by either party in the manner herein set forth.

Section 2.02. County or RCCD may terminate this Agreement, without cause, upon one hundred and eighty (180) days written notice to the other party.

Section 2.03. If the term of this agreement extends into fiscal years subsequent to that in which it is approved, such continuation of the agreement is contingent on the appropriation and availability of funds for such purpose, as determined in good faith by RCCD. If funds to affect such continued purpose are not appropriated or available as determined in good faith by the District, this agreement shall automatically terminate and RCCD shall be relieved of any further obligation.

Section 2.04. In the event the parties intend to renew this agreement at the end of the term for another two year period, and the parties have not yet finalized a renewal agreement, the terms and conditions of this agreement will continue in full force and effect, on a month-to-month basis, not to exceed six (6) months, until a new agreement can be completed, approved and signed by the parties. In the event costs to the RCCD increase with the renewal agreement, once a renewal agreement has been signed, RCCD shall make up the difference between the current rate and the new rate.

ARTICLE 3. SCOPE OF SERVICE

Section 3.01. County agrees to release one Sheriff's Department Deputy to serve as an Assistant Continuity Officer for the Basic Peace Officer Training Academy in the Public Safety Education and Training program at Riverside Community College.

Section 3.02. The Assistant Continuity Officer shall meet the minimum qualifications of the State-wide Academic Senate for California Community Colleges or equivalent to teach career and technical education courses in Administration of Justice.

Section 3.03. The Assistant Continuity Officer shall serve as an assistant to the Continuity Officer for the Basic Peace Officer Academy on a temporary basis to accommodate academy students in classes whose enrollment exceeds 75.

Section 3.04. The Assistant Continuity Officer shall establish and maintain close liaison between student officers and participating agencies; create and evaluate scenarios, conduct inspections, review student report memorandums and assist with physical training, defensive tactics, and emergency vehicle operations instructional supervision.

Section 3.05. The Assistant Continuity Officer will be committed to RCCD on a full-time basis (40 hours per week.)

ARTICLE 4. PAYMENT AND COMPENSATION

Section 4.01. RCCD shall reimburse County the full cost of rendering services pursuant to this Agreement.

Section 4.02. The cost of reimbursement by RCCD shall be established and approved annually by the County Board of Supervisors in the form of an hourly rate for a Sheriff's Deputy, and a mileage rate for any costs incurred through the use of County vehicles. RCCD shall be notified when rate changes occur, and new rates shall take effect on the same date as County incurs the associated costs. The current hourly rate for an unsupported Sheriff's Deputy position is \$52.33 per hour. The current mileage rate is \$0.73 per mile for a black and white vehicle and \$0.47 per mile for a "plain" vehicle.

Section 4.03. RCCD will render payment for services upon receiving a monthly invoice from County.

Section 4.04. RCCD will compensate the Assistant Continuity Officer directly for mileage in non-County vehicles, travel expenses, per diem and other expenses on behalf of RCCD as deemed appropriate by RCCD for the term of this Agreement.

ARTICLE 5. COUNTY EMPLOYEE

Section 5.01. The assigned County employee shall remain employee of the County on special assignment to RCCD for the purposes set forth in this Agreement, and shall not be considered an employee of RCCD.

ARTICLE 6. ADMINISTRATION OF AGREEMENT

Section 6.01. The Sheriff shall administer this Agreement on behalf of the County of Riverside.

Section 6.02. RCCD's Dean of Public Safety Education and Training and the Director of Law Enforcement shall administer this Agreement on behalf of the RCCD.

ARTICLE 7. VACATION AND HOLIDAY TIME

Section 7.01. Vacation time that has been approved by the Sheriff or his designee may be taken with reasonable notice to the Dean, Public Safety Education and Training, but shall not conflict with the development of presentation of the Administration of Justice's course schedule.

Section 7.02. Because RCCD's and County's holidays may not correspond, holiday time off will be taken in accordance with the academy class schedule. If the County's holidays exceed RCCD's holidays during the Agreement period, the excess day(s) shall be taken with reasonable notice to the Dean, but shall not conflict with the development or presentation of the Administration of Justice's course schedule.

ARTICLE 8. REVIEW AND SUPERVISION

Section 8.01. The Sheriff (or his designee) shall supervise the Assistant Continuity Officer. This supervision will be coordinated with the RCCD's Dean, Public Safety Education and Training.

ARTICLE 9. INDEMNIFICATION AND HOLD HARMLESS

Section 9.01. Indemnification by RCCD. RCCD shall indemnify and hold County, its officers, agents, employees, and independent contractors free and harmless from any claim or liability whatsoever, based or asserted upon any act or omission of RCCD, its officers, agents employees, volunteers, subcontractors or independent contractors, for property damage, bodily injury or death, or any other element of damage of any kind or nature arising out of the performance of this Agreement to the extent that such liability is imposed on County by the provisions of California Government Code Section 895.2 or other applicable law, and RCCD shall defend at its expense, including attorney fees, County, its officers, agents, employees and independent contractors in any legal action or claim of any kind based upon such alleged acts or omissions.

Section 9.02. Indemnification by County. County shall indemnify and hold RCCD, its officers,

agents, employees, and independent contractors free and harmless from any claim or liability whatsoever, based or asserted upon any act or omission of County, its officers, agents employees, volunteers, subcontractors or independent contractors, for property damage, bodily injury or death, or any other element of damage of any kind or nature arising out of the performance of this Agreement to the extent that such liability is imposed on RCCD by the provisions of California Government Code 895.2 or other applicable law, and County shall defend at its expense, including attorney fees, RCCD, its officers, agents, employees and independent contractors in any legal action or claim of any kind, based upon such alleged acts or omissions.

ARTICLE 10. ALTERATION OF TERMS

Section 10.01. No addition to, or alteration of, the terms of this Agreement, whether by written or verbal understanding of the parties, their officers, agents, or employees, shall be valid unless made in the form of a written amendment to this Agreement, which is formally approved and executed by both parties.

ARTICLE 11. NON-DISCRIMINATION

Section 11.01. The parties will comply with all federal and state rules and regulations and will not discriminate on the basis of race, religion, gender, disability, medical condition, marital status, age or sexual orientation. Harassment of any employee/student with regard to race, religion, gender disability, medical condition, marital status, age or sexual orientation is strictly prohibited.

ARTICLE 12. NOTICES

Any notices required or desired to be served by either party upon the other shall be addressed to the respective parties as set forth below:

County:
Stanley L. Sniff, Jr., Sheriff
P. O. Box 512
Riverside, CA 92502

RCCD:
Aaron S. Brown, Interim Vice Chancellor,
Administration & Finance
Riverside Community College District
4800 Magnolia Avenue
Riverside, CA 92506-1299

Notices may also be served to other addresses as from time to time shall be designated by the respective parties. An information copy of any notice to County shall also be sent to:

Clerk of the Board of Supervisors
County of Riverside
4080 Lemon Street, 1st Floor

Riverside Community College District
Cordell A. Briggs, Interim Dean
Public Safety Education and Training

Riverside, CA 92501

Ben Clark Training Center
16791 Davis Avenue, Suite 200c
Riverside, CA 92518-1514

ARTICLE 13. GOVERNING LAW

Section 13.01. This Agreement will be governed by and construed in accordance with the laws of the State of California and the venue of any action or proceedings in connection herewith shall be the County of Riverside.

ARTICLE 14. ENTIRE AGREEMENT

Section 14.01. This Agreement is intended by the parties hereto as a final expression of their understanding, with respect to the subject matter hereof and as a complete and exclusive statement of the terms and conditions thereof and supersedes any and all prior and contemporaneous agreements and understandings, oral or written, in connection therewith.

The duly authorized representative of each of the parties hereto has signed in confirmation of this Agreement as of the dates indicated below.

RIVERSIDE COMMUNITY COLLEGE DISTRICT

Dated: _____

By _____

Aaron S. Brown
Interim Vice Chancellor, Administration

COUNTY OF RIVERSIDE

Dated: _____

By: _____

Chairman, Board of Supervisors

ATTEST:

NANCY ROMERO
Clerk of the Board

By:
(Deputy)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
RIVERSIDE CITY COLLEGE

Report No.: V-A-6-k

Date: June 17, 2008

Subject: Riverside Aquatics Complex

Background: In September, 2007, the Board of Trustees approved the expenditure of \$5,000,000 from Measure C funds and the development of a joint use agreement relative to the proposed Aquatics Center to be located on Riverside City College. Since that time, staff has been working with City of Riverside and County of Riverside staff to develop a Memorandum of Understanding (MOU) to identify partnership roles and responsibilities for the development of the project. Additionally, staff has been working with the same entities to develop a Joint Use Agreement (JUA) to identify scheduled use, operation and maintenance of the Riverside Aquatics Complex.

Staff is now prepared to present to the Board of Trustees the MOU and the JUA for approval.

Memorandum of Agreement for Riverside Community College District Aquatics Complex – Attached

Joint Use Agreement for Riverside Community College District Aquatics Complex - Attached

Recommended Action: It is recommended that the Board of Trustees approve the Memorandum of Agreement and Joint Use Agreement for Riverside Community College District Aquatics Complex, and authorize the Interim Vice Chancellor, Administration and Finance, to sign the MOU and JUA.

James L. Buysse
Interim Chancellor

Prepared by: Becky Elam Vice President Business Services
Riverside

Ruth Adams
Director, Contracts, Compliance, and Legal Services

APPENDIX A

JOINT USE AGREEMENT FOR
RIVERSIDE AQUATICS COMPLEX AT RIVERSIDE CITY COLLEGE

This Agreement is entered into by and between the Riverside Community College District (hereinafter referred to as "District), the City of Riverside (hereinafter referred to as "City") and the County of Riverside (hereinafter referred to as "County"). When referring to these three agencies collectively, they shall be referred to as the "Parties".

1. Purpose. The Parties have determined that it is in the public interest and for the general welfare for the Parties hereto to share jointly in the use of the property owned by the District, currently known as the Riverside Aquatics Complex at Riverside City College (hereinafter referred to as the "Complex"), to conduct swimming and water sports events for the benefit of the students of District and for the residents of City and County. This Agreement serves to clarify the usage of the Complex by all Parties to the Agreement, upon completion of construction of the Complex, as well as to set rules and regulations regarding that usage.

2. Development of Complex. The Parties have signed a Memorandum of Agreement as to the financing, development and construction of the Complex, which was signed on or about _____ and is incorporated herein by reference.

3. Maintenance of Complex. Following its construction the District shall maintain the Complex at a level consistent with the level established by the District for the current pool facility.

The District's maintenance responsibilities shall include, but not be limited to, repairing the pool, all plumbing and water pipes, restrooms, buildings, diving platforms,

bleachers and other facilities and systems not specifically mentioned herein. The District, City, and County shall be responsible for the cost of maintaining the Complex as defined above. Annual actual maintenance costs shall be prorated based on actual usage. The District shall maintain records of expenditures associated with maintenance and submit invoices and detailed back-up on a quarterly basis to the Parties.

Any vandalism or damage beyond normal wear and tear incurred during the use of the Complex by City, "or by County, or by entities, groups, or clubs associated with and scheduled by City or County, shall be repaired by City or County, respectively, at their sole expense pursuant to Section 10. below. Any vandalism or damage beyond normal wear and tear incurred when the Complex is not in use by City, County, or entities, groups, or clubs associated with City or County, shall be repaired by District at its sole expense.

4. Utilities. The District, City, and County shall be responsible for the cost of all utilities associated with the Complex, including, but not limited to, water, electricity and natural gas. Annual utility costs shall be prorated based on actual usage. The District shall maintain records of expenditures associated with utilities and submit invoices and detailed back-up on a quarterly basis to the Parties.

5. Use and Scheduling of Complex. The Complex shall be used by District for conducting District classes and programs and by City and County for its sports and recreation programs and other events.

Notwithstanding the Minimum Usage provisions set forth below, District classes and programs shall be scheduled first. Once District's schedule has been determined, then any portion of time that remains open shall be shared equally by City and County. District shall not use the Complex during those times allocated to the City as set forth on the Riverside Community College District Aquatics Complex at Riverside Community

College City Use Schedule (hereinafter referred to as "the City Schedule") attached hereto as Exhibit A and incorporated herein by reference. The City Schedule shall be reviewed annually and shall not change unless mutually agreed to by District and City. District shall create and maintain the master schedule of classes, meets, matches, events and any other activities in the Complex to be held by District, City or County, subject to the limitations herein, (hereinafter referred to as "the Master Schedule"). The Master Schedule shall include the City Schedule. City and County shall advise District of the dates and times of their proposed use of the Complex on an annual basis, no later than August 30th of each year, for the year commencing on September 1st of the following year. In the event of a dispute between the Parties regarding scheduling, such dispute shall be submitted to the President of Riverside City College for resolution.

Entities, groups or clubs not associated with District, City or County, and not on the Master Schedule, shall contact the District Facilities Department, obtain and complete the required forms for usage (attached hereto and incorporated herein as Exhibit B and meet all other requirements prior to using the Complex. Entities, groups or clubs not associated with District found using the Complex without the proper permission from District, or not on the Master Schedule, shall be asked to leave the Complex.

All Parties using the Complex shall adhere to and comply with the Aquatic Complex Usage Rules and Regulations, Exhibit C.

6. Minimum Usage. In addition to the City Schedule set forth in Exhibit A, City shall be provided access to the Complex for a minimum of 2 hours per week day and 4 hours per weekend during daylight hours and County shall be provided access to the Complex for a minimum of 1 hour per week day and 2 hours per weekend during

daylight hours. However, such minimum usage must be secured within 45 days following receipt by the City of District Schedule or forfeit Minimum Usage.

7. Fees. Nothing herein shall prohibit any of the Parties from charging fees for use of the Complex during such time as the Complex is assigned to that Party. Any such fees collected shall remain the property of the charging Party.

8. Hold Harmless. City shall defend, indemnify and hold District and County, its officers and employees harmless from any and all claims, demands or liability arising from alleged acts or omissions of City, its officers, employees, or agents in the conduct of any event during those times when City shall have the use of the Complex.

County shall defend, indemnify and hold District and City, its officers and employees harmless from any and all claims, demands or liability arising from alleged acts or omissions of County, its officers, employees, or agents in the conduct of any event during those times when County shall have the use of the Complex.

District shall defend, indemnify and hold City and County, its officers and employees harmless from any and all claims, demands or liability arising from alleged acts or omissions of the District, its officers, employees or agents in the conduct of any event during those times when District shall have the use of the Complex.

9. Concessions. District hereby agrees that City or County may provide concession operations or enter into non-exclusive agreements with various civic groups or concessionaires for the furnishing of food, snacks and beverages during such time as the Complex is assigned to them for use. Groups and concessionaires are prohibited from selling alcoholic beverages, chewing gum or sunflower seeds at the Complex.

10. Insurance. Each Party shall maintain general liability insurance coverage at a minimum amount of \$1,000,000 for each occurrence and \$3,000,000 aggregate. City and County shall provide a Certificate of Insurance to District, naming District as an

additional insured, for use of the Complex. Such insurance requirements may be met by a program of self-insurance, through a Joint Powers Authority, or a combination of both.

11. Damage and Destruction. In the event the Complex grounds, pools, buildings, or diving boards are damaged or destroyed as a result of the actions of any City or County-affiliated groups or concessionaires with whom City or County has an agreement for usage of the Complex, the Party in use of the Complex at the time the facilities were damaged shall pay for, or reimburse District for repairs. District shall contact City or County as soon as possible after the damage or destruction is discovered, and provide photographic evidence of such damage or destruction. Prior to any repairs, or request for repairs, City or County shall be given 30 days to make the repairs before District takes any action to have the damage/destruction repaired, unless the damage or destruction is of such a nature that it prohibits further use of the Complex until repaired. In that event, District shall have the right to have the repairs done as soon as possible. In the event that District ultimately receives insurance proceeds for the damage/destruction, and City or County has already paid for the repairs, City or County shall be reimbursed the amount expended (upon proof of expenditures), not to exceed the total amount of the insurance proceeds.

12. Discrimination Prohibited. The Parties agree and understand that discrimination against any person in the provision of services, employment, or use of these facilities on the basis of race, religion, medical condition, disability, marital status, gender, age or sexual orientation, is prohibited.

13. Term. The term of this Agreement shall be for fifteen (15) years, commencing on _____ and terminating on _____.

This Agreement may renew for another fifteen (15) year term upon written agreement of the Parties.

14. Termination. This Agreement may be terminated at any time by mutual agreement of the effected Parties, i.e. District and City or District and County

15. Modification. This Agreement may be modified at any time, upon written agreement of the Parties.

16. Law. This Agreement shall be governed by and construed in accordance with the laws of the State of California.

The individuals whose signatures appear below warrant that they are authorized to sign this Agreement on behalf of the Party for whom they sign.

RIVERSIDE COMMUNITY COLLEGE
DISTRICT

By: _____

Date: _____

CITY OF RIVERSIDE

By: _____

Date: _____

COUNTY OF RIVERSIDE

By: _____

Date: _____

RIVERSIDE COMMUNITY COLLEGE AQUATICS COMPLEX-USE SCHEDULE (updated 5.30.08)

Schedule listed is tentative and to be used as sample until actual schedule is confirmed by annually (September 30 each year)

Defined timeframe -

FALL - September through December

WINTER - January through March

SPRING - April through mid June

SUMMER - Mid June through August

City Use - all use booked through PRCSO (schedule does not reflect School District use)

Tentative schedules to be confirmed by September 30. **D. Almquest and R. Metz will discuss and confirm scheduling options annually. RCC and RPRCSO reps will meet bi-annual to adjust & confirm schedule.**

Fall (plus 3-5 High School Swim meets/matches)

| | |
|---|--|
| Swim Lessons | Monday - Friday 5:00 pm - 7:30 pm and Saturday 10:00am - 2:00 p.m. |
| Turn & Burn Diving Club - Jimmy Adams -619.995.1173 | 4-7:00 p.m. - Monday - Friday (split deep end pool use per D. Almquest) |
| Senior Swim | 12 noon-1:30 p.m. Monday - Friday |
| Swim Meets | 2 meets to be determined (Fri 5:00 p.m. -8:00 p.m., Sat & Sun. 7 :00am - 7 :00pm) |
| Water Polo Tournaments | 2 tournament dates to be determined (Fri 5:00 p.m. -8:00 p.m., Sat & Sun. 7 :00am - 7 :00pm) |
| Synchronized Swim Competitions | 1 performance and or competition T.B.D. (12 hours of use) |
| Swim Team Practices (6-9pm M-F and 6-10am Sat.) | varies depending on swim team #'s - 12 month tentative schedule due August 30 each year and confirmed by September 30. |
| Dive In Movie Theater | Friday and Saturday night use 6:30 p.m. - 9:30 p.m. |
| Synchronized Swim Practice (M-Th. 2-8pm, Sat 8am-3pm) | varies depending on swim team #'s - 12 month tentative schedule due August 30 each year and confirmed by September 30. |
| Water Polo Practice (4-7pm M-F) | varies depending on swim team #'s - 12 month tentative schedule due August 30 each year and confirmed by September 30. |

Winter (plus 3-5 High School swim meets/matches)

| | |
|---|--|
| Swim Lessons | Monday - Friday 5:00 pm - 7:30 pm and Saturday 10:00am - 2:00 p.m. |
| Turn & Burn Diving Club - Jimmy Adams -619.995.1173 | 4-7:00 p.m. - Monday - Friday (split deep end pool use per D. Almquest) |
| Senior Swim | 12 noon-1:30 p.m. Monday - Friday |
| Swim Meets | 3 meets to be determined (Fri 5:00 p.m. -8:00 p.m., Sat & Sun. 7 :00am - 7 :00pm) |
| Water Polo Tournaments | 2 tournament dates to be determined (Fri 5:00 p.m. -8:00 p.m., Sat & Sun. 7 :00am - 7 :00pm) |
| Synchronized Swim Competitions | 1 performance and or competition T.B.D. (12 hours of use) |
| Swim Team Practices (6-9pm M-F and 6-10am Sat.) | varies depending on swim team #'s - 12 month tentative schedule due August 30 each year and confirmed by September 30. |
| Dive In Movie Theater | Friday and Saturday night use 6:30 p.m. - 9:30 p.m. |
| Synchronized Swim Practice (M-Th. 2-8pm, Sat 8am-3pm) | varies depending on swim team #'s - 12 month tentative schedule due August 30 each year and confirmed by September 30. |
| Water Polo Practice (4-7pm M-F) | varies depending on swim team #'s - 12 month tentative schedule due August 30 each year and confirmed by September 30. |

SPRING - (plus 3-5 High School swim meets/matches)

| | |
|---|--|
| Swim Lessons (contract classes) | Monday - Friday 5:00 pm - 7:30 pm and Saturday 10:00am - 2:00 p.m. |
| Turn & Burn Diving Club - Jimmy Adams -619.995.1173 | 4-7:00 p.m. - Monday - Friday (split deep end pool use per D. Almquest) |
| Senior Swim | 12 noon-1:30 p.m. Monday - Friday |
| Swim Meets | 3 meets to be determined (Fri 5:00 p.m. -8:00 p.m., Sat & Sun. 7 :00am - 7 :00pm) |
| Water Polo Tournaments | 2 tournament dates to be determined (Fri 5:00 p.m. -8:00 p.m., Sat & Sun. 7 :00am - 7 :00pm) |
| Synchronized Swim Competitions | 1 performance and or competition T.B.D. (12 hours of use) |
| Swim Team Practices (6-9pm M-F and 6-10am Sat.) | varies depending on swim team #'s - 12 month tentative schedule due August 30 each year and confirmed by September 30. |
| Dive In Movie Theater | Friday and Saturday night use 6:30 p.m. - 9:30 p.m. |
| Synchronized Swim Practice (M-Th. 2-8pm, Sat 8am-3pm) | varies depending on swim team #'s - 12 month tentative schedule due August 30 each year and confirmed by September 30. |
| Water Polo Practice (4-7pm M-F) | varies depending on swim team #'s - 12 month tentative schedule due August 30 each year and confirmed by September 30. |

Summer

| | |
|--|--|
| Swim Lessons | 9a.m. - 7:30 p.m. Monday - Thursday |
| Turn & Burn Diving Club - Jimmy Adams -619.995.1173 | 4-7:00 p.m. - Monday - Friday (split deep end pool use per D. Almquest) |
| Drop-In Swim | 12 noon-5:00 p.m. Monday - Sunday |
| Senior Swim | 12 noon-1:30 p.m. Monday - Friday |
| Swim Meets | 4 meets to be determined (Fri 5:00 p.m. -8:00 p.m., Sat & Sun. 7 :00am - 7 :00pm) |
| Water Polo Tournaments | 2 tournament dates to be determined (Fri 5:00 p.m. -8:00 p.m., Sat & Sun. 7 :00am - 7 :00pm) |
| Synchronized Swim Competitions | 2 performance and or competition T.B.D. (12 hours of use) |
| Swim Team Practices (6-9pm M-F and 6-10am Sat.) | varies depending on swim team #'s - 12 month tentative schedule due August 30 each year and confirmed by September 30. |
| Dive In Movie Theater | Friday and Saturday night use 6:30 p.m. - 9:30 p.m. |
| Synchronized Swim Practice (M-Th.8-12N, Sat 8am-12:30pm) | varies depending on swim team #'s - 12 month tentative schedule due August 30 each year and confirmed by September 30. |
| Water Polo Practice (4-7pm M-F) | varies depending on swim team #'s - 12 month tentative schedule due August 30 each year and confirmed by September 30. |

RIVERSIDE COMMUNITY COLLEGE



FACILITIES UTILIZATION OFFICE

4800 Magnolia Avenue
 Riverside, California 92506
 (909) 222-8498

TO:

- IMC
- Food Service
- Custodial
- Grounds
- Maintenance
- Safety and Police

REQUEST FOR USE OF COLLEGE FACILITIES

Please type or use ballpoint pen

| | | | |
|--|--|--|--|
| FACILITY REQUESTED | | | |
| | | | |
| DATE(S) OF USE | | | |
| | | | |
| TIME(S) FACILITY MUST BE OPENED | | TIME(S) FACILITY MUST BE CLOSED | |
| ACTUAL TIME OF EVENT | | ACTUAL TIME EVENT ENDS | |
| DESCRIPTION OF ACTIVITY | | | |
| | | | |

| | | | | |
|--|------------|--|-----------|-------------------------------|
| Will admission fees, contributions or membership dues be collected? | YES | | NO | Anticipated Attendance |
| | | | | |

| | |
|--|--|
| <p>Name of Organization _____</p> <p>Representative and Title/Advisor Name _____</p> <p>Number and Street Name _____</p> <p>City _____ State _____ Zip _____</p> <p>() _____ Phone Ext. _____</p> | <p>PLEASE NOTE:</p> <ol style="list-style-type: none"> 1. APPROVAL IS NOT GRANTED UNTIL SIGNED COPY IS RETURNED TO THE REQUESTER. 2. FEES DUE FOURTEEN DAYS PRIOR TO USE. (Prices subject to change each year.) 3. PLEASE notify Facilities Utilization Office IN WRITING as soon as possible in the event of cancellation. 4. Please submit this form at least 2 weeks prior to event. Changes accepted until 7 days before event. |
|--|--|

EQUIPMENT REQUESTED (INCLUDE NUMBER OF ALL PERTINENT ITEMS: ATTACH FLOOR PLAN SKETCH)

| | | |
|----------------------|--|--|
| ___ # of Chairs | <input type="checkbox"/> Projector () Overhead () Slide () 16mm | <input type="checkbox"/> Outdoor Power Source |
| ___ # of Tables | <input type="checkbox"/> Video Projector (for use with computer) | <input type="checkbox"/> Blackboard |
| ___ Floor Lectern(s) | <input type="checkbox"/> Microphone(s) | <input type="checkbox"/> Easel and Pad |
| ___ Table Lectern(s) | <input type="checkbox"/> Screen | <input type="checkbox"/> Field or <input type="checkbox"/> Track Lined |

Special Arrangements or Additional Services Requested: _____



The below signed is subject to all the conditions and fees set forth by Board Policy 8005 governing the use of Riverside Community College facilities and to any special conditions stated below:

Signed _____
 Date _____

| | |
|--|--|
| <p>Charges:</p> <p>Basic Estimated Fee \$ _____</p> <p>Security _____</p> <p>Custodial _____</p> <p>Technicians _____</p> <p>Other _____</p> <p>TOTAL ESTIMATED FEE \$ _____</p> | <p style="text-align: center;">Office Use Only</p> <p>LOGGED _____ Revised _____ Canceled _____</p> <p>Received Liability Insurance _____ Hold Harmless _____</p> <p>Notes: _____</p> |
| <p>Approvals:</p> <p>Department _____ Signature _____ Date _____</p> <p>Facilities _____ Signature _____ Date _____</p> | |

RIVERSIDE COMMUNITY COLLEGE DISTRICT

**HOLD HARMLESS AGREEMENT & INSURANCE REQUIREMENTS
ADDENDUM TO
REQUEST FOR USE OF COLLEGE FACILITIES**

1. The *User* hereby agrees to indemnify, defend and hold harmless the District and its officers, employees, and agents from any and all losses, damages, claims, liability, expenses or cost arising from any accident or occurrence causing any injury or damage to any person or property (including *User's* employees or property) relating or attributed to the District's authorization to use the District's facilities.
2. The *User's* obligation to indemnify, defend and hold harmless as hereinabove provided shall continue notwithstanding the expiration or revocation of the permission to use the District's facilities.
3. The *User* shall secure and maintain during the duration of this permission to use the District's facilities, public liability and property damage insurance to protect it from claims for damages for personal injury, including death, as well as from property damage which may arise from or which may be alleged to arise from the permission granted by the District. Such insurance shall include public liability insurance in an amount not less than \$1,000,000 for injuries, including death, and property damage as the result of any one occurrence.
4. *Policies or certificates evidencing such coverage shall be filed with the district. The policies shall not be cancelled without ten days prior notice to the District. The wording on the certificate is to read:*

RIVERSIDE COMMUNITY COLLEGE DISTRICT IS ADDED AS ADDITIONAL INSURED BUT ONLY WITH RESPECT TO LIABILITY ARISING OUT OF THE DISTRICT'S AUTHORIZATION _____ TO USE THE DISTRICT'S FACILITIES. (User's name)

5. The insurance required hereunder shall not be deemed a limitation on *User's* agreement to save and hold the District harmless and if the District becomes liable for an amount in excess of the insurance, the *User* will save and hold the District harmless for the whole amount thereof.

This Addendum is incorporated into the *REQUEST FOR USE OF COLLEGE FACILITIES* signed by the *User*.

Organization

Signature of Authorized Person

Title

Date

EXHIBIT C

Aquatic Complex Rules and Regulations

Facility Usage

1. Hours of Use: Monday- Sunday 6:00AM – 10:00PM
2. Use of facilities by outside agencies/groups will be initiated through the City of Riverside Parks & Recreation Department in coordination with the RCC campus utilization office;
3. Riverside Community College District classes and teams have priority use of the Aquatic Complex.
4. City of Riverside Parks & Recreation and County will have the minimum use of the Complex as outlined in Exhibit ____ and the Joint Use Agreement.
5. Organizations granted use may only use those areas which have been approved for their use. Other areas may not be used for any reason without prior written approval. Any usage of areas without a properly authorized RCC Facilities Use Permit will result in suspension from the Aquatic Complex.
6. Organizations granted use will be held accountable for damage done during their usage. All trash in the area must be policed by the organization after each use. Failure to do so may result in a charge for cleanup.
7. Cancellations due to weather conditions will be determined by Riverside Community College staff.

Facility Rules

1. Swimming is allowed only when a lifeguard is on duty.
2. Consumption of food, drugs and alcoholic beverages is not allowed.
3. Glass containers are not allowed in the facility.
4. No tobacco products
5. No chewing gum
6. No sunflower seeds
7. No skateboards
8. No dogs
9. Diving or jumping from the deck into the diving board pool area is not allowed.
10. Diving is allowed only in designated areas.
11. Throwing objects such as balls or other personal items is not allowed.
12. Horseplay (running, shoving, dunking) is not allowed.
13. The use of 'swim pants' for infants in diapers or other individuals that may be incontinent, is required.
14. Practice good hygiene by showering before swimming and washing hands after using restrooms.
15. The clearing of the pool and deck during electrical storms is mandatory.

Diving Rules

1. Use the equipment only under the direct supervision of a coach or lifeguard.
1. Dive or jump only in a straight line from the end of the equipment.
2. Swim to the closest pool exit or wall immediately after completion of the dive.
3. Look before diving to make sure the area is clear.
4. Only one person is allowed on the equipment at a time.
5. No multiple bounces are allowed.
6. The ladder is the only means for climbing aboard equipment.

June 8

MEMORANDUM OF AGREEMENT FOR
RIVERSIDE COMMUNITY COLLEGE DISTRICT AQUATICS COMPLEX

This Memorandum of Agreement (hereinafter referred to as "MOA") is entered into on the ____ day of _____, 2008, by and between the Riverside Community College District (hereinafter referred to as "District"), the Riverside Community College Foundation (hereinafter referred to as the "Foundation"), the City of Riverside (hereinafter referred to as "City") and the County of Riverside (hereinafter referred to as "County"). When referring to these four agencies collectively, they shall be referred to as the "Parties".

1. Purpose. The Parties have determined that it is in the public interest and for the general welfare for the Parties hereto to share jointly in the cost of developing an "Aquatics Complex" (hereinafter referred to as "Complex") to provide a water sports and swimming facility for athletic events, classes, and recreation. The Complex is intended for use by the District, City and County, their students, residents, guests and invitees. The District, with prior advice of the Parties, may change the name of the Complex

2. Property. The District owns approximately 2.75 acres of property, located on the northerly side of the Riverside City College campus, in close proximity to the current Cutter Pool facility, and more particularly shown on Exhibit A, attached hereto and incorporated herein by this reference. That property shall be developed for the Aquatics Complex

3. Development of Complex. The completed Complex shall include the existing Cutter swimming pool and building, a new 65 meter pool, diving platform(s), lighting, bleachers, scoreboard, offices, team rooms, locker rooms, restrooms,

mechanical equipment room, storage and restrooms, as shown on Exhibit B, attached hereto and incorporated herein by this reference (hereinafter referred to as "Project"). The Project may include other facilities as may be agreed to by the Parties, pursuant to a modification of this Memorandum.

4. Financing. The cost to develop the Complex (the "total agreed cost") is currently estimated at Fourteen Million, Thirty-One Thousand One Hundred Twenty-five dollars (\$14,031,125), which shall be shared by the Parties as follows:

(a) District shall provide the land as shown on Exhibit A, and its funding share shall be Five Million Dollars (\$5,000,000) from the District's Measure "C" Funds;

(b) The Foundation shall provide Four Million, Two Hundred Eighty-One Thousand, One Hundred Twenty-Five (\$4,281,125), through a fund raising initiative. These funds, along with funds received from the City and County, shall be paid to the Foundation to be held and invested by the Foundation in an interest bearing account subject to the Foundation's current Investment, Spending and Administrative Allocation Policy. All interest accrued will be dedicated to the project.

(c) City shall provide Three Million Dollars (\$3,000,000) from an interest-bearing escrow account upon award of the construction contract for the project; and

(d) County shall provide One Million Seven Hundred and Fifty Thousand Dollars (\$1,750,000) as follows:

(i) From the Community Improvement Designation fund of Supervisor Buster for Supervisorial District One, Two Hundred Fifty Thousand Dollars (\$250,000) per year, for a total of three (3) years; and

(ii) From the Community Improvement Designation fund of Supervisor Tavaglione for Supervisorial District Two, Two Hundred Fifty Thousand Dollars (\$250,000) per year for a total of four (4) years.

(iii) The first installment of County's funds in the amount of Five Hundred Thousand Dollars (\$500,000) shall be paid to the Foundation upon execution of this document. The remaining installments of the County's funds shall be paid to the Foundation no later than August 15, of each year, provided, however, the County shall not be required to pay any installment if it has not, prior to August 15 of each year, approved the expenditure of monies for the purposes set forth in this Memorandum.

(e) All funds held by the Foundation are to be withdrawn as necessary to pay design and construction costs. The District shall invoice the Foundation as development costs are incurred.

(f) The Parties may each seek other funding, including federal and state grants; provided, however, nothing herein shall commit City or County to any development funds beyond those stated above.

(g) The Parties may agree to increase the amount of their funding shares, and/or the total agreed cost, as they deem appropriate.

(h) The District and the Foundation will insure that all funding is secured.

5. Design and Construction. The District shall be responsible for the design and construction of the Complex with the facilities shown on Exhibit B attached hereto and incorporated herein by reference, in accordance with its usual procedures, subject to the availability and approval of funds and the Parties' review and approval as described herein. If design and construction costs exceed available funds the Parties

will meet and determine the best plan of action to complete the project as described in Exhibit B.

It is anticipated that project design and construction document development will be completed by November 30, 2008 and construction documents will be submitted to the Department of State Architecture (hereinafter referred to as "DSA") for approval. Before submission to DSA, final design plans and specifications are to be submitted to the Parties for review and approval, which shall not be unreasonably withheld. Any delay in the submittal of the final construction documents to DSA beyond November 30, 2008, shall be communicated to the City, County and Foundation as soon as known, with a reasonable date of completion.

Construction shall commence following the approval and review of the design plans and specifications by the Parties and the DSA, and when at least Fifty Percent (50%) of the funds required for full development of the Complex, as determined by the architect for the Complex in his/her "probable construction cost estimate", are available. District shall assume all inspection and contract administration responsibilities during construction in addition to securing, at its sole cost, all required reviews and approvals, which may be required by local, state or federal law, including compliance with the California Environmental Quality Act.

District shall cause District's contractor to maintain in force, until project Notice of Completion is approved by the District, a policy of comprehensive or commercial general liability insurance, including coverage of bodily injury liability, wrongful death, personal injury and property damage liability, in the amount of \$1,000,000 minimum single limit coverage, \$3,000,000 aggregate coverage and a policy of automobile liability

insurance in the amount of \$1,000,000 minimum. District shall require endorsements to each policy which name the County, its officers, officials, agents and employees as additional insureds. District shall also require District's contractor to maintain workers' compensation insurance and employer's liability insurance and course of construction insurance. District shall provide certificates of insurance and additional insured endorsements which meet the requirements of this section to County prior to the start of construction.

6. Project Termination. In the event the Parties agree to cancel development of the Complex, or development is stopped or prohibited by third parties, or otherwise becomes impossible or impracticable, the Parties' financial obligations will be limited accordingly. Each party's obligation will be reduced to its share of the amount actually expended to the point of termination, plus any costs needed to render the site safe. A Party's share is defined as its funding obligation divided by the total agreed cost at the time of termination. A Party is entitled to a refund of any funds actually paid, less that Party's share.

7. Use of the Complex. Issues regarding usage of the Complex, such as Maintenance, Utilities, Scheduling, Fees, Concessions, Damage and Destruction, shall be addressed in a Joint Use Agreement (JUA) among the Parties, attached hereto and incorporated herein by this reference, as Appendix A.

8. Indemnification. Except as hereinafter provided, the Parties shall indemnify and hold each other harmless from and against all expenses, claims, losses, damages and liability, however caused, arising from any acts or omissions in the course of performing work under this MOA, or the acts or omissions of their directors, elected

officials, officers, employees, or agents, and from any and all claims by third parties that they misrepresented their authority or made any non-factual or other commitment, not specifically authorized under this MOA.

Neither County nor any officer or employee thereof shall be responsible for any damage or liability occurring by reason of anything done or omitted to be done by District under or in connection with any work, authority or jurisdiction delegated to District under this Agreement. It is further agreed that pursuant to Government Code Section 895.4, District shall fully indemnify and hold County harmless from any liability imposed for injury (as defined by Government Code Section 810.8) occurring by reason of anything done or omitted to be done by District or in connection with any work authority or jurisdiction delegated to District under this MOA.

9. Entire Agreement. This is the entire agreement and understanding between the Parties relating to the subject matter contained herein. No representations, inducements, promises, or agreements, orally or otherwise, have been made by anyone acting on behalf of any Party, which are not stated herein. Any other agreement or statement of promises, not addressed in this MOA, shall not be valid or binding, except those anticipated, such as the Joint Use Agreement, the Rules and Regulations for use, escrow accounts, etc.

10. Modification. This Agreement shall not be amended, altered, supplemented, modified or otherwise changed unless in writing, executed by all of the Parties and expressly stating that it is an amendment, supplement or modification of this Agreement.

11. Non-Assignment. Neither this MOA, nor any duties or obligations under this MOA may be assigned by any Party without the prior written consent of the other Parties.

12. Invalidity. If any provision(s) of this MOA, or any portion(s) thereof, is held to be invalid, void, illegal, or unenforceable for any reason by a court of competent jurisdiction, the validity, legality and enforceability of the remaining provisions of this MOA shall not in any way be effected or impaired and shall continue in full force and effect. The provisions of this MOA shall be construed and interpreted to the fullest extent legally possible, to give effect to the intent of any provision held invalid, void, illegal or unenforceable.

13. Force Majeure. None of the Parties shall incur liability to the other Party on account of any loss or damage resulting from any delay or failure to perform any part of their obligations hereunder, where such delay or failure was caused, in whole or in part, by events, occurrences or causes beyond the reasonable control of such Party.

14. Governing Law. This MOA will be governed by and construed in accordance with the laws of the State of California.

15. Counterparts. This Agreement may be executed in any number of counterparts each of which shall be deemed an original and all of which shall constitute one and the same Agreement with the same effect as if all Parties had signed the same signature page.

This Memorandum of Agreement has been read and agreed upon by the following representatives of all Parties. The individuals whose signatures appear below

warrant that they are authorized to sign this Agreement on behalf of the Party for whom they sign.

COUNTY OF RIVERSIDE

CITY OF RIVERSIDE

By: _____

by: _____

DATE: _____

DATE: _____

RIVERSIDE COMMUNITY COLLEGE
DISTRICT

RIVERSIDE COMMUNITY COLLEGE
FOUNDATION

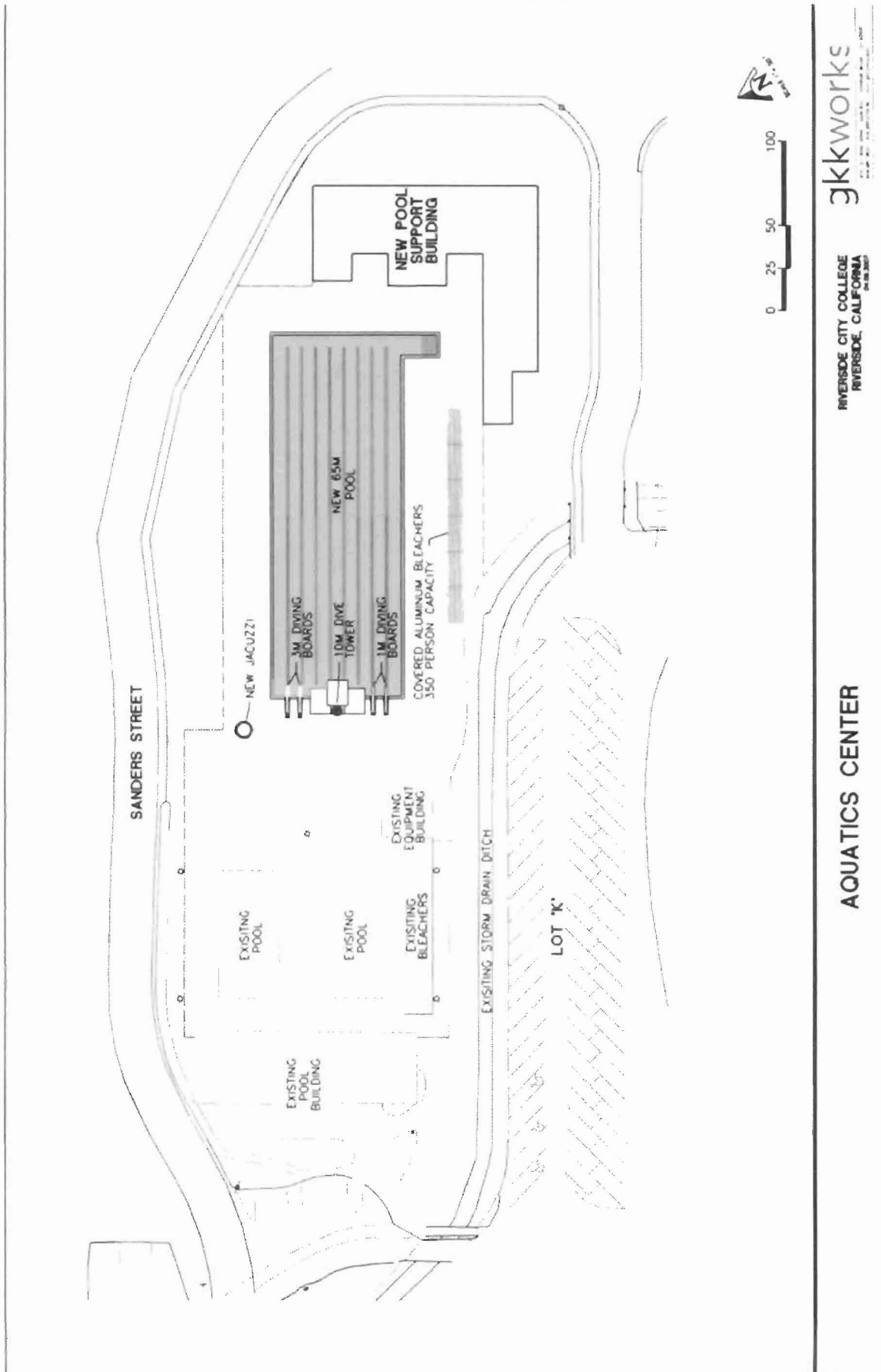
By: _____

by: _____

DATE: _____

DATE: _____

EXHIBIT A



gkkworks

RIVERSIDE CITY COLLEGE
RIVERSIDE, CALIFORNIA

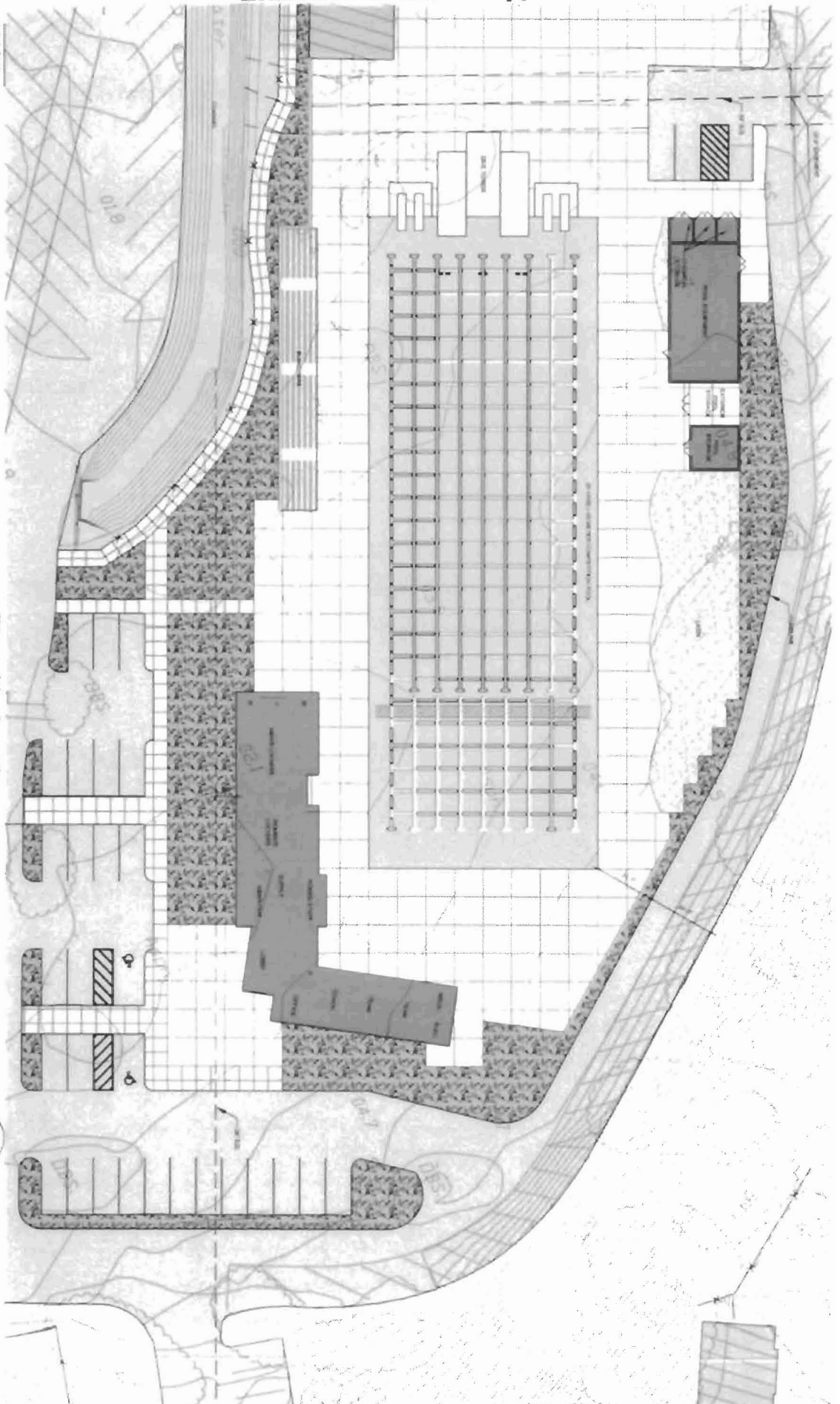
AQUATICS CENTER

EXHIBIT B Color Copy

AUSTIN
VENUE
ROBBINS
PARKING



Riverside Aquatics
Riverside Community College District



RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-7-a

Date: June 17, 2008

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.

James L. Buysse
Interim Chancellor

Prepared by: Bill J. Bogle, Jr.
District Controller

| QUANTITY | BRAND | DESCRIPTION | MODEL # | SERIAL # | ASSET TAG # |
|----------|---------|-------------|----------------|--------------------|-------------|
| 01 | CLONE | CPU | PI | F1005HJ519 | 023518 |
| 01 | DELL | MONITOR | D1770A | C3CS55B830187 | 031726 |
| 01 | DELL | CPU | 4100 | 5V5LB01 | 016610 |
| 01 | DELL | CPU | 1300 GX400 | 94X1N01 | 018120 |
| 01 | DELL | CPU | B800 | G602701 | 016110 |
| 01 | DELL | CPU | B800 | 5JL0701 | 016148 |
| 01 | DELL | CPU | B800 | 3812701 | 016150 |
| 01 | DELL | CPU | B800 | 7GY1701 | 016174 |
| 01 | DELL | CPU | DIMENSION 4100 | 83QKB01 | 016651 |
| 01 | DELL | CPU | B800 | 9FL0701 | 016384 |
| 01 | DELL | CPU | B800 | GRXZ601 | 016406 |
| 01 | DELL | CPU | B800 | CFL0701 | 016436 |
| 01 | DELL | CPU | 4100 | DKPKB01 | 016646 |
| 01 | DELL | CPU | 4100 | 66MKB01 | 016697 |
| 01 | DELL | CPU | GX110 | 4ANCC | 015117 |
| 01 | DELL | MONITOR | M991 | MX049VYR478010BGH0 | 016173 |
| 01 | GATEWAY | CPU | E4200-700 | 0018726567 | 015227 |
| 01 | GATEWAY | CPU | E4200-700 | 0018726580 | 015209 |
| 01 | GATEWAY | CPU | E4200-700 | 0018726581 | 015210 |
| 01 | GATEWAY | CPU | E4200-700 | 0018726586 | 015212 |
| 01 | GATEWAY | CPU | E4200-700 | 0018726605 | 015281 |
| 01 | GATEWAY | CPU | E4200-700 | 0018726619 | 015271 |
| 01 | GATEWAY | CPU | E4200-700 | 0018726627 | 015202 |
| 01 | GATEWAY | CPU | E4200-700 | 0018726640 | 015277 |
| 01 | GATEWAY | CPU | E4200-700 | 0018726646 | 015232 |
| 01 | GATEWAY | CPU | E4200-700 | 0018726651 | 015292 |
| 01 | GATEWAY | CPU | E4200-500 | 0017749313 | 014961 |
| 01 | GATEWAY | CPU | E4200-600 | 0018926267 | 014583 |
| 01 | GATEWAY | CPU | SELECT 700 | 0017798200 | 015848 |
| 01 | GATEWAY | CPU | SELECT 700 | 0017798205 | 015846 |
| 01 | GATEWAY | CPU | E4400-XL | 0022873454 | 017755 |
| 01 | GATEWAY | CPU | E4400-XL | 0022873456 | 017741 |
| 01 | GATEWAY | CPU | E4400-XL | 0022873457 | 017743 |
| 01 | GATEWAY | CPU | E4400-XL | 0022873458 | 017754 |
| 01 | GATEWAY | CPU | E4400-XL | 0022873459 | 017733 |
| 01 | GATEWAY | CPU | E4400-XL | 0022873460 | 017748 |
| 01 | GATEWAY | CPU | E4400-XL | 0022873462 | 017753 |
| 01 | GATEWAY | CPU | E4400-XL | 0022873463 | 017752 |
| 01 | GATEWAY | CPU | E4400-XL | 0022873465 | 017734 |
| 01 | GATEWAY | CPU | E4400-XL | 0022873466 | 017738 |
| 01 | GATEWAY | CPU | E4400-XL | 0022873467 | 017726 |
| 01 | GATEWAY | CPU | E4400-XL | 0022873468 | 017742 |
| 01 | GATEWAY | CPU | E4400-XL | 0022873469 | 017732 |
| 01 | GATEWAY | CPU | E4400-XL | 0022873471 | 017737 |
| 01 | GATEWAY | CPU | E4400-XL | 0022873472 | 017745 |
| 01 | GATEWAY | CPU | E4400-XL | 0022873474 | 017736 |
| 01 | GATEWAY | CPU | E4400-XL | 0022873478 | 017729 |
| 01 | GATEWAY | CPU | E4400-XL | 0022873479 | 017744 |
| 01 | GATEWAY | CPU | E4400-XL | 0022873481 | 017731 |
| 01 | GATEWAY | CPU | E4400-XL | 0022873482 | 017739 |
| 01 | GATEWAY | CPU | E4650 | 0026863405 | 018735 |
| 01 | GATEWAY | CPU | PROFILE | 0027317437 | 019365 |

| QUANTITY | BRAND | DESCRIPTION | MODEL # | SERIAL # | ASSET TAG # |
|----------|---------|-------------|-------------|-----------------|-------------|
| 01 | GATEWAY | CPU | PROFILE | 0027317438 | 019354 |
| 01 | GATEWAY | CPU | PROFILE | 0027317443 | 019357 |
| 01 | GATEWAY | CPU | E4400-933 | 0022581556 | 019345 |
| 01 | GATEWAY | CPU | E4650 | 0027912180 | 019701 |
| 01 | GATEWAY | CPU | E4200-800 | 0018968767 | 014575 |
| 01 | GATEWAY | CPU | E3110 | 0010485949 | 012096 |
| 01 | GATEWAY | CPU | E5200-600 | 0019228668 | 015191 |
| 01 | GATEWAY | CPU | E5200-600 | 0019228669 | 015192 |
| 01 | GATEWAY | CPU | E5200-600 | 0019228667 | 015193 |
| 01 | GATEWAY | CPU | E3400 | 0024895124 | 018385 |
| 01 | GATEWAY | CPU | E420-500 | 0015732065 | 014112 |
| 01 | GATEWAY | CPU | E420-500 | 0015732066 | 014001 |
| 01 | GATEWAY | CPU | E3200-450 | 0016517372 | 014269 |
| 01 | GATEWAY | CPU | E3200-450 | 0016560804 | 014897 |
| 01 | GATEWAY | CPU | E3200-450 | 0016560812 | 014935 |
| 01 | GATEWAY | CPU | E4200-700 | 0018726632 | 015293 |
| 01 | GATEWAY | CPU | E3200-450 | 0016560822 | 014871 |
| 01 | GATEWAY | CPU | E4200-700 | 0018726631 | 015244 |
| 01 | GATEWAY | CPU | SELECT 1100 | 0020381132 | 017289 |
| 01 | GATEWAY | LAPTOP | SOLO 5300 | 0023668679 | 018004 |
| 01 | GATEWAY | LAPTOP | SOLO 5300 | 0022967915 | 017351 |
| 01 | GATEWAY | CPU | E4500D | 0039039918 | 033934 |
| 01 | GATEWAY | CPU | G6 200 | 0006079739 | 008814 |
| 01 | GATEWAY | CPU | E4200 | 0011137923 | 012221 |
| 01 | GATEWAY | CPU | E3400 | 0028074187 | 020736 |
| 01 | GATEWAY | CPU | E3100 | 008135030 | 010210 |
| 01 | GATEWAY | CPU | E4200 | 0018599222 | 015529 |
| 01 | GATEWAY | CPU | E3100 | 0008413038 | 011085 |
| 01 | GATEWAY | CPU | K7-700 | 0013087897 | 013842 |
| 01 | GATEWAY | CPU | E3400 | 0021885607 | 023670 |
| 01 | GATEWAY | CPU | E3110 | 000456478982 | 010355 |
| 01 | GATEWAY | CPU | E3110 | 000456478991 | 010359 |
| 01 | GATEWAY | MONITOR | FPD1570 | KUL5033D0017782 | 019270 |
| 01 | GATEWAY | MONITOR | FPD1520 | LIC152A4486 | 019164 |
| 01 | GATEWAY | MONITOR | VX720 | P005024948 | 015348 |
| 01 | GATEWAY | MONITOR | VX720 | P005024821 | 015338 |
| 01 | GATEWAY | MONITOR | VX720 | P005024970 | 015363 |
| 01 | GATEWAY | MONITOR | VX720 | P005024957 | 015370 |
| 01 | GATEWAY | MONITOR | VX720 | P005025000 | 015380 |
| 01 | GATEWAY | MONITOR | VX720 | P005025183 | 015383 |
| 01 | GATEWAY | MONITOR | VX720 | P005025264 | 015388 |
| 01 | GATEWAY | MONITOR | VX720 | P005024785 | 015389 |
| 01 | GATEWAY | MONITOR | VX720 | P005025080 | 015400 |
| 01 | GATEWAY | MONITOR | VX720 | P005024949 | 015401 |
| 01 | GATEWAY | MONITOR | VX720 | P005024850 | 015417 |
| 01 | GATEWAY | MONITOR | VX720 | P005024814 | 015421 |
| 01 | GATEWAY | MONITOR | VX720 | P005037646 | 015154 |
| 01 | GATEWAY | MONITOR | VX720 | P006054403 | 015180 |
| 01 | GATEWAY | MONITOR | VX720 | P005036904 | 015155 |
| 01 | GATEWAY | MONITOR | EV700 | 17004C008828 | 011783 |
| 01 | GATEWAY | MONITOR | EV700 | 17004C008835 | 011784 |
| 01 | GATEWAY | MONITOR | EV700 | 17004C008821 | 011792 |

| QUANTITY | BRAND | DESCRIPTION | MODEL # | SERIAL # | ASSET TAG # |
|----------|-----------|---------------|---------|-------------------|-------------|
| 01 | GATEWAY | MONITOR | EV700 | MU17046C0096427 | 018791 |
| 01 | GATEWAY | MONITOR | VX720 | P005024834 | 011771 |
| 01 | GATEWAY | MONITOR | VX720 | P005025297 | 015396 |
| 01 | GATEWAY | MONITOR | EV700 | MIABJ5268878 | 014401 |
| 01 | GATEWAY | MONITOR | EV910 | 19016B072270 | 015847 |
| 01 | GATEWAY | MONITOR | EV910 | 19016B071820 | 015849 |
| 01 | GATEWAY | MONITOR | EV910 | 19016B363155 | 017555 |
| 01 | GATEWAY | MONITOR | EV910 | 19016B363096 | 017556 |
| 01 | GATEWAY | MONITOR | EV910 | 19016B363091 | 017557 |
| 01 | GATEWAY | MONITOR | EV910 | 19016B363092 | 017558 |
| 01 | GATEWAY | MONITOR | EV910 | 19016B363100 | 017559 |
| 01 | GATEWAY | MONITOR | EV910 | 19016B363097 | 017560 |
| 01 | GATEWAY | MONITOR | EV910 | 19016B363101 | 017561 |
| 01 | GATEWAY | MONITOR | EV910 | 19016B363089 | 017562 |
| 01 | GATEWAY | MONITOR | EV910 | 19016B363087 | 017563 |
| 01 | GATEWAY | MONITOR | EV910 | 19016B363080 | 017564 |
| 01 | GATEWAY | MONITOR | EV910 | 19016B363095 | 017565 |
| 01 | GATEWAY | MONITOR | EV910 | 19016B363098 | 017566 |
| 01 | GATEWAY | MONITOR | EV910 | 19016B363093 | 017567 |
| 01 | GATEWAY | MONITOR | EV910 | 19016B363099 | 017568 |
| 01 | GATEWAY | MONITOR | EV910 | 19016B363103 | 017569 |
| 01 | GATEWAY | MONITOR | EV910 | 19016B363102 | 017570 |
| 01 | GATEWAY | MONITOR | EV910 | 19016B363083 | 017571 |
| 01 | GATEWAY | MONITOR | EV910 | 19016B363081 | 017574 |
| 01 | GATEWAY | MONITOR | EV910 | 19016B363079 | 017575 |
| 01 | GATEWAY | MONITOR | EV910 | 19016B363084 | 017576 |
| 01 | GATEWAY | MONITOR | EV910 | 19016B363088 | 017577 |
| 01 | GATEWAY | SERVER | ALR8200 | 0074854561 | 012530 |
| 01 | HP | PRINTER | 4550N | JPPAB27534 | 018077 |
| 01 | HP | PRINTER | 950 | MY9BE1101N | 015862 |
| 01 | HP | PRINTER | 6MP | USGF007571 | 010441 |
| 01 | HP | PRINTER | 1100 | USDG052023 | 013483 |
| 01 | HP | PRINTER | 4500N | JPCD107803 | 013964 |
| 01 | HP | SCANNER | 6300 | SGOAD262QD | 017976 |
| 01 | HP | SCANNER | 6300 | SGOB22602V | 018087 |
| 01 | HP | SCANNER | 6300 | SGOAD262NT | 018088 |
| 01 | MAZDA | PICKUP | 1986 | JM2UF1113G0531633 | ----- |
| 01 | ISUZU | PICKUP | 1986 | JAABL14A8G0771994 | ----- |
| 01 | STRATASYS | SONIC CLEANER | 14950 | 105081025 | ----- |

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-7-b

Date: June 17, 2008

Subject: Notice of Completion – Tech B Building HVAC Project, Riverside Campus

Background: On March 18, 2008, the Board of Trustees awarded a contract to AMP Mechanical for the Tech B Building HVAC Project on the Riverside Campus for \$136,320.

The Project Manager reports that the project is complete.

Recommended Action: It is recommended that the Board of Trustees: 1) accept the Tech B Building HVAC Project, Riverside Campus 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.

James L. Buysse
Interim Chancellor

Prepared by: Becky Elam
Vice President,
Business Services, Riverside

Doretta Sowell
Purchasing Manager

RECORDING REQUESTED BY
AND WHEN RECORDED MAIL TO:

Name
Street
Address
City &
State

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SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

NOTICE OF COMPLETION

Notice is hereby given that:

1. The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:

2. The full name of the owner is _____

3. The full address of the owner is _____

4. The nature of the interest or estate of the owner is in fee.

(If other than fee, strike "in Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")

5. The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:

NAMES

ADDRESSES

6. A work of improvement on the property hereinafter described was completed on _____ . The work done was:

7. The name of the contractor, if any, for such work of improvement was _____

(If no contractor for work of improvement as a whole, insert "none")

(Date of Contract)

8. The property on which said work of improvement was completed is in the city of _____ ,

County of _____ , State of California, and is described as follows: _____

9. The street address of said property is _____

(If no street address has been officially assigned, insert "none")

Dated: _____

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

VERIFICATION

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

notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.

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

Executed on _____ , 20 _____ , at _____ , California.

(Date of signature)

(City where signed)

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

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-7-c

Date: June 17, 2008

Subject: Notice of Completion – Admissions and Records Area Concrete Project,
Riverside Campus

Background: On February 26, 2008, the Board of Trustees awarded a contract to Wheeler Paving for the Admissions and Records Area Concrete Project on the Riverside Campus for \$145,000.

The Project Manager reports that the project is complete.

Recommended Action: It is recommended that the Board of Trustees: 1) accept the Admissions and Records Area Concrete Project, Riverside Campus 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.

James L. Buysse
Interim Chancellor

Prepared by: Becky Elam
Vice President,
Business Services, Riverside

Doretta Sowell
Purchasing Manager

RECORDING REQUESTED BY
 AND WHEN RECORDED MAIL TO:

Name
 Street
 Address
 City &
 State

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SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

NOTICE OF COMPLETION

Notice is hereby given that:

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

- The nature of the interest or estate of the owner is in fee.
(If other than fee, strike "in Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:

| | |
|-------|-----------|
| NAMES | ADDRESSES |
| _____ | _____ |
| _____ | _____ |
- A work of improvement on the property hereinafter described was completed on _____. The work done was:

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

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

Dated: _____

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

VERIFICATION

I, the undersigned, say: I am the _____ the declarant of the foregoing
("President of," "Manager of," "A partner of," "Owner of," etc.)
 notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.
 I declare under penalty of perjury that the foregoing is true and correct.

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

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

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-7-d

Date: June 17, 2008

Subject: Notice of Completion – Carpet Upgrade Project, Riverside Campus

Background: On February 26, 2008, the Board of Trustees awarded a contract to Contract Carpet for the Carpet Upgrade Project on the Riverside Campus for \$122,982.

The Project Manager reports that the project is complete.

Recommended Action: It is recommended that the Board of Trustees: 1) accept the – Carpet Upgrade Project, Riverside Campus 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.

James L. Buysse
Interim Chancellor

Prepared by: Becky Elam
Vice President,
Business Services, Riverside

Doretta Sowell
Purchasing Manager

RECORDING REQUESTED BY
 AND WHEN RECORDED MAIL TO:

Name
 Street
 Address
 City &
 State

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SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

NOTICE OF COMPLETION

Notice is hereby given that:

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

- The nature of the interest or estate of the owner is in fee.
(If other than fee, strike "in Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:

| | |
|-------|-----------|
| NAMES | ADDRESSES |
| _____ | _____ |
| _____ | _____ |
- A work of improvement on the property hereinafter described was completed on _____. The work done was:

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

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

Dated: _____

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

VERIFICATION

I, the undersigned, say: I am the _____ the declarant of the foregoing
("President of," "Manager of," "A partner of," "Owner of," etc.)
 notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.
 I declare under penalty of perjury that the foregoing is true and correct.

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

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

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-7-e

Date: June 17, 2008

Subject: Notice of Completion – Emergency Phones Installation Project, All Campuses

Background: On June 20, 2006, the Board of Trustees awarded a contract to Enertech Systems, Inc. for the Emergency Phones Installation Project on all Campuses for \$379,717.

The Project Manager reports that the project is complete.

Recommended Action: It is recommended that the Board of Trustees: 1) accept the Emergency Phones Installation Project, All Campuses 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.

James L. Buysse
Interim Chancellor

Prepared by: Dr. C. Michael Webster
Riverside Community College District Planning Consultant
Facilities Planning, Design and Construction

Doretta Sowell
Purchasing Manager

RECORDING REQUESTED BY
 AND WHEN RECORDED MAIL TO:

Name
 Street
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SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

NOTICE OF COMPLETION

Notice is hereby given that:

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

- The nature of the interest or estate of the owner is in fee.
(If other than fee, strike "in Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:

| | |
|-------|-----------|
| NAMES | ADDRESSES |
| _____ | _____ |
| _____ | _____ |
- A work of improvement on the property hereinafter described was completed on _____. The work done was:

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

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

Dated: _____

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

VERIFICATION

I, the undersigned, say: I am the _____ the declarant of the foregoing
("President of," "Manager of," "A partner of," "Owner of," etc.)
 notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.
 I declare under penalty of perjury that the foregoing is true and correct.

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

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

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-7-f

Date: June 17, 2008

Subject: Notice of Completion – Information Technology Air Conditioning Project,
Riverside Campus

Background: On September 11, 2007, the Board of Trustees awarded a contract to HP Mechanical for the Information Technology Air Conditioning Project on the Riverside Campus for \$33,900.

The Project Manager reports that the project is complete.

Recommended Action: It is recommended that the Board of Trustees: 1) accept the Information Technology Air Conditioning Project, Riverside Campus 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.

James L. Buysse
Interim Chancellor

Prepared by: Becky Elam
Vice President,
Business Services, Riverside

Doretta Sowell
Purchasing Manager

RECORDING REQUESTED BY
 AND WHEN RECORDED MAIL TO:

Name
 Street
 Address
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SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

NOTICE OF COMPLETION

Notice is hereby given that:

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

- The nature of the interest or estate of the owner is in fee.
(If other than fee, strike "in Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:

| NAMES | ADDRESSES |
|-------|-----------|
| _____ | _____ |
| _____ | _____ |
- A work of improvement on the property hereinafter described was completed on _____. The work done was:

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

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

Dated: _____

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

VERIFICATION

I, the undersigned, say: I am the _____ the declarant of the foregoing
("President of," "Manager of," "A partner of," "Owner of," etc.)
 notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.
 I declare under penalty of perjury that the foregoing is true and correct.

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

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

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-7-g

Date: June 17, 2008

Subject: Notice of Completion – Quad Terrace Project, Riverside Campus

Background: On February 26, 2008, the Board of Trustees awarded a contract to Best Contracting, Inc. for the Quad Terrace Project on the Riverside Campus for \$71,621.

The Project Manager reports that the project is complete.

Recommended Action: It is recommended that the Board of Trustees: 1) accept the Quad Terrace Project, Riverside Campus 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.

James L. Buysse
Interim Chancellor

Prepared by: Becky Elam
Vice President,
Business Services, Riverside

Doretta Sowell
Purchasing Manager

RECORDING REQUESTED BY
 AND WHEN RECORDED MAIL TO:

Name
 Street
 Address
 City &
 State

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SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

NOTICE OF COMPLETION

Notice is hereby given that:

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

- The nature of the interest or estate of the owner is in fee.
(If other than fee, strike "in Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:

| | |
|-------|-----------|
| NAMES | ADDRESSES |
| _____ | _____ |
| _____ | _____ |
- A work of improvement on the property hereinafter described was completed on _____. The work done was:

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

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

Dated: _____

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

VERIFICATION

I, the undersigned, say: I am the _____ the declarant of the foregoing
("President of," "Manager of," "A partner of," "Owner of," etc.)
 notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.
 I declare under penalty of perjury that the foregoing is true and correct.

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

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

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-7-h

Date: June 17, 2008

Subject: Notice of Completion – Re-Roofing Projects, Riverside Campus

Background: On October 16, 2007, the Board of Trustees awarded a contract to Cabral Roofing & Waterproofing for the Riverside Re-Roofing Projects on the Riverside Campus for \$293,438.

The Project Manager reports that the project is complete.

Recommended Action: It is recommended that the Board of Trustees: 1) accept the Riverside Re-Roofing Projects, Riverside Campus 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.

James L. Buysse
Interim Chancellor

Prepared by: Becky Elam
Vice President,
Business Services, Riverside

Doretta Sowell
Purchasing Manager

RECORDING REQUESTED BY
 AND WHEN RECORDED MAIL TO:

Name
 Street
 Address
 City &
 State

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SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

NOTICE OF COMPLETION

Notice is hereby given that:

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

- The nature of the interest or estate of the owner is in fee.
(If other than fee, strike "in Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:

| | |
|-------|-----------|
| NAMES | ADDRESSES |
| _____ | _____ |
| _____ | _____ |
- A work of improvement on the property hereinafter described was completed on _____ . The work done was:

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

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

Dated: _____

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

VERIFICATION

I, the undersigned, say: I am the _____ the declarant of the foregoing
("President of," "Manager of," "A partner of," "Owner of," etc.)
 notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.
 I declare under penalty of perjury that the foregoing is true and correct.

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

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

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-7-i

Date: June 17, 2008

Subject: Notice of Completion – Tech A Building Plumbing Line Replacement Project,
Riverside Campus

Background: On February 26, 2008, the Board of Trustees awarded a contract to Donald R. Hart for the Tech “A” Plumbing Projects on the Riverside Campus for \$49,880.

The Project Manager reports that the project is complete.

Recommended Action: It is recommended that the Board of Trustees: 1) accept the Tech A Building Plumbing Line Replacement Project, Riverside Campus 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.

James L. Buysse
Interim Chancellor

Prepared by: Becky Elam
Vice President,
Business Services, Riverside

Doretta Sowell
Purchasing Manager

RECORDING REQUESTED BY
 AND WHEN RECORDED MAIL TO:

Name
 Street
 Address
 City &
 State

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SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

NOTICE OF COMPLETION

Notice is hereby given that:

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

- The nature of the interest or estate of the owner is in fee.
(If other than fee, strike "in Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:

| | |
|-------|-----------|
| NAMES | ADDRESSES |
| _____ | _____ |
| _____ | _____ |
- A work of improvement on the property hereinafter described was completed on _____. The work done was:

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

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

Dated: _____

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

VERIFICATION

I, the undersigned, say: I am the _____ the declarant of the foregoing
("President of," "Manager of," "A partner of," "Owner of," etc.)
 notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.
 I declare under penalty of perjury that the foregoing is true and correct.

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

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

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-7-j

Date: June 17, 2008

Subject: Notice of Completion – District Modular Project – Moreno Valley and Norco Campus

Background: On April 17, 2007, the Board of Trustees awarded a contract to Hinkley and Associates, Inc. for the District Modular Project – Moreno Valley and Norco Campus for \$1,995,967.62.

The Project Manager reports that the project is complete.

Recommended Action: It is recommended that the Board of Trustees: 1) accept the District Modular Project – Moreno Valley and Norco Campus 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.

James L. Buysse
Interim Chancellor

Prepared by: Dr. C. Michael Webster
Riverside Community College District Planning Consultant
Facilities Planning, Design and Construction

Doretta Sowell
Purchasing Manager

RECORDING REQUESTED BY
 AND WHEN RECORDED MAIL TO:

Name
 Street
 Address
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 State

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SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

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Notice is hereby given that:

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

- The nature of the interest or estate of the owner is in fee.
(If other than fee, strike "in Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:

| | |
|-------|-----------|
| NAMES | ADDRESSES |
| _____ | _____ |
| _____ | _____ |
- A work of improvement on the property hereinafter described was completed on _____. The work done was:

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

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

Dated: _____

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

VERIFICATION

I, the undersigned, say: I am the _____ the declarant of the foregoing
("President of," "Manager of," "A partner of," "Owner of," etc.)
 notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.
 I declare under penalty of perjury that the foregoing is true and correct.

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

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

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-7-k

Date: June 17, 2008

Subject: Notice of Completion – The Learning Center Project, Alvord Unified School District

Background: On January 24, 2006, the Board of Trustees approved a Lease-Lease Back arrangement with Neff Construction, Inc. for the construction of the Center for Primary Education, renamed The Learning Center, a partnership project with the Alvord Unified School District. The total cost of the project was \$6,994,276.

The Project Manager reports that the project is complete.

Recommended Action: It is recommended that the Board of Trustees: 1) accept the Learning Center Project, Alvord Unified School District 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.

James L. Buysse
Interim Chancellor

Prepared by: Dr. C. Michael Webster
Riverside Community College District Planning Consultant
Facilities Planning, Design and Construction

Doretta Sowell
Purchasing Manager

RECORDING REQUESTED BY
 AND WHEN RECORDED MAIL TO:

Name
 Street
 Address
 City &
 State

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SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

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Notice is hereby given that:

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

- The nature of the interest or estate of the owner is in fee.
(If other than fee, strike "in Fee" and insert, for example, "purchaser under contract of purchase," or "lessee")
- The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:

| | |
|-------|-----------|
| NAMES | ADDRESSES |
| _____ | _____ |
| _____ | _____ |
- A work of improvement on the property hereinafter described was completed on _____. The work done was:

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

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

Dated: _____

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

VERIFICATION

I, the undersigned, say: I am the _____ the declarant of the foregoing
("President of," "Manager of," "A partner of," "Owner of," etc.)
 notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge.
 I declare under penalty of perjury that the foregoing is true and correct.

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

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

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-7-1

Date: June 17, 2008

Subject: Subcontractor Substitution – Concrete Subcontractor - Modular Project, Moreno Valley Allied Health Sciences/Riverside City Campus.

Background: Facilities Planning, Design & Construction is requesting that the Board of Trustees substitute Capital Concrete with Jim Baker Concrete Co., as the concrete subcontractor on the Modular Project, Moreno Valley Allied Health Sciences/Riverside City Campus.

The substitution is in accordance with California Public Contract Code section 4107(a)(1). During the subcontractor agreement process, Capital Concrete withdrew their bid with Hinkley & Associates. As a result, Hinkley & Associates has signed a Subcontractor Substitution Consent form.

Recommended Action: It is recommended that the Board of Trustees approve the substitution of Capital Concrete with Jim Baker Concrete Co., as the concrete subcontractor on the Modular Project, Moreno Valley Allied Health Sciences/Riverside City Campus.

James L. Buysse
Interim Chancellor

Prepared by: Dr. C. Michael Webster
Riverside Community College District Planning Consultant
Facilities Planning, Design and Construction

Doretta Sowell
Purchasing Manager

CONSENT TO SUBSTITUTION OF SUBCONTRACTOR

This CONSENT TO SUBSTITUTION OF SUBCONTRACTOR entered into the 17th day of June, 2008, by and between the Riverside Community College District (Owner) and Hinkley & Associates. (Contractor).

WITNESSETH:

WHEREAS, the Owner and Contractor entered into an agreement for the construction of District Modular Projects, Moreno Valley Allied Health Sciences/ Riverside Campus Project; and

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

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

NOW THEREFORE, Owner agrees and does hereby consent to the substitution of Capital Concrete doing business at 33421 Somerset Rd. Yucaipa, Ca 92399 for Jim Baker Concrete Co. doing business at 29872 Havenwood Lane, Highland, Ca 92346, as Subcontractor to provide Concrete called for by the specifications and drawings for the District Modular Projects, Moreno Valley Allied Health Sciences/ Riverside Campus Project IN WITNESS WHEREOF, the Owner and Contractor have executed this Consent to Substitution of Subcontractors as of the above date.

For: HINKLEY & ASSOCIATES

For: THE RIVERSIDE COMMUNITY
COLLEGE DISTRICT



JEFF HINKLEY
GENERAL CONTRACTOR

AARON S. BROWN
INTERIM VICE CHANCELLOR

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-A-7-m

Date: June 17, 2008

Subject: Subcontractor Substitution – Flooring Subcontractor - Modular Project, Moreno Valley Allied Health Sciences/Riverside City Campus

Background: Facilities Planning, Design & Construction is requesting that the Board of Trustees substitute Kenaston Flooring with ProSpectra Contract Flooring, as the flooring subcontractor on the Modular Project, Moreno Valley Allied Health Sciences/Riverside City Campus.

The substitution is in accordance with California Public Contract Code section 4107(a)(1). During the subcontractor agreement process, Kenaston Flooring withdrew their bid with Hinkley & Associates. As a result, Hinkley & Associates has signed a Subcontractor Substitution Consent form.

Recommended Action: It is recommended that the Board of Trustees approve the substitution of Kenaston Flooring with ProSpectra Contract Flooring, as the flooring subcontractor on the Modular Project, Moreno Valley Allied Health Sciences/Riverside City Campus.

James L. Buysse
Interim Chancellor

Prepared by: Dr. C. Michael Webster
Riverside Community College District Planning Consultant
Facilities Planning, Design and Construction

Doretta Sowell
Purchasing Manager

CONSENT TO SUBSTITUTION OF SUBCONTRACTOR

This CONSENT TO SUBSTITUTION OF SUBCONTRACTOR entered into the 17th day of June, 2008, by and between the Riverside Community College District (Owner) and Hinkley & Associates. (Contractor).

WITNESSETH:

WHEREAS, the Owner and Contractor entered into an agreement for the construction of District Modular Projects, Moreno Valley Allied Health Sciences/ Riverside Campus Project; and

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

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

NOW THEREFORE, Owner agrees and does hereby consent to the substitution of Kenaston Flooring doing business at 201 Hillcrest Avenue, San Bernardino, Ca 92408 for ProSpectra Contract Flooring doing business at 17405-B Valley View Ave, Cerritos, Ca 90703, as Subcontractor to provide Flooring called for by the specifications and drawings for the District Modular Projects, Moreno Valley Allied Health Sciences/ Riverside Campus Project IN WITNESS WHEREOF, the Owner and Contractor have executed this Consent to Substitution of Subcontractors as of the above date.

For: HINKLEY & ASSOCIATES

For: THE RIVERSIDE COMMUNITY
COLLEGE DISTRICT



JEFF HINKLEY
GENERAL CONTRACTOR

AARON S. BROWN
INTERIM VICE CHANCELLOR

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ADMINISTRATION AND FINANCE

Report No.: V-B-1

Date: June 17, 2008

Subject: Monthly Financial Report

Background: The Financial Report provides summary financial information, by Resource, for the period July 1, 2007 through May 31, 2008. 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.

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ADMINISTRATION AND FINANCE

Report No.: V-B-1

Date: June 17, 2008

Subject: Monthly Financial Report (continued)

Information Only.

James L. Buysse
Interim Chancellor

Prepared by: Bill J. Bogle, Jr.
District Controller

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED MAY 31, 2008**

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 7-1-06 to 6-30-07 | Adopted Budget | Revised Budget | Year to Date Activity |
|--|--|-----------------------|-----------------------|--------------------------|
| Revenue | \$ 133,846,616 | \$ 134,906,283 | \$ 134,918,383 | \$ 125,922,233 |
| Intrafund Transfer from | | | | |
| District Bookstore (Resource 1110) | 380,000 | 150,000 | 150,000 | 112,500 |
| Interfund Transfer from | | | | |
| Self-Funded Equipment and Facility Projects (Resource 4150) | 15,985 | 0 | 0 | 0 |
| Total Revenues | <u>\$ 134,242,601</u> | <u>\$ 135,056,283</u> | <u>\$ 135,068,383</u> | <u>\$ 126,034,733</u> |
| Expenditures | | | | |
| Academic Salaries | \$ 62,474,972 | \$ 67,313,826 | \$ 67,223,585 | \$ 57,544,733 |
| Classified Salaries | 25,673,167 | 30,199,160 | 30,081,489 | 25,704,716 |
| Employee Benefits | 21,997,183 | 24,814,922 | 24,814,922 | 20,306,089 |
| Materials & Supplies | 2,037,221 | 2,416,905 | 2,570,518 | 2,170,342 |
| Services | 12,755,943 | 15,258,117 | 14,898,894 | 9,704,625 |
| Capital Outlay | 1,914,802 | 2,421,376 | 2,846,998 | 1,467,481 |
| Intrafund Transfers to: | | | | |
| DSP&S Program (Resource 1190) | 588,641 | 665,157 | 665,157 | 498,868 |
| Customized Solutions (Resource 1170) | 0 | 173,470 | 173,470 | 0 |
| Federal Work Study (Resource 1190) | 171,948 | 176,859 | 176,859 | 161,144 |
| Instr. Equipment Match (Resource 1190) | 224,421 | 86,267 | 86,267 | 64,700 |
| Performance Riverside (Resource 1090) | 193,257 | 193,257 | 193,257 | 144,943 |
| Interfund Transfer to: | | | | |
| Resource 3300 | 220,000 | 240,000 | 240,000 | 180,000 |
| Resource 6100 | 250,000 | 250,000 | 250,000 | 187,500 |
| Total Expenditures | <u>\$ 128,501,555</u> | <u>\$ 144,209,316</u> | <u>\$ 144,221,416</u> | <u>\$ 118,135,141</u> |
| Revenues Over (Under) Expenditures | \$ 5,741,046 | \$ (9,153,033) | \$ (9,153,033) | \$ 7,899,592 |
| Beginning Fund Balance | <u>12,835,471</u> | <u>18,576,517</u> | <u>18,576,517</u> | <u>18,576,517</u> |
| Ending Fund Balance | <u>\$ 18,576,517</u> | <u>\$ 9,423,484</u> | <u>\$ 9,423,484</u> | <u>\$ 26,476,109</u> |
| Ending Cash Balance | | | | <u>\$ 28,456,790</u> |

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED MAY 31, 2008**

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

Fund 12, Resource 1050 - Parking

| | Prior Year Actuals 7-1-06 to 6-30-07 | Adopted Budget | Revised Budget | Year to Date Activity |
|------------------------------------|--|---------------------|---------------------|--------------------------|
| Revenues | <u>\$ 1,848,778</u> | <u>\$ 1,962,282</u> | <u>\$ 1,962,282</u> | <u>\$ 1,539,308</u> |
| Expenditures | | | | |
| Classified Salaries | \$ 1,332,798 | \$ 1,149,907 | \$ 1,132,501 | \$ 993,061 |
| Employee Benefits | 378,658 | 317,474 | 317,474 | 254,628 |
| Materials & Supplies | 92,630 | 93,161 | 106,099 | 58,254 |
| Services | 293,834 | 332,003 | 326,276 | 182,584 |
| Capital Outlay | <u>192,055</u> | <u>60,000</u> | <u>70,195</u> | <u>24,179</u> |
| Total Expenditures | <u>\$ 2,289,975</u> | <u>\$ 1,952,545</u> | <u>\$ 1,952,545</u> | <u>\$ 1,512,706</u> |
| Revenues Over (Under) Expenditures | \$ (441,197) | \$ 9,737 | \$ 9,737 | \$ 26,602 |
| Beginning Fund Balance | <u>604,625</u> | <u>163,428</u> | <u>163,428</u> | <u>163,428</u> |
| Ending Fund Balance | <u>\$ 163,428</u> | <u>\$ 173,165</u> | <u>\$ 173,165</u> | <u>\$ 190,030</u> |
| Ending Cash Balance | | | | <u>\$ 208,887</u> |

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED MAY 31, 2008**

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>7-1-06 to 6-30-07</u> | Adopted Budget | Revised Budget | Year to Date Activity |
|------------------------------------|---|-------------------|-------------------|--------------------------|
| Revenues | \$ 1,090,030 | \$ 1,156,446 | \$ 1,156,446 | \$ 985,344 |
| Expenditures | | | | |
| Academic Salaries | \$ 131,399 | \$ 157,227 | \$ 157,227 | \$ 124,776 |
| Classified Salaries | 347,404 | 588,770 | 514,135 | 398,354 |
| Employee Benefits | 92,610 | 170,913 | 170,913 | 111,900 |
| Materials & Supplies | 46,977 | 94,565 | 124,948 | 74,519 |
| Services | 160,429 | 193,187 | 229,439 | 130,114 |
| Capital Outlay | 53,561 | 60,078 | 68,078 | 32,494 |
| Total Expenditures | \$ 832,380 | \$ 1,264,740 | \$ 1,264,740 | \$ 872,157 |
| Revenues Over (Under) Expenditures | \$ 257,650 | \$ (108,294) | \$ (108,294) | \$ 113,187 |
| Beginning Fund Balance | 668,716 | 926,366 | 926,366 | 926,366 |
| Ending Fund Balance | \$ 926,366 | \$ 818,072 | \$ 818,072 | \$ 1,039,553 |
| Ending Cash Balance | | | | \$ 1,042,182 |

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED MAY 31, 2008**

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

Fund 11, Resource 1080 - Community Education

| | Prior Year Actuals <u>7-1-06 to 6-30-07</u> | Adopted Budget | Revised Budget | Year to Date Activity |
|------------------------------------|---|-------------------|-------------------|--------------------------|
| Revenues | \$ 825,193 | \$ 907,710 | \$ 907,710 | \$ 826,435 |
| Expenditures | | | | |
| Academic Salaries | \$ 3,910 | \$ 4,104 | \$ 4,104 | \$ 3,780 |
| Classified Salaries | 306,110 | 303,731 | 303,731 | 273,197 |
| Employee Benefits | 67,626 | 70,579 | 70,579 | 62,105 |
| Materials & Supplies | 8,774 | 12,500 | 11,773 | 10,103 |
| Services | 503,511 | 487,655 | 498,655 | 369,995 |
| Capital Outlay | 2,171 | 0 | 727 | 727 |
| Total Expenditures | \$ 892,102 | \$ 878,569 | \$ 889,569 | \$ 719,907 |
| Revenues Over (Under) Expenditures | \$ (66,909) | \$ 29,141 | \$ 18,141 | \$ 106,528 |
| Beginning Fund Balance | 86,387 | 19,478 | 19,478 | 19,478 |
| Ending Fund Balance | \$ 19,478 | \$ 48,619 | \$ 37,619 | \$ 126,006 |
| Ending Cash Balance | | | | \$ 122,516 |

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED MAY 31, 2008**

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>7-1-06 to 6-30-07</u> | Adopted Budget | Revised Budget | Year to Date Activity |
|------------------------------------|---|---------------------|---------------------|--------------------------|
| Revenue | \$ 608,208 | \$ 797,140 | \$ 797,140 | \$ 795,694 |
| Intrafund Transfer from | | | | |
| General Operating (Resource 1000) | <u>193,257</u> | <u>193,257</u> | <u>193,257</u> | <u>144,943</u> |
| Total Revenues | <u>\$ 801,465</u> | <u>\$ 990,397</u> | <u>\$ 990,397</u> | <u>\$ 940,637</u> |
| Expenditures | | | | |
| Classified Salaries | \$ 274,193 | \$ 329,455 | \$ 325,363 | \$ 297,568 |
| Employee Benefits | 95,048 | 104,681 | 104,681 | 88,790 |
| Materials & Supplies | 35,542 | 39,385 | 33,347 | 29,981 |
| Services | 473,748 | 497,060 | 507,190 | 491,015 |
| Capital Outlay | <u>1,525</u> | <u>3,000</u> | <u>3,000</u> | <u>2,990</u> |
| Total Expenditures | <u>\$ 880,056</u> | <u>\$ 973,581</u> | <u>\$ 973,581</u> | <u>\$ 910,344</u> |
| Revenues Over (Under) Expenditures | \$ (78,591) | \$ 16,816 | \$ 16,816 | \$ 30,293 |
| Beginning Fund Balance | <u>(658,193)</u> | <u>(736,784)</u> | <u>(736,784)</u> | <u>(736,784)</u> |
| Ending Fund Balance | <u>\$ (736,784)</u> | <u>\$ (719,968)</u> | <u>\$ (719,968)</u> | <u>\$ (706,491)</u> |
| Ending Cash Balance | | | | <u>\$ (703,354)</u> |

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED MAY 31, 2008**

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 7-1-06 to 6-30-07 | Adopted Budget | Revised Budget | Year to Date Activity |
|------------------------------------|--|-------------------|-------------------|--------------------------|
| Revenues | \$ 852,611 | \$ 877,669 | \$ 877,669 | \$ 919,271 |
| Expenditures | | | | |
| Services | \$ 37,418 | \$ 42,449 | \$ 42,449 | \$ 31,817 |
| Interfund Transfer to | | | | |
| Food Services (Resource 3200) | 506,930 | 676,930 | 676,930 | 507,698 |
| Intrafund Transfer to | | | | |
| General Operating (Resource 1000) | 380,000 | 150,000 | 150,000 | 112,500 |
| Total Expenditures | \$ 924,348 | \$ 869,379 | \$ 869,379 | \$ 652,015 |
| Revenues Over (Under) Expenditures | \$ (71,737) | \$ 8,290 | \$ 8,290 | \$ 267,256 |
| Beginning Fund Balance | 108,464 | 36,727 | 36,727 | 36,727 |
| Ending Fund Balance | \$ 36,727 | \$ 45,017 | \$ 45,017 | \$ 303,983 |
| Ending Cash Balance | | | | \$ 303,983 |

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED MAY 31, 2008**

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 7-1-06 to 6-30-07 | Adopted Budget | Revised Budget | Year to Date Activity |
|--|--|-------------------|-------------------|--------------------------|
| Revenue | \$ 199,063 | \$ 516,196 | \$ 597,171 | \$ 176,052 |
| Intrafund Transfer from General Operating (Resource 1000) | 0 | 173,470 | 173,470 | 0 |
| Total Revenue | <u>\$ 199,063</u> | <u>\$ 689,666</u> | <u>\$ 770,641</u> | <u>\$ 176,052</u> |
| Expenditures | | | | |
| Academic Salaries | \$ 400 | \$ 2,100 | \$ 2,100 | \$ 400 |
| Classified Salaries | 128,177 | 98,609 | 98,609 | 87,053 |
| Employee Benefits | 40,833 | 33,340 | 33,340 | 27,136 |
| Materials & Supplies | 12,337 | 46,400 | 48,290 | 4,087 |
| Services | 130,549 | 344,538 | 423,623 | 134,208 |
| Total Expenditures | <u>\$ 312,296</u> | <u>\$ 524,987</u> | <u>\$ 605,962</u> | <u>\$ 252,884</u> |
| Revenues Over (Under) Expenditures | \$ (113,233) | \$ 164,679 | \$ 164,679 | \$ (76,832) |
| Beginning Fund Balance | <u>266,715</u> | <u>153,482</u> | <u>153,482</u> | <u>153,482</u> |
| Ending Fund Balance | <u>\$ 153,482</u> | <u>\$ 318,161</u> | <u>\$ 318,161</u> | <u>\$ 76,650</u> |
| Ending Cash Balance | | | | <u>\$ 79,025</u> |

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
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 FOR THE PERIOD ENDED MAY 31, 2008**

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 7-1-06 to 6-30-07 | Adopted Budget | Revised Budget | Year to Date Activity |
|------------------------------------|--|-------------------|-------------------|--------------------------|
| Revenues | \$ 1,255,302 | \$ 1,318,000 | \$ 1,318,000 | \$ 603,811 |
| Expenditures | | | | |
| Services | \$ 143,664 | \$ 156,300 | \$ 156,300 | \$ 131,032 |
| Total Expenditures | \$ 143,664 | \$ 156,300 | \$ 156,300 | \$ 131,032 |
| Revenues Over (Under) Expenditures | \$ 1,111,638 | \$ 1,161,700 | \$ 1,161,700 | \$ 472,779 |
| Beginning Fund Balance | 3,001,510 | 4,113,148 | 4,113,148 | 4,113,148 |
| Ending Fund Balance | \$ 4,113,148 | \$ 5,274,848 | \$ 5,274,848 | \$ 4,585,927 |
| Ending Cash Balance | | | | \$ 3,630,952 |

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
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 FOR THE PERIOD ENDED MAY 31, 2008**

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 7-1-06 to 6-30-07 | Adopted Budget | Revised Budget | Year to Date Activity |
|---|--|----------------------|----------------------|--------------------------|
| Revenue | \$ 19,021,341 | \$ 24,257,196 | \$ 33,738,408 | \$ 17,117,860 |
| Intrafund Transfers from | | | | |
| General Operating (Resource 1000) | | | | |
| For DSP&S | 588,641 | 665,157 | 665,157 | 498,868 |
| For Federal Work Study | 171,948 | 176,859 | 176,859 | 161,144 |
| For Instructional Equipment | 224,421 | 86,267 | 86,267 | 64,700 |
| Total Revenues | <u>\$ 20,006,351</u> | <u>\$ 25,185,479</u> | <u>\$ 34,666,691</u> | <u>\$ 17,842,572</u> |
| Expenditures | | | | |
| Academic Salaries | \$ 3,429,668 | \$ 4,889,195 | \$ 5,298,955 | \$ 3,200,218 |
| Classified Salaries | 6,014,815 | 7,212,170 | 7,975,415 | 6,120,315 |
| Employee Benefits | 2,592,689 | 3,248,199 | 3,397,498 | 2,435,043 |
| Materials & Supplies | 1,676,172 | 2,112,016 | 2,347,887 | 705,417 |
| Services | 2,742,952 | 5,657,794 | 12,682,476 | 2,105,951 |
| Capital Outlay | 3,205,896 | 1,850,268 | 2,611,251 | 1,137,851 |
| Scholarships | 20,700 | 15,381 | 25,500 | 25,100 |
| Student Grants (Financial, Book, Meal, Transportation) | 323,459 | 200,456 | 327,709 | 285,080 |
| Total Expenditures | <u>\$ 20,006,351</u> | <u>\$ 25,185,479</u> | <u>\$ 34,666,691</u> | <u>\$ 16,014,975</u> |
| Revenues Over (Under) Expenditures | \$ 0 | \$ 0 | \$ 0 | \$ 1,827,597 |
| 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>\$ 1,827,597</u> |
| Ending Cash Balance | | | | <u>\$ 1,712,199</u> |

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED MAY 31, 2008**

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 <u>7-1-06 to 6-30-07</u> | Adopted Budget | Revised Budget | Year to Date Activity |
|--|---|---------------------|---------------------|--------------------------|
| Revenue | \$ 1,250,905 | \$ 1,343,819 | \$ 1,343,819 | \$ 1,086,138 |
| Interfund Transfers from Contractor-Operated Bookstore (Resource 1110) | <u>506,930</u> | <u>676,930</u> | <u>676,930</u> | <u>507,697</u> |
| Total Revenues | <u>\$ 1,757,835</u> | <u>\$ 2,020,749</u> | <u>\$ 2,020,749</u> | <u>\$ 1,593,835</u> |
| Expenditures | | | | |
| Classified Salaries | \$ 663,563 | \$ 702,807 | \$ 662,807 | \$ 570,580 |
| Employee Benefits | 246,878 | 263,962 | 263,962 | 212,690 |
| Materials & Supplies | 735,849 | 749,497 | 789,497 | 603,166 |
| Services | 232,540 | 285,693 | 285,693 | 216,979 |
| Capital Outlay | <u>4,538</u> | <u>6,552</u> | <u>6,552</u> | <u>3,397</u> |
| Total Expenditures | <u>\$ 1,883,368</u> | <u>\$ 2,008,511</u> | <u>\$ 2,008,511</u> | <u>\$ 1,606,812</u> |
| Revenues Over (Under) Expenditures | \$ (125,533) | \$ 12,238 | \$ 12,238 | \$ (12,977) |
| Beginning Fund Balance | <u>227,274</u> | <u>101,741</u> | <u>101,741</u> | <u>101,741</u> |
| Ending Fund Balance | <u>\$ 101,741</u> | <u>\$ 113,979</u> | <u>\$ 113,979</u> | <u>\$ 88,764</u> |
| Ending Cash Balance | | | | <u>\$ 76,217</u> |

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
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 FOR THE PERIOD ENDED MAY 31, 2008**

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 7-1-06 to 6-30-07 | Adopted Budget | Revised Budget | Year to Date Activity |
|--|--|---------------------|---------------------|--------------------------|
| Revenues | \$ 1,251,149 | \$ 1,333,101 | \$ 1,393,219 | \$ 1,206,319 |
| Interfund Transfer from General Operating (Resource 1000) | 220,000 | 240,000 | 240,000 | 180,000 |
| Total Revenues | <u>\$ 1,471,149</u> | <u>\$ 1,573,101</u> | <u>\$ 1,633,219</u> | <u>\$ 1,386,319</u> |
| Expenditures | | | | |
| Academic Salaries | \$ 964,852 | \$ 995,896 | \$ 995,896 | \$ 880,098 |
| Classified Salaries | 168,604 | 227,414 | 227,414 | 219,107 |
| Employee Benefits | 200,179 | 217,084 | 217,084 | 175,396 |
| Materials & Supplies | 54,888 | 72,800 | 75,225 | 52,173 |
| Services | 56,013 | 84,740 | 92,098 | 62,569 |
| Capital Outlay | 851 | 0 | 50,335 | 0 |
| Total Expenditures | <u>\$ 1,445,387</u> | <u>\$ 1,597,934</u> | <u>\$ 1,658,052</u> | <u>\$ 1,389,343</u> |
| Revenues Over (Under) Expenditures | \$ 25,762 | \$ (24,833) | \$ (24,833) | \$ (3,024) |
| Beginning Fund Balance | 99,379 | 125,141 | 125,141 | 125,141 |
| Ending Fund Balance | <u>\$ 125,141</u> | <u>\$ 100,308</u> | <u>\$ 100,308</u> | <u>\$ 122,117</u> |
| Ending Cash Balance | | | | <u>\$ 133,644</u> |

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
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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 7-1-06 to 6-30-07 | Adopted Budget | Revised Budget | Year to Date Activity |
|--|--|---------------------|----------------------|--------------------------|
| Revenues | \$ 9,634,375 | \$ 2,343,802 | \$ 20,423,802 | \$ 922,521 |
| Intrafund Transfer from General Obligation Bond Funded Projects (Resource 4160) | <u>292,528</u> | <u>252,824</u> | <u>252,824</u> | <u>252,824</u> |
| Total Revenues | <u>\$ 9,926,903</u> | <u>\$ 2,596,626</u> | <u>\$ 20,676,626</u> | <u>\$ 1,175,345</u> |
| Expenditures | | | | |
| Materials & Supplies | \$ 15,744 | \$ 1,000 | \$ 9,596 | \$ 9,569 |
| Services | 0 | 0 | 71,280 | 10,142 |
| Capital Outlay | <u>8,830,025</u> | <u>4,319,546</u> | <u>22,319,670</u> | <u>5,098,249</u> |
| Total Expenditures | <u>\$ 8,845,769</u> | <u>\$ 4,320,546</u> | <u>\$ 22,400,546</u> | <u>\$ 5,117,960</u> |
| Revenues Over (Under) Expenditures | \$ 1,081,134 | \$ (1,723,920) | \$ (1,723,920) | \$ (3,942,615) |
| Beginning Fund Balance | <u>642,786</u> | <u>1,723,920</u> | <u>1,723,920</u> | <u>1,723,920</u> |
| Ending Fund Balance | <u>\$ 1,723,920</u> | <u>\$ 0</u> | <u>\$ 0</u> | <u>\$ (2,218,695)</u> |
| Ending Cash Balance | | | | <u>\$ (2,218,695)</u> |

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
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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 7-1-06 to 6-30-07 | Adopted Budget | Revised Budget | Year to Date Activity |
|------------------------------------|--|-------------------|-------------------|--------------------------|
| Revenues | \$ 2,189 | \$ 1,000 | \$ 1,000 | \$ 1,487 |
| Expenditures | | | | |
| Capital Outlay | \$ 0 | \$ 51,744 | \$ 51,744 | \$ 0 |
| Total Expenditures | \$ 0 | \$ 51,744 | \$ 51,744 | \$ 0 |
| Revenues Over (Under) Expenditures | \$ 2,189 | \$ (50,744) | \$ (50,744) | \$ 1,487 |
| Beginning Fund Balance | 48,555 | 50,744 | 50,744 | 50,744 |
| Ending Fund Balance | <u>\$ 50,744</u> | <u>\$ 0</u> | <u>\$ 0</u> | <u>\$ 52,231</u> |
| Ending Cash Balance | | | | <u>\$ 52,231</u> |

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
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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 7-1-06 to 6-30-07 | Adopted Budget | Revised Budget | Year to Date Activity |
|------------------------------------|--|-------------------|-------------------|--------------------------|
| Revenues | \$ 19,229 | \$ 1,115,699 | \$ 1,115,699 | \$ 0 |
| Expenditures | | | | |
| Capital Outlay | \$ 19,206 | \$ 1,115,676 | \$ 1,115,676 | \$ 0 |
| Total Expenditures | \$ 19,206 | \$ 1,115,676 | \$ 1,115,676 | \$ 0 |
| Revenues Over (Under) Expenditures | \$ 23 | \$ 23 | \$ 23 | \$ 0 |
| Beginning Fund Balance | 505 | 528 | 528 | 528 |
| Ending Fund Balance | <u>\$ 528</u> | <u>\$ 551</u> | <u>\$ 551</u> | <u>\$ 528</u> |
| Ending Cash Balance | | | | <u>\$ 528</u> |

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
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 FOR THE PERIOD ENDED MAY 31, 2008**

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 <u>7-1-06 to 6-30-07</u> | Adopted Budget | Revised Budget | Year to Date Activity |
|------------------------------------|---|----------------------|----------------------|--------------------------|
| Revenues | \$ 510,264 | \$ 546,800 | \$ 546,800 | \$ 309,619 |
| Expenditures | | | | |
| Services | \$ 794 | \$ 7,500 | \$ 7,500 | \$ 270 |
| Capital Outlay | 150,711 | 1,688,031 | 1,688,031 | 35,629 |
| Total Expenditures | \$ 151,505 | \$ 1,695,531 | \$ 1,695,531 | \$ 35,899 |
| Revenues Over (Under) Expenditures | \$ 358,759 | \$ (1,148,731) | \$ (1,148,731) | \$ 273,720 |
| Beginning Fund Balance | 11,181,686 | 11,540,445 | 11,540,445 | 11,540,445 |
| Ending Fund Balance | <u>\$ 11,540,445</u> | <u>\$ 10,391,714</u> | <u>\$ 10,391,714</u> | <u>\$ 11,814,165</u> |
| Ending Cash Balance | | | | <u>\$ 10,859,190</u> |

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
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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 7-1-06 to 6-30-07 | Adopted Budget | Revised Budget | Year to Date Activity |
|---|--|----------------------|----------------------|--------------------------|
| Revenues | \$ 1,608,643 | \$ 3,718,502 | \$ 3,718,502 | \$ 3,031,211 |
| Proceeds from General Obligation Bond Series C | 91,084,831 | 0 | 0 | 0 |
| Total Revenues | <u>\$ 92,693,474</u> | <u>\$ 3,718,502</u> | <u>\$ 3,718,502</u> | <u>\$ 3,031,211</u> |
| Expenditures | | | | |
| Classified Salaries | \$ 43,673 | \$ 156,881 | \$ 76,704 | \$ 45,498 |
| Employee Benefits | 22,758 | 57,135 | 57,135 | 19,700 |
| Materials & Supplies | 20,567 | 12,987 | 17,433 | 17,598 |
| Services | 1,941,530 | 988,225 | 1,111,202 | 991,851 |
| Capital Outlay | 23,507,984 | 50,927,429 | 57,749,026 | 13,151,520 |
| Intrafund Transfers to: | | | | |
| State Construction (Resource 4100) | 292,528 | 252,824 | 252,824 | 252,824 |
| Total Expenditures | <u>\$ 25,829,040</u> | <u>\$ 52,395,481</u> | <u>\$ 59,264,324</u> | <u>\$ 14,478,991</u> |
| Revenues Over (Under) Expenditures | \$ 66,864,434 | \$ (48,676,979) | \$ (55,545,822) | \$ (11,447,780) |
| Beginning Fund Balance | <u>34,171,504</u> | <u>101,035,938</u> | <u>100,571,640</u> | <u>100,571,640</u> |
| Ending Fund Balance | <u>\$101,035,938</u> | <u>\$ 52,358,959</u> | <u>\$ 45,025,818</u> | <u>\$ 89,123,860</u> |
| Ending Cash Balance | | | | <u>\$ 89,230,673</u> |

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
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 FOR THE PERIOD ENDED MAY 31, 2008**

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 7-1-06 to 6-30-07 | Adopted Budget | Revised Budget | Year to Date Activity |
|--|--|---------------------|---------------------|--------------------------|
| Revenues | \$ 4,671,242 | \$ 4,559,785 | \$ 4,559,785 | \$ 4,945,442 |
| Interfund transfer from General Operating (Resource 1000) | 250,000 | 250,000 | 250,000 | 187,500 |
| Total Revenue | <u>\$ 4,921,242</u> | <u>\$ 4,809,785</u> | <u>\$ 4,809,785</u> | <u>\$ 5,132,942</u> |
| Expenditures | | | | |
| Classified Salaries | \$ 170,329 | \$ 182,371 | \$ 182,371 | \$ 149,584 |
| Employee Benefits | 67,798 | 66,624 | 66,624 | 48,467 |
| Materials & Supplies | 4,311 | 7,400 | 7,400 | 4,178 |
| Services | 3,526,491 | 4,090,695 | 4,090,695 | 4,125,707 |
| Capital Outlay | 37,905 | 40,000 | 40,000 | 27,968 |
| Total Expenditures | <u>\$ 3,806,834</u> | <u>\$ 4,387,090</u> | <u>\$ 4,387,090</u> | <u>\$ 4,355,904</u> |
| Revenues Over (Under) Expenditures | \$ 1,114,408 | \$ 422,695 | \$ 422,695 | \$ 777,038 |
| Beginning Fund Balance | <u>1,925,421</u> | <u>3,039,829</u> | <u>3,039,829</u> | <u>3,039,829</u> |
| Ending Fund Balance | <u>\$ 3,039,829</u> | <u>\$ 3,462,524</u> | <u>\$ 3,462,524</u> | <u>\$ 3,816,867</u> |
| Ending Cash Balance | | | | <u>\$ 5,222,160</u> |

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
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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 7-1-06 to 6-30-07 | Adopted Budget | Revised Budget | Year to Date Activity |
|------------------------------------|--|-------------------|-------------------|--------------------------|
| Revenues | \$ 1,448,826 | \$ 1,494,087 | \$ 1,494,087 | \$ 1,340,107 |
| Expenditures | | | | |
| Classified Salaries | \$ 54,311 | \$ 53,323 | \$ 53,323 | \$ 63,841 |
| Employee Benefits | 21,870 | 20,525 | 20,525 | 23,343 |
| Materials & Supplies | 154 | 620 | 620 | 0 |
| Services | 999,234 | 1,173,329 | 1,173,329 | 982,727 |
| Capital Outlay | 0 | 5,000 | 5,000 | 0 |
| Total Expenditures | \$ 1,075,569 | \$ 1,252,797 | \$ 1,252,797 | \$ 1,069,911 |
| Revenues Over (Under) Expenditures | \$ 373,257 | \$ 241,290 | \$ 241,290 | \$ 270,196 |
| Beginning Fund Balance | 306,185 | 679,442 | 679,442 | 679,442 |
| Ending Fund Balance | \$ 679,442 | \$ 920,732 | \$ 920,732 | \$ 949,638 |
| Ending Cash Balance | | | | \$ 2,379,269 |

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
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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 7-1-06 to 6-30-07 | Adopted Budget | Revised Budget | Year to Date Activity |
| Revenues | <u>\$ 595,841</u> | <u>\$ 602,000</u> | <u>\$ 602,000</u> | <u>\$ 613,628</u> |
| Expenditures | | | | |
| Materials & Supplies | <u>\$ 539,287</u> | <u>\$ 602,000</u> | <u>\$ 602,000</u> | <u>\$ 487,659</u> |
| Total Expenditures | <u>\$ 539,287</u> | <u>\$ 602,000</u> | <u>\$ 602,000</u> | <u>\$ 487,659</u> |
| Revenues Over (Under) Expenditures | \$ 56,554 | \$ 0 | \$ 0 | \$ 125,969 |
| Beginning Fund Balance | <u>1,033,629</u> | <u>1,090,183</u> | <u>1,090,183</u> | <u>1,090,183</u> |
| Ending Fund Balance | <u>\$ 1,090,183</u> | <u>\$ 1,090,183</u> | <u>\$ 1,090,183</u> | <u>\$ 1,216,152</u> |
| Ending Cash Balance | | | | <u>\$ 2,233,240</u> |

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
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Student Financial Aid is used to record financial transactions for scholarships given to students from the federal Pell and FSEOG grant programs as well as the State's Cal Grant program.

| | <u>Student Financial Aid</u> | | | |
|--|--|----------------------|----------------------|--------------------------|
| | Prior Year Actuals 7-1-06 to 6-30-07 | Adopted Budget | Revised Budget | Year to Date Activity |
| Revenues | <u>\$ 13,680,879</u> | <u>\$ 15,785,679</u> | <u>\$ 15,785,679</u> | <u>\$ 16,753,165</u> |
| Expenditures | | | | |
| Other | | | | |
| Scholarships and Grant Reimbursements | <u>\$ 13,680,879</u> | <u>\$ 15,785,679</u> | <u>\$ 15,785,679</u> | <u>\$ 16,642,440</u> |
| Total Expenditures | <u>\$ 13,680,879</u> | <u>\$ 15,785,679</u> | <u>\$ 15,785,679</u> | <u>\$ 16,642,440</u> |
| Revenues Over (Under) Expenditures | \$ 0 | \$ 0 | \$ 0 | \$ 110,725 |
| 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>\$ 110,725</u> |
| Ending Cash Balance | | | | <u>\$ 81,104</u> |

**RIVERSIDE COMMUNITY COLLEGE DISTRICT
 MONTHLY FINANCIAL REPORT
 FOR THE PERIOD ENDED MAY 31, 2008**

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 7-1-06 to 6-30-07 | Adopted Budget | Revised Budget | Year to Date Activity |
|------------------------------------|--|-------------------|-------------------|--------------------------|
| Revenues | \$ 11 | \$ 0 | \$ 0 | \$ 8 |
| Expenditures | | | | |
| Services | \$ 20 | \$ 0 | \$ 0 | \$ 0 |
| Total Expenditures | \$ 20 | \$ 0 | \$ 0 | \$ 0 |
| Revenues Over (Under) Expenditures | \$ (9) | \$ 0 | \$ 0 | \$ 8 |
| Beginning Fund Balance | 16,253 | 16,244 | 16,244 | 16,244 |
| Ending Fund Balance | \$ 16,244 | \$ 16,244 | \$ 16,244 | \$ 16,252 |
| Ending Cash Balance | | | | \$ 16,252 |

RIVERSIDE COMMUNITY COLLEGE DISTRICT
TEACHING AND LEARNING COMMITTEE

Report No.: VI-A-1

Date: June 17, 2008

Subject: Proposed Curricular Changes

Background: Presented for the Board's review and consideration are proposed curricular changes. The District Curriculum Committee and the 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 catalog and in the schedule of class offerings.

James L. Buysse
Interim Chancellor

Prepared by: Sylvia Thomas
Associate Vice Chancellor of Instruction

New Course Proposals

1. ENG-47 - Inlandia: Regional Writing about the Inland Empire 3 units
Prerequisite: None.
Advisory: ENG-1A.
Studies in creative writing (fiction, poetry, creative nonfiction, and/or playwriting) focusing on regional writing about the Inland Empire. Includes study in techniques of creative writing as well as discussion and practice of various aspects of writing from, and about, specific locations, cultures, and environments. Lectures and discussions involve analysis of professional examples and techniques of regional writing. In-class workshops along with in-class and out-of-class writing assignments provide writing practice and application of writing techniques through peer-analysis and self-analysis. Subsequent enrollment in an additional semester affords students opportunity for further development in the skill of regional writing. May be taken a total of three times. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

New Stand-Alone Course Proposals

1. ENG-885 – Writing Clinic 0 units
Prerequisite: None.
Intended for students who need concentrated attention in various areas of grammar, punctuation, and composition. Self-paced, open-entry/open-exit, with no traditional lecture-based component. Instead, it requires students to do the majority of their coursework independently. Each student follows a sequential series of modules based on his or her diagnosis. Students meet with their instructor in the Writing and Reading Center for the pre-and post-test and as needed for one-on-one instruction or small group study for the duration of the students' enrollment in the course. 27 hours laboratory. (Non-credit course.)
2. FST-1 – Introduction to Film Studies 3 units
Prerequisite: None.
Advisory: Qualification for ENG-1A.
An introduction to the general principles and techniques of film studies, with focused attention on film's formal elements (mise-en-scene, the shot, editing, and sound) and narrative structures. Provides instruction on discussing and writing about film as a complex form of creative expression rooted within history, society, and culture. Attends to narrative, experimental, and documentary examples. Discussion is supported by a survey of American and international film. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)
3. FST-2 – Introduction to Television Studies 3 units
Prerequisite: None.
Advisory: Qualification for ENG-1A.
An introduction to the general principles and techniques of television studies, including its stylistic conventions; primary genres; evolving modes of production, distribution, and

exhibition; and important critical methodologies. Provides instruction for writing about television as a complex form of creative expression rooted within history, society, and culture. Discussion is supported by a survey of American and international television. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

4. FST-3 – Introduction to International Cinema 3 units
Prerequisite: None.
Advisory: Qualification for ENG-1A.
An introduction to International Cinema. Includes a survey of the various “new waves” that swept European cinema in the wake of World War II to the turn of the century (Italian neo-realism, French new wave, New German cinema, British “kitchen sink” and new Black cinema, New Spanish Cinema). Attention is also paid to select examples of contemporary cinema, such as Indian, Iranian, Mexican, and Chinese. Focus is upon key films, filmmakers, manifestos, and national cinemas. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

5. FST-4 – Introduction to Film Genres 3 units
Prerequisite: None.
Advisory: Qualification for ENG-1A.
An introduction to classic film genres and their continuing resonance within contemporary American and international film. Investigates their origins, evolutions, and transformations, recognizes their role within creative and social expression, and covers their technical and thematic conventions. Includes a survey of representative film genres, movements and styles, such as the crime film, the musical, the Western, the Women’s picture, film noir, horror, screwball comedy, science fiction, and war. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

6. FST-5 – Fiction and Film: Adaptation 3 units
Prerequisite: None.
Advisory: Qualification for ENG-1A.
An introductory study of the interplay between twentieth and twenty-first century literature and film from the point of view of the writer and organized around selected case studies of novels, short stories, plays and graphic novels adapted for the screen. Examples of literature, the screenplay, and film are used to explore adaptation as a creative process; particular attention is paid to such writerly concerns as act structure, plot, narration, theme, diction, point of view, and characterization. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

7. FST-6 – Screenplay Analysis: The Craft of the Screenplay 3 units
Prerequisite: None.
Advisory: Qualification for ENG-1A.
An introduction to screenplay analysis. Compares examples of screenwriting to other forms of dramatic writing, examines screenwriting techniques and theories, compares

films and television episodes to their scripts. Considers the role of the writer in film and television. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)

8. FST-7 – History of World Film I: From the Beginning through the 1950's 3 units
Prerequisite: None.
Advisory: Qualification for ENG-1A.
Critical and analytical history of world cinema from its beginnings in the nineteenth century to through the 1950s, attention paid to multiple forms of historical explanation and representative films. Study of film's pre-history in light and motion toys; invention and development of national silent film industries; the conversion from asynchronous to synchronous sound; rise and fall of the Hollywood studio system and its opposition (the art film and the avant garde); the onset of various new waves through the 1950s. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)
9. FST-8 – History of World Film II: The 1960's to the Present 3 units
Prerequisite: None.
Advisory: Qualification for ENG-1A.
Survey of world film history after 1960 examining the crisis in Hollywood filmmaking following the break-up of the major studios and the expansion of broadcast television, the development of political cinema, documentary, and experimental in the United States and abroad during the 1960s and 1970s, the emergence of post-World War II auteurs, emerging film industries in Latin America, the Middle East, and Africa since the 1970s, the development of the global "entertainment economy" during the 1980s, effects of NAFTA on Latin American film industries; the evolution of new postmodern production, distribution, and exhibition strategies following the opening of the World Wide Web in the 1990s, and rise of the film festival in the United States and abroad. 54 hours lecture. (Letter Grade, or Pass/No Pass option.)
10. ILA-1 – Introduction to Tutor Training I 1 unit
Prerequisite: None.
Advisory: Qualification for ENG-1A.
Introduction to tutoring, with an emphasis on tutoring strategies, learning styles, problem solving, and working with diverse student populations. Designed to prepare students to become peer tutors in a variety of subject areas. Tutors develop student-centered, non-intrusive tutoring skills to meet a wide variety of student needs. Topics include theory, practice and ethics of tutoring, interpersonal communications techniques, tutoring diverse student populations, and group tutorial methods and practical field work. 18 hours lecture. (Letter Grade, or Pass/No Pass option.)
11. REA-887- Reading Clinic 0 units
Prerequisite: None.
This self-paced course provides practice on individually prescribed learning plans designed to improve and develop reading skills. Instruction is provided on an individualized basis through conferences with the student. Subsequent enrollment in the

course will provide the student further opportunities for additional skill and competency development within the subject matter. May be taken a total of four times. 27 hours laboratory. (Non-credit course.)

Course Revision Proposals

1. ADJ-R1C – Level I Reserve Officer Training – title, hours and units changes
From: 182 hours lecture and 207 hours laboratory
13.5 units

To: Level I Modular Academy
246 hours lecture and 205 hours laboratory
17 units

2. AML-11 – Interpreting I – prerequisite change
From: Prerequisite: AML-5 and 10.

To: Prerequisite: AML-4.
Corequisite: AML-5.

3. AML-23 – Specialized Interpreting – prerequisite change
From: Prerequisite: AML-12.
Advisory: AML-13 or 14 or concurrent enrollment.

To: Prerequisite: AML-5

4. SPE-12 – Intercultural Communication – prerequisite change
From: Prerequisite: None.
Advisory: None.

To: Prerequisite: None.
Advisory: SPE-51 or 52 or qualification for ENG-1A.

Proposed Course Deletions

1. AML-200 – American Sign Language Work Experience
2. ENG-36 – Introduction to Film Studies
3. HUM-36 – Introduction to Film Studies

New Certificate Patterns

1. State-approved degree/certificate – Fire Technology, Chief Officer – See Attachment A.
2. State-approved degree/certificate – Fire Technology, Fire Officer – See Attachment B.

ATTACHMENT A

FIRE TECHNOLOGY

Fire Technology, Chief Officer

Certificate Program

| <u>Required Courses (19.5)</u> | | <u>Units</u> |
|--------------------------------|---|--------------|
| FIT-C2A | Command 2A, Command Tactics at Major Fires | 2 |
| FIT-C2B | Command 2B, Management of Major Hazardous Materials Incidents | 2 |
| FIT-C2C | Command 2C, High Rise Fire Tactics | 2 |
| FIT-C2D | Command 2D, Planning for Large Scale Disasters | 2 |
| FIT-C2E | Command 2E, Wildland Firefighting Tactics | 1 |
| FIT-C40 | Advanced Incident Command System (I-400) | .5 |
| FIT-M2A | Organizational Development and Human Relations | 2 |
| FIT-M2B | Fire Management 2B, Fire Service Financial Management | 2 |
| FIT-M2C | Management 2C, Personnel and Labor Relations | 2 |
| FIT-M2D | Fire Management 2D, Master Planning in the Fire Science | 2 |
| FIT-M2E | Contemporary Issues and Concepts | 2 |

Associate in Science Degree

The Associate in Science Degree in Chief Officer will be awarded upon completion of the requirements for the certificate, plus completion of the graduation requirements as described in the catalog, as well as electives totaling 60 units of college work as required for the associate degree.

ATTACHMENT B

FIRE TECHNOLOGY

Fire Technology, Fire Officer
Certificate Program

| <u>Required Courses (18.5 units)</u> | | <u>Units</u> |
|--------------------------------------|--|--------------|
| FIT-A1A | Fire Investigation 1A | 2 |
| FIT-C1A | Command 1A, Command Principles for Command Officers | 2 |
| FIT-C1B | Command 1B, Hazardous Materials | 2 |
| FIT-C1C | Fire Command 1C, I-Zone Firefighting for Company Officers | 2 |
| FIT-C30 | Intermediate Incident Command System (I-300) | .5 |
| FIT-I1A | Instructor 1A, Instructional Techniques | 2 |
| FIT-I1B | Instructor 1B, Instructional Techniques | 2 |
| FIT-M1 | Fire Management 1, Management/Supervision for Company Officers | 2 |
| FIT-P1A | Prevention 1A, Fire Inspection Practices | 2 |
| FIT-P1B | Prevention 1B, Code Enforcement | 2 |

Associate in Science Degree

The Associate in Science Degree in Fire Officer will be awarded upon completion of the requirements for the certificate, plus completion of the graduation requirements as described in the catalog, as well as electives totaling 60 units of college work as required for the associate degree.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
RESOURCES COMMITTEE

Report No.: VI-B-1

Date: June 17, 2008

Subject: Tentative Budget for 2008-2009 and Notice of Public Hearing on the 2008-2009 Budget

Background: On or before the first day of July, the District is required to develop a Tentative Budget for the ensuing fiscal year and to forward a copy to the Riverside County Superintendent of Schools. The Tentative Budget for FY 2008-2009 is attached for the Board's review and consideration. Changes to this budget will be reflected in the Final Budget which will be submitted in September for Board approval.

The essential purpose of the Tentative Budget is to establish spending authority for the District from July 1st until such time as the Final Budget is adopted by the Board of Trustees in September. This two-part budget process is necessary due to uncertainties associated with both the State budget for the coming fiscal year and the State's "Second Principal Apportionment (P2)" report for the then current fiscal year.

It should be observed that the Riverside Community College District has adopted an approach to the Tentative Budget which yields a modified, continuing resolution budget. Thus, the Tentative Budget for fiscal 2009 reflects a continuation of the revised FY 2007-2008 Budget, albeit with certain modifications as described in the attachment. It should also be noted that Budget Allocation Model proposals have been incorporated in the FY 2008-2009 Tentative Budget based on the projected availability of funds for allocation.

Additionally, in accordance with Title 5, Section 58300, the Tentative Budget must indicate the date, time and location at which the Board will hold a public hearing concerning the final budget proposal. The staff recommends that the Board set September 16, 2008 as the date for the public hearing. Also, and pursuant to Title 5, Section 58301, the final budget proposal must be made available for inspection three (3) days prior to the public hearing. We plan to use the Office of the Vice Chancellor, Administration and Finance, for this purpose. Finally, we will publish this information in The Press Enterprise.

Recommended Action: It is recommended that the Board of Trustees approve the 2008-2009 Tentative Budget, which consists of the funds and accounts noted therein, and authorize staff to forward a copy to the Riverside County Superintendent of Schools. It is also recommended that the Board of Trustees announce that: 1) the proposed 2008-2009 Budget will be available for public inspection beginning September 9, 2008, at the Office of the Vice Chancellor, Administration and Finance; and 2) the public hearing will be held at 6:00 p.m. at a Board meeting on September 16, 2008, to be followed by the adoption of the 2008-2009 Final Budget. It is further recommended that the Board authorize the Chancellor to sign a notice relative to these dates.

James L. Buysse
Interim Chancellor

Prepared by: Aaron S. Brown
Interim Vice Chancellor,
Administration and Finance

RIVERSIDE COMMUNITY COLLEGE DISTRICT
TENTATIVE BUDGET

2008/2009 FISCAL YEAR

RIVERSIDE COMMUNITY COLLEGE DISTRICT
ASSUMPTIONS FOR FY 2008-2009 BASE BUDGET
RESOURCE 1000

1. FY 2007-2008 Ending Balance Projection
 - a. Adjustments associated with FY 2006-2007
 - i. Audit Adjustments - None
 - ii. P1 Recalculation adjustment - (\$2,140)
 - b. FY 2007-2008
 - i. Deficit factor of .9834 for a statewide property tax shortfall - \$2.2 million
 - ii. Full FTES Restoration - 2,365 FTES - \$10.8 million
 - iii. 649 Funded Growth FTES at 2.45% - \$2.9 million
 - iv. 960 Unfunded FTES (\$4.4 million)
 - v. Projected salary benefit savings and operating expense budget savings - \$4.0 million
2. FY 2008-2009 Baseline Budget
 - a. COLA at 0%
 - b. Funded growth at 1.67% - \$2.1 million
 - i. Entire Summer 2008 FTES reported in FY 08-09
 - c. No deficit factor is assumed
 - d. One-time, partial backfill of FY 07-08 property tax shortfall - \$1.76 million
 - e. Base apportionment allocations for Norco and Moreno Valley as colleges are not included - \$3.2 million
3. Ending Balance Target
 - a. 5% Reserve amount was calculated on Total Available Funds and is the first item funded
 - b. Reserve for Economic Uncertainty is included
4. FY 2008-2009 Base Expenditure Budget Additions Include:
 - a. Board Election costs \$707 K
 - b. Full-Time Step & Column and Professional Growth \$911 K
 - c. Health and Welfare Benefits – 6.7% \$760 K
 - d. One percent salary increase \$748 K
 - e. Re-budget FY 2007-2008 “Golden Handshake” Positions \$432 K
 - f. Innovative Learning Center operating costs \$200 K

Riverside Community College District
 Budget Allocation Model
 FY 2008-2009 Tentative Budget

*******NOTE*******

The amounts shown in the Budget Allocation Model are based on budget assumptions for the Tentative Budget. Amounts will change during the final budget development process as budget assumptions are adjusted based on updated information.

| | |
|---|------------------------------|
| Revenue | |
| Contingency from 2007-2008 | \$ 9,423,484 |
| Additional Revenue from 2007-2008 | 2,457,250 |
| Unspent DO/DSS 2007-2008 Budget | 650,000 |
| Unspent Moreno Valley Campus 2007-2008 Budget | 950,000 |
| Unspent Norco Campus 2007-2008 Budget | 950,000 |
| Unspent Riverside Campus 07-08 Budget | 1,450,000 |
| Estimated Beginning Balance 7/1/08 | \$ 15,880,734 |
| Projected Revenue FY 2008-2009 | <u>141,074,072</u> |
| Total Available Funds (TAF) | <u>156,954,806</u> |
| 1. Less, 5% Contingency Reserve (Board Policy) | (8,567,708) |
| 2. Less, 1.0% Reserve for Economic Uncertainty | (427,196) |
| 3. Less, Interfund/Intrafund Transfers | (1,642,000) |
| 4. Less, New District/College Program/Initiatives | - |
| 5. Less, Operating Costs for New Facilities | - |
| 6. Set-Aside for New Positions/PT Faculty Growth | - |
| Total Available Funds for Allocation (TAFA) | <u>(10,636,904)</u> |
| | <u>\$ 146,317,902</u> |

| | |
|---|---------------------------|
| Allocation Increment | |
| PY Base Expenditure Budget (2007-2008) | \$ 142,436,406 |
| CY TAFA (2008-2009) | <u>146,317,902</u> |
| Allocation Increment (A.I.) | 3,881,496 |
| 7. Less, Base Budget Adjustments | (3,881,496) |
| 8. Less, Small College Factor | - |
| 9. Less, Enrollment Efficiency Incentive | - |
| 10. Less, District Office/District Support Services | - |
| 11. Remaining Allocation Increment | <u>(3,881,496)</u> |
| | <u>\$ -</u> |

| | Moreno Valley | Norco | Riverside | DSS | D.O. | Total |
|--|-----------------------------|-----------------------------|-----------------------------|-----------------------------|----------------------------|------------------------------|
| PY Base Expenditure Budget (FY 2007-2008)(as of 4/30/08) | \$ 26,852,718 | \$ 21,233,736 | \$ 65,948,338 | \$ 23,324,271 | \$ 5,077,343 | \$ 142,436,406 |
| Base Budget Adjustments | 243,085 | 143,549 | 1,458,033 | 1,105,685 | 931,144 | 3,881,496 |
| subtotal | <u>27,095,803</u> | <u>21,377,285</u> | <u>67,406,371</u> | <u>24,429,956</u> | <u>6,008,487</u> | <u>146,317,902</u> |
| District Office/District Support Services | | | | | | |
| subtotal | 27,095,803 | 21,377,285 | 67,406,371 | 24,429,956 | 6,008,487 | 146,317,902 |
| Small College Factor | - | - | - | - | - | - |
| Enrollment Efficiency Incentive | - | - | - | - | - | - |
| Remaining Allocation Increment | - | - | - | - | - | - |
| Base Expenditure Budget for FY 2008-2009 | <u>\$ 27,095,803</u> | <u>\$ 21,377,285</u> | <u>\$ 67,406,371</u> | <u>\$ 24,429,956</u> | <u>\$ 6,008,487</u> | <u>\$ 146,317,902</u> |
| % Increase to PY Base Budget | 0.91% | 0.68% | 2.21% | 4.74% | 18.34% | 2.73% |
| \$ Increase to PY Base Budget | <u>243,085</u> | <u>143,549</u> | <u>1,458,033</u> | <u>1,105,685</u> | <u>931,144</u> | <u>3,881,496</u> |
| % of Allocation Increment | 6.26% | 3.70% | 37.56% | 28.49% | 23.99% | 100.00% |

RIVERSIDE COMMUNITY COLLEGE DISTRICT
 TENTATIVE BUDGET FUND / ACCOUNT SUMMARY - TOTAL AVAILABLE FUNDS
 2008-2009

| <u>Fund / Resource</u> | <u>Fund Name</u> | <u>Adopted Budget 2007-2008</u> | <u>Tentative Budget 2008-2009</u> |
|--|----------------------------------|-------------------------------------|---------------------------------------|
| | <u>District</u> | | |
| <u>General Funds</u> | | | |
| <u>Unrestricted - Fund 11</u> | | | |
| <u>Resource</u> | | | |
| 1000 | General Operating | \$ 153,482,800 | \$ 156,954,806 |
| 1080 | Community Education | 927,188 | 949,552 |
| 1090 | Performance Riverside | 253,613 | 280,529 |
| 1110 | Bookstore (Contract-Operated) | 914,396 | 914,396 |
| 1170 | Customized Solutions | <u>843,148</u> | <u>823,601</u> |
| | Total Unrestricted General Funds | <u>156,421,145</u> | <u>159,922,884</u> |
| <u>Restricted - Fund 12</u> | | | |
| <u>Resource</u> | | | |
| 1050 | Parking | 2,125,710 | 2,144,318 |
| 1070 | Student Health | 2,082,812 | 2,131,872 |
| 1180 | Redevelopment Pass-Through | 5,431,148 | 6,694,677 |
| 1190 | Grants and Categorical Programs | <u>25,185,479</u> | <u>26,838,216</u> |
| | Total Restricted General Funds | <u>34,825,149</u> | <u>37,809,083</u> |
| | Total General Funds | <u>191,246,294</u> | <u>197,731,967</u> |
| <u>Special Revenue - Funds 32 & 33</u> | | | |
| <u>Resource</u> | | | |
| 3200 | Food Services | 2,122,490 | 2,107,334 |
| 3300 | Child Care | <u>1,698,242</u> | <u>1,752,647</u> |
| | Total Special Revenue Funds | <u>3,820,732</u> | <u>3,859,981</u> |

RIVERSIDE COMMUNITY COLLEGE DISTRICT
 TENTATIVE BUDGET FUND / ACCOUNT SUMMARY - TOTAL AVAILABLE FUNDS
 2008-2009

| <u>Fund / Resource</u> | <u>Fund Name</u> | <u>Adopted Budget 2007-2008</u> | <u>Tentative Budget 2008-2009</u> |
|---------------------------------------|---|-------------------------------------|---------------------------------------|
| <u>Capital Projects - Fund 41</u> | | | |
| <u>Resource</u> | | | |
| 4100 | State Construction & Scheduled Maintenance | 4,320,546 | 12,076,296 |
| 4110 | Child Development Center | 51,744 | 53,731 |
| 4120 | Non-State Funded Capital Outlay Projects | 1,116,227 | 1,116,227 |
| 4130 | La Sierra Capital | 12,087,245 | 12,632,304 |
| 4160 | General Obligation Bond Funded Capital Outlay | <u>104,754,440</u> | <u>88,598,719</u> |
| | Total Capital Projects Funds | <u>122,330,202</u> | <u>114,477,277</u> |
| <u>Internal Service - Fund 61</u> | | | |
| <u>Resource</u> | | | |
| 6100 | Health and Liability Self-Insurance | 7,849,614 | 8,888,565 |
| 6110 | Workers Compensation Self Insurance | <u>2,173,529</u> | <u>2,425,518</u> |
| | Total Internal Service Funds | <u>10,023,143</u> | <u>11,314,083</u> |
| | Total District Funds | <u>\$ 327,420,371</u> | <u>\$ 327,383,308</u> |
| <u>Expendable Trust and Agency</u> | | | |
| <u>Student Financial Aid Accounts</u> | | | |
| | Student Federal Grants | \$ 14,310,679 | \$ 17,268,167 |
| | State of California Student Grants | <u>1,475,000</u> | <u>1,585,000</u> |
| | Total Student Financial Aid Accounts | <u>15,785,679</u> | <u>18,853,167</u> |
| <u>Other Account</u> | | | |
| | Associated Students of RCC | <u>1,692,183</u> | <u>1,673,068</u> |
| | Total Expendable Trust and Agency | <u>\$ 17,477,862</u> | <u>\$ 20,526,235</u> |
| | Grand Total | <u>\$ 344,898,233</u> | <u>\$ 347,909,543</u> |

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

TENTATIVE OPERATING BUDGET
 2008-2009

| | | |
|--|----------------|-----------------------|
| Estimated Beginning Balance, July 1 | | \$ 15,880,733 |
| Federal Income | | |
| Student Financial Aid Adm. Fees | \$ 122,811 | |
| Veterans Report Fee | <u>5,000</u> | |
| Total Federal Income | | 127,811 |
| State General Apportionment | | |
| General Apportionment | 96,472,503 | |
| Enrollment Fee Waiver Administration | 134,347 | |
| Homeowner's Prop Tax Exemption | <u>475,000</u> | |
| Total State General Apportionment | | 97,081,850 |
| Other State Income | | |
| Lottery | 3,246,333 | |
| Part-Time Faculty Compensation | <u>965,642</u> | |
| Total Other State Income | | 4,211,975 |
| Local Income | | |
| Property Taxes | 27,380,841 | |
| Food Sales / Commissions | 105,000 | |
| Interest | 1,400,000 | |
| Enrollment Fees | 8,157,499 | |
| Nonresident Student Fees | 1,648,000 | |
| Transcript / Late Application Fees | 103,500 | |
| Other Student Fees | 75,512 | |
| Cosmetology / Dental Hygiene / Other Sales | 90,000 | |
| Leases and Rental Income | 30,000 | |
| Donations | 77,000 | |
| Miscellaneous Local Income | <u>319,485</u> | |
| Total Local Income | | 39,386,837 |
| Other/Incoming Transfers | | |
| Sales - Obsolete Equipment | 6,600 | |
| Indirect Costs Recovery | <u>259,000</u> | |
| Total Other/Incoming Transfers | | <u>265,600</u> |
| Total Income | | <u>\$ 141,074,073</u> |
| Total Available Funds | | <u>\$ 156,954,806</u> |

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

TENTATIVE OPERATING BUDGET
 2008-2009

Object Code

| | | | |
|------|---|------------------|-----------------------|
| 1100 | Regular Full-Time Teaching | \$ 27,062,872 | |
| 1200 | Regular Full-Time Non-Teaching | 12,080,829 | |
| 1300 | Part-Time Hourly Teaching and Overload | 28,137,297 | |
| 1400 | Part-Time Hourly Non-Teaching | <u>1,435,171</u> | |
| | Total Academic Salaries | | \$ 68,716,169 |
| 2100 | Regular Full-Time and Part-Time Classified | 27,589,778 | |
| 2200 | Regular Full-Time Instructional aides | 2,232,961 | |
| 2300 | Student Help Non-Instructional and Classified Overtime | 826,236 | |
| 2400 | Student Help Instructional Aides | <u>227,627</u> | |
| | Total Classified Salaries | | 30,876,602 |
| 3000 | Employee Benefits | | 25,934,622 |
| 4000 | Books and Supplies | | 2,545,281 |
| 5000 | Services and Operating Expenditures | | 15,795,138 |
| 6000 | Capital Outlay | | 2,450,090 |
| 7300 | Interfund Transfers | | |
| | To Resource 3300 | 240,000 | |
| | To Resource 6100 | <u>250,000</u> | |
| | Total Interfund Transfers | | 490,000 |
| 8999 | Intrafund Transfers | | |
| | Bookstore (Resource 1110) | (150,000) | |
| | College Work Study (Resource 1190) | 183,849 | |
| | Customized Training (Resource 1170) | 173,470 | |
| | Performance Riverside (Resource 1090) | 193,257 | |
| | DSP&S (Resource 1190) | 665,157 | |
| | Instructional Equipment Match (Resource 1190) | <u>86,267</u> | |
| | Total Intrafund Transfers | | <u>1,152,000</u> |
| | Total Resource 1000 Expenditures Excluding Contingency | | \$ 147,959,902 |
| 7900 | Unrestricted Reserve | 7,667,708 | |
| | Reserve for Economic Uncertainty | 427,196 | |
| | General Reserve | <u>900,000</u> | |
| | * Total Contingency / Reserves | | <u>8,994,904</u> |
| | Total Resource 1000 Expenditures Including Contingency / Reserves | | <u>\$ 156,954,806</u> |

* The Resource 1000 5% Contingency was calculated in accordance with Board Policy 7080, by taking into account the TAF for all Resources comprising Unrestricted Fund 11 (1000, 1080, 1090, 1110, 1170) and factoring in the deficit for Resource 1090. The calculated contingency for Resource 1000 is \$8,567,708.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
 2008-2009 TENTATIVE BUDGET
 RESOURCE 1000 - UNRESTRICTED EXPENDITURES BY LOCATION

| <u>Account Description</u> | <u>Moreno Valley Campus</u> | <u>Norco Campus</u> | <u>Riverside City College</u> | <u>District Support Svcs</u> | <u>District Office</u> | <u>Totals</u> |
|--|---------------------------------|-------------------------|-----------------------------------|----------------------------------|----------------------------|----------------|
| <u>Academic Salaries</u> | | | | | | |
| Total 1100 | \$ 4,634,964 | \$ 4,614,136 | \$ 17,813,772 | \$ - | \$ - | \$ 27,062,872 |
| Total 1200 | 2,079,388 | 1,829,248 | 4,868,307 | 2,312,003 | 991,883 | 12,080,829 |
| Total 1300 | 8,032,339 | 6,017,744 | 14,087,214 | - | - | 28,137,297 |
| Total 1400 | 269,748 | 359,587 | 614,171 | 128,556 | 63,109 | 1,435,171 |
| Total 1000 Series | \$ 15,016,439 | \$ 12,820,715 | \$ 37,383,464 | \$ 2,440,559 | \$ 1,054,992 | \$ 68,716,169 |
| <u>Classified Salaries</u> | | | | | | |
| Total 2100 | \$ 3,524,313 | \$ 2,659,623 | \$ 9,583,087 | \$ 11,085,681 | \$ 737,074 | \$ 27,589,778 |
| Total 2200 | 287,668 | 257,849 | 1,687,444 | - | - | 2,232,961 |
| Total 2300 | 102,561 | 106,504 | 422,733 | 156,846 | 37,592 | 826,236 |
| Total 2400 | 39,375 | 3,392 | 184,860 | - | - | 227,627 |
| Total 2000 Series | \$ 3,953,917 | \$ 3,027,368 | \$ 11,878,124 | \$ 11,242,527 | \$ 774,666 | \$ 30,876,602 |
| <u>Employee Benefits</u> | | | | | | |
| Total 3100 | \$ 1,172,874 | \$ 983,803 | \$ 2,916,765 | \$ 161,601 | \$ 87,037 | \$ 5,322,080 |
| Total 3200 | 297,576 | 233,179 | 942,482 | 1,013,069 | 53,246 | 2,539,552 |
| Total 3300 | 466,025 | 374,681 | 1,296,329 | 840,190 | 59,641 | 3,036,866 |
| Total 3400 | 1,815,395 | 1,628,979 | 5,917,639 | 3,146,501 | 228,187 | 12,736,701 |
| Total 3500 | 9,429 | 7,896 | 24,436 | 6,838 | 29,913 | 78,512 |
| Total 3600 | 248,517 | 207,614 | 645,335 | 179,246 | 23,970 | 1,304,682 |
| Total 3900 | - | - | - | - | 916,229 | 916,229 |
| Total 3000 Series | \$ 4,009,816 | \$ 3,436,152 | \$ 11,742,986 | \$ 5,347,445 | \$ 1,398,223 | \$ 25,934,622 |
| <u>Books and Supplies</u> | | | | | | |
| Total 4200 | \$ 13,461 | \$ 2,660 | \$ 19,703 | \$ 12,193 | \$ 2,353 | \$ 50,370 |
| Total 4300 | 133,591 | 58,493 | 189,276 | 11,109 | 7,516 | 399,985 |
| Total 4500 | 213,381 | 212,793 | 662,172 | 413,745 | 126,175 | 1,628,266 |
| Total 4600 | 55,149 | 43,859 | 253,525 | 4,530 | - | 357,063 |
| Total 4700 | 550 | - | 109,047 | - | - | 109,597 |
| Total 4000 Series | \$ 416,132 | \$ 317,805 | \$ 1,233,723 | \$ 441,577 | \$ 136,044 | \$ 2,545,281 |
| <u>Services and Operating Expenditures</u> | | | | | | |
| Total 5000 | \$ 686 | \$ 561 | \$ 3,828 | \$ 536,133 | \$ 2,160 | \$ 543,368 |
| Total 5100 | 233,321 | 90,769 | 124,355 | 465,263 | 290,672 | 1,204,380 |
| Total 5200 | 96,154 | 77,067 | 372,063 | 291,311 | 98,903 | 935,498 |
| Total 5300 | 14,025 | 10,100 | 35,814 | 14,018 | 62,081 | 136,038 |
| Total 5400 | 17,211 | 622 | 38,054 | 457,274 | - | 513,161 |
| Total 5500 | 766,196 | 741,181 | 1,773,939 | 71,749 | 75,122 | 3,428,187 |
| Total 5600 | 1,608,085 | 297,386 | 1,136,242 | 1,711,467 | 50,788 | 4,803,968 |
| Total 5700 | 21,389 | 12,117 | 76,006 | 654,323 | 1,085,263 | 1,849,098 |
| Total 5800 | 652,883 | 120,379 | 613,509 | 431,062 | 563,607 | 2,381,440 |
| Total 5000 Series | \$ 3,409,950 | \$ 1,350,182 | \$ 4,173,810 | \$ 4,632,600 | \$ 2,228,596 | \$ 15,795,138 |
| <u>Capital Outlay</u> | | | | | | |
| Total 6100 | \$ 11,843 | \$ - | \$ 2,931 | \$ 37,318 | \$ - | \$ 52,092 |
| Total 6200 | 94,242 | 194,862 | 293,566 | 75,691 | 99,881 | 758,242 |
| Total 6400 | 183,464 | 230,201 | 697,767 | 212,239 | 316,085 | 1,639,756 |
| Total 6000 Series | \$ 289,549 | \$ 425,063 | \$ 994,264 | \$ 325,248 | \$ 415,966 | \$ 2,450,090 |
| Resource 1000 Expenditures | \$ 27,095,803 | \$ 21,377,285 | \$ 67,406,371 | \$ 24,429,956 | \$ 6,008,487 | \$ 146,317,902 |

RIVERSIDE COMMUNITY COLLEGE DISTRICT
FUND 12, RESOURCE 1050 - PARKING

TENTATIVE OPERATING BUDGET
2008-2009

INCOME

| | | |
|-------------------------------------|------------------|---------------------|
| Estimated Beginning Balance, July 1 | | \$ 194,036 |
| Local Income | | |
| Interest | \$ 20,000 | |
| Rents and Leases | 5,000 | |
| Parking Permits / Fines | <u>1,925,282</u> | |
| Total Local Income | | <u>1,950,282</u> |
| Total Available Funds | | <u>\$ 2,144,318</u> |

EXPENDITURES

Object Code

| | | |
|------|---|---------------------|
| 2000 | Classified Salaries | \$ 1,185,144 |
| 3000 | Employee Benefits | 363,463 |
| 4000 | Book and Supplies | 80,906 |
| 5000 | Services and Operating Expenditures | 320,670 |
| 6000 | Capital Outlay | 63,681 |
| 7900 | * Contingency / Reserve | <u>130,454</u> |
| | Total Resource 1050 Expenditures Including Contingency / Reserves | <u>\$ 2,144,318</u> |

* 5% Contingency reserve calculated from TAF equals \$107,216

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

TENTATIVE OPERATING BUDGET
2008-2009

INCOME

| | | |
|-------------------------------------|---------------|---------------------|
| Estimated Beginning Balance, July 1 | | \$ 818,072 |
| Local Income | | |
| Health Fees | \$ 1,197,000 | |
| Interest | 46,800 | |
| Other | <u>70,000</u> | |
| Total Local Income | | <u>1,313,800</u> |
| Total Available Funds | | <u>\$ 2,131,872</u> |

EXPENDITURES

Object Code

| | | |
|------|---|---------------------|
| 1000 | Academic Salaries | \$ 126,760 |
| 2000 | Classified Salaries | 635,615 |
| 3000 | Employee Benefits | 200,044 |
| 4000 | Book and Supplies | 135,311 |
| 5000 | Services and Operating Expenditures | 253,500 |
| 6000 | Capital Outlay | 70,978 |
| 7900 | * Contingency / Reserves | <u>709,664</u> |
| | Total Resource 1070 Expenditures Including Contingency / Reserves | <u>\$ 2,131,872</u> |

* 5% Contingency reserve calculated from TAF equals \$106,594

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

TENTATIVE OPERATING BUDGET
2008-2009

INCOME

| | | | |
|-------------------------------------|----|--------------|----------------|
| Estimated Beginning Balance, July 1 | | \$ | 41,842 |
| Local Income | | | |
| Community Activities Program Fees | \$ | 900,000 | |
| Interest | | <u>7,710</u> | |
| Total Local Income | | | <u>907,710</u> |
| Total Available Funds | | \$ | <u>949,552</u> |

EXPENDITURES

Object Code

| | | | |
|------|---|----|----------------|
| 1000 | Academic Salaries | \$ | 4,229 |
| 2000 | Classified Salaries | | 304,556 |
| 3000 | Employee Benefits | | 70,688 |
| 4000 | Book and Supplies | | 11,773 |
| 5000 | Services and Operating Expenditures | | 506,655 |
| 7900 | * Contingency / Reserves | | <u>51,651</u> |
| | Total Resource 1080 Expenditures Including Contingency / Reserves | \$ | <u>949,552</u> |

* 5% Contingency reserve calculated from TAF equals \$47,478

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

TENTATIVE OPERATING BUDGET
2008-2009

INCOME

| | | |
|---------------------------------------|----------------|-------------------|
| Estimated Beginning Balance, July 1 | | \$ (719,968) |
| Local Income | \$ 807,240 | |
| Intrafund Transfer from Resource 1000 | <u>193,257</u> | |
| Total Income | | <u>1,000,497</u> |
| Total Available Funds | | <u>\$ 280,529</u> |

EXPENDITURES

Object Code

| | | |
|------|---|-------------------|
| 2000 | Classified Salaries | \$ 331,635 |
| 3000 | Employee Benefits | 108,684 |
| 4000 | Book and Supplies | 33,347 |
| 5000 | Services and Operating Expenditures | 507,190 |
| 6000 | Capital Outlay | 3,000 |
| 7900 | Contingency / Reserves | <u>-</u> |
| | Total Resource 1090 Expenditures Including Contingency / Reserves | <u>\$ 983,856</u> |
| | Resource Deficit | \$ (703,327) |

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

TENTATIVE OPERATING BUDGET
2008-2009

INCOME

| | | | |
|-------------------------------------|----|--------------|----------------|
| Estimated Beginning Balance, July 1 | | \$ | 36,737 |
| Local Income | | | |
| Commissions | \$ | 872,659 | |
| Interest | | <u>5,000</u> | |
| Total Local Income | | | <u>877,659</u> |
| Total Available Funds | | \$ | <u>914,396</u> |

EXPENDITURES

Object Code

| | | | |
|------|---|----|----------------|
| 5000 | Services and Operating Expenditures | \$ | 42,449 |
| 7390 | Interfund Transfer to Resource 3200 | | 676,930 |
| 8999 | Intrafund Transfer to Resource 1000 | | 150,000 |
| 7900 | * Contingency / Reserves | | <u>45,017</u> |
| | Total Resource 1110 Expenditures Including Contingency / Reserves | \$ | <u>914,396</u> |

* 5% Contingency reserve calculated from TAF equals \$45,720

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

TENTATIVE OPERATING BUDGET
2008-2009

INCOME

| | | | |
|---------------------------------------|----|----------------|----------------|
| Estimated Beginning Balance, July 1 | | \$ | 123,473 |
| State Income | | | |
| ETP Retraining | | | 17,600 |
| Local Income | | | |
| Interest | \$ | 3,000 | |
| Contract Revenue | | <u>506,058</u> | |
| Total Local Income | | | 509,058 |
| Intrafund Transfer from Resource 1000 | | | <u>173,470</u> |
| Total Available Funds | | \$ | <u>823,601</u> |

EXPENDITURES

Object Code

| | | | |
|------|---|----|----------------|
| 1000 | Academic Salaries | \$ | 2,100 |
| 2000 | Classified Salaries | | 112,999 |
| 3000 | Employee Benefits | | 39,003 |
| 4000 | Book and Supplies | | 28,153 |
| 5000 | Services and Operating Expenditures | | 299,985 |
| 7910 | * Contingency / Reserves | | <u>341,361</u> |
| | Total Resource 1170 Expenditures Including Contingency / Reserves | \$ | <u>823,601</u> |

* 5% Contingency reserve calculated from TAF equals \$41,180

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

TENTATIVE OPERATING BUDGET
2008-2009

INCOME

| | | |
|-------------------------------------|------------------|---------------------|
| Estimated Beginning Balance, July 1 | | \$ 5,344,262 |
| Local Income | | |
| Interest | \$ 178,064 | |
| Redevelopment Agency Agreements | <u>1,172,351</u> | |
| Total Local Income | | <u>1,350,415</u> |
| Total Available Funds | | <u>\$ 6,694,677</u> |

EXPENDITURES

Object Code

| | | |
|------|---|---------------------|
| 5000 | Services and Operating Expenditures | \$ 156,300 |
| 7900 | * Contingency / Reserves | <u>6,538,377</u> |
| | Total Resource 1180 Expenditures Including Contingency/Reserves | <u>\$ 6,694,677</u> |

* 5% Contingency reserve calculated from TAF equals \$ 334,734

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

TENTATIVE OPERATING BUDGET
 2008-2009

Estimated Beginning Balance, July 1 \$ -

Federal Income

| | |
|---|----------------|
| Americorp/Service Learning | \$ 41,621 |
| ATE-Adv Tech Ed-NSF | 149,916 |
| Calif. Transportation & Logistics Inst. | 121,880 |
| CalWorks Program | 144,875 |
| Career Ladder Nursing Ed | 34,531 |
| CCEAC Program WIA Title I | 185,000 |
| Child Care Access | 252,340 |
| ECS Consortium Grant | 17,500 |
| Foster & Kinship Care | 65,422 |
| Foster & Kinship Provider Training | 40,000 |
| Fund for Improvement Post Secondary Ed | 104,535 |
| Gateway to College | 348,457 |
| NSF Nat'l Ctr Logistics & Supply | 67,360 |
| Nursing Education Pract & Retention | 414,655 |
| Post-Emancipation Services | 117,000 |
| Pre-Emancipation Services | 133,000 |
| Procurement Assistance | 517,180 |
| Riverside County Emancipation Services | 850,000 |
| Student Support Services TRIO Norco | 272,072 |
| TANF 50% | 107,857 |
| Tech Prep Regional Coord Project | 220,998 |
| Title V Chaffey Community College | 335,259 |
| Title V HSI Coop MV/Norco | 539,697 |
| Title V HSI Cop MV/UCR | 653,878 |
| Title V Moreno Valley | 207,451 |
| Title V Norco | 161,772 |
| Title V Riverside | 355,149 |
| Tri-Tech Small Business Development | 162,260 |
| UCR / Aurora | 5,000 |
| UCR / MV Copernicus | 23,913 |
| UCR / TQE Grant | 129,936 |
| Upward Bound TRIO Norco | 142,820 |
| Upward Bound TRIO Norco CNUSD2 | 293,161 |
| Upward Bound TRIO Norco Norte Vista | 388,995 |
| Upward Bound TRIO Riverside | 393,740 |
| VTEA | 1,005,338 |
| VTEA Tech Prep | 244,215 |
| VATEA Title IIA State Leadership | 168,000 |
| Water Quality Research | 121,968 |
| Workability Grant | <u>228,629</u> |
| Total Federal Income | \$ 9,767,380 |

RIVERSIDE COMMUNITY COLLEGE DISTRICT
 FUND 12, RESOURCE 1190 - GRANTS AND CATEGORICAL - INCOME (continued)

TENTATIVE OPERATING BUDGET
 2008-2009

State Income

| | |
|--|-----------|
| Basic Skills & Immigrant Education | 414,313 |
| Basic Skills ESL | 545,150 |
| Basic Skills Reappropriation | 84,347 |
| BFAP Augmentation | 552,651 |
| BOG Financial Aid Administration | 193,149 |
| CA High School Exit Exam | 362,607 |
| CACT | 205,000 |
| CACT Hub FP1 | 43,898 |
| CACT Hub FP3 | 121,000 |
| CalWorks | 488,582 |
| CalWorks Community College Set-Aside Program | 93,022 |
| Career Exploration & Development 7th & 8th Graders | 89,247 |
| Career Tech Education - Fiscal Agent | 3,457,999 |
| Center for International Trade Development | 205,000 |
| Center for International Trade Development - C/O | 24,169 |
| CITD Hub FP1 | 23,824 |
| CITD Hub FP3 | 121,000 |
| CITD Leadership Grant | 162,500 |
| CTE Community Collaborative Project - Supplemental | 100,000 |
| CTE Community Collaborative Project - Unite | 350,000 |
| CTE Enrollment Growth & Retention AND-RN | 517,400 |
| CTE Strengthening Career Tech Ed | 121,024 |
| CTE Teacher Preparation Pipeline | 157,222 |
| DSP&S Allocation | 1,632,722 |
| EOPS - CARE | 95,056 |
| EOPS Allocation | 716,712 |
| Faculty and Staff Diversity (including carryover) | 157,424 |
| Foster & Kinship Care Education | 61,076 |
| IDRC Mt. Sac | 1,016 |
| Instructional Equipment | 581,059 |
| Lottery | 510,044 |
| Matriculation | 1,577,264 |
| Middle College | 141,871 |
| Nursing & Allied Health Equipment | 16,879 |
| Nursing Capacity Building Program Expansion FP2 | 113,750 |
| Nursing Capacity Building Program Expansion FP3 | 279,096 |
| Nursing Capacity Building Renovation FP3 | 152,050 |
| Nursing Faculty Recruitment & Retention | 187,450 |
| Physican Assistant Base Program Song Brown | 108,864 |
| SBDC State CCCCCO | 50,000 |
| Song Brown Registered Nursing 07/09 | 99,973 |
| Song Brown Registered Nursing - 08/10 | 200,000 |
| Song Brown Registered Nursing Special Project | 66,448 |
| Staff Development | 69,602 |

RIVERSIDE COMMUNITY COLLEGE DISTRICT
FUND 12, RESOURCE 1190 - GRANTS AND CATEGORICAL - INCOME (continued)

TENTATIVE OPERATING BUDGET
2008-2009

| | | |
|--|---------------|---------------------|
| Teacher & Reading Development - C/O | 45,826 | |
| Telecommunications Technology Grant | <u>32,804</u> | |
| Total State Income | | 15,330,090 |
| Local Income | | |
| CACT Seminars | 46,099 | |
| CITD Conferences | 7,443 | |
| 4Faculty Web Services | 28,382 | |
| Gateway to College | 322,490 | |
| Intn'l Student Capital Outlay Surcharge | 140,000 | |
| Jurupa Early College Academies | 44,618 | |
| Nursing Capacity Bldg/Prog Expansion | 608 | |
| Nuview Bridge | 124,748 | |
| PAC- Seminars | 10,000 | |
| Regional Health Occupations | 2,000 | |
| Riverside County Board of Supervisors | 25,507 | |
| Spanish Language Cultural Immersion | 4,356 | |
| Tri-Tech SBCD Cash Match | 46,099 | |
| Tri-Tech SBCD Seminars | 2,936 | |
| West Ed Paraprofessional | <u>187</u> | |
| Total Local Income | | 805,473 |
| Interfund and Intrafund Transfers | | |
| DSP&S Match/Over (from Resource 1000) | 665,157 | |
| Federal Work Study (from Resource 1000) | 183,849 | |
| Instructional Equip Match (from Resource 1000) | <u>86,267</u> | |
| Total Interfund and Intrafund Transfers | | <u>935,273</u> |
| Total Income | | <u>26,838,216</u> |
| Total Available Funds | | <u>\$26,838,216</u> |

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

TENTATIVE OPERATING BUDGET
2008-2009

| <u>Object Code</u> | | <u>Expenditures</u> |
|--------------------|---|---------------------|
| 1000 | Academic Salaries | \$ 4,300,079 |
| 2000 | Classified Salaries | 7,338,949 |
| 3000 | Employee Benefits | 3,777,137 |
| 4000 | Book and Supplies | 2,001,391 |
| 5000 | Services and Operating Expenditures | 7,700,575 |
| 6000 | Capital Outlay | 1,455,893 |
| 7500 | Scholarships | 25,100 |
| 7600 | Book Grants / Bus Passes | 239,092 |
| 7900 | Contingency / Reserves | <u>-</u> |
| | Total Resource 1190 Expenditures Including Contingency / Reserves | <u>\$26,838,216</u> |

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

TENTATIVE OPERATING BUDGET
2008-2009

INCOME

| | | | |
|--|----|--------------|------------------|
| Estimated Beginning Balance, July 1 | | \$ | 92,586 |
| Local Income | | | |
| Food Sales / Commissions | \$ | 1,234,318 | |
| Video /Vending /Pepsi Support | | 100,000 | |
| Interest | | <u>3,500</u> | |
| Total Local Income | | | 1,337,818 |
| Interfund Transfer From Resource 1110 - Bookstore Fund | | | 676,930 |
| Total Income | | | <u>2,014,748</u> |
| Total Available Funds | | \$ | <u>2,107,334</u> |

EXPENDITURES

Object Code

| | | | |
|------|---|----|------------------|
| 2000 | Classified Salaries | \$ | 688,105 |
| 3000 | Employee Benefits | | 282,159 |
| 4000 | Books and Supplies | | 729,454 |
| 5000 | Services and Operating Expenditures | | 302,249 |
| 6000 | Capital Outlay | | - |
| 7900 | * Contingency / Reserves | | <u>105,367</u> |
| | Total Resource 3200 Expenditures Including Contingency / Reserves | \$ | <u>2,107,334</u> |

* 5% Contingency reserve calculated from TAF equals \$ 105,367

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

TENTATIVE OPERATING BUDGET
 2008-2009

INCOME

| | | | |
|--|----|--------------|------------------|
| Estimated Beginning Balance, July 1 | | \$ | 150,643 |
| Federal Income | | | |
| Lunch Program | | | 30,995 |
| State Income | | | |
| Tax Bailout Funds | \$ | 143,552 | |
| State Lunch Program | | <u>882</u> | |
| Total State Income | | | 144,434 |
| Local Income | | | |
| Parent Fees | \$ | 1,178,075 | |
| Interest Income | | <u>8,500</u> | |
| Total Local Income | | | 1,186,575 |
| Interfund Transfer from Resource 1000 - General Fund | | | <u>240,000</u> |
| Total Income | | | <u>1,602,004</u> |
| Total Available Funds | | \$ | <u>1,752,647</u> |

EXPENDITURES

Object Code

| | | | |
|---|-------------------------------------|----|---------------------|
| 1000 | Academic Salaries | \$ | 958,813 |
| 2000 | Classified Salaries | | 272,837 |
| 3000 | Employee Benefits | | 229,177 |
| 4000 | Books and Supplies | | 74,725 |
| 5000 | Services and Operating Expenditures | | 79,015 |
| 6000 | Capital Outlay | | 50,335 |
| 7900 | * Contingency / Reserves | | <u>87,745</u> |
| Total Resource 3300 Expenditures Including Contingency / Reserves | | | <u>\$ 1,752,647</u> |

* 5% Contingency reserve calculated from TAF equals \$87,632

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

TENTATIVE OPERATING BUDGET
2008-2009

INCOME

| | | |
|-------------------------------------|----------------|---------------------|
| Estimated Beginning Balance, July 1 | | \$ 517,650 |
| State Income | | |
| Quad Modernization Project | \$ 21,439 | |
| Norco Phase III | 10,622,341 | |
| Nursing / Science Bldg | <u>914,866</u> | |
| Total State Income | | <u>11,558,646</u> |
| Total Income | | <u>11,558,646</u> |
| Total Available Funds | | <u>\$12,076,296</u> |

EXPENDITURES

Object Code

| | | |
|------|---|---------------------|
| 5000 | Services and Operating Expenditures | \$ 45,256 |
| 6000 | Capital Outlay | 12,031,040 |
| 7900 | Contingency / Reserves | <u>-</u> |
| | Total Resource 4100 Expenditures Including Contingency/Reserves | <u>\$12,076,296</u> |

RIVERSIDE COMMUNITY COLLEGE DISTRICT
FUND 41, RESOURCE 4110 - CHILD DEVELOPMENT CENTER

TENTATIVE OPERATING BUDGET
2008-2009

INCOME

| | |
|-------------------------------------|------------------|
| Estimated Beginning Balance, July 1 | \$ 52,231 |
| Local Income | <u>1,500</u> |
| Total Available Funds | <u>\$ 53,731</u> |

EXPENDITURES

Object Code

| | | |
|---|------------------------|------------------|
| 6000 | Capital Outlay | \$ 53,731 |
| 7900 | Contingency / Reserves | <u>-</u> |
| Total Resource 4110 Expenditures Including Contingency / Reserves | | <u>\$ 53,731</u> |

RIVERSIDE COMMUNITY COLLEGE DISTRICT
FUND 41, RESOURCE 4120 - NON-STATE FUNDED CAPITAL OUTLAY PROJECTS

TENTATIVE OPERATING BUDGET
2008-2009

INCOME

| | |
|-------------------------------------|---------------------|
| Estimated Beginning Balance, July 1 | \$ 551 |
| Local Income | <u>1,115,676</u> |
| Total Available Funds | <u>\$ 1,116,227</u> |

EXPENDITURES

Object Code

| | | |
|------|---|---------------------|
| 6000 | Capital Outlay | \$ 1,115,676 |
| 7900 | Contingency / Reserves | <u>551</u> |
| | Total Resource 4120 Expenditures Including Contingency / Reserves | <u>\$ 1,116,227</u> |

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

TENTATIVE OPERATING BUDGET
2008-2009

INCOME

| | |
|-------------------------------------|---------------------|
| Estimated Beginning Balance, July 1 | \$12,085,504 |
| Local Income | <u>546,800</u> |
| Total Available Funds | <u>\$12,632,304</u> |

EXPENDITURES

Object Code

| | | |
|------|---|---------------------|
| 5000 | Services and Operating Expenditures | \$ 7,500 |
| 6000 | Capital Outlay | 1,621,148 |
| 7920 | Contingency / Reserves | <u>11,003,656</u> |
| | Total Resource 4130 Expenditures Including Contingency / Reserves | <u>\$12,632,304</u> |

RIVERSIDE COMMUNITY COLLEGE DISTRICT
FUND 41, RESOURCE 4160 - GENERAL OBLIGATION BOND FUNDED CAPITAL OUTLAY PROJECTS

TENTATIVE OPERATING BUDGET
2008-2009

INCOME

| | |
|-------------------------------------|----------------------|
| Estimated Beginning Balance, July 1 | \$ 85,798,719 |
| Local Income | |
| Interest | <u>2,800,000</u> |
| Total Available Funds | <u>\$ 88,598,719</u> |

EXPENDITURES

Object Code

| | | |
|---|---------------------------------|----------------------|
| 2000 | Classified Salaries | \$ 160,967 |
| 3000 | Employee Benefits | 59,950 |
| 4000 | Books and Supplies | 2,663 |
| 5000 | Services and Operating Expenses | 45,052 |
| 6000 | Capital Outlay | 38,697,496 |
| 7910 | Contingency | <u>49,632,591</u> |
| Total Resource 4160 Expenditures Including Contingency / Reserves | | <u>\$ 88,598,719</u> |

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

TENTATIVE OPERATING BUDGET
2008-2009

INCOME

| | | |
|--|------------------|---------------------|
| Estimated Beginning Balance, July 1 | | \$ 3,806,408 |
| Local Income | | |
| Interest | \$ 200,000 | |
| Self Insurance Health Plan | <u>4,632,157</u> | |
| Total Local Income | | 4,832,157 |
| Interfund Transfer from Resource 1000 - General Fund | | <u>250,000</u> |
| Total Income | | <u>5,082,157</u> |
| Total Available Funds | | <u>\$ 8,888,565</u> |

EXPENDITURES

Object Code

| | | |
|------|---|---------------------|
| 2000 | Classified Salaries | \$ 163,108 |
| 3000 | Employee Benefits | 58,583 |
| 4000 | Book and Supplies | 7,400 |
| 5000 | Services and Operating Expenditures | 4,728,603 |
| 6000 | Capital Outlay | 40,000 |
| 7900 | Contingency / Reserves | <u>3,890,871</u> |
| | Total Resource 6100 Expenditures Including Contingency / Reserves | <u>\$ 8,888,565</u> |

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

TENTATIVE OPERATING BUDGET
2008-2009

INCOME

| | | |
|-------------------------------------|------------------|---------------------|
| Estimated Beginning Balance, July 1 | | \$ 920,732 |
| Local Income | | |
| Interest | \$ 120,000 | |
| Workers Compensation Premiums | <u>1,384,786</u> | |
| Total Local Income | | <u>1,504,786</u> |
| Total Available Funds | | <u>\$ 2,425,518</u> |

EXPENDITURES

Object Code

| | | |
|------|---|---------------------|
| 2000 | Classified Salaries | \$ 75,251 |
| 3000 | Employee Benefits | 28,614 |
| 4000 | Books and Supplies | 620 |
| 5000 | Services and Operating Expenditures | 1,173,529 |
| 6000 | Capital Outlay | 5,000 |
| 7900 | Contingency / Reserves | <u>1,142,504</u> |
| | Total Resource 6110 Expenditures Including Contingency / Reserves | <u>\$ 2,425,518</u> |

RIVERSIDE COMMUNITY COLLEGE DISTRICT
STUDENT FEDERAL GRANTS

TENTATIVE BUDGET
2008-2009

INCOME

| | | | |
|---------------------------------------|----------------|----|-------------------|
| Unaudited Beginning Balance, July 1 | | \$ | - |
| Federal Income | | | |
| PELL Student Grants and Book Waivers | \$ 16,000,000 | | |
| FSEOG Student Grants and Book Waivers | 671,614 | | |
| ACG Academic Competitiveness Grant | 20,000 | | |
| Federal Work Study | <u>576,553</u> | | |
| Total Federal Income | | | <u>17,268,167</u> |
| Total Available Funds (TAF) | | \$ | <u>17,268,167</u> |

EXPENDITURES

Object Code

| | | | |
|------|---------------------------------|----|-------------------|
| 7520 | Student Grants and Book Waivers | \$ | <u>17,268,167</u> |
| | Total Student Federal Grants | \$ | <u>17,268,167</u> |

RIVERSIDE COMMUNITY COLLEGE DISTRICT
STATE OF CALIFORNIA STUDENT GRANTS

TENTATIVE BUDGET
2008-2009

INCOME

| | |
|-------------------------------------|---------------------|
| Unaudited Beginning Balance, July 1 | \$ - |
| State Income - Cal Grant B and C | <u>1,585,000</u> |
| Total Available Funds (TAF) | <u>\$ 1,585,000</u> |

EXPENDITURES

Object Code

| | | |
|------|--|---------------------|
| 7520 | Student Grants and Book Waivers | \$ <u>1,585,000</u> |
| | Total State of California Student Grants | <u>\$ 1,585,000</u> |

RIVERSIDE COMMUNITY COLLEGE DISTRICT
 ASSOCIATED STUDENTS OF RCC

TENTATIVE BUDGET
 2008-2009

INCOME

| | | |
|-------------------------------------|--------------|---------------------|
| Unaudited Beginning Balance, July 1 | | \$ 1,072,068 |
| Local Income | | |
| Student Fees | \$ 545,000 | |
| Interest | 45,000 | |
| Athletic Events | 6,500 | |
| Telephone Commission | <u>4,500</u> | |
| Total Local Income | | <u>601,000</u> |
| Total Available Funds (TAF) | | <u>\$ 1,673,068</u> |

EXPENDITURES

Account Code

| | | | |
|-----|-----------------------------------|--------------|---------------------|
| 900 | ASRCC Operations/Special Events | \$ 39,300 | |
| 905 | Organizations Funding | 137,680 | |
| 906 | Athletics | 231,700 | |
| 911 | Riverside Special Events | 47,925 | |
| 912 | Riverside Interclub Council | 5,300 | |
| 913 | Riverside MCAC | 6,500 | |
| 914 | Riverside Club Special Events | 39,751 | |
| 915 | Riverside Board of Commissioners | 6,300 | |
| 921 | Norco Operations/Special Events | 24,505 | |
| 922 | Norco Interclub Council | 12,725 | |
| 924 | Norco Club Special Events | 8,800 | |
| 926 | Norco Government Branches | 200 | |
| 927 | Norco Commissioners | 1,850 | |
| 931 | Moreno Valley Special Events | 24,943 | |
| 932 | Moreno Valley Interclub Council | 3,650 | |
| 933 | Moreno Valley MCAC | 3,000 | |
| 934 | Moreno Valley Club Special Events | <u>6,871</u> | |
| | Total Expenditures | | \$ 601,000 |
| | Contingency | | <u>1,072,068</u> |
| | Total ASRCC Accounts | | <u>\$ 1,673,068</u> |

RIVERSIDE COMMUNITY COLLEGE DISTRICT
RESOURCES COMMITTEE

Report No.: VI-B-2

Date: June 17, 2008

Subject: Norco Student Support Center Project – Engineering Agreement – M-E
Engineers, Inc.

Background: On November 21, 2006, the Board of Trustees approved the planning, design, and construction of the Norco Student Support Center Project and authorized the use of Measure C funds.

Staff recommends that the District enter into the attached agreement with M-E Engineers, Inc. to provide design services for the expansion of the chilled and hot water system at the Norco Campus. The agreement with M-E Engineers, Inc. would include full design and construction administration services relative to expanding the central plant to accommodate heating and cooling loads for the new Norco Student Support Center. Fees under this agreement are not to exceed \$118,000.

Agreement to be funded from the Board approved Measure C project budget.

Recommended Action: It is recommended that the Board of Trustees approve the agreement with M-E Engineers, Inc. for the Norco Student Support Center Project in an amount not to exceed \$118,000 and authorize the Interim Vice Chancellor, Administration and Finance, to sign the agreement with the provision that the Vice Chancellor, Administration and Finance, may extend the end date of the agreement without additional compensation.

James L. Buysse
Interim Chancellor

Prepared by: Rick Hernandez
Director, Capital Planning
Facilities Planning, Design and Construction

Dr. C. Michael Webster
Riverside Community College District Planning Consultant
Facilities Planning, Design and Construction

AGREEMENT BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT

And

M-E ENGINEERS, INC.

THIS AGREEMENT is made and entered into on the 18th day of June, 2008, by and between M-E ENGINEERS, 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, attached.
2. The services outlined in Paragraph 1 will primarily be conducted at Consultant's office(s), and on site at Riverside Community College District's, Norco Campus.
3. The services rendered by the Consultant are subject to review by the Director of Capital Planning or his designee.
4. The term of this agreement shall be from June 18, 2008, to the estimated completion date of December 31, 2010, 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 \$118,000 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 Director of Capital Planning, 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 Director of Capital Planning.
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, agents, employees and independent contractors or consultants 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, pertaining to, or relating to the performance of Consultant 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, agents, employees and independent contractors or consultants, in any legal actions based upon such alleged 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 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, independent contractors, consultants or assigns, arising out of, pertaining to or relating to the District's actions in the matter of this contract and District shall defend, at its expense, including without limitation, attorney fees (attorney to be selected by Consultant), Consultant, its officers and employees in any legal actions based upon such alleged 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 negligent acts 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 authorize 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, religion, medical condition, disability, marital status, sex, age or sexual orientation. Consultant 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.
13. Consultant is an independent contractor and no employer-employee relationship exists between Consultant and District.
14. 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.
15. 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.
16. This Agreement will be governed by and construed in accordance with the laws of the State of California.

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

M-E Engineers, Inc.

Riverside Community College District

Alan Wilson
Principal
12127 Kirkam Rd.
Poway, CA 92064

Aaron S. Brown
Interim Vice Chancellor
Administration and Finance

Date: _____

Date: _____

Exhibit I

I. PROJECT SCOPE

The Central Plant Expansion Project will enlarge the Chilled Water and Heating Hot Water Systems at the existing F-2 Plant (Norco Campus). The following elements will be included with the project:

Chilled Water System

- Add new 140 Ton Air-Cooled Chiller.
- Upgrade electrical system for new plant capacity.
- Convert pumping to constant flow primary and variable flow secondary with high delta.
- Modify piping, integrate existing chillers with new pumping systems.
- Replace existing distribution piping with 10” main sized for future service.
- Coordinate with Mechanical Engineer for Norco Student Support Center (SSC).
- Provide connections for SSC, Library and future campus expansion.

Heating Hot Water System

- Study the existing boiler plant recommend upgrade capacity for connection to SSC.
- Add heating capacity and modify pumping to meet the SSC demand.
- Coordinate with Mechanical Engineer for piping connections to SSC.

The rough work plan is a result of the Consultant’s ongoing engineering and planning for the new ITC Building, the new SSC Building and the Long Range Facilities Master Plan.

II. AGREEMENTS

- A. District and Consultant agree that a single DSA Submittal Package will be compiled which will include the site work and the new plant in a single set of Construction Documents.

III. SCOPE OF SERVICES

A. DESIGN DEVELOPMENT PHASE

1. Conduct further evaluation and survey of site conditions to determine special design considerations that are required due to site utilities, existing systems and other site conditions.
2. Provide written Basis for Design for Project. This document will provide a description of the work and list the design parameters and conceptual design criteria. Alternative MEP design solutions may be offered for review and discussion with the District.
3. Provide Design Development Documents (drawings which include system schematics, equipment schedules, and preliminary plans and elevations of

the new building), which will describe materials, equipment components, systems and types of construction. The documents shall convey installation and coordination requirements for the MEP and other divisions of work, including the architecture, structural, civil and landscape elements.

4. Provide coordination of the design with each division of work for the project.
5. Conduct a Design Development meeting. Provide written summary of the meeting which identify action items, parties responsibilities and due dates. Consultant anticipate that the meetings will be held at the Norco Campus or RCC Systems Office.
6. Consultant includes one submittal for the Design Development Phase. The submittal will be for team coordination and will be forwarded to the District.

B. CONSTRUCTION DOCUMENT PHASE

1. Prepare Construction Documents (Drawings and Specifications) setting forth in detail the requirements for the construction. Prepare the Drawings and in electronic format (AutoCAD and Word Files) as required by the District. Coordinate with the District standard for the Specification format and content.
2. Three submittals are proposed for the Construction Document (CD) Phase; a 60% complete submittal for Design Team coordination; a 95% submittal for review by DSA and the authorities having jurisdiction and a 100% submittal for bidding and construction. The 100% submittal will include electronic AutoCAD and Word Files.
3. Conduct the necessary field investigations to support the Construction Document Phase.
4. Conduct a Construction Document Phase design team meeting with the District Facilities Personnel.

C. CONSTRUCTION ADMINISTRATION PHASE

1. Answer questions and issue clarifications (as required) to the contractors during the bidding period.
2. Coordinate all RFI's and Contractor's Submittals with the Design Team. Provide responses to all RFI's and review and approve Contractor's submittals and shop drawings.

3. Visit the site at appropriate intervals of construction to determine, in general, if the work is being performed in accordance with the Contract Documents. We include bi-monthly site visits which would provide visits over the six month construction period. The visits are to be scheduled and coordinated with the District. Included are visits to compile the punch list and back-check the completion of the punch-list. For each of the site visits we include field observation reports which list deficiencies and coordination items.

4. Conduct Construction Phase monthly coordination meetings with the Construction Team. Compile Meeting Summary Reports with track the relevant issues, list action items, identify the responsible parties and the resolution dates. All RFI's and Submittals will be tracked in the monthly Coordination Meetings.

IV. COMPENSATION

Consultant to perform the consulting services as described above for the following not-to-exceed fees:

| Central Energy Plant Expansion Project RCCD Norco Campus | |
|---|------------------|
| Design Development | \$30,000 |
| Construction Documents | \$50,000 |
| DSA Approval Process | \$5,000 |
| Construction Administration | \$20,000 |
| Reimbursables | \$3,000 |
| Allowances | \$ 10,000 |
| Total | \$118,000 |

RIVERSIDE COMMUNITY COLLEGE DISTRICT
RESOURCES COMMITTEE

Report No.: VI-B-3

Date: June 17, 2008

Subject: Riverside Nursing/Sciences Building Project – Design Services Agreement/Amendment – GKK Works

Background: On June 20, 2006, the Board of Trustees approved an agreement with GKK Works to provide design services for the Riverside Nursing/Sciences Building Project. The agreement included preparation of design plans, specifications, and working drawings. The agreement also provided for assigning additional services on a negotiated basis.

On September 11, 2007, the Board approved an amendment to the GKK Works agreement for the development of design and specifications for site directory and special signage, engineering and design services for audio-visual and information technology systems, and design services for the development of safety and security systems.

On January 1, 2008, the California Building Code (2007 CBC) was revised and will require implementation of new structural and design elements into the project. Because of these new requirements, GKK Works will have to perform additional design services to assess these code changes as they relate to structural systems, mechanical systems, and fire/life safety issues. Additional fees for these services total \$179,698. Details of the additional work are included in Exhibit I of attached amendment.

Additionally, the agreement with GKK Works specifies that their design fee is based on the cost of construction. Based on the final project budget, the design fee will increase by \$670,784.

As a result of the California Building Code changes and the final project budget, staff is requesting an amendment to the agreement with GKK Works in the total amount of \$850,482.

To be funded from the Board approved budget using State Construction Act and Measure C funds.

Recommended Action: It is recommended that the Board of Trustees approve the attached amendment to the agreement with GKK Works for the Riverside Nursing/Sciences Building Project in the amount of \$850,482 using State Construction Act and Measure C funds and authorize the Interim Vice Chancellor, Administration and Finance to sign the amendment with the provision that the Vice Chancellor, Administration and Finance may extend the end date of the agreement without additional compensation.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
RESOURCES COMMITTEE

Report No.: VI-B-3

Date: June 17, 2008

Subject: Riverside Nursing/Sciences Building Project – Design Services
Agreement/Amendment – GKK Works (continued)

James L. Buysse
Interim Chancellor

Prepared by: Rick Hernandez
Director, Capital Planning
Facilities Planning, Design and Construction

Dr. C. Michael Webster
Riverside Community College District Consultant
Facilities Planning, Design and Construction

AMENDMENT TO THE AGREEMENT
DATED JUNE 21, 2006
BETWEEN
GKK WORKS
AND
RIVERSIDE COMMUNITY COLLEGE DISTRICT
(Nursing/Sciences Building Project)

This Agreement shall be amended this date, June 18, 2008, as follows:

The term of this agreement shall be from June 21, 2006, to September 30, 2012, with the provision that the Vice Chancellor of Administration and Finance may extend the agreement termination date with the consent of GKK Works.

Exhibit I, attached, shall provide the detail for the 2008 State Code Change and current construction cost difference.

Total additional compensation of this amended agreement shall not exceed \$850,482, including expenses. Payments and final payment shall coincide with original agreement dated June 21, 2006.

All other terms and conditions of the original agreement are to remain in full force and effect.

GKK Works

Riverside Community College District

Mathew S. Greiner, AIA
Senior Associate
3600 Lime St. Ste. 623
Riverside, CA 92501

Aaron S. Brown
Interim Vice Chancellor
Administration and Finance

Date: _____

Date: _____

Exhibit I

I. 2008 State Code Change:

A new CBC Code Change has occurred as of January 1, 2008. This project is required to conform to the provisions of the 2007 CBC. It should be noted that the new code has many differences from the previous code, particularly in structural and seismic safety, as well as fire & life safety.

Summary of Services:

Architectural:

1. Perform new Building Code Study, per the new California Building Code (2007 CBC).
2. Incorporate / Update design and working drawings and specifications for Code Changes.
3. Coordination of new Structural and MEP requirements.
4. Additional DSA Collaborative Meeting (at DSA San Diego).
5. Additional Design Review Meetings with Facilities and Planning, and with the Advisory Committee.
6. Assist District in coordination with the State Chancellor's Office.
7. Coordination with DE Barnhart for new Construction Cost Estimate.

Structural:

1. Coordination with Geotechnical Engineer regarding updating the Soils Report based on the new code and review new recommendations.
2. Perform/re-calculate the new seismic design parameter and seismic loads to new requirements.
3. Change Seismic Importance Factor from 1.15 to 1.25.
4. Re-perform three-dimensional dynamic analysis using new seismic load and new design parameters.
5. Revise the computer model to reflect the changes in the structural design and reanalyze the computer structural model.
6. Reanalyze and redesign the diaphragm and drag beam design.
7. Reanalyze and redesign all seismic foundations and column base plates.
8. Reanalyze and redesign the eccentric brace frames.
9. Revise structural drawings to reflect design changes.

Mechanical/Plumbing:

1. Perform new Building Code Study, per the new California Mechanical (2007 CMC).
2. Incorporate / Update working drawings and specifications for Code Changes.
3. Coordination with Structural Engineer regarding revised structure mechanical ductwork layout.
4. Coordination with Architect and other disciplines.

Electrical:

1. Revise electrical equipment and conduit anchors and supports for seismic code enhancements.
2. Replace obsolete building code drawing references and research new building code requirements.
3. Replace obsolete building code, equipment references and publication references.
4. Re-initiate electric service utility requirements and new requirements with utility company.
5. Conform to California Title-24 energy code changes, for lighting.
6. Revise electrical specification code compliance references and equipment references.
7. Review specified electrical equipment catalog numbers and types for obsolete/non-code compliance.
8. Review project meeting notes and action items for obsolete code compliance.
9. Emergency engine generator AQMD exhaust emissions code revisions.

Additional Fee: \$179,698

II. Construction Cost Increase:

Revised Architectural Fee per the Terms and Conditions of the Architectural Services Agreement, Article VIII. Revision in Fee based on:

Based on Current Estimated Construction Value:

\$65,000,000.00 = \$4,919,126

| <u>Estimate</u> <u>Construction Cost</u> | = | <u>Fee %</u> | <u>A/E Fee</u> |
|---|---|-----------------------------|-----------------------|
| PP Phase | | Original Contract Fee | |
| 100% SD Phase | = | | \$ 637,251.00 |
| WD Phase | | | |
| 100% DD Phase | = | 60% | |
| 100% CD Phase | | | \$3,022,500.00 |
| C Phase | | | |
| 100% Bid Phase + | | | |
| 100% CA Phase + | = | 25% | |
| 100% Post - Occ. Phase | | | <u>\$1,259,375.00</u> |
| | | Sub-total | \$4,919,126.00 |

minus

Original Estimated Construction Cost:

\$54,817,318.00 X 7.75% Fee = \$4,248,342.00

Difference/Additional Fee: \$670,784

RIVERSIDE COMMUNITY COLLEGE DISTRICT
RESOURCES COMMITTEE

Report No.: VI-B-4

Date: June 17, 2008

Subject: Riverside Nursing/Sciences Building Project – Multiple Prime Construction Management Services Agreement – Douglas E. Barnhart, Inc.

Background: On August 29, 2006, the Board of Trustees approved an agreement with Douglas E. Barnhart, Inc. to provide construction management services for the Riverside Nursing/Sciences Building Project. Services included coordination and review of all project documentation and oversight of the construction project to ensure compliance with all bid specifications and Division of State Architect (DSA) requirements.

Staff is now recommending that the Riverside Nursing/Sciences Building Project be delivered using multiple prime contracting (MPC). MPC, is currently being used for the Phase III-Norco/Industrial Technology Project.

Douglas E. Barnhart, Inc. has been working with District staff and the design architect to develop the working drawings and bid specifications for the project. Staff now proposes that the District enter into the attached agreement with Douglas E. Barnhart, Inc. to provide multiple prime construction management services for the Riverside Nursing/Sciences Building Project. Services under this agreement would include management and oversight of construction; and ensuring compliance with all bid specifications, contract drawings, code compliance, DSA requirements; and assisting with building commissioning for the project. Upon execution of the multiple prime construction agreement, the August 30, 2006 agreement with Douglas E. Barnhart, Inc. will be terminated.

The total fixed fee for the construction management services is identified as follows:

| | |
|-----------------------------|--------------------|
| General Conditions | \$2,987,965 |
| Construction Management Fee | <u>2,405,000</u> |
| Total Fee | <u>\$5,392,965</u> |

To be funded from the Board approved project budget using State Construction Act and Measure C funds.

Recommended Action: It is recommended that the Board of Trustees approve the attached agreement with Douglas E. Barnhart, Inc., to provide multiple prime construction management services for the Riverside Nursing/Sciences Building Project in the amount not to exceed \$5,392,965 using State Construction Act and Measure C funds and authorize the Interim Vice Chancellor, Administration and Finance to sign the agreement with the provision that the Vice Chancellor, Administration and Finance may extend the end date of the agreement without additional compensation.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
RESOURCES COMMITTEE

Report No.: VI-B-4

Date: June 17, 2008

Subject: Riverside Nursing/Sciences Building Project – Multiple Prime Construction
Management Services – Agreement – Douglas E. Barnhart, Inc. (continued)

James L. Buysse
Interim Chancellor

Prepared by: Rick Hernandez
Director, Capital Planning
Facilities Planning, Design and Construction

Dr. C. Michael Webster
Riverside Community College District Consultant
Facilities Planning, Design and Construction

AGREEMENT BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT

And

DOUGLAS E. BARNHART, INC.

THIS AGREEMENT is made and entered into on the 18th day of June, 2008, by and between DOUGLAS E. BARNHART, INC. hereinafter referred to as “Construction Manager (CM)” 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, attached.
2. The services outlined in Paragraph 1 will primarily be conducted at CM’s office(s), and on site at Riverside Community College District, Riverside City Campus.
3. The services rendered by the CM are subject to review by the Director of Capital Planning or his designee.
4. The term of this agreement shall be from June 18, 2008, to the estimated completion date of December 31, 2012, 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 CM.
5. Payment in consideration of this agreement shall not exceed \$5,392,965 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 Director of Capital Planning, 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 Director of Capital Planning.
6. All data prepared by CM 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 CM shall have the right to retain copies of all such data for CM 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 CM shall be indemnified against any damages resulting from such use. In the event CM,

following the termination of this Agreement, desires to use any such data, CM 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 CM in connection with this Agreement shall be held in a strictly confidential manner by CM. Such materials shall not, without the written consent of District, be used by CM 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. CM shall indemnify and hold the District, its Trustees, officers, agents, employees and independent contractors or consultants 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 CM, its employees, agents or assigns, arising out of, pertaining to, or relating to the performance of CM services under this Agreement. CM shall defend, at its expense, including without limitation, attorneys fees (attorney to be selected by District), District, its Trustees, officers, agents, employees and independent contractors or consultants, in any legal actions based upon such alleged 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 CM, 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, independent contractors, consultants or assigns, arising out of, pertaining to or relating to the District's actions in the matter of this contract and District shall defend, at its expense, including without limitation, attorney fees (attorney to be selected by CM), CM, its officers and employees in any legal actions based upon such alleged negligence, recklessness, or willful misconduct. The obligations to indemnify and hold CM free and harmless herein shall survive until any and all claims, actions and causes of action with respect to any and all such alleged negligent acts are fully and finally barred by the applicable statute of limitations.
10. CM 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 CM'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 CM, in which case District will pay CM 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 CM, and to authorize Reimbursable Expenses. No other compensation will be payable for anticipated profit on unperformed services.
12. CM 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. CM 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.
13. CM is an independent contractor and no employer-employee relationship exists between CM and District.
14. 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.
15. 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.
16. This Agreement will be governed by and construed in accordance with the laws of the State of California.

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

Douglas E. Barnhart, Inc.

Riverside Community College District

William R. Sharp
4200 Latham Street, #A
Riverside, CA 92501

Aaron S. Brown
Interim Vice Chancellor
Administration and Finance

Date: _____

Date: _____

Exhibit I

Scope of Services

A. Preconstruction Phase

Under separate contract

B. Bidding Phase

Under separate contract

C. Construction Phase

1. The Construction Phase for the Project will commence with the award of the initial Trade Contract and will end sixty (60) days after the date of recording the Notice of Completion.

2. Receive Certificates of Insurance, Insurance Policy Endorsements, and Insurance Policy copies from the Contractors, and forward them to the District with a copy to the Architect. Prepare and coordinate required Trade Contract Documents including the timely coordination, organization and processing of all Bid Documents, Trade Contracts and related documents including bonds, affidavits, insurance certificates, endorsements and policies to ensure that a complete contract document package, properly executed by the Trade Contractor where such execution is required, is provided to the District.

3. Provide administrative, management and related services as required to coordinate Work of the Trade Contractors. Provide sufficient organization, personnel and management to carry out the requirements of this Agreement. Act as the single point of contact, responsibility and accountability throughout all phases of the Project for the District.

4. Schedule and conduct construction and progress meetings to discuss such matters as procedures, progress problems and scheduling. Prepare and promptly distribute minutes before the next scheduled meeting.

5. Provide administrative management and related services as required to coordinate Work of the Contractors with each other and with the activities and responsibilities of the Construction Manager, the District and the Architect to complete the Project in accordance with the District's objectives for cost, time and quality. Provide sufficient organization, personnel and management to carry out the requirements of this Agreement.

6. Consistent with the Project Construction Schedule issued with the Bidding Documents, and utilizing the Contractor's Construction Schedules provided by the separate Contractors, update the Project Construction Schedule incorporating the activities of Contractors on the Project, including activity sequences and duration,

allocation of labor and materials, processing of Shop Drawings, Product Data and Samples, and delivery of products requiring long lead time procurement. Include the District's occupancy requirements showing portions of the Project having occupancy priority. Update and reissue the Project Construction Schedule as required to show current conditions and revisions required by actual experience.

7. Use its best efforts to achieve satisfactory performance from each of the Contractors. Recommend courses of action to the District when requirements of a Contract are not being fulfilled, and the nonperforming party will not take satisfactory corrective action.

8. Revise and refine the approved estimate of Construction Cost. Incorporate approved changes as they occur, and develop cash flow reports and forecasts as needed.

9. Provide regular monitoring of the approved estimate of Construction Cost, showing actual costs for activities in progress and estimates for uncompleted tasks. Identify variances between actual and budgeted or estimated costs, and advise the District and the Architect whenever projected costs exceed budgets or estimates.

10. Maintain cost accounting records on authorized Work performed under unit costs, additional Work performed on the basis of actual costs of labor and materials, or other work requiring accounting records.

11. Recommend necessary or desirable changes to the Architect and the District, review requests for changes, assist in negotiating Contractors' proposals, submit recommendations to the Architect and the District, and if they are accepted, prepare and sign Change Orders for the Architect's signature and the District's authorization.

12. Consistent with Trade Contract Documents, develop and implement procedures for the review and processing of Applications by Contractors for progress and final payment to the Trade Contractors. Make recommendations to the Architect for certification to the District for payment.

13. Receive and verify, in cooperation with Architect and IOR, Contractors' Applications for Payment. Prepare a master Application for Payment for District and Architect review each month, representing amounts invoiced by each Contractor and certified by Architect and IOR. Receive District's payment and distribute to Contractors within ten (10) days of receipt from the District. Provide accounting services, including receipt and tracking of Preliminary Lien Notices, receipt and tracking of appropriate Lien Releases from Contractors prior to release of payments, withholding of proper retainage from Contractors. In conjunction with the preparation of the monthly master Application for Payment for District and Architect review each month, Construction Manager will also prepare monthly verification of all payments made and disbursed to Trade Contractors.

14. The Construction Manager shall review the safety programs developed by each of the Trade Contractors for purposes of coordinating the safety programs with those of the other Trade Contractors. The Construction Manager's responsibilities for coordination of safety programs shall not extend to direct control over or charge of the acts or omissions of the Trade Contractors, or the subcontractors, agents or employees of the Trade Contractors or any other persons performing portions of the work and not directly employed by the Construction.

15. Assist in and monitor efforts to obtain building permits and special permits for permanent improvements, excluding permits required to be obtained directly by the various Contractors. Verify that the District has paid applicable fees and assessments. Assist in and monitor efforts to obtain approvals from authorities having jurisdiction over the Project. Promptly advise the District of the progress of permit applications and approval requests.

16. If required, assist the District in selecting and retaining the professional services of surveyors, special consultants and testing laboratories. Coordinate their services.

17. Determine in general that the Work of each Contractor is being performed in accordance with the requirements of the Contract Documents. Use its best efforts to guard the District against defects and deficiencies in the Work. As appropriate, require special inspection or testing or make recommendations to the Architect regarding special inspection or testing of Work not in accordance with the provisions of the Contract Documents whether or not such Work be then fabricated, installed or completed. Subject to review by the Architect, reject Work which does not conform to the requirements of the Contract Documents.

18. The Construction Manager shall not be responsible for construction means, methods, techniques, sequences and procedures employed by Contractors in the performance of their Contracts and shall not be responsible for the failure of any Contractor to carry out Work in accordance with the Contract Documents.

19. Consult with the Architect and the District if any Contractor requests interpretations of the meaning and intent of the Drawings and Specifications, and assist in the resolution of questing which may arise.

20. Receive from the Contractors and review all Shop Drawings, Product Data, Samples and other submittals. Coordinate them with information contained in related documents and transmit to the Architect those recommended for approval. In collaboration with the Architect, establish and implement procedures for expediting the processing and approval of Shop Drawings, Product Data, Samples and other submittals.

21 Record the progress of the Project. Submit written progress reports to the District and the Architect including information on each Contractor and each Contractor's Work, as well as the entire Project, showing percentages of completion and the number and amounts of Change Orders. Keep a daily log containing a record of weather, Contractor's

Work on the site, number of workers, Work accomplished, problems encountered, and other similar relevant data as the District may require. Make the log available to the District and the Architect.

22. Maintain at the Project site, on a current basis: a record copy of all Contracts, Trade Contracts, Drawings, Specifications, Addenda, Change Orders and other Modifications, in good order and marked to record all changes made during construction; Shop Drawings; Product Data; Samples; submittals; purchases; materials; equipment; applicable handbooks; maintenance and operating manuals and instructions; other related documents and revisions which arise out of the Contracts or Work. Maintain records, in duplicate, of principal building layout lines, elevations of the bottom of footings, floor levels and key site elevations certified by a qualified surveyor or professional engineer. Make all records available to the District and the Architect. At the completion of the Project, deliver all such records to the District and provide the Architect such information as he reasonably requests, such that the Architect may complete the record As-Built drawings as appropriate.

23. Arrange for delivery and storage, protection and security for District-purchased materials, systems and equipment which are a part of the Project, until such items are incorporated into the Project.

24. With the Architect and the District's maintenance personnel, observe Trade Contractor's check out of utilities, operational systems and equipment for readiness and assist in their initial start-up and testing.

25. When the CM considers each Contractor's Work or a designated portion thereof substantially complete, the CM shall prepare for the Architect a list of incomplete or unsatisfactory items and a schedule for their completion. The CM shall assist the Architect in conducting inspections. After the Architect certifies the Date of Substantial Completion of the Work, the CM shall coordinate the correction and completion of the Work.

26. Assist the Architect in determining when the Project or a designated portion thereof is substantially complete. Prepare for the Architect a summary of the status of the work of each Contractor, listing changes in any previously issued Certificates of Substantial Completion of the Work and recommending the times within which the Contractors shall complete uncompleted items on their Certificates of Substantial Completion of the Work.

27. Following the Architect's issuance of a Certificate of Substantial Completion of the Project or a designated portion thereof, evaluate the completion of the Work of the Contractors and make recommendations to the Architect when work is ready for final inspection. Assist the Architect in conducting final inspections. Secure and transmit to the District required guarantees, affidavits, releases, bonds and waivers. Deliver all keys, manuals, record drawings and maintenance stocks to the District.

28. Construction Manager is responsible for procurement and delivery to Architect submittal of all DSA forms required of all Trade Contractors, if any. Architect is responsible for submittal of all DSA forms to DSA. Architect is responsible to assure completion of any and all DSA review processes, and Architect will assist the District as necessary to provide for issuance of the Certificate of Completion.

D. Post Construction Phase

1. The Post-Construction Phase for each Project shall commence upon completion of the Construction Phase, and shall end at the expiration of one year from commencement.

2. During the Post-Construction Phase, the Construction Manager shall provide coordination of and direction to the Trade Contractors in the performance of any warranty work properly requested by the District.

2. The Construction Manager will coordinate the warranty work of any Trade Contractor with a warranty in excess of one year.

E. Additional Services

1. The following Additional Services shall be performed upon authorization in writing from the District and shall be paid for as provided in this Agreement:

2. Services related to investigations, appraisals or evaluations of existing conditions, facilities or equipment, or verification of the accuracy of existing drawings or other information furnished by the District.

3. Services related to the District-furnished furniture, furnishings and equipment, if any, which are not a part of the Project.

4. Services for tenant or rental spaces.

5. Consultation on replacement of Work damaged by fire or other cause during construction, and furnishing services in conjunction with the replacement of such Work.

6. Services made necessary by the default of a Trade Contractor.

7. Preparing to serve or serving as a witness in connection with any public hearing, arbitration proceeding or legal proceeding.

8. Recruiting or training maintenance personnel.

9. Providing any other service not otherwise included in this Agreement.

F. Time

1. The Construction Manager shall perform Basic and Additional Services as expeditiously as is consistent with reasonable skill and care and the orderly progress of the Project. It is understood by both parties that the estimated duration of the construction phase of this project is 24 months.

G. Fees

1. The District shall compensate the Construction Manager for the Services provided. Payment to the Construction Manager, and the other Terms and Conditions of this Agreement, as follows:

2. Total Compensation.

.1 District shall pay Construction Manager a Fixed Fee of \$2,937,965, plus \$50,000 for reimbursable expenses and Fixed General Conditions of \$2,405,000

.2 For Additional Services of the Construction Manager, and any other services as Additional Services, compensation shall be computed as follows:

.1 Compensation will be based on the actual cost of the work plus Five Percent (5%).

.3 The District and the Construction Manager agree in accordance with the Terms and Conditions of this Agreement that:

.1 If the scope of the Project or the Construction Manager's Services is changed materially, the amounts of compensation shall be equitably adjusted.

.2 If the services covered by this Agreement have not been completed within (36) months of the date hereof, through no fault of the Construction Manager, the amounts of compensation, rates and multiples set forth herein shall be equitably adjusted.

H. General Conditions and Reimbursable Costs

General Conditions Costs include the following costs:

| | |
|--|---------------------------------------|
| Supervision | Field Office |
| Clerk | Office Supplies |
| Temporary Telephone Connection & Usage | Temporary Electric Connection & Usage |
| Temporary Water Connection & Usage | Field Toilets |
| Project Gas & Diesel | Dumpster Rental for Field Office |
| Temporary Construction Fence Rental | Temporary Construction Barricade |
| Daily Clean | Project Management |
| Pre-Employment Fees | SWPPP Setup |
| Project Management Support (main office) | Jobsite Signage |

Project Administration
Safety Training for DEB
Contract Closeout
DEB Equipment Depreciation
Jobsite Office Security
E/O insurance (if requested)
Inspector's Office

Mailing & Courier Costs
Jobsite Related Legal Fees
DEB Equipment Maintenance
Final Clean
Project Scheduling Services
Travel and Subsistence

Reimbursable Costs include the following:

Plan Reproduction and Distribution
Advertisement Costs

Reimbursable Costs not listed here and not identified as substantially similar to the above listed costs shall be subject to payment only upon the District's approval. District's approval will not be unreasonably withheld.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
RESOURCES COMMITTEE

Report No.: VI-B-5

Date: June 17, 2008

Subject: Riverside Aquatics Center Project – Design Services Agreement – Austin Veum Robbins Partners

Background: In December, 2007, the District advertised for design professionals for architectural and engineering services required for the design of the Riverside Aquatics Center Project. Twenty-nine (29) responses were subsequently submitted by various architects. Facilities Planning, Design and Construction staff prescreened the twenty-nine submittals and did extensive reference checks. Seven (7) firms were interviewed.

The screening committee, consisting of representatives from the Riverside City Campus and staff from District Facilities Planning, Design and Construction, recommends that Austin Veum Robbins Partners be selected for this project.

Staff therefore proposes that the District enter into the attached agreement with Austin Veum Robbins Partners to prepare plans, specifications, and working drawings for the Riverside Aquatics Center Project. Fees under this agreement are not to exceed \$1,025,300, including reimbursable expenses. The term of the agreement is from June 17, 2008 to June 30, 2010.

This agreement will be funded from the existing Board approved Measure C project budget. The entire project will be jointly funded by Riverside Community College District using Measure C funding, and contributions from the City of Riverside, the County of Riverside and private contributors.

Recommended Action: It is recommended that the Board of Trustees approve the agreement with Austin Veum Robbins Partners for the Riverside Aquatics Center Project in the amount not to exceed \$1,025,300 and authorize the Interim Vice Chancellor, Administration and Finance, to sign the agreement with the provision that the Vice Chancellor, Administration and Finance, may extend the end date of the Agreement without additional compensation.

James L. Buysse
Interim Chancellor

Prepared by: Rick Hernandez
Director, Capital Planning
Facilities Planning, Design & Construction

Dr. C. Michael Webster
Riverside Community College District Planning Consultant
Facilities Planning, Design and Construction

AGREEMENT BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT

And

AUSTIN VEUM ROBBINS PARTNERS

THIS AGREEMENT is made and entered into on the 18th day of June, 2008, by and between AUSTIN VEUM ROBBINS PARTNERS 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 and Exhibit II, attached.
2. The services outlined in Paragraph 1 will primarily be conducted at Consultant’s office(s), and on site at Riverside Community College District’s Riverside City Campus.
3. The services rendered by the Consultant are subject to review by the Director of Capital Planning or his designee.
4. The term of this agreement shall be from June 18, 2008, to the estimated completion date of December 31, 2010, 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 \$1,025,300 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 Director of Capital Planning, 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 Director of Capital Planning.
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, agents, employees and independent contractors or consultants 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, pertaining to, or relating to the performance of Consultant 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, agents, employees and independent contractors or consultants, in any legal actions based upon such alleged 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 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, independent contractors, consultants or assigns, arising out of, pertaining to or relating to the District's actions in the matter of this contract and District shall defend, at its expense, including without limitation, attorney fees (attorney to be selected by Consultant), Consultant, its officers and employees in any legal actions based upon such alleged 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 negligent acts 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 authorize 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, religion, medical condition, disability, marital status, sex, age or sexual orientation. Consultant 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.
13. Consultant is an independent contractor and no employer-employee relationship exists between Consultant and District.
14. 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.
15. 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.
16. This Agreement will be governed by and construed in accordance with the laws of the State of California.

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

Austin Veum Robbins Partners

Riverside Community College District

Randy S. Robbins, AIA
Principal
600 West Broadway
Suite 200
San Diego, CA 92101

Aaron S. Brown
Interim Vice Chancellor
Administration and Finance

Date _____

Date _____

Exhibit I

I. BASIC SCOPE OF SERVICES

Services to be performed by Consultant as the Architects for the new Riverside Aquatic Center located at Riverside City College, Riverside, California. The District intends to construct a 25 yard x 65 meter competition pool, with 10 meter tower (diving platform), two (2) 3 meter diving boards, two (2) 1 meter diving boards, hydraulic water lift, pool equipment and scoreboards, competition pool lighting and six (6) portable bleachers; a support building including a pool equipment room, restrooms, locker rooms and changing rooms with exterior showers, maintenance and storage, two (2) coaches offices and two (2) team rooms for a total of approximately 5,440 square feet; site development includes demolition and earthwork, site improvements including paving, fencing and landscaping and site utilities.

Consultant will provide:

- Architecture and interior finishes selection,
- Civil Engineering
- Aquatic Design and Engineering consultant
- Structural Engineering
- Mechanical Engineering
- Electrical Engineering
- Landscape Architecture (Scope not yet determined)

Schematic Design Phase:

The Schematic Design Phase will be based upon the approved program established for the project site and will include review of the District's construction budget, coordination with consultants, establishing exterior design, preparing site plan, schematic building plans, building sections and exterior elevations.

Consultant will attend Building Committee workshop meeting to present 50% Schematic Design.

Consultant will attend Building Committee workshop meeting to present 100% schematic design and cost model (cost model prepared by others)

Design Development Phase:

The Design Development Phase will be based on the approved Schematic Design documents and any adjustments authorized by the District, or dictated by the program or project budget. The Consultant will prepare Design Development documents, consisting of drawings and other documents, which fix and describe the size and character of the entire project. Design Development documents shall include refined site plan, building floor plans (including dimensions, structural grid, space plans), exterior building elevations and materials, building sections, site plan configuration/hardscape, and description of intended building materials. Documents shall also establish Structural, Mechanical, Electrical, and Plumbing systems. This phase will also include preparation of outline specifications, finalization of building material selection and participation in Value Engineering.

Consultant will attend Building Committee workshop meeting to present 50% Design Development.

Consultant will attend Building Committee workshop meeting to present 100% Design Development and cost estimate (cost estimate prepared by others) and validation of value engineering Ideas.

Construction Documents Phase:

The Construction Documents Phase will be based on the approved Design Development documents and any further adjustments in the scope or quality of the project or in the project budget authorized by the District as Additional Services and include the preparation of Construction Documents, consisting of drawings and specifications that set forth in detail requirements for construction of the project. The Consultant will also provide services in connection with filing and processing of documents required for the approval of DSA. After District review and approval of 50% documents, Consultant will prepare 90% Construction Documents for further Owner approval and DSA submittal. Once agency approvals are obtained, Consultant will issue 100% documents for bid.

Consultant will attend Building Committee workshop meeting and present 50% Construction Documents.

Bidding and Negotiation Phase:

The Bidding and Negotiation Phase will include services to assist the District and Construction Manager in obtaining bids. Consultant shall issue clarifications and Addenda during Bidding and review bids with Owner.

Construction Administration Phase:

The Construction Administration Phase will include the review of submittals, shop drawings, RFIs, mostly bi-weekly visits, up to thirty (30), by the Architect to the site to attend regularly scheduled meetings and to observe construction (assumed construction time is thirteen (13) months), coordination with the Construction Manager and other Consultants as required to clarify the intent of the documents, and assisting the District and Construction Manager in obtaining final acceptance by authorities having jurisdiction.

II. DISTRICT AND CONSULTANT AGREE:

- Adequate utilities are available at the project site.
- After remediation, our assumption is that the soil will be suitable for conventional spread footings (Refer to Soils Report dated May 3, 2007 by CHJ Inc.).

- The Consultant will provide a soil investigation report and site survey prior to the Schematic Design Phase. If available, the survey shall be provided in an AutoCAD compatible electronic format. The information, surveys and reports required above shall be furnished at the Consultant expense, and Consultant shall be entitled to rely upon the accuracy and completeness thereof.
- An District's representative has been selected and will be responsible for assisting the Architect with the goal of obtaining clear and timely decisions and direction.
- Additional services include all services beyond the basic scope of services identified above, including the following:
 - Fundraising materials and other special presentation materials including renderings, 3-dimensional computer renderings and animations and physical models
 - Site Visits/District meetings (design through construction) In Riverside beyond the following shall be considered Additional Services:
 - Architecture and interior finishes selection - 37
 - Civil Engineering - 6
 - Aquatic Design and Engineering - 16
 - Structural Engineering - 12
 - Mechanical Engineering - 8
 - Electrical Engineering - 8
 - Landscape Architecture -to be determined when scope defined
 - Special informational meetings or presentations
 - Solar energy coordination
 - Custom furniture design, artwork design
 - Donor recognition design /Graphic or signage design
 - Custom lighting design
 - Acoustics and sound control engineering
 - Audio-visual design
 - Water feature design beyond the pool
 - Field trips to view other facilities
 - Furniture selection and specification
 - District requested revisions to previously approved components of the drawings and/or specifications at the end of the Design Development Phase, during the Construction Document Phase and the Construction Administration Phase, required by cost considerations or value engineering, shall be considered an Additional Service.
- District shall be responsible for providing the following consultants/ services:
 - Cost Estimating
 - Geotechnical Engineering
 - Surveyor
 - Environmental

- Fire Protection engineering services shall be design-build and are not a part of this proposal.
- Extent of CAD Documentation is at the discretion of the Consultant.
- Construction Manager will prepare Bid packages
- It is Consultant's belief that the District is a vital part of the design and decision making process. It has been our experience that successful projects integrate the District's ideas and recommendations with the professional services of the Consultant. To that end, the District is expected to contribute and/or be responsible for providing full information regarding the requirements of the Project to set the District's objectives, schedule, constraints, and criteria, including space requirements and relationships, flexibility, expandability, special equipment, and systems.

III. COMPENSATION FOR BASIC SCOPE OF SERVICES:

Approximate breakdown of phases is as follows:

Basic Services: \$832,700

- Schematic Design
- Design Development
- Construction Documents
- Bidding/Negotiation
- Construction Administration

Additional Services: \$192,600

- Architectural detailing of diving tower
- Dive tower design to 100% CD's
- Landscape Architect
- Reimbursable Expenses
- Additional Meetings
- Board Presentation Graphics/Renderings
- Security, IT/AV
- Solar
- FF&E
- General Allowance

Compensation will be a fixed fee of one million, twenty-five thousand, three hundred dollars and no cents (\$1,025,300).

Exhibit II

Riverside Community College District
 Riverside Aquatics Proposed Project Schedule Plan
 June 17, 2008

| Item No. | Task Description | Start Task | Finish Task | Duration |
|--|--|-------------------|-------------------|----------|
| Pre-Design, Selection of Design Team and Construction Manager | | | | |
| 1 | Review RFQ packages, select and notify short listed design teams for interviews | January 8, 2008 | January 11, 2008 | 4 days |
| 2 | Short listed design teams prepare for presentations | January 14, 2008 | January 24, 2008 | 10 days |
| 3 | Interview design teams | January 24, 2008 | January 24, 2008 | 1 day |
| 4 | Select design team and negotiate fee | January 24, 2008 | February 7, 2008 | 2 weeks |
| 5 | Prepare board item for selection of design team and approval of design professional agreement | February 11, 2008 | February 26, 2008 | 2 weeks |
| 6 | Select construction manager, finalize fee and obtain board approval of construction manager agreement | February 11, 2008 | February 26, 2008 | 2 weeks |
| Project Kick-off and Schematic Design | | | | |
| 7 | Charette meeting no. 1, kick-off to obtain critical information with larger program committee, program verification, schedule and budget | May 8, 2008 | May 8, 2008 | 1 day |
| 8 | Design team to develop schematic design to 50% | May 8, 2008 | June 11, 2008 | 4 weeks |
| 9 | Stakeholder Committee workshop meeting no. 2, present 50% schematic design | June 11, 2008 | June 11, 2008 | 1 day |
| 10 | Design team to develop schematic design to 100% | June 11, 2008 | July 16, 2008 | 4 weeks |
| 11 | Stakeholder Committee workshop meeting no. 3, present 100% schematic design and cost model | July 16, 2008 | July 16, 2008 | 1 day |
| 12 | Cost validation session no. 1 | July 16, 2008 | July 16, 2008 | 1 day |
| 13 | Review and approval of 100% schematic design and cost model by stakeholders | July 9, 2008 | July 16, 2008 | 1 week |
| Design Development | | | | |
| 14 | Design team to develop the approved schematic design information into 50% design development. Particular attention to pool mechanical and technical systems for separate focus group session if needed | July 16, 2008 | August 16, 2008 | 4 weeks |
| 15 | Stakeholder Committee | August 16, 2008 | August 16, 2008 | 1 day |

| | | | | |
|-------------------------------|---|-------------------|-------------------|----------|
| | workshop meeting no. 4, present 50% design development | | | |
| 16 | Present board item for approval of schematic design | August 12, 2008 | August 12, 2008 | 1 day |
| 17 | Design team to develop plans to 100% design development | August 16, 2008 | August 29, 2008 | 2 weeks |
| 18 | Review and approval of 100% design development by stakeholders | August 29, 2008 | September 4, 2008 | 1 week |
| 19 | Stakeholder Committee workshop no. 5, present 100% design development and cost estimate and discussion of cost estimate and validation of value engineering ideas | September 4, 2008 | September 4, 2008 | 1 day |
| Construction Documents | | | | |
| 20 | Design team to develop approved design development drawings into 50% construction documents | August 29, 2008 | October 6, 2008 | 5 weeks |
| 21 | Stakeholder Committee workshop no. 6, present 50% construction documents | October 6, 2008 | October 6, 2008 | 1 day |
| 22 | Design team to develop 100% construction documents and submit to DSA | October 6, 2008 | November 21, 2008 | 7 weeks |
| 23 | Submit to DSA for approval | November 24, 2008 | March 16, 2009 | 17 weeks |

RIVERSIDE COMMUNITY COLLEGE DISTRICT
RESOURCES COMMITTEE

Report No.: VI-B-6

Date: June 17, 2008

Subject: Riverside Aquatics Center Project – Multiple Prime Construction Management Services Agreement – Tilden-Coil Constructors

Background: On January 29, 2008, the Board of Trustees approved a list of construction management firms to assist Riverside Community College District in managing and executing construction projects.

District Facilities Planning, Design and Construction staff is requesting approval to enter into the attached agreement with Tilden-Coil Constructors to provide construction management services for the Riverside Aquatics Center Project. Services under this agreement would include assistance with bid preparation and the bid process; management and oversight of construction; ensuring compliance with all bid specifications, contract drawings, code compliance, Division of State Architect (DSA) requirements; and assisting with commissioning the project.

Fees under this agreement are not to exceed \$1,153,934, including reimbursable expenses. The term of the agreement is from June 18, 2008 to December 31, 2010.

This agreement will be funded from the existing Board approved Measure C project budget. The entire project will be jointly funded by District Measure C funds and contributions from the City of Riverside, the County of Riverside, and private contributors.

Recommended Action: It is recommended that the Board of Trustees approve the agreement with Tilden-Coil Constructors for the Riverside Aquatics Center Project in an amount not to exceed \$1,153,934 and authorize the Interim Vice Chancellor, Administration and Finance, to sign the agreement with the provision that the Vice Chancellor, Administration and Finance, may extend the end date of the agreement without additional compensation.

James L. Buysse
Interim Chancellor

Prepared by: Rick Hernandez
Director Capital Planning
Facilities Planning, Design and Construction

Dr. C. Michael Webster
Riverside Community College District Planning Consultant
Facilities Planning, Design and Construction

AGREEMENT BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT

And

TILDEN-COIL CONSTRUCTORS

THIS AGREEMENT is made and entered into on the 18th day of June, 2008, by and between TILDEN-COIL CONSTRUCTORS 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, attached.
2. The services outlined in Paragraph 1 will primarily be conducted at Consultant's office(s), and on site at Riverside Community College District's Riverside City Campus.
3. The services rendered by the Consultant are subject to review by the Director of Capital Planning or his designee.
4. The term of this agreement shall be from June 18, 2008, to the estimated completion date of December 31, 2010, 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 \$1,153,934 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 Director of Capital Planning, 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 Director of Capital Planning.
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, agents, employees and independent contractors or consultants 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, pertaining to, or relating to the performance of Consultant 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, agents, employees and independent contractors or consultants, in any legal actions based upon such alleged 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 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, independent contractors, consultants or assigns, arising out of, pertaining to or relating to the District's actions in the matter of this contract and District shall defend, at its expense, including without limitation, attorney fees (attorney to be selected by Consultant), Consultant, its officers and employees in any legal actions based upon such alleged 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 negligent acts 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 authorize 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, religion, medical condition, disability, marital status, sex, age or sexual orientation. Consultant 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.
13. Consultant is an independent contractor and no employer-employee relationship exists between Consultant and District.
14. 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.
15. 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.
16. This Agreement will be governed by and construed in accordance with the laws of the State of California.

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

Tilden-Coil Constructors

Riverside Community College District

Dayne Brassard
Business Development Director
3612 Mission Inn Avenue
Riverside, CA 92501

Aaron S. Brown
Interim Vice Chancellor
Administration and Finance

Date: _____

Date: _____

Exhibit I

A. Preconstruction Phase

1. Perform preconstruction services including but not limited to cost estimating, scope of work preparation, assisting the District in constructability reviews, attending design meetings and assisting the District staff in coordinating with the architect preconstruction issues in preparation for a multiple prime delivery method.

B. Bidding Phase

2. Prepare construction documents with the assistance of the architect and district staff. Coordinate the Prime Trade Contractor bidding documents within the construction documents for the purposes of bidding each trade separately. Attend the preconstruction meetings and market the Prime Contractor bid market to achieve bid results on behalf of the District. Accept bids on behalf of the District and report back the results as required. Assist the District in responding to any bid protests if required. Compile the results of the bids in a method required by the District to show bids received by appropriate geographical area.

C. Construction Phase

1. Provide administrative, management and related services as required to coordinate Work of the Trade Contractors. Provide sufficient organization, personnel and management to carry out the requirements of this Agreement. Act as the single point of contact, responsibility and accountability throughout all phases of the Project for the District.

2. Schedule and conduct construction and progress meetings to discuss such matters as procedures, progress problems and scheduling. Prepare and promptly distribute minutes before the next scheduled meeting.

3. Provide administrative management and related services as required to coordinate Work of the Contractors with each other and with the activities and responsibilities of the Construction Manager, the District and the Architect to complete the Project in accordance with the District's objectives for cost, time and quality. Provide sufficient organization, personnel and management to carry out the requirements of this Agreement.

4. Consistent with the Project Construction Schedule issued with the Bidding Documents, and utilizing the Contractor's Construction Schedules provided by the separate Contractors, update the Project Construction Schedule incorporating the activities of Contractors on the Project, including activity sequences and duration, allocation of labor and materials, processing of Shop Drawings, Product Data and Samples, and delivery of products requiring long lead time procurement. Include the District's occupancy requirements showing portions of the Project having occupancy

priority. Update and reissue the Project Construction Schedule as required to show current conditions and revisions required by actual experience.

5. Use its best efforts to achieve satisfactory performance from each of the Contractors. Recommend courses of action to the District when requirements of a Contract are not being fulfilled, and the nonperforming party will not take satisfactory corrective action.

6. Revise and refine the approved estimate of Construction Cost. Incorporate approved changes as they occur, and develop cash flow reports and forecasts as needed.

7. Provide regular monitoring of the approved estimate of Construction Cost, showing actual costs for activities in progress and estimates for uncompleted tasks. Identify variances between actual and budgeted or estimated costs, and advise the District and the Architect whenever projected costs exceed budgets or estimates.

8. Maintain cost accounting records on authorized Work performed under unit costs, additional Work performed on the basis of actual costs of labor and materials, or other work requiring accounting records.

9. Recommend necessary or desirable changes to the Architect and the District, review requests for changes, assist in negotiating Contractors' proposals, submit recommendations to the Architect and the District, and if they are accepted, prepare and sign Change Orders for the Architect's signature and the District's authorization.

10. Consistent with Trade Contract Documents, develop and implement procedures for the review and processing of Applications by Contractors for progress and final payment to the Trade Contractors. Make recommendations to the Architect for certification to the District for payment.

11. Receive and verify, in cooperation with Architect and IOR, Contractors' Applications for Payment. Prepare a master Application for Payment for District and Architect review each month, representing amounts invoiced by each Contractor and certified by Architect and IOR. Receive District's payment and distribute to Contractors within ten (10) days of receipt from the District. Provide accounting services, including receipt and tracking of Preliminary Lien Notices, receipt and tracking of appropriate Lien Releases from Contractors prior to release of payments, withholding of proper retainage from Contractors. In conjunction with the preparation of the monthly master Application for Payment for District and Architect review each month, Construction Manager will also prepare monthly verification of all payments made and disbursed to Trade Contractors.

12. The Construction Manager shall review the safety programs developed by each of the Trade Contractors for purposes of coordinating the safety programs with those of the other Trade Contractors. The Construction Manager's responsibilities for coordination of safety programs shall not extend to direct control over or charge of the acts or omissions

of the Trade Contractors, or the subcontractors, agents or employees of the Trade Contractors or any other persons performing portions of the work and not directly employed by the Construction.

13. Assist in and monitor efforts to obtain building permits and special permits for permanent improvements, excluding permits required to be obtained directly by the various Contractors. Verify that the District has paid applicable fees and assessments. Assist in and monitor efforts to obtain approvals from authorities having jurisdiction over the Project. Promptly advise the District of the progress of permit applications and approval requests.

14. If required, assist the District in selecting and retaining the professional services of surveyors, special consultants and testing laboratories. Coordinate their services.

15. Determine in general that the Work of each Contractor is being performed in accordance with the requirements of the Contract Documents. Use its best efforts to guard the District against defects and deficiencies in the Work. As appropriate, require special inspection or testing or make recommendations to the Architect regarding special inspection or testing of Work not in accordance with the provisions of the Contract Documents whether or not such Work be then fabricated, installed or completed. Subject to review by the Architect, reject Work which does not conform to the requirements of the Contract Documents.

16. The Construction Manager shall not be responsible for construction means, methods, techniques, sequences and procedures employed by Contractors in the performance of their Contracts and shall not be responsible for the failure of any Contractor to carry out Work in accordance with the Contract Documents.

17. Consult with the Architect and the District if any Contractor requests interpretations of the meaning and intent of the Drawings and Specifications, and assist in the resolution of questioning which may arise.

18. Receive from the Contractors and review all Shop Drawings, Product Data, Samples and other submittals. Coordinate them with information contained in related documents and transmit to the Architect those recommended for approval. In collaboration with the Architect, establish and implement procedures for expediting the processing and approval of Shop Drawings, Product Data, Samples and other submittals.

19. Record the progress of the Project. Submit written progress reports to the District and the Architect including information on each Contractor and each Contractor's Work, as well as the entire Project, showing percentages of completion and the number and amounts of Change Orders. Keep a daily log containing a record of weather, Contractor's Work on the site, number of workers, Work accomplished, problems encountered, and other similar relevant data as the District may require. Make the log available to the District and the Architect.

20. Maintain at the Project site, on a current basis: a record copy of all Contracts, Trade Contracts, Drawings, Specifications, Addenda, Change Orders and other Modifications, in good order and marked to record all changes made during construction; Shop Drawings; Product Data; Samples; submittals; purchases; materials; equipment; applicable handbooks; maintenance and operating manuals and instructions; other related documents and revisions which arise out of the Contracts or Work. Maintain records, in duplicate, of principal building layout lines, elevations of the bottom of footings, floor levels and key site elevations certified by a qualified surveyor or professional engineer. Make all records available to the District and the Architect. At the completion of the Project, deliver all such records to the District and provide the Architect such information as he reasonably requests, such that the Architect may complete the record As-Built drawings as appropriate.
21. Arrange for delivery and storage, protection and security for District-purchased materials, systems and equipment which are a part of the Project, until such items are incorporated into the Project.
22. With the Architect and the District's maintenance personnel, observe Trade Contractor's check out of utilities, operational systems and equipment for readiness and assist in their initial start-up and testing.
23. When the CM considers each Contractor's Work or a designated portion thereof substantially complete, the CM shall prepare for the Architect a list of incomplete or unsatisfactory items and a schedule for their completion. The CM shall assist the Architect in conducting inspections. After the Architect certifies the Date of Substantial Completion of the Work, the CM shall coordinate the correction and completion of the Work.
24. Assist the Architect in determining when the Project or a designated portion thereof is substantially complete. Prepare for the Architect a summary of the status of the work of each Contractor, listing changes in any previously issued Certificates of Substantial Completion of the Work and recommending the times within which the Contractors shall complete uncompleted items on their Certificates of Substantial Completion of the Work.
25. Following the Architect's issuance of a Certificate of Substantial Completion of the Project or a designated portion thereof, evaluate the completion of the Work of the Contractors and make recommendations to the Architect when work is ready for final inspection. Assist the Architect in conducting final inspections. Secure and transmit to the District required guarantees, affidavits, releases, bonds and waivers. Deliver all keys, manuals, record drawings and maintenance stocks to the District.
26. Construction Manager is responsible for procurement and delivery to Architect submittal of all DSA forms required of all Trade Contractors, if any. Architect is responsible for submittal of all DSA forms to DSA. Architect is responsible to assure

completion of any and all DSA review processes, and Architect will assist the District as necessary to provide for issuance of the Certificate of Completion.

D. Post Construction Phase

1. The Post-Construction Phase for each Project shall commence upon completion of the Construction Phase, and shall end at the expiration of one year from commencement.
2. During the Post-Construction Phase, the Construction Manager shall provide coordination of and direction to the Trade Contractors in the performance of any warranty work properly requested by the District.

E. Fees

1. The District shall compensate the Construction Manager for the Services provided. Payment to the Construction Manager, and the other Terms and Conditions of this Agreement, as follows:
2. Total Compensation.

District shall pay Construction Manager a Fixed Fee of \$159,000 for Preconstruction Bid/Award Phase, \$424,000 for a Fixed Management Fee and \$570,934 Fixed General Conditions.

F. General Conditions and Reimbursable Costs

General Conditions Costs include, but are not limited to the following:

| | |
|-------------------------------------|----------------------------------|
| Supervision | Field Office |
| Clerical | Office Supplies |
| Temporary Telephone | Temporary Power |
| Temporary Water | Field Toilets |
| General Clean Up | Safety Measures |
| Temporary Construction Fence Rental | Temporary Construction Barricade |
| Daily Clean | Project Photos |
| SWPPP Setup | Final Clean Up |
| Project Management Support | Project Signage |
| Project Administration | Mailing & Courier Costs |
| Punch List | Contract Closeout |
| Field Trailer | Final Clean |
| Jobsite Office Security | Project Scheduling Services |
| Trash Bins | Travel and Subsistence |
| Management and Supervision Vehicles | Blue Prints and Plans |

RIVERSIDE COMMUNITY COLLEGE DISTRICT
RESOURCES COMMITTEE

Report No.: VI-B-7

Date: June 17, 2008

Subject: Center for Primary Education Project – Change Order No. 1

Background: On January 24, 2006, the Board of Trustees approved a Lease-Lease Back arrangement with Neff Construction, Inc. for the construction of the Center for Primary Education Project, a partnership project with the Alvord Unified School District.

Staff is now requesting the Board's approval of Riverside Community College District Change Order No.1 for changes throughout the Center for Primary Education Project (description of changes are noted in the attached change order listing) totaling \$28,953.84.

To be funded from the Board approved Measure C project budget.

Recommended Action: It is recommended that the Board of Trustees approve Change Order No.1 for the Center for Primary Education Project in the amount of \$28,953.84. It is further recommended that the Board of Trustees authorize \$28,953.84 of Measure C funds for Change Order No. 1 for the Center for Primary Education Project.

James L. Buysse
Interim Chancellor

Prepared By: Dr. C. Michael Webster
Riverside Community College District Planning Consultant
Facilities Planning, Design and Construction

CHANGE ORDER
Riverside Community College District
Center for Primary Education Project
(Partnership with Alvord Unified School District)

D.S.A. No : Appl. 4-105418
File No: 33-3

DATE: June 18, 2008

CONTRACTOR: Neff Construction
ADDRESS: 1701 S. Bon View Ave. Ste. 104
Ontario, CA 91761
PHONE: (909) 947-3823

ARCHITECT: HMC Architects
ADDRESS: 3546 Conours St.
Ontario, CA 91764
PHONE: (909) 989-9979

ORIGINAL CONTRACT AMOUNT: \$ 6,965,971.00

Previous Change Order: \$ -

Current Change Order: \$ 28,953.84

Total Change Orders: \$ 28,953.84

REVISED CONTRACT AMOUNT: \$ 6,994,924.84

ORIGINAL CONTRACT COMPLETION DATE:

Previous Change Order: 0 *Calendar Days*

Current Change Order: 0 *Calendar Days*

Total Change Orders: 0 *Calendar Days*

REVISED CONTRACT COMPLETION DATE: May 7, 2008

Upon signing by the Owner and the Contractor, the above noted Contract is hereby changed per the terms of the contract and this Change Order including attached "Exhibit A".

This change represents full and complete compensation for all costs, direct and indirect, associated with the work and time agreed herein, including but not limited to, all costs incurred for extended overhead, disruption or suspension of work, labor inefficiencies, and the change's impact on the unchanged work.

APPROVALS:

Contractor

Date

Architect

Date

Riverside Community College District

Date

EXHIBIT A

| | |
|---|---------------------------|
| Reference: RFC No. 195 Provide added access ramp (corners of Ambs Dr. & Knoefler Dr.). City of Riverside Requirement | \$7,140.60 |
| Reference: RFC No. 196 Provide concrete driveway in lieu of asphalt. City of Riverside Requirement | \$865.49 |
| Reference: RFC No. 182 Time and material for regrading slope at retaining wall. Design Requirement | \$1,072.48 |
| Reference: RFC No. 240 Time and material for demo, grading, foundation for new erosion walls. City of Riverside Requirement | \$19,875.27 |
| | Total: \$28,953.84 |

RIVERSIDE COMMUNITY COLLEGE DISTRICT
PLANNING COMMITTEE

Report No.: VI-C-1

Date: June 17, 2008

Subject: 2010-2014 Five-Year Capital Construction Plan

Background: The State Chancellor's office requires community colleges to submit annually a Five-Year Capital Construction Plan. Riverside Community College District is presenting the 2010-2014 Five-Year Capital Construction Plan and the following Initial Project Proposals (IPPs) for Moreno Valley, Norco, and Riverside:

2010-2014 Five Year Capital Construction Plan – Attached Project List

Initial Project Proposals –

1. Moreno Valley – Health Science Center
2. Norco – Center for Health, Wellness, and Kinesiology
3. Riverside – Life Science/Physical Science Reconstruction

Recommended Action: It is recommended that the Board of Trustees approve the 2010-2014 Five-Year Construction Plan and the Initial Project Proposals for Moreno Valley – Health Science Center, Norco – Center for Health, Wellness, and Kinesiology, Riverside – Life Science/Physical Science Reconstruction.

James L. Buysse
Interim Chancellor

Prepared by: Rick Hernandez
Director, Capital Planning
Facilities Planning, Design and Construction

Irv Hendrick
Interim President, Moreno Valley Campus

Brenda Davis
President, Norco Campus

Linda Lacy
Interim President, Riverside City Campus

**Riverside Community College District
2010-14 Five-Year Construction Plan**

| Project | Campus | Preliminary Plans (Start Date) | Current Projected Schedule | | | Occupancy | Current Projected Budget (000's) |
|---|---------------|-----------------------------------|----------------------------------|------------------------------|-----------|-----------|-------------------------------------|
| | | | Working Drawings (Start Date) | Construction (Start Date) | | | |
| District Modulars (Lovekin) | Riverside | Jan 2008 | Feb 2008 | June 2008 | Sept 2008 | \$2,438 | |
| District Modular Project/Allied Health Sciences | Moreno Valley | Jan 2008 | Feb 2008 | June 2008 | Sept 2008 | \$2,438 | |
| Industrial Technology, Phase III | Norco | Aug 2006 | Feb 2007 | Dec 2007 | July 2009 | \$28,618 | |
| Soccer | Norco | Jan 2008 | Feb 2008 | Nov 2008 | Apr 2009 | \$4,616 | |
| Student Success Center | Norco | Apr 2007 | Nov 2007 | Jan 2009 | Aug 2010 | \$19,543 | |
| Nursing/Science Building | Riverside | July 2007 | Dec 2007 | Aug 2009 | Nov 2011 | \$85,158 | |
| Network Operations Center | Moreno Valley | Oct 2007 | Jan 2008 | Jan 2009 | Dec 2009 | \$1,800 | |
| Network Operations Center | Norco | Oct 2007 | Jan 2008 | Jan 2009 | Dec 2009 | \$1,800 | |
| Aquatics | Riverside | Jan 2008 | July 2008 | Mar 2009 | June 2010 | \$14,031 | |
| Wheelock Gymnasium, Seismic Retrofit | Riverside | July 2008 | Jan 2009 | Jan 2010 | Feb 2012 | \$18,411 | |
| Phase III, Student Academic Services | Moreno Valley | Jan 2009 | June 2009 | June 2010 | June 2012 | \$19,155 | |
| School for the Arts | Riverside | Nov 2008 | Mar 2009 | Oct 2010 | Nov 2012 | \$59,349 | |
| Life Science/Physical Science Reconstruction | Riverside | June 2011 | Mar 2012 | July 2013 | July 2015 | \$20,873 | |
| Center for Health, Wellness and Kinesiology | Norco | June 2011 | Mar 2012 | July 2013 | July 2015 | \$28,043 | |
| Health Science Center | Moreno Valley | June 2011 | Mar 2012 | July 2013 | July 2015 | \$24,644 | |
| Infrastructure and ADA Transition | All | Sept 2008 | Jan 2009 | Mar 2009 | June 2010 | \$6,000 | |

Initial Project Proposal

2011-2012

Community College Construction Act of 1980
Capital Outlay Budget Change Proposal

Health Science Center

Proposal Name

Riverside Community College District

Community College District

Moreno Valley Center

College or Center

July 1, 2008

Date

A _____ P W C E

District: Riverside Community College District
College / Center: Moreno Valley Center
Project Name: Health Science Center
Project Type: New Construction

Project Funding

| | <u>State</u> | <u>Non-state</u> | |
|--------------------|---------------------|------------------|-------------------------|
| Land Acquisition: | \$0 | \$0 | Budget Year: 2011 |
| Prelim. Plans: | \$425,000 | \$425,000 | Const. Cost Index: 4842 |
| Working Draw. : | \$473,000 | \$473,000 | 5 yr. Plan Priority: 14 |
| Construction: | \$19,846,000 | \$1,972,000 | Net ASF: 24,654 |
| Equipment: | \$1,030,000 | \$0 | Total GSF: 62,308 |
| | <hr/> | <hr/> | |
| | \$21,774,000 | \$2,870,000 | |
| Total Cost: | \$24,644,000 | | |

Project Description: The project proposes to construct a permanent Health Science facility at the Moreno Valley campus. Currently the Dental program is offsite in an undersized, leased facility while many of the Allied Health programs are housed in temporary portables on campus. This 40,500 assignable square foot facility (62,308 gross square foot) would consolidate those programs and add expanded space for the Biology and Physical Science programs that are necessary for many Health Science degrees. As a result of the project the campus will move out of the leased March Dental facility and the portable buildings will be demolished or moved to another campus within the District.

Describe how this project supports the district's educational and facility Master Plan and Five-Year Construction Plan:

Initial Project Proposal

2011-2012

Community College Construction Act of 1980
Capital Outlay Budget Change Proposal

Center for Health, Wellness and Kinesiology

Proposal Name

Riverside Community College District

Community College District

Norco Center

College or Center

July 1, 2008

Date

A _____ P **x** _____ W **x** _____ C **x** _____ E **x** _____

District: Riverside Community College District
 College / Center: Norco Center
 Project Name: Center for Health, Wellness and Kinesiology
 Project Type: New Construction

Project Funding

| | <u>State</u> | <u>Non-state</u> | |
|--------------------|---------------------|------------------|-------------------------|
| Land Acquisition: | \$0 | \$0 | Budget Year: 2011 |
| Prelim. Plans: | \$487,000 | \$488,000 | Const. Cost Index: 4842 |
| Working Draw. : | \$546,000 | \$546,000 | 5 yr. Plan Priority: 13 |
| Construction: | \$20,834,000 | \$4,606,000 | Net ASF: 41,300 |
| Equipment: | \$536,000 | \$0 | Total GSF: 55,067 |
| | <hr/> | <hr/> | |
| | \$22,403,000 | \$5,640,000 | |
| Total Cost: | \$28,043,000 | | |

Project Description: The Norco campus is in the process of implementing a comprehensive Physical Education program. Currently only a few PE activity courses are offered and the entire program is housed in 3,300 square feet of portable facilities. This project proposes to construct a regulation size gymnasium that will support 6 badminton courts, 3 volleyball courts and 3 basketball courts, with adequate height clearances and safe boundary clearances. Provide a wellness center in addition to a traditional weight room. The facility will also house lecture classrooms and a kinesiology lab for the Physical Education program. Men's and women's locker/shower facilities will also be provided in addition to two team rooms, a wrestling/self defense room, a trainers area and adequate equipment storage. Exterior spaces will include a regulation size track, 4 tennis courts, an aquatic facility, a women's softball field and a men's baseball field.

Describe how this project supports the district's educational and facility Master Plan and Five-Year Construction Plan:

Initial Project Proposal

2011-2012

Community College Construction Act of 1980
Capital Outlay Budget Change Proposal

Life Science/Physical Science Reconstruction

Proposal Name

Riverside Community College District

Community College District

Riverside College

College or Center

July 1, 2008

Date

A _____ P **x** _____ W **x** _____ C **x** _____ E **x** _____

District: Riverside Community College District
College / Center: Riverside City College
Project Name: Life Science/Physical Science Reconstruction
Project Type: New Construction, Reconstruction

Project Funding

| | <u>State</u> | <u>Non-state</u> | |
|--------------------|---------------------|------------------|-------------------------|
| Land Acquisition: | \$0 | \$0 | Budget Year: 2011 |
| Prelim. Plans: | \$411,000 | \$411,000 | Const. Cost Index: 4842 |
| Working Draw. : | \$457,000 | \$457,000 | 5 yr. Plan Priority: 15 |
| Construction: | \$13,448,000 | \$3,238,000 | Net ASF: 22,200 |
| Equipment: | \$2,451,000 | \$0 | Total GSF: 54,977 |
| | <hr/> | <hr/> | |
| | \$16,767,000 | \$4,106,000 | |
| Total Cost: | \$20,873,000 | | |

Project Description: This project proposes to reconstruct the Physical Science and Life Science buildings into an Interdisciplinary complex that can accommodate program growth in many different disciplines. The Physical Science and Life Science buildings will be vacated in 2011 when the Nursing project is completed. The campus is predicted to have a dismal 53% capacity/ Load ratio in the lab category in 2011 and many programs have outgrown their current facilities. The entire Business program will be relocated, which will also allow the Business Ed building to be renovated into a "One Stop Shop" that will provide easier access for students. The "One Stop Shop" will be an IPP in 2009.

Describe how this project supports the district's educational and facility Master Plan and Five-Year Construction Plan:

RIVERSIDE COMMUNITY COLLEGE DISTRICT
PLANNING COMMITTEE

Report No.: VI-C-2

Date: June 17, 2008

Subject: Riverside Nursing/Sciences Building Project

Background: On May 19, 2004, the Board approved the District's 2006-2010 Five Year Capital Construction Plan, which included the Initial Project Proposal (IPP) for the Riverside Nursing/Sciences Building Project. On December 14, 2004, the Board approved GKK Works to develop a Final Project Proposal (FPP) and on November 14, 2006, the detailed design was presented to the Board of Trustees for their comments.

Staff is now requesting the Board of Trustees approve the final design for the Riverside Nursing/Sciences Building Project. Additionally, staff is requesting approval for a final project budget in the amount of \$85,158,833.

Funding source: State Construction Act Funds (Resource 4100) for \$59,308,300 and District Measure "C" Funds (Resource 4160) for \$25,850,533.

Recommended Action: It is recommended that the Board of Trustees approve the final design for the Riverside Nursing/Sciences Building Project and approve the final project budget in the amount of \$85,158,833 using State Construction Act funds in the amount of \$59,308,300 and Measure "C" funds in the amount of \$25,850,833.

James L. Buysse
Interim Chancellor

Prepared by: Linda Lacy
Interim President, Riverside City Campus

Sandy Baker
Dean, School of Nursing

Rick Hernandez
Director, Capital Planning
Facilities Planning, Design and Construction

RIVERSIDE COMMUNITY COLLEGE DISTRICT
GOVERNANCE COMMITTEE

Report No.: VI-D-1

Date: June 17, 2008

Subject: Revised Board Policies – First Reading

Background: In keeping with our current process of updating our current Board Policies and adopting new Policies, the items below pertaining to the Board of Trustees and Academic Affairs have come before the Board for first reading.

Board of Trustees

Policy 2510 – Participation in Local Decision Making - This policy was originally approved by the Board in May of 2007. The additional language is a result of discussion that took place at the Board Governance Committee meeting on June 10, 2008, between the Board, CSEA and Academic Senate.

Academic Affairs

Policy 4000 – Academic Rank - Current Policy 3092, updated. This document has been revised and Academic Senate and Administration are in agreement as to the revisions.

Recommended Action: It is recommended that the Board of Trustees accept for first reading Policies 2510 and 4000.

James L. Buysse
Interim Chancellor

Prepared by: Ruth W. Adams, Esq.
Director, Contracts, Compliance and Legal Services

Riverside Community College District Policy**No. 2510****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, et seq.

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.

Procedures shall be established, consistent with minimum standards established by the Board of Governors, to ensure faculty, staff, and students the opportunity to express their opinions at the campus level, to ensure that these opinions are given every reasonable consideration, and to ensure the right to participate effectively in District and College governance.

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(a)(4)and (6))

Staff shall be provided with opportunities to participate in the formulation and development of District ***and college*** policies and procedures, ***and in those processes for jointly developing recommendations for action by the Board, that the Board reasonably determines, in consultation with staff, that have, or will have,*** a significant affect on staff. The opinions and recommendations of the CSEA and the Management Association ***staff*** 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 **and college** 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.

Date Adopted: May 15, 2007

Riverside Community College District Policy**No. 4000****Academic Affairs
DRAFT****BP 4000 ACADEMIC RANK****References:**

As an institution of higher education, the Riverside Community College District ~~is an institution of higher education~~, the District will award to the faculty the ranks of Instructor, Assistant Professor, Associate Professor, Professor and Professor Emeritus for those individuals who earn these titles by meeting specific requirements.

Criteria and procedures to achieve these ranks will be developed jointly by the Academic Senate and the Administration.

❖ **From current Riverside CCD Policy 3092 titled Academic Rank**

~~Recognizing the value accrued to the College, to students, and to the community through the improvement of the instructional process which can result from continued and systematic faculty professional growth, the District encourages faculty incentives through a number of methods including recognition through titles of academic rank recognized by most institutions in higher education.~~

~~Riverside Community College District encourages contract certificated faculty to continue their professional preparation through scholarly study, teaching, and research endeavors beyond those skills, proficiencies, and attainments presented at the time of the initial appointment to the College District~~

NOTE: *The language in **regular type** is current Riverside CCD 3092 titled Academic Rank adopted on 2-14-66, Amended on 1-8-74, 5-7-75, and 4-19-83.*

Date Adopted:

(Replaces current RCCD Policy 3092)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
GOVERNANCE COMMITTEE

Report No.: VI-D-2

Date: June 17, 2008

Subject: New Board Policy - Second Reading

Background: In keeping with our current process of updating our current Board Policies and adopting new Policies, the item below pertaining to Business and Fiscal Affairs has come before the Board for second reading and approval.

Business and Fiscal Affairs

Policy 6900 – Travel and Itemized Expense Reimbursement – Current Policy 7011, updated. Once approved, our Administrative Procedures will be updated to more accurately reflect current business practices on reimbursement for travel and itemized expense reimbursement.

Recommended Action: It is recommended that the Board of Trustees approve Policy 6900.

James L. Buysse
Interim Chancellor

Prepared by: Ruth W. Adams, Esq.
Director, Contracts, Compliance and Legal Services

Riverside Community College District Policy

No. 6900

**Business and Fiscal Affairs
DRAFT**

BP 6900 TRAVEL AND ITEMIZED EXPENSE REIMBURSEMENT

References:

Education Code Sections 72423 and 87032

❖ **From current Riverside CCD Policy 7011 titled Travel Expense Payment**

The Riverside Community College District recognizes the need for travel **and travel related expenses** in connection with **District** College business and, therefore, the Board of Trustees authorizes that ~~Trustees', employees', and employee candidates'~~ actual and necessary travel expenses **for Trustees, employees and employment candidates** will be paid according to **Administrative Procedure 6900**. ~~the regulations prescribed for this policy.~~ **The Board further authorizes that employees will be reimbursed for necessary business expenses according to Administrative Procedure 6905.**

NOTE: This policy is **legally required**. The language in **bold type** is recommended from the Community College League and legal counsel (Liebert Cassidy Whitmore). The language in **bold italic type** is provided by District Staff. The language in **regular type** is current Riverside CCD Policy 7011 titled Travel Expense Payment adopted on 11-1-83.

Date Adopted:

(Replaces current Riverside CCD Policy 7011)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
GOVERNANCE COMMITTEE

Report No.: VI-D-3

Date: June 17, 2008

Subject: Federal Representation for RCCD

Background: Since October 2003, The Ferguson Group, LLC (TFG) has been representing the District on federal issues. Under our contract with TFG, Mr. Dave Kennett has been the key representative for RCCD. Recently Mr. Kennett left TFG to commence his own firm, Capital Alliance Consulting, LLC (CAC). In light of the many good years of federal representation by TFG, and the relationship through this firm with Mr. Kennett, we solicited proposals from both TFG and CAC for federal representation services for the District. A proposal for services was received from CAC, but TFG declined to submit a proposal to the District

Over the course of years of services of TFG with Mr. Kennett, the District has been the recipient of significant federal dollars for several projects and program support. Federal representation of the District in Washington D.C. is seen as an imperative element, even beyond funding, as major programs that impact community colleges are reauthorized and programmed federally, such as Perkins, Higher Education Act, and elements of financial aid for students.

These types of services are based upon both professional qualifications and personal relationships with the District, federal representatives, federal agencies, and our trustees. The current contract with TFG from July 1, 2007 to June 30, 2008 is \$7,750/month. CAC provided a proposal for services at a monthly retainer of \$6,250. A copy of CAC's proposal is included herewith. Funding source for this service is the general fund.

Recommended Action: It is recommended that the Board of Trustees approve the contract with Capital Alliance Consulting, LLC, from July 1, 2008 to June 30, 2009, in an amount not to exceed \$75,000, with approved additional actual expenses not to exceed \$2,000, and authorized the Interim Vice-Chancellor, Administration and Finance to sign the agreement.

James L. Buysse
Interim Chancellor

Prepared by: Chris Carlson
Chief of Staff



8 Oak Tree Drive
Newport Beach, CA 92660

May 27, 2008

Chris Carlson
Chief of Staff/Executive Assistant to the Chancellor
Riverside Community College District
RCCD Systems Office Building
3845 Market Street
Riverside, CA 92501

Dear Chris,

Capitol Alliance Consulting, LLC ("CAC") is pleased to present this proposed scope of work and business terms to the Riverside Community College District ("the District"). It has been a pleasure working with the District over the past 14 years in various capacities. I look forward to seamlessly continuing our partnership.

CAC is a non-partisan government relations firm that excels in creating partnerships between its clients and the federal government. Based in southern California with allied operations in Sacramento, CAC caters to clients throughout California with a strong focus on the Inland Empire.

While I maintain a steady presence in Washington, I believe it is important to be headquartered near my clients' offices. Not only am I better equipped to understand our region and the unique issues we face, but due to my proximity I am able to essentially serve as your employee, adding my expertise to the District's portfolio. Because I am integrally involved in the planning of your Washington strategies, we have achieved greater success.

This scope of work and proposed business terms cover the period of July 1, 2008 through June 30, 2009. In general, CAC will continue to provide counsel on all matters related to the District's interaction with the federal government, providing a level of service that meets and even exceeds the standards to which you have grown accustomed. CAC's scope of work is described below.

Support the District's Fiscal Year 2009 federal appropriations request:

For Fiscal Year 2009, the District is seeking \$1 million from the Department of Health and Human Services to purchase medical equipment for its Allied Health Services program. I submitted the projects to Congress in March and have been following up with your House and Senate delegation since that time. CAC will continue to work with the delegation to ensure they have the information they need in order to secure approval for the projects from the House and Senate Appropriations Committees.

Work with agencies to release funds appropriated for District initiatives:

Congress appropriated \$335,043 for the District's Middle College/School of Nursing program in last year's Omnibus Appropriations bill. CAC will work with the Department of Education and the District's grants team to ensure these funds are released per Congressional guidance. This is becoming an increasingly important task as the current Administration has encouraged agencies to ignore Congressionally-directed funding designations. Should Congress appropriate funds for the Allied Health Services program in the Fiscal Year 2009 process, CAC will perform this same task next calendar year.

Develop the District's Fiscal Year 2010 federal appropriations request(s):

I will work with the District to develop project requests for the Fiscal Year 2010 process. This effort will build on work we performed in preparation for Fiscal Year 2009, as during that preparation we identified a number of potential project requests for future years.

Monitor and report on the reauthorization of the Higher Education Act, the Workforce Investment Act and other key legislative or regulatory initiatives:

CAC will monitor daily/weekly news publications including Congressional Quarterly's CQToday/CQBillTrack and report on legislative and regulatory efforts as necessary.

Where necessary, seek modifications to legislation or proposed regulations:

Working with the District, CAC will seek amendments or modifications to key legislation or proposed regulations. This would entail drafting said changes and presenting them and their rationale to agencies, Congressional Committees and your delegation.

Develop effective messaging and present it to Congress and federal agencies:

All of the tasks described above will require messaging specially designed for Congress and agency staff. CAC specializes in distilling information into an effective format.

Serve as the primary point of contact for Congress and agencies:

I will remain the primary point of contact for Congress and agencies, including the Departments of Education and Labor, on all matters related to the above tasks. At the same time, I will utilize the personal capital held by the Board of Trustees as well as District staff.

Support the District's efforts to obtain federal grants:

The District's grants team has created and sustained a number of strong relationships with program officers throughout the federal government. I will augment the grant team's efforts by reporting on grant announcements and/or providing information on such grants, including information gleaned from non-traditional sources.

Submit monthly progress reports:

During the course of the contract, CAC will continue to submit a report at the beginning of each month describing the work we performed during the previous month.

Other projects that arise during the contract period:

Upon direction of the District, CAC will undertake unforeseen projects and initiatives.

CAC proposes a monthly retainer of \$6250 covering expenses for professional services. Normal operating expenses are included in that rate, although CAC will request reimbursement for client-approved travel. Such reimbursement shall not exceed \$2000 over the life of the contract.

Once again, Capitol Alliance Consulting, LLC appreciates the opportunity to provide this scope of work and business terms to the District. For a recap of the work I have performed for the District over the course of your current contract, I commend the monthly reports I submitted at the beginning of each month. Please feel free to call me if you have any questions or need additional information.

Sincerely,

David Kennett

MINUTES OF THE BOARD OF TRUSTEES
TEACHING AND LEARNING COMMITTEE MEETING
OF MAY 13, 2008

Chairperson Medina called the committee to order at CALL TO ORDER
6:00 p.m., in the Student Services Foyer, Norco Campus.

Committee Members Present

Mr. Jose Medina, Committee Chairperson
Mrs. Janet Green, Vice Chairperson
Ms. Mary Figueroa, President, Board of Trustees (arrived at 6:12 p.m.)
Mr. Mark Takano, Member, Board of Trustees (arrived at 6:08 p.m.)
Dr. Debbie DiThomas, Interim Vice Chancellor, Student
Services and Operations
Dr. Ray Maghroori, Vice Chancellor, Academic Affairs
Dr. Sharon Crasnow, Academic Senate Representative, Norco Campus
Dr. Richard Mahon, Academic Senate Representative,
Riverside City College and District
Ms. Ann Pfeifle, Academic Senate Representative, Moreno Valley Campus
Mr. Gustavo Segura, CSEA Representative, Moreno Valley Campus
Ms. Karin Skiba, CTA Representative, Norco Campus

Resource Persons Present

Dr. James L. Buysse, Interim Chancellor
Dr. Brenda Davis, President, Norco Campus
Dr. Irv Hendrick, Interim President, Moreno Valley Campus
Dr. Linda Lacy, Interim President, Riverside City College
Ms. Chris Carlson, Chief of Staff
Mr. Jim Parsons, Associate Vice Chancellor, Public Affairs
and Institutional Advancement
Dr. Lisa Conyers, Vice President, Educational Services,
Moreno Valley Campus
Dr. Diane Dieckmeyer, Dean, Instruction, Norco Campus
Dr. Bonavita Quinto-MacCallum, On-site Director, Early College
High School/Rubidoux Programs

Guests Present

Mr. Aaron Brown, Interim Vice Chancellor, Administration and Finance
Ms. Melissa Kane, Vice Chancellor, Diversity and Human Resources

The committee received reports on the District's
Middle/Early College High School Programs: Dr. Conyers
reported on the three Moreno Valley Campus Programs –
the Program on the Moreno Valley Campus and at Vista
del Lago Middle College High School, both with Moreno
Valley Unified School District, and the Nuview Bridge

UPDATE ON MIDDLE AND EARLY
COLLEGE HIGH SCHOOL
PROGRAMS

Early College High School Program with Nuvview Unified School District; Dr. Dieckmeyer talked about the program at John F. Kennedy Middle College High School with Corona-Norco Unified School District on the Norco Campus; and Dr. Quinto-MacCallum presented information about the program with Jurupa Unified School District at the Rubidoux Annex. Students spoke about their successes through the programs. Discussion followed.

Mr. Takano requested test score comparisons as a follow-up.

The committee adjourned the meeting at 6:55 p.m.

ADJOURNED

MINUTES OF THE BOARD OF TRUSTEES
RESOURCES COMMITTEE MEETING OF MAY 13, 2008

Chairperson Takano called the committee to order at 7:00 p.m. in the Student Services Foyer, Norco Campus.

CALL TO ORDER

Committee Members Present

Mr. Mark Takano, Chairperson
Ms. Virginia Blumenthal, Vice Chairperson
Ms. Mary Figueroa, President, Board of Trustees
Ms. Janet Green, Secretary, Board of Trustees
Mr. Jose Medina, Member, Board of Trustees
Mr. Aaron Brown, Interim Vice Chancellor, Administration and Finance
Ms. Melissa Kane, Vice Chancellor, Diversity and Human Resources
Dr. Sharon Crasnow, Academic Senate Representative,
Norco Campus
Mr. Lee Nelson, Academic Senate Representative,
Riverside City College and District
Ms. Ann Pfeifle, Academic Senate Representative,
Moreno Valley Campus
Ms. Tamara Caponetto, CSEA Representative, Norco Campus
Dr. Dariush Haghghat, CTA Representative,
Riverside City College
Mr. Gustavo Segura, CSEA Representative,
Moreno Valley Campus
Ms. Karen Skiba, CTA Representative

Resource Persons Present

Dr. James L. Buisse, Interim Chancellor
Dr. Brenda Davis, President, Norco Campus
Dr. Irving Hendrick, Interim President, Moreno Valley Campus
Dr. Linda Lacy, Interim President, Riverside City College
Ms. Chris Carlson, Chief of Staff
Mr. Jim Parsons, Associate Vice Chancellor, Public Affairs and
Institutional Advancement
Ms. Becky Elam, Vice President, Business Services,
Riverside City College
Mr. Norm Godin, Vice President, Business Services,
Norco Campus
Dr. Bill Orr, Vice President, Business Services,
Moreno Valley Campus
Ms. Cindy Taylor, Outreach/Passport to College Coordinator

Guest(s) Present

Dr. Debbie DiThomas, Vice Chancellor, Student Services
and Operations

Dr. Ray Maghroori, Vice Chancellor, Academic Affairs

Staff presented an overview of the new Budget Allocation Model for Resource 1000. Discussion followed.

The committee adjourned the meeting at 7:28 p.m.

BUDGET ALLOCATION MODEL
(BAM) FOR RESOURCE 1000 –
FY 2008-2009

ADJOURNMENT

MINUTES OF THE BOARD OF TRUSTEES
PLANNING COMMITTEE MEETING OF MAY 13, 2008

Chairperson Green called the committee to order at CALL TO ORDER
7:30 p.m., in the Student Services Foyer, Norco Campus.

Committee Members Present

Mrs. Janet Green, Committee Chairperson
Mr. Mark Takano, Vice Chairperson
Ms. Mary Figueroa, President, Board of Trustees
Ms. Virginia Blumenthal, Vice President, Board of Trustees
Mr. Jose Medina, Member, Board of Trustees
Dr. Ray Maghroori, Vice Chancellor, Academic Affairs
Ms. Kristina Kauffman, Associate Vice Chancellor,
Institutional Effectiveness
Mr. Lee Nelson, Academic Senate Representative, Riverside City College
Ms. Ann Pfeifle, Academic Senate Representative,
Moreno Valley Campus
Mr. Tom Wagner, Academic Senate Representative, Norco Campus
Ms. Ginny Haguewood, CSEA Representative, Riverside City College
Mr. Gustavo Segura, CSEA Representative, Moreno Valley Campus
Ms. Karin Skiba, CTA Representative, Norco Campus

Resource Persons Present

Dr. James L. Buysse, Interim Chancellor
Dr. Brenda Davis, President, Norco Campus
Dr. Irv Hendrick, Interim President, Moreno Valley Campus
Dr. Linda Lacy, Interim President, Riverside City College
Ms. Chris Carlson, Chief of Staff
Mr. Jim Parson, Associate Vice Chancellor, Public Affairs and
Institutional Advancement
Mr. Rick Hernandez, Director, Capital Planning,
Facilities Planning, Design and Construction
Dr. Mike Webster, Consultant, Facilities and Planning

Guests Present

Mr. Aaron Brown, Interim Vice Chancellor, Administration and Finance
Dr. Debbie DiThomas, Vice Chancellor, Student Services
and Operations
Ms. Melissa Kane, Vice Chancellor, Human Resources

The committee received an update by staff on the District's PLANNING PROCESS UPDATE
Planning Process for Facilities Planning, Design and
Construction. Discussion followed.

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

MINUTES OF THE BOARD OF TRUSTEES
GOVERNANCE COMMITTEE MEETING OF MAY 13, 2008

Chairperson Blumenthal called the committee to order at 8:04 p.m., in the Student Services Foyer, Norco Campus. CALL TO ORDER

Committee Members Present

Ms. Virginia Blumenthal, Committee Chairperson
Mr. Jose Medina, Committee Vice Chairperson
Ms. Mary Figueroa, President, Board of Trustees
Ms. Janet Green, Secretary, Board of Trustees
Mr. Mark Takano, Member, Board of Trustees
Dr. James L. Buisse, Interim Chancellor
Mr. Jim Parsons, Associate Vice Chancellor, Public Affairs and Institutional Advancement
Dr. Sharon Crasnow, Academic Senate Representative, Norco Campus
Dr. Richard Mahon, Academic Senate Representative, Riverside City College and District
Ms. Ann Pfeifle, Academic Senate Representative, Moreno Valley Campus
Mr. Gustavo Segura, CSEA Representative
Mr. Jim Sutton, CSEA Representative
Ms. Karen Skiba, CTA Representative

Resource Persons Present

Dr. Brenda Davis, President, Norco Campus
Dr. Irv Hendrick, Interim President, Moreno Valley Campus
Dr. Linda Lacy, Interim President, Riverside City College
Ms. Chris Carlson, Chief of Staff
Ms. Ruth Adams, Esq., Director, Contracts, Compliance and Legal Services

Guests Present

Mr. Aaron Brown, Interim Vice Chancellor, Administration and Finance
Dr. Debbie DiThomas, Vice Chancellor, Student Services and Operations
Ms. Melissa Kane, Vice Chancellor, Diversity and Human Resources
Dr. Ray Maghroori, Vice Chancellor, Academic Affairs

Ms. Adams led the committee review of Policies 2430, 2510, and 6900. Policy 6900 will be brought to the Board for first reading at the regular meeting of May 20nd. Policies 2430 and 2510 will receive further review. Discussion followed.

REVISED AND NEW BOARD
POLICIES – FIRST READING

The committee received the revised and new Board Policies 6327, 6750, 7200 and 7700 that will be presented to the Board for approval at the regular meeting on the 20th. Discussion followed.

REVISED AND NEW BOARD
POLICIES – SECOND READING

Committee discussion took place regarding the proposed revisions to the Policy. Discussion followed. Chairperson Blumenthal asked that an analysis be done and the information shared with the committee when completed.

PROPOSED REVISION TO BOARD
POLICY 3092, ACADEMIC RANK

The committee adjourned the meeting at 8:40 p.m.

ADJOURNED

RIVERSIDE COMMUNITY COLLEGE DISTRICT
BUSINESS FROM BOARD MEMBERS

Report No.: X-B

DATE: June 17, 2008

Subject: Order of Election – Resolution Ordering Consolidated Governing Board Member Biennial Election, Specifications of the Election Order, and Request for Consolidation – Resolution No. 50-07/08

Background: The Board is requested to adopt an Order of Election by the Registrar of Voters and the County Superintendent of Schools for each election.

Recommended Action: It is recommended that the Board of Trustees adopt Resolution No. 50-07/08, Order of Election – Resolution Ordering Consolidated Governing Board Member Biennial Election, Specifications of the Election Order, and Request for Consolidation for the November 4, 2008 Election, and the District shall not bear the cost of printing and handling Candidates Statements limited to 200 words, and the Board President shall sign the Resolution.

James L. Buysse
Interim Chancellor

Prepared by: Chris Carlson
Chief of Staff

RIVERSIDE COMMUNITY COLLEGE DISTRICT

Resolution No. 50-07/08

ORDER OF ELECTION
OF RIVERSIDE COMMUNITY COLLEGE DISTRICT,
RIVERSIDE COUNTY, CALIFORNIA

RESOLUTION ORDERING CONSOLIDATED GOVERNING BOARD
MEMBER BIENNIAL ELECTION, SPECIFICATIONS OF THE ELECTION
ORDER, AND REQUEST FOR CONSOLIDATION

WHEREAS, Section 5300 of the Education Code states that school district elections shall be governed by the Elections Code;

WHEREAS, Section 1302(b) of the Elections Code allows for a governing board election to be held biennially on the first Tuesday after the first Monday in November of each even-numbered year to fill the offices of governing board members whose terms expire on the first Friday of December next succeeding the election;

IT IS THEREFORE RESOLVED that the County Superintendent of Schools of this county is hereby ordered to call an election for said purpose, and, in accordance with the designations contained in the following specifications of the election order made under the authority of Education Code Sections 5322;

IT IS FURTHER ORDERED that, pursuant to Education Code Section 5340 and Elections Code Section 1302(b)(3), the officer conducting the election shall cause said election to be consolidated with governing board elections being held on the same day by the school or community college districts having area in common with this District;

The election shall be held on Tuesday, November 4, 2008.

The purpose of the election is to elect two (2) members of the Governing Board for a full term ending December 7, 2012, to the offices now held by the following members:

Mary Figueroa
Mark Takano

IT IS FURTHER RESOLVED that, pursuant to Education Code Section 13307, candidates requesting a Candidates Statement, limited to 200 words, printed and mailed to the voters, shall be required to pay the actual prorated cost thereof;

IT IS FURTHER ORDERED that, pursuant to Education Code Section 5322, the clerk of the District is hereby directed to furnish copies of this Order to the County Superintendent of Schools and the officer conducting this election not less than 123 days prior to the date of the election.

IT IS FURTHER ORDERED THAT, pursuant to Education Code Section 5322, the Clerk of the District is hereby directed to furnish copies of this Order to the County Superintendent of Schools and the officer conducting this election not less than 123 days prior to the date of the election.

The foregoing Resolution and Order was adopted and affirmed by the governing board of Riverside Community College District of Riverside County, California, being the board authorized by law to make the designations contained therein, by a formal vote as follows:

Ayes: _____

Noes: _____

Absent: _____

June 17, 2008

Date

President, Board of Trustees

State of California)

ss

Certification

County of Riverside)

I hereby certify that the foregoing is a full, true and correct transcript of a resolution duly adopted and affirmed by the Governing Board named therein at a duly constituted regular meeting of the Governing board held on June 17, 2008 as it appears upon the minutes of said meeting.

June 17, 2008

Date

President, Board of Trustees

RIVERSIDE COMMUNITY COLLEGE DISTRICT
BUSINESS FROM BOARD MEMBERS

Report No.: X-C

DATE: June 17, 2008

Subject: Resolution No. 51-07/08 – In Recognition of Dr. Susan Rainey,
Superintendent of Riverside Unified School District

Background: Dr. Susan Rainey has led Riverside Unified School District (RUSD) for the past 10 years, experiencing unparalleled growth and becoming the 14th largest K-12 district in California, serving 43,000 students each year. In 1996, RUSD became a founding partner with our District and the community in the Passport to College initiative, which guaranteed a college education to more than 11,000 fifth-graders in the Class of 2004. RUSD and RCCD continued in partnership to create new initiatives such as the Gateway to College Charter Schools which seeks to bring high school dropouts back to education, the planned Riverside School for the Arts, and others.

Recommended Action: It is recommended that the Board of Trustees adopt this resolution officially recognizing the outstanding leadership of Dr. Rainey as Superintendent of Riverside Unified School District, thanking her for her long-standing friendship and support to Riverside Community College District, its students, and the communities it serves.

James L. Buysse
Interim Chancellor

Prepared by: Chris Carlson
Chief of Staff

RIVERSIDE COMMUNITY COLLEGE DISTRICT
Resolution No. 51-07/08

In Recognition of Dr. Susan Rainey,
Superintendent of Riverside Unified School District

WHEREAS, Dr. Susan Rainey, Superintendent of the Riverside Unified School District (RUSD), has led RUSD for the past 10 years;

WHEREAS, RUSD experienced unparalleled growth during this period, becoming the fourteenth largest K-12 district in California, serving 43,000 students each year;

WHEREAS, under Dr. Rainey's leadership, RUSD succeeded in passing a \$175 million school construction bond to help the District meet student needs with new and renovated grade schools, middle schools, and high schools;

WHEREAS, Dr. Rainey championed the integration of computers and other technology into those buildings and classrooms to ensure that all students were given the opportunity to bridge the "Digital Divide";

WHEREAS, Dr. Rainey understands the critical importance of encouraging youth in our communities--many of them first-generation Americans--to believe that college not only is possible, but achievable;

WHEREAS, in 1996, Riverside Unified School District became a founding partner with Riverside Community College District (RCCD) and the community in the Passport to College initiative, which guaranteed a college education to more than 11,000 fifth-graders in the Class of 2004;

WHEREAS, Passport to College had a profound effect on more than 7,000 students and their families, became a national model for the successful Gear-Up Initiative, and continues to affect current middle school and high school students;

WHEREAS, RUSD and RCCD continued in partnership to create new initiatives such as the Gateway to College Charter School which seeks to bring high school dropouts back to education, the planned Riverside School for the Arts, and others;

WHEREAS, several thousand RUSD graduates enroll at Riverside Community College District each fall semester with many ultimately transferring to four-year colleges and universities or entering rewarding careers;

WHEREAS, throughout her career as an educator, Dr. Rainey remained a champion of students, a cheerleader for parents' involvement in their children's education, an advocate for increased education funding and access, and a proponent of education/community partnerships;

NOW, THEREFORE, be it resolved that on this day, June 17, 2008, the Board of Trustees of the Riverside Community College District officially recognizes the outstanding leadership of Dr. Susan Rainey as Superintendent of the Riverside Unified School District, and thanks her for her long-standing friendship and support to Riverside Community College District, its students, and the communities it serves.

BOARD OF TRUSTEES OF THE
RIVERSIDE COMMUNITY COLLEGE DISTRICT