



**Board of Trustees - Regular Meeting
Tuesday, August 19, 2014 6:00 PM
Norco College, Center for Student Success, Room
217, Norco College, 2001 Third Street, Norco,
California 92860**

ORDER OF BUSINESS

Pledge of Allegiance

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

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

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

- I. COMMENTS FROM THE PUBLIC
Board invites comments from the public regarding any matters within the jurisdiction of the Board of Trustees. Pursuant to the Ralph M. Brown Act, the Board cannot address or respond to comments made under Public Comment.
- II. APPROVAL OF MINUTES
 - A. [Minutes of the Board of Trustees Regular/Committee Meeting of June 3, 2014](#)
Recommend approving the June 3, 2014 Board of Trustees Regular/Committee meeting minutes as prepared.
 - B. [Minutes of the Board of Trustees Regular Meeting of June 17, 2014](#)
Recommend approving the June 17, 2014 Board of Trustees Regular meeting minutes as prepared.
- III. PUBLIC HEARING (NONE)
- IV. CHANCELLOR'S REPORTS
 - A. [Chancellor's Communications](#)
Information Only
 - B. [Presentation - Norco College Foster Youth Support Services](#)
Information Only
 - C. [Health Care Update](#)
Information Only
 - D. [Future Monthly Committee Agenda Planner and Annual Master Planning Calendar.](#)
Information Only
- V. STUDENT REPORT
 - A. [Student Report](#)
Information Only
- VI. CONSENT AGENDA ACTION

- A. Diversity/Human Resources
 - 1. [Academic Personnel](#)
Recommend approving/ratifying academic personnel actions.
 - 2. [Classified Personnel](#)
Recommend approving/ratifying classified personnel actions.
 - 3. [Other Personnel](#)
Recommend approving/ratifying other personnel actions.
- B. District Business
 - 1. [Purchase Order and Warrant Report – All District Resources](#)
Recommend approving/ratifying the Purchase Orders and Purchase Order Additions totaling \$61,556,894 and District Warrant Claims totaling \$13,397,855.
 - 2. Budget Adjustments (None)
 - 3. Resolution(s) to Amend Budget (None)
 - 4. Contingency Budget Adjustments (None)
 - 5. Bid Awards
 - a. [Bid Award for the Network Operations Center Project](#)
Recommend awarding Bid Number 2013/14-46 - Network Operations Center Project, in the total amount of \$2,372,739 to Adams Mallory Construction Co., Inc.
 - 6. Grants, Contracts and Agreements
 - a. [Contracts and Agreements Report Less than \\$84,100 – All District Resources](#)
Recommend ratifying contracts totaling \$1,119,237 for the period of June 1, 2014 through July 31, 2014.
 - b. [Amendment to Subcontract No. S-5701-RCCD for additional funding between Riverside Community College District and CSU Fullerton Auxiliary Services Corporation](#)
Recommend approving Amendment 1 in the amount of \$23,136.00 with CSU Fullerton Auxiliary Services Corporation.
 - c. [Contract for Performance Riverside Paymaster Services with OD Music, Inc.](#)
Recommend approving the contract with OD Music, Inc. for the 2014-2015 Performance Riverside scheduled from August 1, 2014 through June 30, 2015 in the amount of \$206,865.00.
 - d. [Contract for Nursing Education with Office of Statewide Health Planning and Development.](#)
Recommend ratifying the contract agreement 14-5357 for the time frame of July 1, 2014 through August 15, 2016, in the amount of \$180,000.00.
 - 7. [Out-of-State Travel](#)
Recommend approving out-of-state travel.
 - 8. Other Items
 - a. [Signature Authorization Update](#)
Recommend authorizing designated District administrators listed on the attached document to sign vendor warrant orders, salary payment orders, notices of employment, bank checks, purchase orders, and grant documents.
 - b. [Resolution Regarding Appropriations Subject to Proposition 4 Gann Limitation - Resolution No. 01-14/15](#)
Recommend adopting resolution establishing the 2014-2015 Gann Limit for the District at \$177,679,352.
 - c. [Surplus Property](#)
Recommend approving by unanimous vote: declare the property on the attached list to be surplus; finding property does not exceed the total value of \$5,000; and authorizing the property to be consigned to The Liquidation Company to be sold on behalf of the District.

VII. CONSENT AGENDA INFORMATION (NONE)

VIII. BOARD COMMITTEE REPORTS

- A. Governance

1. [Minutes and Recordings of the Board](#)
Recommend amending Board Policy and Administrative Procedure 2365 - Recording, direct staff to provide minutes of the Board meetings that are consistent with Roberts Rules of Order, Section 48 in recording what was done; and include brief summary of board member topics presented under Business from Board Members.
 - B. Teaching and Learning (None)
 - C. Planning and Operations (None)
 - D. Resources
 1. [Budget Augmentation for Network Operations Center Project](#)
Recommend augmenting the budget for the Network Operations Center project by \$500,000.
 - E. Facilities
 1. [Agreement Amendment No. 1 for the Utility Infrastructure Project at Norco College and Riverside City College with Tilden-Coil Constructors, Inc.](#)
Recommend approving Agreement Amendment No. 1 for the Utility Infrastructure Project for Norco College and Riverside City College for construction management services with Tilden-Coil Constructors, Inc. in the amount not to exceed \$35,792.13.
- IX. ADMINISTRATIVE REPORTS
- A. Vice Chancellors
 1. [2014-2015 Holiday Schedule](#)
Recommend approving the fiscal year 2014-2015 holiday schedule for classified, confidential, and management employees.
 2. [Increase of Salary Schedules for all RCCD Employees as funded by the COLA of .85%](#)
Recommend approving the increase of the salary schedules for all RCCD employees, as funded by the Cost of Living Adjustment (COLA) of .85%.
 - B. Presidents
- X. ACADEMIC SENATE REPORTS
- A. Moreno Valley College
 - B. Norco College
 - C. Riverside City College/Riverside Community College District
- XI. BARGAINING UNIT REPORTS
- A. CTA - California Teachers Association
 - B. CSEA - California School Employees Association
- XII. BUSINESS FROM BOARD MEMBERS
- A. [Presentation of 2013-14 Annual Report by Measure C Citizens' Bond Oversight Committee](#)
Information Only
 - B. [Update from Members of the Board of Trustees on Business of the Board.](#)
Information Only
- XIII. CLOSED SESSION
- A. [Conference with Legal Counsel – Existing Litigation \[Paragraph \(1\) of Subdivision \(D\) of Government Code Section 54956.9\]](#)
Recommended Action to be Determined
 - B. [Pursuant to Government Code Section 54957, Public Employee Discipline/Dismissal/Release](#)
Recommended Action to be Determined.
- XIV. ADJOURNMENT

Agenda Item (II-A)

Meeting 8/19/2014 - Regular

Agenda Item Approval of Minutes (II-A)

Subject Minutes of the Board of Trustees Regular/Committee Meeting of June 3, 2014

College/District District

Funding

Recommended Action It is recommended that the Board of Trustees review and approve the minutes.

Background Narrative:

Recommend approving the June 3, 2014 Board of Trustees Regular/Committee meeting minutes as prepared.

Prepared By: Michael Burke, Ph.D., Chancellor
Michelle Haeckel, Administrative Assistant, Office of the Chancellor

Attachments:

[060314_MIN](#)

MINUTES OF THE BOARD OF TRUSTEES REGULAR
AND COMMITTEE MEETINGS OF THE GOVERNANCE,
TEACHING AND LEARNING, PLANNING AND OPERATIONS,
RESOURCES, AND FACILITIES COMMITTEES
OF JUNE 3, 2014

President Blumenthal called the Board of Trustees meeting to order at 6:00 p.m., in the Auditorium, Ben Clark Training Center, 16930 Bundy Avenue, Riverside, California.

CALL TO ORDER

Trustees Present

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

Staff Present

Dr. Irving G. Hendrick, Interim Chancellor
Mr. Aaron Brown, Vice Chancellor, Business and Financial Services
Ms. Sylvia Thomas, Acting Vice Chancellor, Diversity and Human Resources
Dr. Robin Steinback, Interim Vice Chancellor, Educational Services, Workforce Development and Planning
Dr. Wolde-Ab Isaac, Acting President, Riverside City College
Dr. Sandra Mayo, President, Moreno Valley College
Dr. Paul Parnell, President, Norco College
Ms. Chris Carlson, Chief of Staff and Facilities Development
Mr. Jim Parsons, Associate Vice Chancellor, Strategic Communications and Relations
Ms. Eugenia Vincent, Dean, Student Financial Services, Moreno Valley College
Mr. Laurens Thurman, Consultant, Norco College
Ms. Ann Yoshinaga, Associate Dean, Public Safety Education & Training

Guests Present

Mr. Robert Peebles, Captain, Riverside County Sheriff's Department
Ms. Ashley Jubran, Deputy, Riverside County Sheriff's Department
Mr. Joel Vela, Battalion Chief, CAL FIRE - Riverside County Fire Department
Mr. Zachary Reynolds, Moreno Valley College Fire Academy Graduate

Student Trustee Jared Snyder led the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

The Governance Committee Chair convened the meeting at 6:16 p.m. Committee members in attendance: Dr. Irving G. Hendrick, Interim Chancellor, Academic Senate
Representatives: Dr. Travis Gibbs (Moreno Valley College), Dr. Lyn Greene (Norco College) and Mr. Lee Nelson (Riverside City College/RCCD); ASRCCD Representative:

GOVERNANCE COMMITTEE

Mr. Brennan Gonerig; CSEA Representative: Mr. Gustavo Segura; Confidential Representative: Ms. Martha Arellano; and Management Representative: Ms. Tenisha James.

Ms. Adams reviewed the protocols and standards for the preparation of the minutes of Board meetings, whether or not certain items should be included, and the retention period for recordings. She cited AP/BP 2360 and AP 2345 and 2365, Robert Rules of Order, California Education Code, and Government Code, and reviewed applicable standards. It was suggested that the Board consider an alternate way to report Board member activities and include a separate report under Business from Board Members on the Regular Board meeting agenda. Discussion followed.

Presentation and Discussion on Minutes of the Board

Ms. Adams reviewed the current practice of making a motion to excuse a Board member's absence. She cited Board Policy 2725 which states that a Board member may be paid for any meeting at which they were absent, if the Board, by resolution duly adopted and included in its minutes, finds that at the time of the meeting the absent Board member was performing services outside the meeting for the District, was ill or on jury duty, or was absent due to a hardship deemed acceptable by the Board. A sample resolution was provided for review by the Board and Committee members. Discussion followed.

Presentation and Discussion on Board Absences

The Committee adjourned the meeting at 6:30 p.m.

The Teaching and Learning Committee Chair Sam Davis convened the meeting at 6:31 p.m. Committee members in attendance: Dr. Robin Steinback, Interim Vice Chancellor, Educational Services, Workforce Development and Planning; Academic Senate Representatives: Dr. Travis Gibbs (Moreno Valley College), Dr. Lyn Greene (Norco College) and Mr. Lee Nelson (Riverside City College/RCCD); CSEA Representative: Mr. Gustavo Segura; Confidential Representative: Ms. Martha Arellano; and Management Representative: Ms. Lorena Patton.

TEACHING AND LEARNING

Dr. Robin Steinback led the committee review of the proposed curricular changes for inclusion in the college catalogs and schedule of class offerings that will be presented to the Board for approval at the June 17 regular Board meeting. Discussion followed.

Proposed Curricular Changes

The Committee adjourned the meeting at 6:32 p.m.

The Planning and Operations Committee Chair Mary Figueroa convened the meeting at 6:29 p.m. Committee members in attendance: Chris Carlson, Chief of Staff; Academic Senate Representatives: Dr. Travis Gibbs (Moreno Valley College), Dr. Lyn Greene (Norco College) and Mr. Lee Nelson (Riverside City College/RCCD); CSEA Representative: Mr. Gustavo Segura; and Confidential Representative: Ms. Martha Arellano.

Ms. Carlson presented information on the following:
1) 2016-2020 Five-Year Capital Construction Plan; 2) the Initial Project Proposals for Natural Science Building (Moreno Valley College), Center for Human Performance (Moreno Valley College), Library/Learning Resource Center (Norco College), Center for Human Performance and Kinesiology (Norco College) and Cosmetology Building (Riverside City College) that will be presented to the Board for approval at the June 17 regular meeting. Discussion followed.

2016-2020 Five-Year Capital Construction Plan and Initial Project Proposals

Ms. Carlson led the committee review of the following:
1) Hold a public hearing on the Final Environmental Initial Study/Mitigated Negative Declaration for the Student Services Building; 2) Adopt a Mitigated Negative Declaration for the Student Services Building; 3) Approve the Student Services Building project, subject to the mitigation measures and conditions of approval based upon the findings and conclusions incorporated in the Final Environmental Initial Study/Mitigated Negative Declaration and the Mitigation Monitoring and Reporting Program, and 4) authorizes the filing of notice of determination; that will be presented to the Board for approval at the June 17 regular meeting. Discussion followed.

Final Environmental initial Study / Mitigated Negative Declaration for Student Services Building

Ms. Eugenia Vincent led the committee review of the contract amendment of the Go-Pass Transportation Fee Contract for Moreno Valley College students with the Riverside Transit Agency that will be presented to the Board for approval at the June 17 regular meeting. Discussion followed.

Contract Amendment of the Go-Pass Transportation Fee for Moreno Valley College

Ms. Yoshinaga facilitated a presentation that summarized the demographics, student success, and the development, progress, future growth of the Ben Clark Training Center (BCTC). Captain Robert Peebles provided information on the Riverside County Sheriff's law enforcement courses offered at BCTC in partnership with Moreno Valley College. The training courses are offered to sheriff personnel, other law enforcement agencies, and Moreno

Presentation on Ben Clark Training Center (BCTC)

Valley College students. Deputy Ashley Jubrain, a recent basic academy graduate and recipient of the top report writing award, commented on her positive learning and training experiences. Battalion Chief Joel Vaela provided information on the EMS and Fire programs at BCTC. Mr. Zachary Reynolds, a recent MVC Fire Academy graduate commented on the camaraderie, core values of the academy, and his positive learning experiences during his training at BCTC. Discussion followed.

The committee adjourned the meeting at 7:41 p.m.

The Resources Committee Chair Janet Green convened the meeting at 7:42 p.m. Committee members in attendance: Mr. Aaron Brown, Vice Chancellor, Business and Financial Services, Ms. Sylvia Thomas, Acting Vice Chancellor, Diversity and Human Resources; Academic Senate Representatives: Dr. Travis Gibbs (Moreno Valley College), Dr. Lyn Greene (Norco College), and Mr. Lee Nelson (Riverside City College/RCCD); CSEA Representative: Mr. Gustavo Segura; and Confidential Representative: Ms. Martha Arellano.

Mr. Brown presented the committee with the Tentative Budget for 2013-2014 that will be considered by the Board for approval at the June 17 regular Board meeting. Discussion followed.

Ms. Carlson led the Committee review of the allocation of additional funds of \$2.6 million to serve as additional contingency funding for the Culinary Arts Academy/District Offices and Coil School for the Arts projects that will be presented to the Board for approval at June 17 regular Board meeting. Discussion followed.

The committee adjourned the meeting at 8:22 p.m.

The Board adjourned to closed session at 8:23 p.m. and reconvened at 9:35 p.m. after considering the following closed sessions items:

The Board of Trustees announced that no action was taken.

RESOURCES COMMITTEE

Tentative Budget for 2014-2015 and Notice of Public Hearing on the 2014-2015 Final Budget

Allocation of \$2.6 Million from the Redevelopment Pass-Through Fund for additional contingency funding for Construction Bids of Culinary Arts Academy/District Offices and Coil School for the Arts projects.

Adjourned

ADJOURNED TO CLOSED SESSION/RECONVENED

Pursuant to Government Code Section 54957, Public Employment, the Board will review status of candidate finalists for the Chancellor position.

The Board of Trustees announced that the settlement between CSEA and the District regarding the COLA grievance had been unanimously approved.

Conference with Legal Counsel -
Existing Litigation (Paragraph (1)
of Subdivision (D) of Government
Code Section 54956.9) - CSEA
Chapter 535 v. Riverside
Community College District,
Grievance Arbitration

The meeting adjourned at 9:36 p.m.

ADJOURNED

Agenda Item (II-B)

Meeting 8/19/2014 - Regular

Agenda Item Approval of Minutes (II-B)

Subject Minutes of the Board of Trustees Regular Meeting of June 17, 2014

College/District District

Funding

Recommended Action It is recommended that the Board of Trustees review and approve the minutes.

Background Narrative:

Recommend approving the June 17, 2014 Board of Trustees Regular meeting minutes as prepared.

Prepared By: Michael Burke, Ph.D., Chancellor
Michelle Haeckel, Administrative Assistant, Office of the Chancellor

Attachments:

[061714_MIN](#)

MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING
OF JUNE 17, 2014

President Blumenthal called the regular meeting of the Board of Trustees to order at 6:00 p.m., in Student Academic Services, General Assembly Room #121, Moreno Valley College, 16130 Lasselle Street, Moreno Valley, California

CALL TO ORDER

Trustees Present

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

Staff Present

Dr. Irving Hendrick, Interim Chancellor
Mr. Aaron Brown, Vice Chancellor, Business and Financial Services
Dr. Robin Steinback, Interim Vice Chancellor, Educational Services,
Workforce Development & Planning
Ms. Sylvia Thomas, Interim Vice Chancellor, Diversity and Human Resources
Dr. Sandra Mayo, President, Moreno Valley College
Dr. Paul Parnell, President, Norco College
Dr. Ed Bush, Vice President, Student Services, Riverside City College
Ms. Chris Carlson, Chief of Staff and Facilities Development
Dr. Travis Gibbs, Academic Senate Representative, Moreno Valley College
Dr. Lyn Greene, Academic Senate representative, Norco College
Mr. Lee Nelson, Academic Senate Representative, District/Riverside City College
Dr. Dariush Haghghat, President, CTA

Guests Present

Mr. Brad Neufeld, Gresham Savage, Labor Negotiator District Designated Representative
Ms. Debra Yorba, Vice President, Keenan and Associates
Ms. Maureen Chavez, Associate Dean, Grants and College Support Programs, Moreno Valley College
Ms. Rozalyn Wood, RCCD Student Graduate

Student Trustee Jared Snyder led the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE

Miller/Green moved that the Board of Trustees approve moving Closed Session Items XIII-A, "Pursuant to Government Code Section 54957, Public Employee Appointment Title: Chancellor," and Item XIII-B, "Pursuant to Government Code Section 54957.6, Conference with Labor Negotiator District Designated Representative: Brad Neufeld, Gresham Savage, Unrepresented Employee: Chancellor," to be heard prior to Approval of Minutes. Motion carried (5 ayes)

AMEND AGENDA

The Board adjourned to Closed Session at 6:03 p.m. and reconvened to open session at 6:16 p.m., making the following announcements:

ADJOURNED TO CLOSED SESSION/RECONVENED

Figueroa/Miller moved that the Board of Trustees approve the selection of Dr. Michael Burke as Chancellor, Riverside Community College District. Motion carried. (5 ayes)

Pursuant to Government Code Section 54957, Public Employee Appointment Title: Chancellor

Mr. Neufeld announced that the Board of Trustees, on a motion by Green/Davis, approved a three-year employment contract between Dr. Michael Burke and the District for the position of Chancellor, beginning July 21, 2014. Motion carried: (5 ayes)

Pursuant to Government Code Section 54957.6, Conference with Labor Negotiator District Designated Representative: Brad Neufeld Gresham Savage, Unrepresented Employee: Chancellor

Dr. Burke thanked the Board of Trustees for selecting him as the new Chancellor and also thanked members of CTA and his wife, Deborah, for their support. He noted that it will be a privilege for him to serve in this role.

The Board recessed at 6:20 p.m. to allow staff and faculty time to introduce themselves to the new Chancellor; then, reconvened the meeting at 6:40 p.m.

RECESSED/RECONVENED

Figueroa/Green moved that the Board of Trustees approve the minutes of the Board of Trustees Regular/Committee Meeting of May 6, 2014. Motion carried. (5 ayes)

MINUTES OF THE BOARD OF TRUSTEES REGULAR/COMMITTEE MEETING OF MAY 6, 2014, 2014

Figueroa/Davis moved that the Board of Trustees approve the minutes of the Board of Trustees Special Meeting of May 12, 2014. Motion carried. (5 ayes)

MINUTES OF THE BOARD OF TRUSTEES SPECIAL MEETING OF MAY 12, 2014

Davis/Green moved that the Board of Trustees approve the minutes of the Board of Trustees Regular Meeting of May 20, 2014. Motion carried. (5 ayes)

MINUTES OF THE BOARD OF TRUSTEES REGULAR MEETING OF MAY 20, 2014

The Board of Trustees held a public hearing on the Final Environmental Initial Study/Mitigated Negative Declaration for the Student Services Building to consider any testimony received. No public comments were made.

PUBLIC HEARING

CHANCELLOR'S REPORTS

Presentations

Dr. Hendrick presented Student Trustee Mr. Jared Snyder a scholarship award and thanked him for his service on the Board of Trustees.

Presentation of Spring 2014 Scholarship Award to Student Trustee

Dr. Hendrick administered the oath of office to, Ms. April Galvan, Student Trustee for 2014-15.

Swearing in of 2014-2015 Student Trustee

Ms. Chavez highlighted the work of the STEM center. The presentation included discussing its partnerships, pilot program, supplemental instruction, activities, projects, and its STEM Mobile Innovation Center, and particularly the mobile lab that provides outreach activities to other schools and communities. She noted a \$5,000 donation by the Edison Company that allowed them to purchase a telescope for the program. Graduating student Rozalyn Wood and student Danilo Noguera spoke on supplemental instruction and student success, outreach, and how the program can enable a practical way of learning for students.

Presentation - Moreno Valley College STEM Mobile Innovation Center

Ms. Thomas spoke about a meeting held with key District staff and representatives of CSEA, CTA, MLA and Confidential and reaching agreement on items that needed to be worked out. Ms. Yorba spoke about seven appealed claims that were approved and processed. Updates were discussed regarding two audits, one that has been completed and another that is ongoing. The first audit relates to exceeding out-of-pocket maximum and making adjustments and reimbursements; and the second audit relates to the new benefit matrix previously approved by the Board. They are continuing to work on the plans as well.

Health Care Update

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

Future Monthly Committee Agenda Planner and Annual Master Planning Calendar

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

STUDENT REPORT

CONSENT ITEMS

Action

Miller/Green moved that the Board of Trustees:

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

Academic Personnel

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

Classified Personnel

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

Other Personnel

Approve/ratify the Purchase Orders and Purchase Order Additions totaling \$4,902,010 and District Warrant Claims totaling \$4,241,352;

Purchase Order and Warrant Report – All District Resources

Approve Resolution No. 47-13/14- 2013-2014 Board Financial Assistance Program – Student Financial Aid Administration;

Resolution No. 47-13/14- 2013-2014 Board Financial Assistance Program - Student Financial Aid Administration

Award the Culinary Arts Academy & District Offices/Coil School for the Arts Phase 2 -Construction - Bid Categories 04 through 23, & 25, for the total bid amount of \$50,266,678 to the contractors listed on the attached;

Bid Award for the Culinary Arts Academy & District Offices, Coil School for the Arts, and Parking Structure (CAADO/CSA) Phase 2 - Construction - Bid Categories 04 through 23 & 25

It is recommended that the Board of Trustees award the Culinary Arts Academy & District Offices/Coil School for the Arts Phase 1-Ground Work project- Bid Category 24 -Electrical, to the second lowest responsible and responsive bidder, Neal Electric Corporation, for the total bid amount of \$297,000;

Revised Bid Award for the Culinary Arts Academy & District Offices, Coil School for the Art and Parking Structure (CAADO/CSA) Phase 1 -Ground Work - Bid Category 24 - Electrical District

Approve the purchase of LED lighting products from Graybar Electric Company, utilizing the US Communities Government Purchasing Alliance Contract No. MA-IS-123023;

Approval to Purchase Electrical Products from Graybar Electric Company, Utilizing the US Communities Government Purchasing Alliance Contract No. MA-IS-1230234 District

Ratify contracts totaling \$570,723 for the period of May 1, 2014 through May 31, 2014.

Contracts and Agreements Report Less than \$84,100 -All District Resources

Approve the contract agreement with the Department of Rehabilitation and Resolution No. 49-13/14 authorizing the Vice Chancellor of Business and Financial Services to sign and execute documents;

Contract and Resolution No. 49-13/14 for Disabled Student Services Program Workability III Program with Department of Rehabilitation

Approve the two-year extension agreement with iParadigms, LLC for a total of \$93,682.12;

Agreement Extension for Licensing of the TurnItIn Anti-plagiarism Software Program with iParadigms, LLC

Approve the attached agreement amendment, from July 1, 2014 through June 30, 2015, for an amount not to exceed \$188,541.00 and authorize the Vice Chancellor, Business and Financial Services, to sign the agreement;

Agreement Amendment for Fire Technology Training and Education with the County of Riverside Fire Department

Approve the Agreement with Acorn Technology Corporation in the amount of \$11,599.50;

Agreement for 2014-2015 Managed IT Services between Acorn Technology Corporation and Riverside Community College District

Approve the Agreement with the County of Riverside in the amount of \$5,163.84;

Agreement for 2014-2015 to provide Data Center Colocation Services between the County of Riverside and Riverside Community College District

Adopt Resolution No. 42-13/14, To Approve Sole Source Procurement of Ellucian Software Maintenance and Future Product Enhancement Services throughout the District and for award of contract to Ellucian;

Resolution No. 42-13/14 To Approve Sole Source Procurement of Ellucian Software Maintenance and Future Product Enhancement Services and For Award of Contract to Ellucian

Approve the compensation agreements for the Stalder Building, Imperial Hardware Building, and Farm House Motel with the City of Riverside, Successor Agency to the Redevelopment Agency of the City of Riverside;

Compensation Agreements with the City of Riverside for the Stalder and Imperial Hardware Buildings, and the Farm House Motel

Approve the agreement with Professional Personnel Leasing, Inc. for \$122,650, using Measure C Funds, to provide consulting services to assist District with coordination of construction efforts, and to assist the District with project management, state resource development plans and project oversight for facilities

Agreement for Facilities Planning and Construction Services with Professional Personnel Leasing, Inc.

planning and development;

Approve the out-of-state travel;

Out-of-State Travel

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

Surplus Property

Motion carried. (4 ayes, 1 absent [Davis])

Information

The Board received the monthly financial report for the month ending May 31, 2014

Monthly Financial Report for Month Ending – May 31, 2014

BOARD COMMITTEE REPORTS

Green/Miller moved that the Board consider the Planning and Operations agenda items prior to Resources items. Motion carried. (4 ayes, 1 absent [Davis])

AMEND AGENDA

Planning and Operations

Green/Miller moved that the Board of Trustees approve the 2016-2020 Five-Year Capital Construction Plan; 2) the Initial Project Proposals for Natural Science Building (Moreno Valley College), Center for Human Performance (Moreno Valley College), Library/Learning Resource Center (Norco College), Center for Human Performance and Kinesiology (Norco College) and Cosmetology Building (Riverside City College). Motion carried. (4 ayes, 1 absent [Davis])

2016-2020 Five-Year Capital Construction Plan and Initial Project Proposals

Figueroa/Miller moved that the Board of Trustees adopt a Mitigated Negative Declaration for the Student Services Building; approve the Student Services Building project, subject to the mitigation measures and conditions of approval based upon the findings and conclusions incorporated in the Final Environmental Initial Study/Mitigated Negative Declaration and the Mitigation Monitoring and Reporting Program, and authorize the filing of notice of determination. Motion carried. (4 ayes, 1 absent [Davis])

Final Environmental Initial Study 1 Mitigated Negative Declaration for Student Services Building

Figueroa/Miller moved that the Board of Trustees approve the contract amendment of the Go-Pass Transportation Fee Contract for Moreno Valley

Contract Amendment of the Go-Pass Transportation Fee for Moreno Valley College

College Students with the Riverside Transit Agency.
Motion carried. (4 ayes, 1 absent [Davis])

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

Green/Figueroa moved that the Board of Trustees approve the 2014 - 2015 Tentative Budget, as presented, 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 the proposed 2014 - 2015 Final Budget will be available for public inspection beginning September 11, 2014, at the Office of the Vice Chancellor, Business and Financial Services; and, that the public hearing will be held at 6:00 p.m. at a Board meeting on September 16, 2014, to be followed by the adoption of the 2014 - 2015 Final Budget. Motion carried. (5 ayes)

Green/Miller recommended that the Board of Trustees allocate additional funds of \$2.6 million to serve as additional contingency funding for the Culinary Arts Academy/District Offices and Henry W. and Alice Edna School for the Arts projects. Motion carried. (5 ayes)

Green/Figueroa moved that the Board of Trustees approve the minimum wage increase effective July 1, 2014. Motion carried. (5 ayes)

Green/Miller moved that the Board of Trustees approve the 2014-2015 Moreno Valley College Catalog as submitted. Motion carried. (5 ayes)

Teaching and Learning

Proposed Curriculum Changes

Resources

Tentative Budget for 2014-2015 and Notice of Public Hearing on the 2014-2015 Final Budget

Allocation of \$2.6 Million from the Redevelopment Pass-Through Fund for Additional Contingency funding for Construction Bids of Culinary Arts Academy/District Offices and Coil School for the Arts Projects.

ADMINISTRATIVE REPORTS

Vice Chancellors

Minimum Wage Increase

Presidents

Moreno Valley College Catalog

Miller/Green moved that the Board of Trustees approve the 2014-2015 Norco College catalog as submitted. Motion carried. (5 ayes)

Norco College Catalog 2014-2015

Green/Miller moved that the Board of Trustees approve the 2014-2015 Riverside City College catalog as submitted. Motion carried. (5 ayes)

Riverside City College

ACADEMIC SENATE REPORTS

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

Moreno Valley College

Mr. Lee Nelson presented the report on behalf of Riverside City College and the District.

Riverside City College

BARGAINING UNIT REPORTS

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

CTA – California Teachers Association

BUSINESS FROM BOARD MEMBERS

Green/Miller moved that the Board of Trustees review and accept the objectives for the next 12-month Board Self Evaluation period, as a means of reporting out from the 2013-14 Board Self Evaluation process. Motion carried. (5 ayes)

Reporting Out of Annual Self Evaluation for Board of Trustees

The Board adjourned the meeting at 8:18 p.m.

ADJOURNED

Agenda Item (IV-A)

Meeting 8/19/2014 - Regular
Agenda Item Chancellor's Reports (IV-A)
Subject Chancellor's Communications
College/District District
Information Only

Background Narrative:

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

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

Attachments:

Agenda Item (IV-B)

Meeting 8/19/2014 - Regular
Agenda Item Chancellor's Reports (IV-B)
Subject Presentation - Norco College Foster Youth Support Services
College/District Norco
Information Only

Background Narrative:

This presentation will focus on the commitment of Norco College's Foster Youth Support Services to increase educational outcomes for foster youth.

Prepared By: Paul Parnell, President, Norco College

Attachments:

[FYSS Presentation](#)



TOGETHER WE WILL:
PARTNERING TO INCREASE EDUCATIONAL
OUTCOMES FOR FOSTER YOUTH

NORCO COLLEGE FOSTER YOUTH SUPPORT SERVICES PRESENTATION

RCCD BOARD OF TRUSTEE MEETING – AUGUST 19, 2014

NORCO
COLLEGE

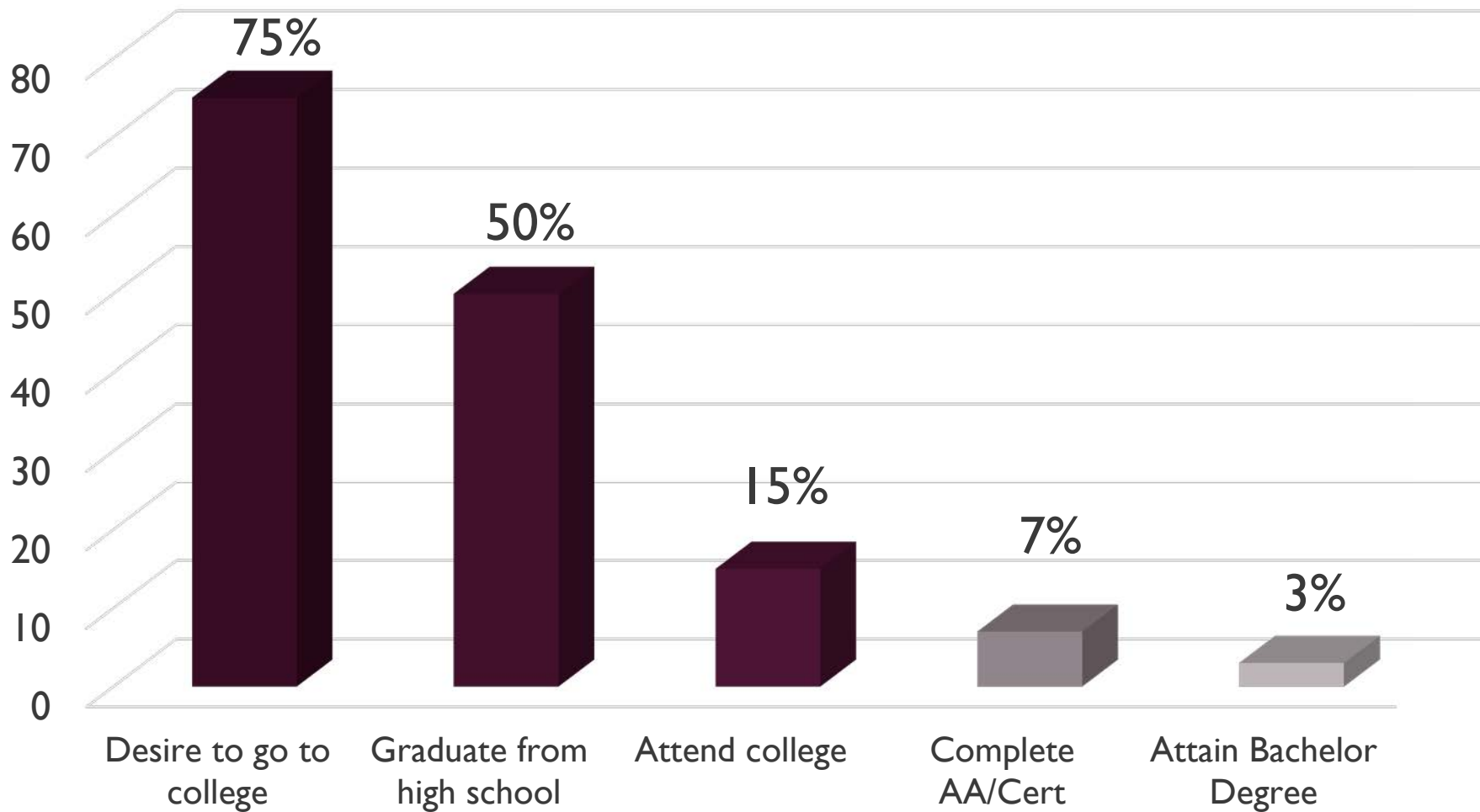
IN CALIFORNIA...

- 60,000 youth in foster care
 - 4,360 foster youth in Riverside County (3rd largest behind Los Angeles and San Bernardino counties)
- 48% female/52% male
- 10 years old (avg. age)
- 1.8 years in foster care
- **4,000 age out of foster care annually**

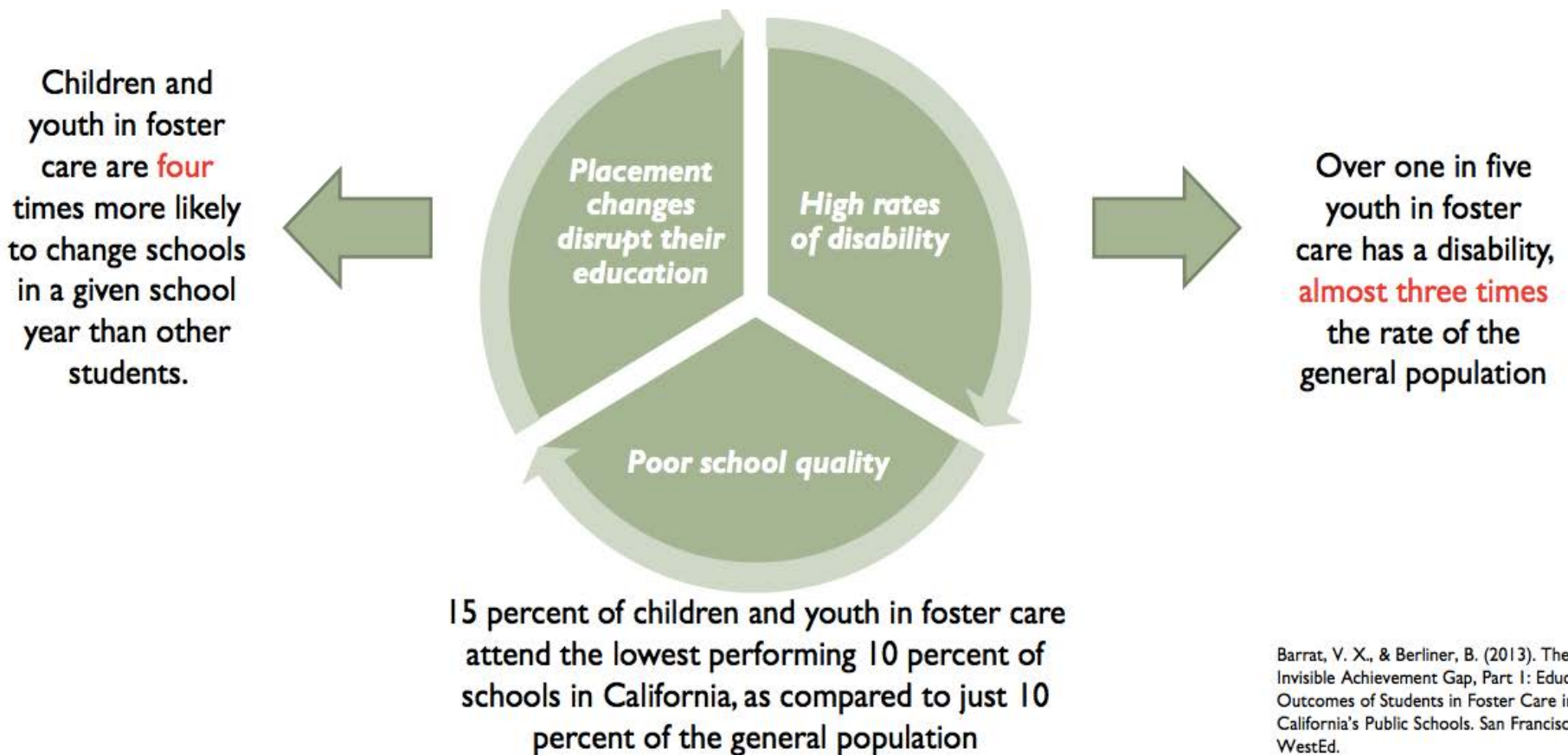
FOSTER YOUTH LIFE OUTCOMES AT AGE 24

	Foster Youth	Comparison Group
Ever homeless	24%	NA
Currently employed	48%	74%
Women ever pregnant	75%	40%
Median income	\$8,000	\$18,300
Men convicted of crime	59%	10%
Women convicted of crime	28%	2%

FOSTER YOUTH EDUCATIONAL OUTCOMES

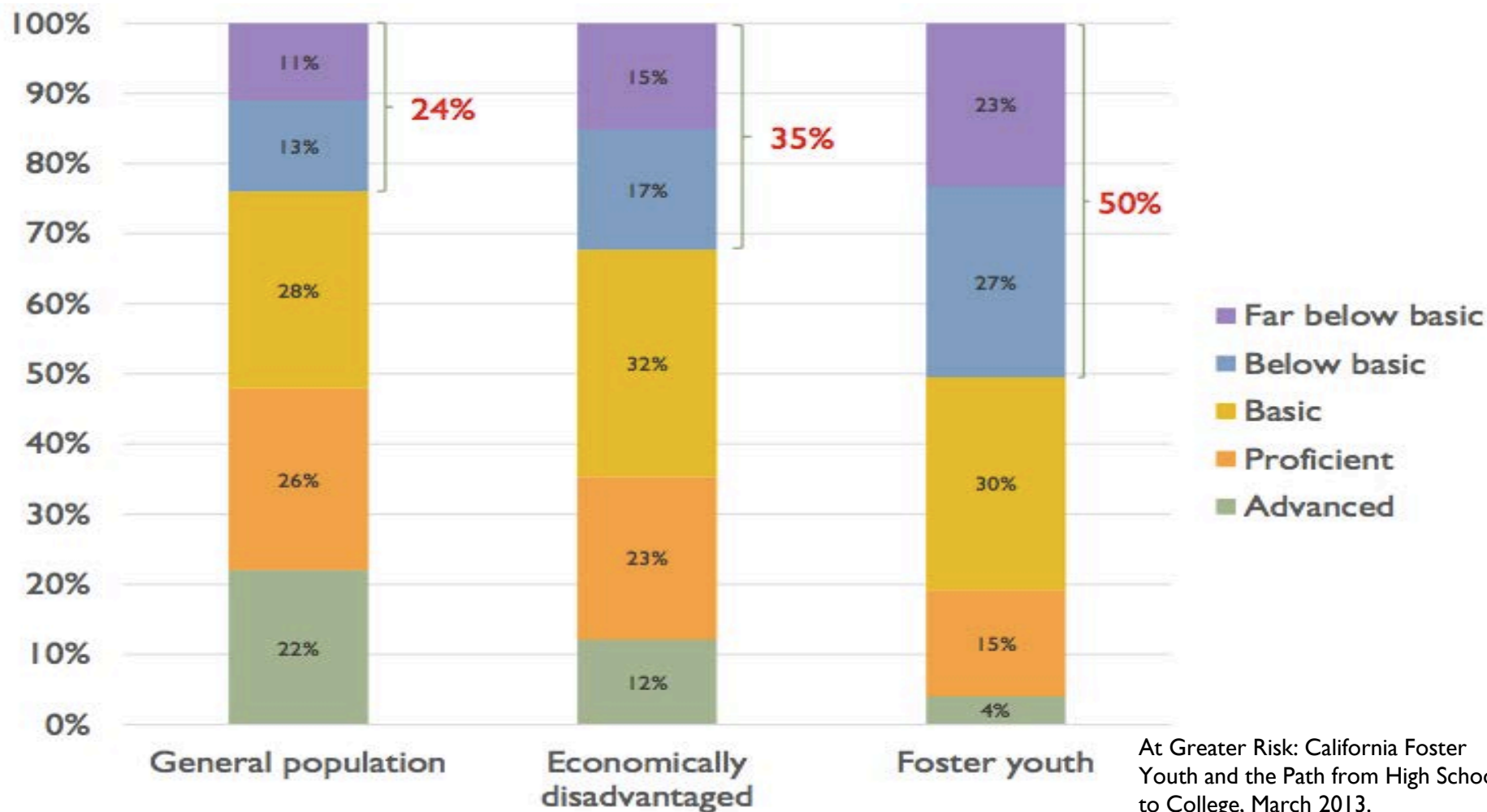


WHY DO FOSTER YOUTH EXPERIENCE POOR ACADEMIC OUTCOMES?

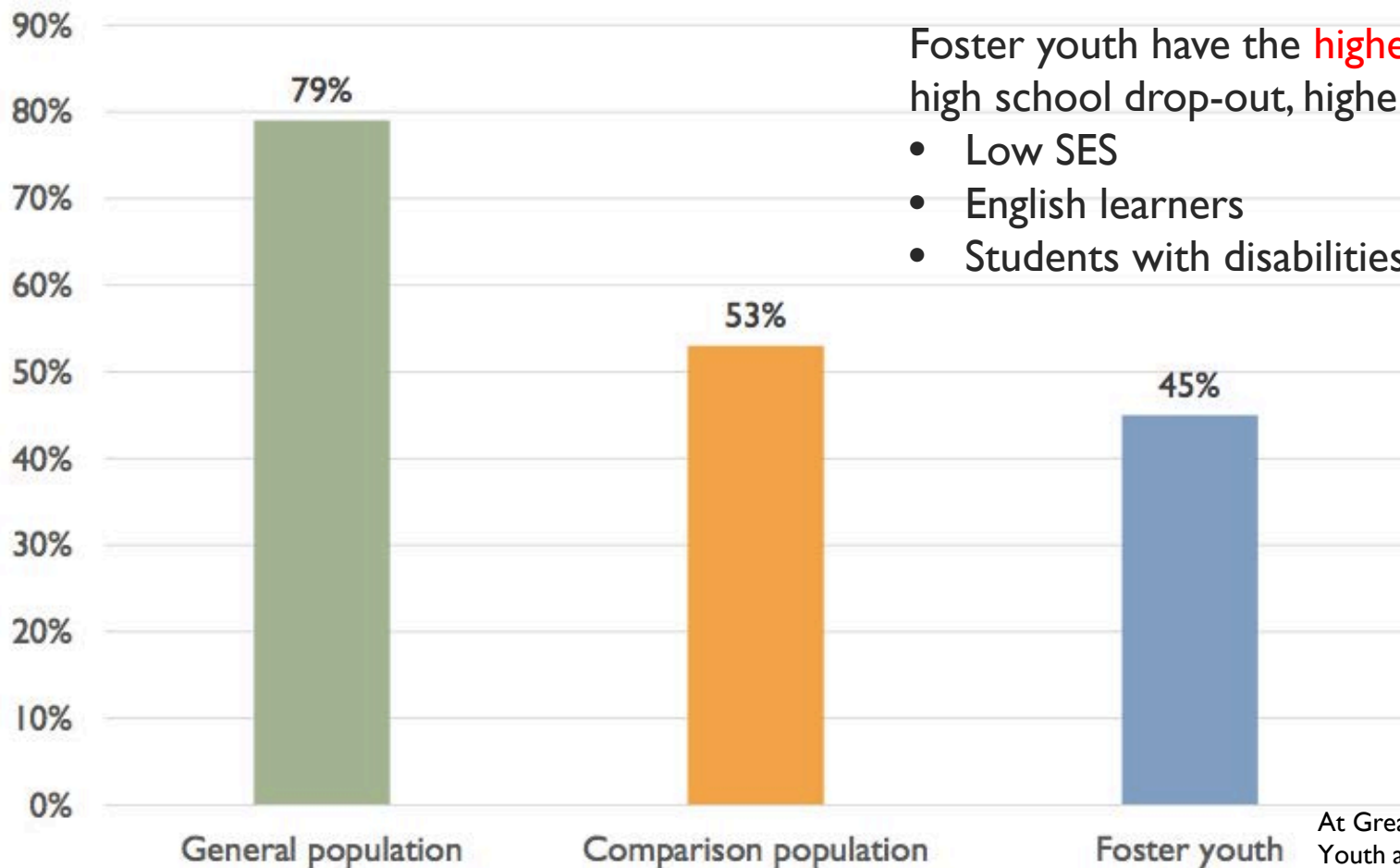


Barrat, V. X., & Berliner, B. (2013). The Invisible Achievement Gap, Part 1: Education Outcomes of Students in Foster Care in California's Public Schools. San Francisco: WestEd.

TOGETHER, THESE EXPERIENCES RESULT IN SERIOUS ACADEMIC DELAYS



PERCENTAGE OF STUDENTS WHO COMPLETED HIGH SCHOOL BY 2010

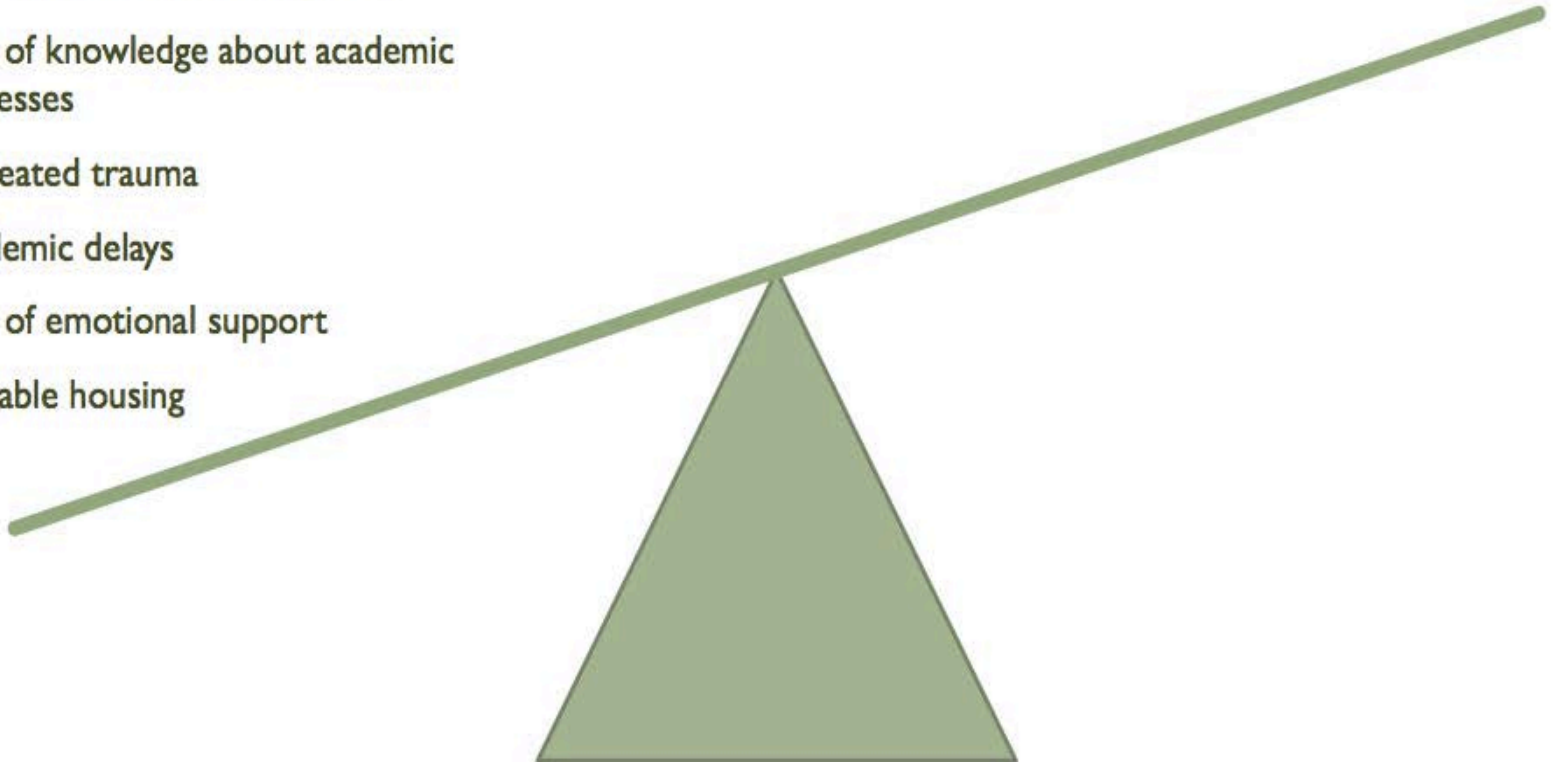


Foster youth have the **highest rate** of high school drop-out, higher than:

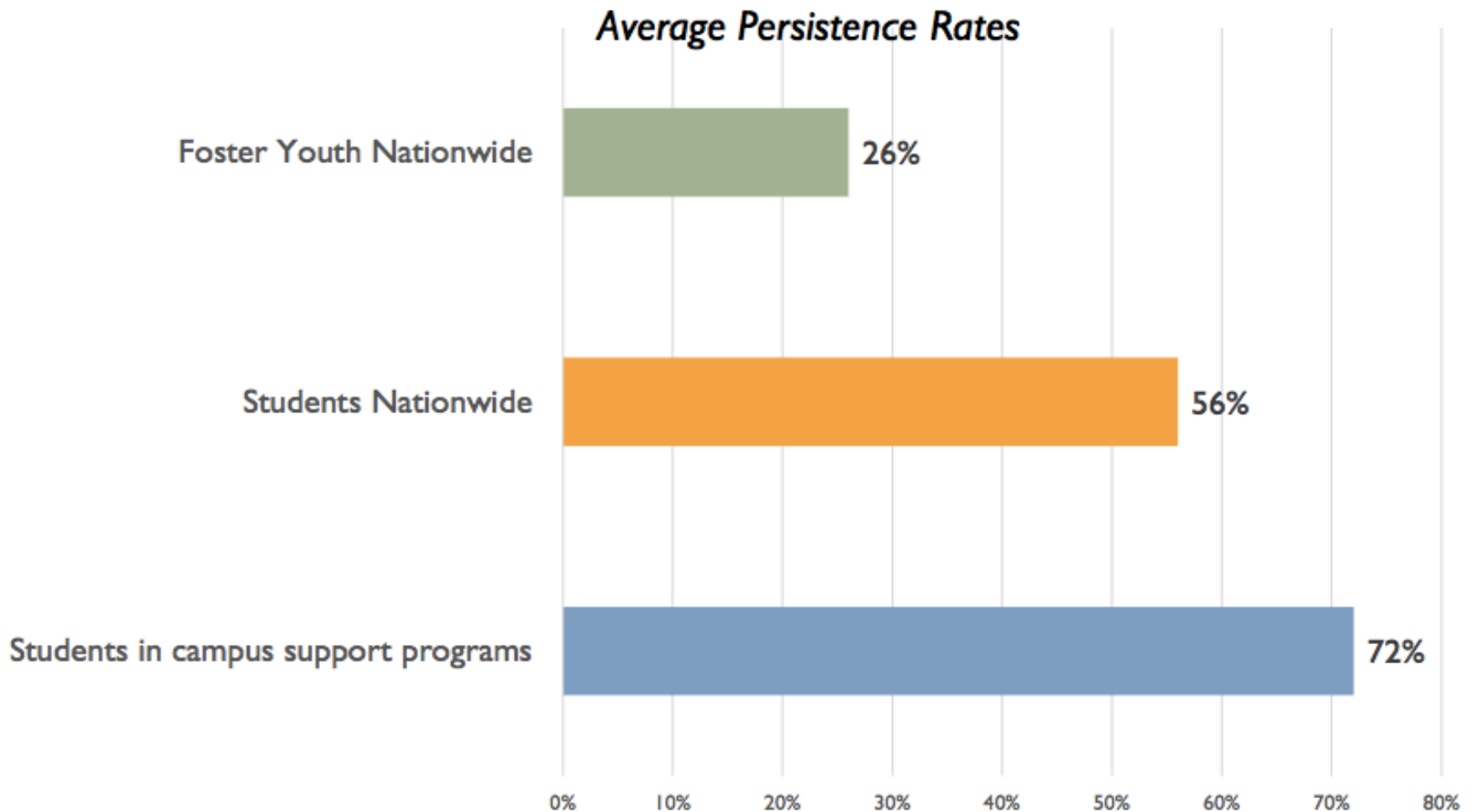
- Low SES
- English learners
- Students with disabilities

FOSTER YOUTH ARRIVE ON CAMPUS WITH MULTIPLE CHALLENGES

- Limited study skills
- No financial support from family
- Lack of independent living skills
- Lack of knowledge about academic processes
- Untreated trauma
- Academic delays
- Lack of emotional support
- Unstable housing



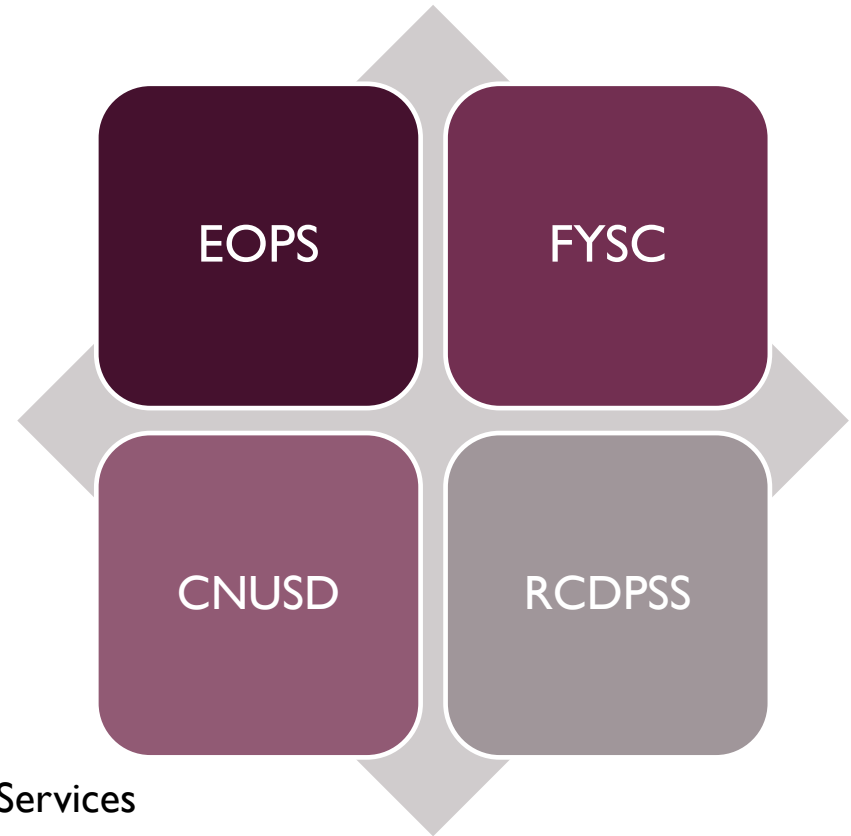
DO CAMPUS SUPPORT PROGRAMS FOR FOSTER YOUTH WORK...YES!



NORCO COLLEGE FOSTER YOUTH SUPPORT SERVICES (FYSS)

Foundation Support

- Career Ladders Project
- John Burton Foundation



- EOPS: Extended Opportunity Programs & Services
- FYSC: Foster Youth Success Committee
- CNUSD: Corona-Norco Unified School District
- RCDPSS: Riverside County Department of Social Services

FOSTER YOUTH SUPPORT AT NORCO COLLEGE

- Nearly 200 students self identify as foster youth in FAFSA
- Over 80 foster youth officially documented
- 20 foster youth participated in EOPS and FYSS in 2013-14
 - Academic and personal counseling
 - Textbook support
 - Additional tutoring access
 - College and personal success workshops
 - Direct services (food pantry, school supplies, meal voucher)

K-12 AND COUNTY PARTNERSHIPS

- CNUSD Partnership
 - Foster Youth College Bound Day (past 3 years)
 - 70 foster youth from CNUSD high schools come to Norco College
 - College and financial aid applications; learn about college options
 - Pilot program to prepare high school seniors for college
- Riverside Department of Social Services
 - Connections with county after-care resources for students
- THRIVE (Independent Living Program)
 - THRIVE drop-in service for foster youth at the college
 - Professional development trainings for faculty and staff

FOUNDATION PARTNERSHIPS

- Career Ladders Project
 - \$25,000 grant to support FYSS (2013-14)
 - Technical support (ongoing)
- John Burton Foundation
 - Laptops for eligible students
 - Leather coats and jackets donated to students
 - Advocacy for foster youth at state level
- Stuart Foundation (Pending)
 - Possible grant to support ongoing foster youth efforts at Norco College

STUDENT VOICES

- Attending and completing college is extremely important because it not only proves to myself that I'm capable, but it allows me to show my family that I'm not like my parents. It shows them I control my future.
- Norco College Foster Youth
- Don't let your past make you feel like you're nobody. Be someone in life and prove to your family and yourself that no matter what you've been through, you could always move forward in a positive way. Let all the pain and struggles make you a stronger person. Education is the gateway to a better life.
- Norco College Foster Youth

About Norco College:

Norco College is a comprehensive community college offering a wide range of programs leading to associate degrees, transfer, or degrees/certificates in career technical fields. Our College is home to innovative programs such as: Architecture, Electronics, Engineering, Logistics and Manufacturing Technology, Digital Arts, Video Game Development, and more.

Applying to Norco College:

- On-line applications can be submitted at www.norcocollege.edu
- Application period for a term closes two weeks prior to the start of that term
- Computers and additional assistance are available at Norco College

"It's okay to be scared but not okay to give up. There are so many opportunities out there for foster youth and people who want to help. So take your future into your hands and change what your parents have given you."

– third year, social work major

"My inspiration comes from all the negativity in the world. I feel like I will be able to make a positive change in the world one day."

– first year, business major

"I know I have been through so much in my life...The struggle and the pain inspire me to make a difference in this world and other children's lives."

– first year, social work major

FOSTER YOUTH SUPPORT SERVICES

Did You Know?

- In California there are 56,000 youth in foster care of whom 4,000 exit care annually
- Of these 4,000 youth, only 50% earn a high school diploma and only 15% attend college
- Of those who attend college, only 7% complete an associate's degree or certificate and 3% obtain a bachelor's degree



Norco College's Response:

Foster Youth Support Services (FYSS) is committed to improving educational outcomes of foster youth by increasing access to college and supporting their academic success. Under the guidance of the Extended Opportunity Programs & Services (EOPS) and in collaboration with Student Financial Services, FYSS works with on- and off-campus partners including the Corona-Norco Unified School District, THRIVE Independent Living Program, and Riverside County Children's Services to help foster youth achieve their educational and career goals.

Services include:

- Assistance with college and financial aid applications
- Priority registration
- EOPS services for eligible students admitted to program
- Referrals to campus and local service agency programs
- Life skills and career exploration workshops

Eligibility for Services:

- Must be a current or former foster youth
- 17-24 years old (most services through 21 years old)
- Valid high school diploma or GED



Call (951) 372-7183 or visit us at norcocollege.edu/services/fyss for more information.



SUPPORT SERVICES CONTACTS

"College has a very broad selection to learn different jobs/careers. It's important to me because it's my next stepping stone to bringing me closer to my goals and dreams."

– first year,
graphic design major

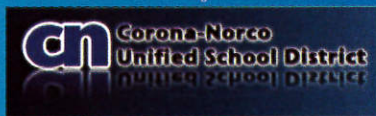
"Don't let your past make you feel like you're nobody. Let all the pain and struggles make you a stronger person. Education is the gateway to a better life."

– first year, social work major

"Sometimes life seems to take you down dark roads. The important thing to remember is the sun always shines bright after the storm."

– first year, business major

Our Partners



Corona-Norco
Unified School District



THRIVE Program



Foster Youth Success Initiative

- **CalWORKs**
Promotes self-sufficiency through employment and education for CalWORKs students.
Phone Number: (951) 372-7052

- **Disability Resource Center (DRC)**
Ensures that students with documented disabilities have access to their academic accommodations for their college coursework.
Phone Number: (951) 372-7070

- **Extended Opportunity Program and Services (EOPS)**
Advances educational opportunities for low-income, first-generation college students through high quality academic services to support their success.
Phone Number: (951) 372-7128

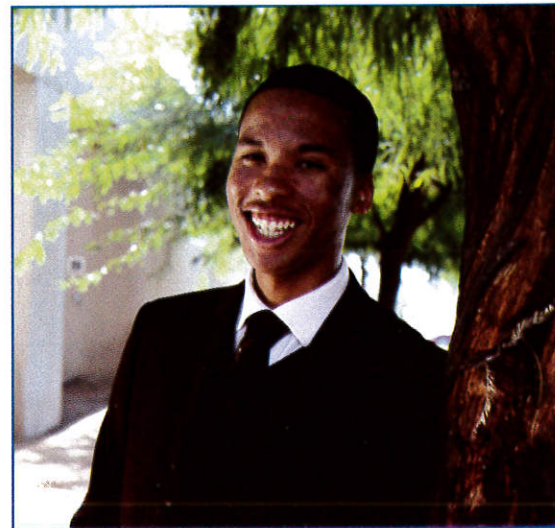
- **Student Health Services**
Provides confidential and caring services for students in achieving and maintaining optimum physical, mental and emotional health.
Phone Number: (951) 372-7046

- **Student Support Services (SSS) a TRiO Program**
Aspires to increase retention, graduation rates of first-generation, low-income, or students with disabilities to a four-year college by increasing their access to opportunities in higher education.
Phone Number: (951) 372-7144

- **Student Financial Services**
Assists students with applications for Federal Pell Grant, Federal Supplementary Educational Opportunity Grant, Cal Grant, Chaffee Grant, the Board of Governor Waivers, scholarships, and loans. All students are encouraged to apply.
Phone Number: (951) 372-7009

- **THRIVE:**
Oak Grove's independent living skills program, THRIVE, partners with Riverside County Department of Public Social Services (DPSS) to provide essential life skills, through workshops and individual appointments, to current and former foster youth ages 16 thru 21. Incentives and support are available. For more information contact: the 24-Hour Hotline at (800) 391-9601 or Brittany Tindel at (951) 440-6625 for an appointment.

- **Youth WARMLINE:**
Call 1-800-303-0001 if you have any questions about money, housing, or an emergency.



The Riverside Community College District complies with all federal and state rules and regulations and does not discriminate on the basis of ethnic group identification, national origin, religion, age, gender, gender identity, gender expression, race, color, ancestry, genetic information, sexual orientation, physical or mental disability, or any characteristic listed or defined in Section 11135 of the Government Code or any characteristic that is contained in the prohibition of hate crimes set forth in subdivision (1) of Section 422.6 of the California Penal Code, or any other status protected by law. This holds true for all students who are interested in participating in education programs and/or extracurricular school activities. Limited English speaking skills will not be a barrier to admission or participation in any programs. Harassment of any employee or student with regard to ethnic group identification, national origin, religion, age, gender, gender identity, gender expression, race, color, ancestry, genetic information, sexual orientation, physical or mental disability, or any characteristic listed or defined in Section 11135 of the Government Code or any characteristic that is contained in the prohibition of hate crimes set forth in subdivision (1) of Section 422.6 of the California Penal Code, or any other status protected by law is strictly prohibited. Inquiries regarding compliance, and/or grievance procedures may be directed to the District's Title IX Officer/Section 504/ADA Coordinator, Ms. Chani Beeman, 450 E. Alessandro Blvd., Riverside, CA 92508. (951) 222-8039.

Alternate formats for this material are available to individuals requiring disability accommodation. Please contact the office of Diversity, Equity and Compliance at (951) 222-8039.

Agenda Item (IV-C)

Meeting 8/19/2014 - Regular
Agenda Item Chancellor's Reports (IV-C)
Subject Health Care Update
College/District District
Information Only

Background Narrative:

At the November 25, 2013, regular Board of Trustees meeting the Board of Trustees requested an update on the Health Care issue at each Board meeting.

Any new claims or concerns will be brought forward.

Prepared By: Sylvia Thomas, Interim Vice Chancellor, Diversity and Human Resources

Attachments:

Agenda Item (IV-D)

Meeting 8/19/2014 - Regular
Agenda Item Chancellor's Reports (IV-D)
Subject Future Monthly Committee Agenda Planner and Annual Master Planning Calendar.
College/District District
Information Only

Background Narrative:

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

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

Attachments:

[Future Monthly Committee Agenda Planner and Annual Master Planning Calendar_081914](#)

COMMITTEES OF THE BOARD OF TRUSTEES - PLANNING WORKSHEET

September 2014

Page 1

A. Governance	B. Teaching and Learning	C. Planning and Operations	D. Resources	E. Facilities
Chancellor	Vice Chancellor, Academic Affairs	Chief of Staff and Facilities Development	Vice Chancellor, Business & Financial Services; Vice Chancellor, Diversity and Human Resources	Chief of Staff and Facilities Development
<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <ul style="list-style-type: none"> ✓ Board report & backup materials attached for review by the Cabinet. ■ Board report and/or backup not yet complete – review pending. ★ Approved by the Cabinet for placement on the Board agenda. <p style="background-color: yellow; margin: 5px 0;">ALL FINAL REPORTS DUE TO THE CHANCELLOR'S OFFICE BY 8/26/14 & 9/9/14.</p> </div>	<ul style="list-style-type: none"> ✓ Student Success Scorecard (info only) Steinback/Torres ✓ Update on Phillip M. Stokoe Elementary School (info only) Isaac ✓ Presentation of Action Steps to address ACCJC (info only) Steinback/Farrar/Dieckmeyer/Mills 	<ul style="list-style-type: none"> ■ Presentation – Summary of MVC CMP – by HMC Architects (Mayo, Carlson, Thurman) 	<ul style="list-style-type: none"> ■ 2014-2015 Budget - Public Hearing and Budget Adoption (Brown) 	<ul style="list-style-type: none"> ■ Amendment 3 for District-wide ADA Transition Plan Implementation Ph. 1 with PSOMAS

Updated 8/12/14

RECOMMENDED 2014-15 GOVERNING BOARD AGENDA MASTER PLANNING CALENDAR

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

Agenda Item (V-A)

Meeting 8/19/2014 - Regular

Agenda Item Student Report (V-A)

Subject Student Report

College/District District

Information Only

Background Narrative:

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

Prepared By: Michael Burke, Ph.D., Chancellor
Michelle Haeckel, Administrative Assistant, Office of the Chancellor

Attachments:

[Student Report_081914](#)



The Associated Students of Norco College (ASNC) had a Special Senate meeting during the Summer Session on July 10th, 2014. The ASNC currently has 17 active members.

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

- ASRCCD Retreat
 - The ASNC participated in the annual district retreat at the UCLA Lake Arrowhead Conference Center.
 - They had the opportunity to attend workshops, listen to guest speakers and network with the other colleges.
- Norco Orientation Week
 - The ASNC members had the privilege to provide lunch to the incoming students during the orientation.
 - A few ASNC members were asked to give a welcoming speech to the NOW week participants.

The ASNC is currently looking forward to the following upcoming events:

- Kickoff Reception for the *Making Strides Against Breast Cancer of Riverside*
 - A few ASNC members will be attending this event to learn more information about participating in the upcoming Breast Cancer Walk.
 - This event is on Tuesday, August 12th 2014, and they will be registering Norco College as an official participant and donor.
- ASNC Summer Retreat
 - The ASNC will be having their Summer Retreat on August 19th, 2014.
 - It will be a training and orientation for the ASNC in regards to student advocacy.
 - There will be guest speakers, workshops and breakout sessions throughout the day.
- Information Booth
 - Our Information Booth will be held the first 3 days of the Fall Session, 2014.
 - We will be providing information to students regarding classes, webadvisor, room locations, etc.

For any questions regarding the report, please contact the ASNC President, Mr. Benjamin Vargas Jr, at benjamin.vargas@norcocollege.edu

Tyrone A Macedon Sr

ASMVC President

tmacedonsr@student.rcc.edu

August 8, 2014

Monthly Report

July, 2014:

- Summer session in progress
- Higher one representative on campus to assist students on 07/09/2014
- Mandatory Training for BOC members on 07/11/2014
- Mandatory training for ICC representatives on 07/25/2014
- Summer session ends on 07/31/2014

August, 2014

- E.C. meeting, (tentatively) scheduled for 08/18/2014
- SPC Retreat/Training on 08/19/2014
- Fall Semester to start on 08/25/2014
- Information Booth on 08/25/2014 & 08/26/2014
- The students of Moreno Valley College will once again be able to ride the RTA buses at a discounted rate for the start of the Fall semester. This is due to a pilot program that was agreed upon by the students of Moreno Valley College and RTA.

This concludes the report for Moreno Valley College.

Tyrone A Macedon Sr

ASMVC President

Agenda Item (VI-A-1)

Meeting 8/19/2014 - Regular

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

Subject Academic Personnel

College/District District

Funding

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

Background Narrative:

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

Prepared By: Sylvia Thomas, Interim Vice Chancellor, Diversity and Human Resources

Attachments:

[20140819_Academic Personnel](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
DIVERSITY AND HUMAN RESOURCES

Subject: Academic Personnel

Date: August 19, 2014

1. Appointments

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

The Chancellor recommends approval/ratification for the following appointment(s) and authorizes the Interim Vice Chancellor, Diversity and Human Resources to sign the employment contracts:

a. Management Contract

<u>Name</u>	<u>Position</u>	<u>Term of Employment</u>	<u>Contract Salary</u>
MORENO VALLEY COLLEGE			
Pisa, Sheila	Interim Dean, Institutional Effectiveness	08/01/14 – Not to exceed two years	W-4
NORCO COLLEGE			
Uesugi, Koji	Dean, Student Services	8/20/14 – 06/30/16	X-5
RIVERSIDE CITY COLLEGE			
Chauderlot, Fabienne	Dean of Instruction (Languages, Humanities and Social Sciences)	08/20/14 – 06/30/15	Z-4

b. Contract Faculty

<u>Name</u>	<u>Discipline</u>	<u>Effective Date</u>	<u>Salary Placement</u>
NORCO COLLEGE			
ASSISTANT PROFESSOR			
Bell, Kimberly	DSP&S Counseling/Learning Disabilities Specialist	08/19/14	D-1
RIVERSIDE CITY COLLEGE			
ASSISTANT PROFESSOR			
Castro, Claudia	Counseling	08/19/14	D-2
Schultz, Garth	Counseling	08/20/14	E-7
Whitton, Jude	Communication Studies	08/19/14	C-6

1. Appointments (Continued)

c. Long-Term, Temporary Faculty

<u>Name</u>	<u>Discipline</u>	<u>Effective Date</u>	<u>Salary Placement</u>
MORENO VALLEY COLLEGE			
VISITING ASSISTANT PROFESSOR			
Thurston, Omyia	Counseling	08/19/14	E-3
Townsell, Jeffie	Counseling	08/20/14	E-15
RIVERSIDE CITY COLLEGE			
VISITING ASSISTANT PROFESSOR			
Andres, Jan	English	08/19/14	H-2
Kassab, Mohamad	Mathematics	08/19/14	C-6
Manous, Michael	English	08/19/14	H-6

d. Department Chairs and Stipends, Academic Year 2014-15

Revision to the 100+ headcount additional stipend amount submitted/approved by the Board of Trustees on July 17, 2014.

<u>Name</u>	<u>Department</u>	<u>Revised Stipend</u>
Fontaine, Bob	Public Safety Education & Training	\$1,539.00
Kearn, Tammy	English & Media Studies	\$1,539.00

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

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

<u>Name</u>	<u>Activity</u>	<u>Addition/Revision</u>	<u>Stipend</u>
Dower, Kelly	Director, Choir	Addition (100%)	\$4,948.00

f. Extra-Curricular Assignments, Academic Year 2014-15

Additions/Revisions to the list submitted/approved by the Board of Trustees on June 17, 2014.

<u>Name</u>	<u>Activity</u>	<u>Addition/Revision</u>	<u>Stipend</u>
Henry, Thomas	Assistant Track Coach	Revision (0%)	\$.00
Wallace, Tyler	Assistant Track Coach	Revision (0%)	\$.00
Asuega, Henry	Assistant Football Coach	Revision (0%)	\$.00
Poole, Jeffrey	Assistant Track Coach	Addition (100%)	\$3,707.00
Como, Joshua	Assistant Track Coach	Addition (100%)	\$3,707.00
Hamilton, Lynell	Assistant Football Coach	Addition (100%)	\$3,959.00
Dower, Kelly	Director, Choir	Addition (100%)	\$4,948.00

Subject: Academic Personnel

Date: August 19, 2014

1. Appointments (Continued)

g. Coordinator Assignments, Academic Year 2014-15

Additions to the list submitted/approved by the Board of Trustees on June 17, 2014.

<u>Name</u>	<u>Activity</u>	<u>Additional Stipend</u>
Chiek, Veasna	Math Lab Riverside (50% Fall)	\$1,237.00
Mulair, Jeff	Math Lab Riverside (50% Spring)	\$1,237.00

2. Transfer Request

It is recommended the Board of Trustees approve the transfer of Ms. Kristine Anderson, Professor of English, from Riverside City College to Norco College beginning with the 2014-2015 academic year, with salary placement at Column G, Step 22.

3. Salary Placement Adjustment

At their meeting of June 17, 2014, the Board of Trustees approved the appointment of the following faculty member. The employee has provided appropriate verification of experience and/or coursework completed that will affect their salary placement.

It is recommended the Board of Trustees approve the adjustment of salary placement for the faculty member listed below, effective August 19, 2014.

<u>Name</u>	<u>From Column/Step</u>	<u>To Column/Step</u>
Palmer, Diane	C-6	C-5

4. Notice of Employment – Tenured Faculty, Academic Year 2014-15

It is recommended that the Board of Trustees, consistent with the provisions of Education Code Section 87609, approve the notice of employment for Charles Richard, tenured faculty, for the academic year 2014-15

5. Salary Reclassification

Board Policy 7160 establishes the procedures for professional growth and salary reclassification. It is recommended the Board of Trustees grant a salary reclassification to the following faculty members.

<u>Name</u>	<u>From Column</u>	<u>To Column</u>	<u>Effective Date</u>
Finley, James	E	G	09/01/14

Subject: Academic Personnel

Date: August 19, 2014

6. Separation(s)

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

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

<u>Name</u>	<u>Title</u>	<u>Last Day of Employment</u>	<u>Reason</u>
Lomayesva, Dwight	Professor, History	07/03/2014	Retirement

Agenda Item (VI-A-2)

Meeting 8/19/2014 - Regular

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

Subject Classified Personnel

College/District District

Funding

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

Background Narrative:

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

Prepared By: Sylvia Thomas, Interim Vice Chancellor, Diversity and Human Resources

Attachments:

[20140819_Classified Personnel](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
DIVERSITY AND HUMAN RESOURCES

Subject: Classified Personnel

Date: August 19, 2014

1. Appointments

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

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

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Contract/ Salary</u>	<u>Action</u>
a. Management/Supervisory				
DISTRICT				
Doherty, MaryAnn	Interim Director, Grants	08/11/14	S-3	Appointment
RIVERSIDE CITY COLLEGE				
Brewington, Mazie	Vice President, Business Services	07/14/14	AB-5	Appointment
b. Management/Supervisory – Categorically Funded (None)				
c. Classified/Confidential				
MORENO VALLEY COLLEGE				
Lopez, Linda	Food Service I (Part-Time, 47.5%)	09/03/14	C-5	Rehire
Rose, Lisette	Financial and Technical Analyst (Part-Time, 47.5%)	07/01/14	P-1	Appointment
NORCO COLLEGE				
Agamaite, Lauren	Admissions and Records Operations Assistant (Part-Time 47.5%)	07/14/14	C-1	Appointment
Sanders, Shadon	Admissions and Records Operations Assistant (Part-Time 48.75%)	07/23/14	C-1	Appointment

*Corrected Start Date

1. Appointments (Continued)

RIVERSIDE CITY COLLEGE

Calderon, Colleen	Educational Advisor (Part-Time 62.5%)	08/18/14	M-4	Appointment
Luster, Shannon	Instructional Media Aide (Part-Time 47.5%)	08/04/14	D-1	Appointment

d. Classified/Confidential – Categorically Funded

DISTRICT

Bommer, Chad	Procurement Specialist	06/30/14*	O-1	Appointment
Minami, Kinya	Procurement Specialist (Part-Time, 40%)	07/21/14	O-1	Appointment

RIVERSIDE CITY COLLEGE

Lynch, Nicole	Student Financial Services Lead Analyst	07/31/14	O-LS1	Promotion
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2. Requests for Temporary Increase in Workload

It is recommended the Board of Trustees approve the temporary increases in workload for the following individuals. The requests have the approval of the college Presidents.

<u>Name</u>	<u>Title</u>	<u>From/To Workload</u>	<u>From/To</u>
Couture, Dorie	Theater Sound Specialist	48.75% to 75%	07/01/14-06/30/15
Cowgill, Barbara	Job Placement Technician	70% to 100%	07/01/14-07/31/14
Davis, Shanell	Enrollment Services Assistant	48.75% to 100%	07/01/14-12/31/14
Franco, Lorena	Counseling Clerk I	48.75% to 60%	08/20/14-12/31/14
Gonzalez, Julio	Director, Middle College High School	11 to 12 Months	07/01/14-06/30/15
Gonzalez, Steven	College Receptionist	47.5% to 100%	09/02/14-12/31/14
LeDuff, Nicole	CalWORKS Specialist	48.75% to 52.5%	08/20/14-12/31/14
Lopez, Norma	Instructional Support Specialist	75% to 100%	07/01/14-06/30/15
Martinez, Ashley	Educational Advisor	48.75% to 62.5%	07/01/14-08/29/14
Serrato, Arlene	Learning Center Assistant	47.5% to 92.5%	09/01/14-12/31/14
Tapia, Sandra	Customer Services Clerk	50% to 100%	07/01/14-06/30/15
Uduman, Shazna	Student Services Specialist	47.50% to 72.50%	07/14/14-09/30/14
Urena, Jacqueline	Educational Advisor	75% to 100%	07/01/14-06/30/15
Wilson, Montely	Employment Placement Coord	48.75 to 73.75%	08/20/14-12/31/14
Yearyean, Sarah	Laboratory Technician II	50% to 100%	08/20/14-10/21/14

*Corrected Start Date

3. Requests for Permanent Increase in Workload

It is recommended the Board of Trustees approve the permanent increases in workload for the following individuals. The requests have the approval of the college Presidents.

<u>Name</u>	<u>Title</u>	<u>From/To Workload</u>	<u>Effective Date</u>
Cologgi, Sheri	Administrative Assistant II	48.75% to 72.5%	07/01/14
Randolph, Koko	Student Financial Support Services Specialist	75% to 100%	07/01/14

4. Adjustment to Appointment Effective Date

At their meeting of June 17, 2014, the Board of Trustees approved the appointment of Sylvia Thomas as Interim Vice Chancellor, Diversity and Human Resources, to be effective June 18, 2014. It is necessary for the effective date of the appointment to be adjusted.

It is recommended the Board of Trustees adjust the appointment effective date for Sylvia Thomas as Interim Vice Chancellor, Diversity and Human Resources, to be effective July 1, 2014.

5. Leaves of Absence Exhausted - Placement of Classified Employee on Reemployment List

In accordance with Education Code Section 88195, an employee who has exhausted all leaves of absence because of a nonindustrial accident or illness shall be placed on the District's 39-month reemployment list.

It is recommended the Board of Trustees approve/ratify the placement of Cynthia Taylor, Outreach Services Supervisor at Riverside City College, on the District's reemployment list for the period of 39 months, effective June 27, 2014.

6. Request to Rescind Separation

At their meeting of August 19, 2014, the Board of Trustees approved the separation of Brandie Dobyne, Laboratory Technician II, at Riverside City College.

It is recommended the Board of Trustees rescind the separation of Brandie Dobyne and reinstate her effective August 13, 2014.

7. Separation(s)

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

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

<u>Name</u>	<u>Position</u>	<u>Last Date of Employment</u>	<u>Reason</u>
Arriaza, Ana	Sr. Financial Aid Advisor	07/15/14	Retirement
Boykin, Briana	Educational Advisor	08/29/14	Personal
Brambila, Jorge	Officer, Safety & Police	02/03/14	Personal
Cowgill, Barbara	Job Placement Technician	07/31/14	Retirement
Dobynes, Brandie	Laboratory Technician II	07/31/14	Personal
Minkler, Dinah	Adaptive Technology Specialist	06/30/14	Retirement
Neal, Udawna	Counseling Clerk I	07/03/14	Non-Continuance of Probation
Nira, Ernesto	Custodian	07/23/14	Non-Continuance of Probation
Orr, Bill	Interim Vice President, Business Services	06/13/14	Personal
Parsons, James	Associate Vice Chancellor, Strategic Communications and Relations	12/30/14	Retirement
Sendowsky, Guido	Certified Athletic Trainer	07/07/14	Personal
Villa, Andrea	Library Clerk I	08/13/14	Personal

Agenda Item (VI-A-3)

Meeting	8/19/2014 - Regular
Agenda Item	Consent Agenda Action (VI-A-3)
Subject	Other Personnel
College/District	District
Funding	n/a
Recommended Action	It is recommend that the Board of Trustees approve/ratify the other personnel actions

Background Narrative:

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

Prepared By: Sylvia Thomas, Interim Vice Chancellor, Diversity and Human Resources

Attachments:

[20140819_Other Personnel](#)
[20140819_Other Personnel_Backup](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
DIVERSITY AND HUMAN RESOURCES

Subject: Other Personnel

Date: August 19, 2014

1. Substitute Assignments

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

2. Short-term Positions

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

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

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

4. Professional Expert(s)

Pursuant to Ed Code 88003, a professional expert is any person employed on a temporary basis for a specific project, regardless of length of employment. It is recommended that the Board of Trustees approve the employment of the following professional expert(s) for Riverside City College and authorize the Interim Vice Chancellor, Diversity and Human Resources to sign the employment agreements.

<u>Name</u>	<u>Position</u>	<u>Department</u>	<u>Term</u>	<u>Amount</u>
Mathews, Philip	Head Men's Basketball Coach	Athletics	08/01/14- 12/31/14	\$31,818
Smith, Damien	Head Women's Track/ Head Women's Cross Country Coach	Athletics	08/01/14- 06/30/15	\$36,900

SUBSTITUTE ASSIGNMENTS

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
DISTRICT				
Molinos, Martin	Community Service Aide I	Safety & Police	07/01/14-06/30/15	\$15.69
MORENO VALLEY				
	Instructional Media	Instructional Media		
McLaughlin, Devin	Assistant	Center	07/14/14-07/17/14	\$22.63
Villanueva, Adelaida	Counseling Clerk I	EOPS	08/06/14-10/23/14	\$17.16
NORCO				
Aparicio, Sergio	Custodian	Facilities	07/01/14-06/30/15	\$15.69
Caceres, Ana	Custodian	Facilities	07/01/14-06/30/15	\$15.69
Coston, Jr. Edward	Custodian	Facilities	07/01/14-06/30/15	\$15.69
Diaz, Ana	Custodian	Facilities	07/01/14-06/30/15	\$15.69
Foster, Arthur	Custodian	Facilities	07/01/14-06/30/15	\$15.69
Pena, Johnny	Groundsperson	Facilities	07/01/14-06/30/15	\$17.16
Yalong, Arthur	Maintenance Helper	Facilities	07/01/14-06/30/15	\$17.16
RIVERSIDE				
Bratton, Mason	Custodian	Facilities	07/01/14-06/30/15	\$15.69
Caico, James	Sr. Tool Room Attendant	Applied Tech	07/01/14-06/30/15	\$18.80
Cravett, Ben	Custodian	Facilities	07/01/14-06/30/15	\$15.69
Hernandez, Diana	Counseling Clerk I	Counseling	07/28/14-06/30/15	\$17.31
Jones, Terrel	Custodian	Facilities	07/01/14-06/30/15	\$15.69
Marcial, Maria	Custodian	Facilities	07/01/14-06/30/15	\$15.69
McKennan, Jeffrey	Custodian	Facilities	07/01/14-06/30/15	\$15.69
Mejia, Ramon	Custodian	Facilities	07/01/14-06/30/15	\$15.69
Munoz, Irma	Custodian	Facilities	07/01/14-06/30/15	\$15.69
	Instructional Support			
Ybarra, Alyssa	Specialist	Academic Support	06/23/14-07/31/14	\$22.63
Saavedra, Jose	Custodian	Facilities	07/01/14-06/30/15	\$15.69
Zarate, Ruben	Custodian	Facilities	07/01/14-06/30/15	\$15.69

SHORT-TERM POSITIONS

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
DISTRICT				
Alcala, Fernando	Office Assistant II	Development	08/01/14-12/31/14	\$10.50
Arias, Jr. Hector	Interpreter I	Services and Programs	07/01/14-06/30/15	\$25.00
	Reserve College			
German, Jonathan	Police Officer	RCCD Police	07/01/14-06/30/15	\$15.65
		Disabled Student		
Hunter, Gloria	Interpreter III	Services and Programs	07/21/14-06/30/15	\$35.00
	TriTech Business	Economic		
Miles, Koyett	Associate	Development	07/01/14-12/31/14	\$24.00
MORENO VALLEY COLLEGE				
Anderson, Jeanetta	SI Leader	Basic Skills	07/25/14-06/30/15	\$12.00
Cosgrove, Erin	SI Leader	GCSP/STEM Title III	08/25/14-06/30/15	\$12.00
Franco, Alejandro	SI Leader	GCSP/STEM Title III	08/25/14-06/30/15	\$12.00
Maciel, Sandra	Office Assistant II	Facilities	08/04/14-12/23/14	\$10.50
Prado, Juan	Role Player	PSET	07/21/14-06/30/15	\$9.00
St. Claire, Hollie	SI Leader	GCSP/STEM Title III	07/01/14-06/30/15	\$12.00
NORCO COLLEGE				
		TRiO Upward Bound		
Jaime, Antonio	Tutor IV	Programs	07/01/14-06/30/15	\$10.00
Perez, Stephanie	Puente Assistant	Puente/Counseling	08/01/14-06/30/15	\$9.00
RIVERSIDE CITY COLLEGE				
Alvarez, Martin	SI Leader	Academic Support	07/01/14-06/30/15	\$12.00
Bennett, Toryona	SI Leader	Academic Support	07/01/14-06/30/15	\$12.00
Brown, Laleaka	SI Leader	Academic Support	07/01/14-06/30/15	\$12.00
Eagle, Seva	Lifeguard Instructor	Upward Bound	06/20/14-06/20/14	\$8.00
		CTA/Faculty		
Edwards, Emily	Office Assistant II	Association	07/01/14-06/30/15	\$10.50
Farook, Eba	SI Leader	Academic Support	07/01/14-06/30/15	\$12.00
Fierro, Evelyn	SI Leader	Academic Support	07/01/14-06/30/15	\$12.00
Garcia, Adriana	SI Leader	Academic Support	08/19/14-06/30/15	\$12.00
Hopkins, Christopher	Laboratory Aide I	Art	07/01/14-06/30/15	\$9.00
		Special Project		
Koh, Myung Hwa	President's Office	Employee	08/20/14-06/30/15	\$0.00
Nunez, Christopher	SI Leader	Academic Support	07/01/14-06/30/15	\$12.00
Rodriguez Valencia, Javier	SI Leader	Academic Support	07/01/14-06/30/15	\$12.00
Sandoval, Alec	SI Leader	Academic Support	07/01/14-06/30/15	\$12.00
Talamaivao, Pene	SI Leader	Academic Support	07/01/14-06/30/15	\$12.00
Walters, Howard	SI Leader	Academic Support	08/19/14-06/30/15	\$12.00
		Performance Riverside		
Welsh, Scott	Stage Technician II	Landis PAC	08/05/14-06/30/15	\$9.55
		Early Childhood		
Wills, Larissa	Office Assistant II	Eudcation	07/01/14-06/30/15	\$10.50

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

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<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
<u>DISTRICT FUNDS</u>				
RIVERSIDE COMMUNITY COLLEGE DISTRICT				
Armstrong, Samantha	Student Aide II	Disabled Student Svcs	07/01/14	\$ 10.50
Balczo, Nishikant	Student Aide I	Disabled Student Svcs	07/01/14	\$ 9.50
Dennis, Bree	Student Aide II	Career and Technical Ed.	07/21/14	\$ 10.00
Fuller, Erin	Student Aide I	Printing and Graphics	07/21/14	\$ 9.00
Lopez, Jasmine	Student Aide II	Career and Technical Ed.	07/01/14	\$ 10.75
Rodriguez-Valencia, Javier	Student Aide II	Career and Technical Ed.	07/01/14	\$ 10.00
MORENO VALLEY COLLEGE				
Adame, Justin Evan	Student Aide II	Tutorial Services	07/10/14	\$ 10.00
Amor, Alexis	Student Aide V	Student Activites	08/06/14	\$ 13.75
Aquino, Angelo	Student Aide II	Tutorial Services	07/01/14	\$ 10.00
		Writing and Reading		
Ativo, Joseph	Student Aide I	Center	07/01/14	\$ 9.00
Avila, Stephany	Student Aide II	Tutorial Services	07/01/14	\$ 10.00
Bielman, Jennifer	Student Aide II	Tutorial Services	07/01/14	\$ 10.00
		Instructional Media		
Broussard, Lynnette	Student Aide II	Center	07/01/14	\$ 10.00
Brown, Harvey	Student Aide I	Food Services	07/01/14	\$ 9.00
Brown, Victoria	Student Aide I	Food Services	07/01/14	\$ 9.00
Carpinteyro, Kimberly	Student Aide I	Food Services	07/01/14	\$ 9.00
Castaneda Hernandez,				
Emmanuel	Student Aide I	Tutorial Services	07/01/14	\$ 9.75
Cedano, Esther	Student Aide II	Puente Program	07/14/14	\$ 10.00
Chavez-Aparicio, Oscar	Student Aide II	Outreach	07/22/14	\$ 10.00
Clark, Aaron	Student Aide II	Tutorial Services	07/07/14	\$ 10.00
Cole, Russell Jay	Student Aide I	Food Services	08/11/14	\$ 9.00
Cosgrove, Erin	Student Aide III	Tutorial Services	07/01/14	\$ 11.00
Crews, Cassandra	Student Aide I	Math Lab	07/29/14	\$ 9.25
Delgado, Kennia	Student Aide I	Food Services	07/01/14	\$ 9.00
Diaz, Jean	Student Aide II	Tutorial Services	07/29/14	\$ 10.00
		Early Childhood		
Faurrieta, Maria	Student Aide I	Education	07/01/14	\$ 9.00
Gallo, Stephanie	Student Aide II	Tutorial Services	07/01/14	\$ 10.00
Garcia, Areli	Student Aide II	Tutorial Services	07/01/14	\$ 10.00
Green, Janet	Student Aide II	Tutorial Services	07/01/14	\$ 10.00
Gudino, Lourdes	Student Aide IV	Student Support Services	07/01/14	\$ 12.00
Guidote, Maria	Student Aide I	Tutorial Services	07/29/14	\$ 9.75

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

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<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
MORENO VALLEY COLLEGE (Continued)				
Gutierrez, Oliver	Student Aide II	Tutorial Services	07/01/14	\$ 10.50
Hadley, Jamie	Student Aide III	Tutorial Services	07/01/14	\$ 11.00
		Grants College and		
Hansen, Noelle	Student Aide IV	Support Programs	07/01/14	\$ 12.00
Harmison, Dominic	Student Aide II	Tutorial Services	07/17/14	\$ 10.00
Hetman, Bryan	Student Aide I	Math Lab	08/11/14	\$ 9.25
Irvin, Anthony	Student Aide I	Tutorial Services	07/01/14	\$ 9.00
Jeffers, Oona	Student Aide I	Food Services	07/01/14	\$ 9.00
Juarez, Jannette	Student Aide I	Food Services	07/01/14	\$ 9.00
Luevano, James	Student Aide II	Tutorial Services	07/01/14	\$ 10.00
Lusser, Dominique	Student Aide II	Science and Kinesiology	07/22/14	\$ 10.00
Martinez, Adriana	Student Aide I	Food Services	07/01/14	\$ 9.00
Miller, Jacob	Student Aide I	Tutorial Services	07/01/14	\$ 9.00
Moreno Alba, Alejandra Gua	Student Aide I	Food Services	07/28/14	\$ 9.00
Ochoa Gonzalez Jr, Benjami	Student Aide I	Tutorial Services	07/28/14	\$ 9.00
		Early Childhood		
Ogden, Nancy	Student Aide I	Education	07/01/14	\$ 9.50
Pacheco, Bianca	Student Aide I	Tutorial Services	07/17/14	\$ 9.00
Perez, Stephanie	Student Aide II	Tutorial Services	07/01/14	\$ 10.00
		Instructional Media		
Pisa, Amanda	Student Aide I	Center	07/10/14	\$ 9.00
Placito, Alondra	Student Aide I	Food Services	07/22/14	\$ 9.00
Probizanky, Henry	Student Aide III	Tutorial Services	07/01/14	\$ 11.25
		Early Childhood		
Puebla, Guadalupe	Student Aide I	Education	07/23/14	\$ 9.25
Ramisson, Chris	Student Aide II	Tutorial Services	07/01/14	\$ 10.00
		Humanities and Social		
Rangel, Corina	Student Aide II	Sciences Music Program	07/08/14	\$ 10.00
		Early Childhood		
Rayo, Noemi	Student Aide I	Education	07/01/14	\$ 9.00
Rodriguez, Crhistopher	Student Aide I	Food Services	07/23/14	\$ 9.00
		Writing and Reading		
Rodriguez, Erik	Student Aide I	Center	07/01/14	\$ 9.00
Salcedo Carrasco, Jessica	Student Aide II	Tutorial Services	07/17/14	\$ 10.00
Santoyo, Mariana	Student Aide II	Admissions and Records	07/01/14	\$ 10.50
		Instructional Media		
Seitz, Kaylynn	Student Aide I	Center	07/29/14	\$ 9.00
Tav, Noravuth	Student Aide III	Student Activities	07/30/14	\$ 11.00
Tello, Edesl	Student Aide III	Tutorial Services	07/07/14	\$ 11.00
Thomas, Elizabeth	Student Aide I	Tutorial Services	07/01/14	\$ 9.50

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

Backup Other Personnel
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<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
MORENO VALLEY COLLEGE (Continued)				
Tillman, Jeramie	Student Aide I	Food Services	07/01/14	\$ 9.00
Valenzuela, Raymond	Student Aide II	Tutorial Services	07/29/14	\$ 10.00
		Grants College and		
Villasenor, Sofia	Student Aide II	Support Programs	07/22/14	\$ 10.00
Villegas, Omar	Student Aide II	Student Activities	07/30/14	\$ 10.50
Walker, Tracy	Student Aide I	Food Services	07/30/14	\$ 9.00
Williams, Brandon W	Student Aide I	Food Services	07/30/14	\$ 9.00
Xu, Jim	Student Aide II	Math Lab	07/23/14	\$ 10.00
Zaragoza, Frances	Student Aide I	Food Services	07/01/14	\$ 9.00
NORCO COLLEGE				
		Extended Opportunity		
		Program and		
Alex, Shantine	Student Aide II	Services/Care	07/01/14	\$10.00
Al-Karam, Ali	Student Aide III	Tutorial Services	07/01/14	\$11.00
Almaraz-Alarcon, Evelyn	Student Aide I	Food Services	07/01/14	\$9.00
Antunez, Orlando	Student Aide II	Tutorial Services	07/02/14	\$ 10.00
Bateman, Joel	Student Aide III	Tutorial Services	07/02/14	\$ 11.00
Bourguet, Arlena	Student Aide I	Food Services	07/01/14	\$9.00
Castro, Jacqueline	Student Aide II	Tutorial Services	07/01/14	\$ 10.00
Chima, Stanley	Student Aide II	Tutorial Services	07/02/14	\$10.25
Cisneros, Jasmine	Student Aide II	Tutorial Services	07/01/14	\$ 10.00
Cordora, Mariah	Student Aide II	Writing Lab	07/01/14	\$ 10.00
Cude, Lindsey	Student Aide I	Food Services	07/01/14	\$ 9.00
Del Real, Marc	Student Aide I	Disability Resource Center	08/07/14	\$9.00
Farias, Elena	Student Aide II	Economic Development	07/22/14	\$10.00
Fernandez, Jordy	Student Aide II	Tutorial Services	07/08/14	\$10.00
		Career Technical		
Galvez, Omar	Student Aide II	Education Projects	08/07/14	\$11.00
Hernandez, Cristina	Student Aide II	Tutorial Services	07/02/14	\$10.00
Hinojosa, Michelle	Student Aide III	Tutorial Services	07/01/14	\$11.00
Kamel, Rehan	Student Aide II	Tutorial Services	07/08/14	\$10.00
Kan, Patrick	Student Aide II	Tutorial Services	07/08/14	\$10.00
Khairi, Jehanzeb	Student Aide II	Tutorial Services	07/08/14	\$10.00
Koenig, Patricia	Student Aide II	Tutorial Services	07/01/14	\$10.00
		Business, Engineering, &		
Lawrence, Aidan	Student Aide II	Information Technology	08/11/14	\$10.00
Lopez, Brenda	Student Aide II	Tutorial Services	07/02/14	\$10.00
Marashi, Arzoo	Student Aide II	Tutorial Services	07/02/14	\$ 10.00

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

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<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
NORCO COLLEGE (Continued)				
		Communication /		
Mui, Kim Jasper	Student Aide II	Journalism	07/30/14	\$10.00
Munoz, Josue	Student Aide II	Tutorial Services	08/11/14	\$10.00
Nabor, Sief	Student Aide II	Tutorial Services	08/11/14	\$10.00
		Extended Opportunity Program and		
Navarro, Karen	Student Aide I	Services/Care	07/01/14	\$ 9.50
Olguin, Estephania	Student Aide II	Assessment Center	07/03/14	\$10.50
Pawling, Rand	Student Aide II	Tutorial Services	07/08/14	\$10.00
Pedretti, Taylor	Student Aide II	Tutorial Services	07/02/14	\$10.00
Quan, Judith	Student Aide II	Tutorial Services	07/02/14	\$10.00
Rash, Morgan	Student Aide II	Tutorial Services	08/11/14	\$10.00
Rashid, Rahim	Student Aide II	Tutorial Services	07/10/14	\$10.00
Rubi, Stephanie	Student Aide I	Tutorial Services	07/01/14	\$10.00
Santana, Elan	Student Aide I	Food Services	07/01/14	\$ 9.00
Terrell, Brishay	Student Aide II	Assessment Center	07/03/14	\$10.50
Valverde, Vanessa	Student Aide I	Food Services	07/01/14	\$ 9.00
		Extended Opportunity Program and		
You, Mike	Student Aide I	Services/Care	07/01/14	\$10.00
RIVERSIDE CITY COLLEGE				
Acuna, Guillermo	Student Aide IV	Math Learning Center Center for Communication	07/17/14	\$12.00
Adams, Daniel	Student Aide V	Excellence	07/01/14	\$13.75
Adams, Katrina	Student Aide IV	Academic Support	07/02/14	\$12.00
Aguilar, Alex	Student Aide I	Library	07/01/14	\$ 9.00
Aguilar, Raylena	Student Aide I	Health Services	06/04/17	\$ 8.50
Aguilar, Raylena	Student Aide I	Health Services	07/01/14	\$ 9.00
Alcaraz, Adriana	Student Aide I	Instructional Media Ctr.	07/01/14	\$ 9.00
Avaloz, Misty	Student Aide II	Math Learning Center	07/31/14	\$10.00
Bagsit, Miguel	Student Aide I	Outreach	07/01/14	\$ 9.00
Barajas, Giovanni	Student Aide IV	Math Learning Center	07/15/14	\$12.00
Bennett, Toryona	Student Aide IV	Academic Support	07/01/14	\$12.00
Bonds Sr., Michael	Student Aide IV	Academic Support	07/01/14	\$12.00
Bricker, Joshua	Student Aide II	Academic Support	06/19/14	\$10.00
Bricker, Joshua	Student Aide II	Academic Support	07/01/14	\$10.00
Briguglio, Mathew	Student Aide I	Tutorial Services	07/01/14	\$ 9.00
Brown, Audra	Student Aide II	Disabled Student Svcs	07/01/14	\$10.00

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Brown, Hannah	Student Aide I	Outreach	07/01/14	\$ 9.00
Bshai, Karam	Student Aide I	Tutorial Services	07/01/14	\$ 9.00
Bujanda, Hector	Student Aide I	Food Services	07/01/14	\$ 9.00
		Business Administration /		
Camacho, Joshua	Student Aide I	Info Systems and Tech.	07/01/14	\$ 9.00
Campbell, Austin	Student Aide II	Writing and Reading Ctr	07/21/14	\$ 10.00
		Business Administration /		
Cappellano, Sherrie	Student Aide I	Info Systems and Tech.	07/01/14	\$ 9.00
Carey, Braddley	Student Aide IV	Academic Support	07/01/14	\$ 12.00
Carranza Diaz, Sergio	Student Aide I	Writing and Reading Ctr	07/21/14	\$ 9.00
Cervantes-Borges, Ariana	Student Aide I	Outreach	07/01/14	\$ 9.00
Chalkus, Shauntee	Student Aide I	Library	07/01/14	\$ 9.00
Chamberlin, Dana	Student Aide III	Outreach	07/01/14	\$ 11.00
Chan, Jimmy	Student Aide II	Math Learning Center	07/29/14	\$ 10.00
Chapa, Adriana	Student Aide III	Disabled Student Svcs	07/01/14	\$ 11.00
Chavez Martinez, Brandon	Student Aide II	Disabled Student Svcs	07/01/14	\$ 10.00
Chavez, Cynthia	Student Aide I	Library	07/01/14	\$ 9.00
Chen, Yanzi	Student Aide I	Tutorial Services	07/01/14	\$ 9.00
Christiansen, Connor	Student Aide IV	Math Learning Center	07/17/14	\$ 12.00
Clark, Amanda	Student Aide I	Outreach	07/01/14	\$ 9.00
Collard, Nicole	Student Aide I	Food Services	07/01/14	\$ 9.00
Cortes, Andrea	Student Aide I	Instructional Media Ctr.	07/29/14	\$ 9.00
Cortez, Adrian	Student Aide IV	Math Learning Center	07/15/14	\$ 12.00
Crossley Jr., Hilton	Student Aide I	Instructional Media Ctr.	07/29/14	\$ 9.00
Cui, Zhiyan	Student Aide I	Tutorial Services	07/01/14	\$ 9.00
Curticiu, Dana	Student Aide IV	International Student Ctr	07/10/14	\$ 12.00
Dart, Angela	Student Aide I	EOPS	07/01/14	\$ 9.25
Davalos, Arturo	Student Aide III	Library	07/01/14	\$ 11.00
Davies, Michael	Student Aide I	Tutorial Services	07/01/14	\$ 9.00
Davis, Abigail	Student Aide I	Writing and Reading Ctr	07/01/14	\$ 9.00
Davis, Madilaine	Student Aide I	Writing and Reading Ctr	07/14/14	\$ 9.00
Davis, Sharon	Student Aide III	DSPS / Workability III	07/01/14	\$ 11.75
DeCastro, Diana	Student Aide III	Counseling	07/01/14	\$ 11.00
Diaz, Ignacio	Student Aide I	Outreach	07/23/14	\$ 9.00
Diaz, Sandra	Student Aide II	Writing and Reading Ctr	07/01/14	\$ 10.00
		Kinesiology / Aquatic Ctr		
Eagle, Seva	Student Aide I	Kinesiology / Aquatic Ctr	07/01/14	\$ 9.00
Eiswert-Calamusa, Paige	Student Aide I	Academic Support	08/04/14	\$ 9.50
Ertas, Seyda	Student Aide IV	Academic Support	07/23/14	\$ 12.00
Erwin, Erica	Student Aide I	Academic Support	06/23/14	\$ 9.25
Evans, Bradley	Student Aide III	Library	07/01/14	\$ 11.00

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Farfan, Alec	Student Aide I	Tutorial Services	07/01/14	\$ 9.00
Feng, Boshen	Student Aide I	International Student Ctr	07/24/14	\$ 9.00
Fike, Wayne	Student Aide I	Tutorial Services	07/15/14	\$ 9.00
Finau, Tutulu	Student Aide I	Library	07/15/14	\$ 9.00
Flores Jr., Jose	Student Aide II	Upward Bound	07/01/14	\$10.00
Franklin, Katheryn	Student Aide I	Writing and Reading Ctr	07/01/14	\$ 9.00
Frisbee, Frank	Student Aide I	Tutorial Services	07/01/14	\$ 9.00
Garcia, Jairo	Student Aide I	Math Learning Center	07/24/14	\$ 9.00
Garcia, Miguel	Student Aide I	Outreach	07/01/14	\$ 9.00
Garcia-Ulloa, Karina	Student Aide II	Writing and Reading Ctr	07/24/14	\$10.00
Gonzales, Danielle	Student Aide I	Early Childhood Educ	07/23/14	\$ 9.00
Gonzales, Justin	Student Aide I	Tutorial Services	07/01/14	\$ 9.00
Gonzalez Bravo, Maria	Student Aide I	Early Childhood Educ	07/01/14	\$ 9.00
Gonzalez Garcia, Priscila	Student Aide I	Performing Arts / Theatre Center for Communication Excellence	07/22/14	\$ 9.00
Gonzalez, DeBrianna	Student Aide I	Math Learning Center	07/01/14	\$ 9.00
Gonzalez, Matthew	Student Aide IV	Early Childhood Educ	07/17/14	\$12.00
Granados, Margarita	Student Aide I	Student Financial Services	07/23/14	\$ 9.00
Gray, Manuel	Student Aide I	07/01/14	\$ 9.00	
Grey, Olivia	Student Aide I	Performing Arts / Theatre Center for Communication Excellence	07/01/14	\$ 9.00
Gutierrez, Cecilia	Student Aide I	Center for Communication Excellence	07/01/14	\$ 9.00
Hale, Preston	Student Aide I	08/04/14	\$ 9.00	
Hantuli, Neda	Student Aide I	Tutorial Services	07/01/14	\$ 9.00
Harner, Kathleen	Student Aide I	Early Childhood Educ	07/01/14	\$ 9.00
Haughey, Adam	Student Aide IV	Math Learning Center	07/15/14	\$12.00
Henderson, Derek	Student Aide I	Instructional Media Ctr.	07/29/14	\$ 9.00
Heredia, Victoria	Student Aide I	Early Childhood Educ	07/01/14	\$ 9.00
Hernandez, Diana	Student Aide I	Counseling	07/01/14	\$ 9.50
Hernandez, Vanessa	Student Aide IV	Math Learning Center	07/15/14	\$12.00
Hightower, Jermaine	Student Aide I	Tutorial Services Center for Communication Excellence	07/15/14	\$ 9.00
Hill, Argie	Student Aide I	07/01/14	\$ 9.00	
Hill, Brandi	Student Aide II	Disabled Student Svcs	07/01/14	\$10.00

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Hinojos, Manuel	StudentAide I	Library Center for Communication Excellence	07/01/14	\$ 9.00
Hughes, Emily	Student Aide I	Food Services	07/01/14	\$ 9.00
Hulbert, Rebecca	Student Aide I	Math Learning Center	07/17/14	\$12.00
Huynh, Toan	Student Aide IV	Tutorial Services	07/01/14	\$ 9.00
Jia, Min	Student Aide I	Tutorial Services	07/01/14	\$ 9.00
Johnson, Jacob	Student Aide I	Writing and Reading Ctr	07/01/14	\$ 9.00
Joneson, Mark	Student Aide I	Disabled Student Svcs	07/01/14	\$10.00
Kalinich, Kari	Student Aide II	Disabled Student Svcs	07/01/14	\$10.00
Kamoto, Gina	Student Aide II	Food Services	07/01/14	\$ 9.00
Kamoto, Jared	Student Aide I	Food Services	07/01/14	\$ 9.00
Kamoto, Leslie	Student Aide I	Tutorial Services	07/01/14	\$ 9.00
Kaur, Ravneet	Student Aide I	Upward Bound	07/01/14	\$10.00
Kepke, Kimberly	Student Aide II	Counseling	07/01/14	\$ 9.00
Kesselman, Robert	Student Aide I	Tutorial Services	07/01/14	\$ 9.00
Laguna, Zaira	Student Aide I	International Student Ctr	07/31/14	\$ 9.00
Law Wong, Rowena	Student Aide I	Business Administration / Info Systems and Tech.	07/01/14	\$ 9.00
Leduc, James	Student Aide I	Instructional Media Ctr.	07/01/14	\$ 9.00
Lemos, Briana	Student Aide I	Center for Communication Excellence	07/01/14	\$ 9.00
Lobos Jr., Oscar	Student Aide I	Assessment Center	07/01/14	\$ 9.50
Lopez, Jr., Juan	Student Aide I	Math Learning Center	07/29/14	\$ 9.00
Lopez, Karina	Student Aide I	Math Learning Center	07/22/14	\$12.00
Lopez, Samantha Mendoza	Student Aide IV	Tutorial Services	07/01/14	\$ 9.00
Lovekin, Katherine	Student Aide I	Library	07/01/14	\$10.00
Lugo, Karla	Student Aide II	Library	07/01/14	\$ 9.00
Macias, Timothy	Student Aide I	Academic Support	07/24/14	\$12.00
Magee, Gigi	Student Aide IV	Library	07/01/14	\$ 9.00
Marchan, Stephanie	Student Aide I	Performing Arts / Theatre	07/01/14	\$ 9.00
Martinez, Christina	Student Aide I	Counseling Center for Communication	07/01/14	\$ 9.00
McClain-Smith, Alexis	Student Aide I	Excellence	07/01/14	\$ 9.00
McDaniels, Matthew	Student Aide I	Upward Bound	07/01/14	\$10.00
McGraw, Josheua	Student Aide II	Writing and Reading Ctr	07/01/14	\$ 9.00
McMinn, Pauline	Student Aide I	Academic Support	07/01/14	\$12.00
McMorris, Justin	Student Aide IV			

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Meigs, Reginald	Student Aide I	Writing and Reading Ctr	07/01/14	\$ 9.00
Melgrati, Stefano	Student Aide I	Tutorial Services	07/15/14	\$ 9.00
Mendez Aviles, Jorge	Student Aide I	Outreach	07/01/14	\$ 9.00
Merwin, Julisa	Student Aide I	Instructional Media Ctr.	07/01/14	\$ 9.00
Miles, Wanda	Student Aide I	Facilities / Custodial	07/01/14	\$ 9.00
Monroy, Nohemi	Student Aide I	Library	07/01/14	\$ 9.00
Montilla, Glory Mae	Student Aide II	Assessment Center	07/01/14	\$10.00
Moore, Brieanne	Student Aide IV	Academic Support	07/01/14	\$12.00
Moore, Kiana	Student Aide IV	Academic Support	07/15/14	\$12.00
Moore, Lindsay	Student Aide I	Safety and Police Student Financial Services	07/01/14	\$ 9.00
Moran, Juancarlos	Student Aide I	Safety and Police	07/01/14	\$ 9.00
Mull, Rocio	Student Aide I	Academic Support	06/19/14	\$12.00
Murdock, Skyler	Student Aide IV	Assessment Center	07/01/14	\$ 9.50
Muro, Samantha	Student Aide I	Tutorial Services	07/15/14	\$ 9.00
Najera, Oliver	Student Aide I	Instructional Media Ctr.	07/29/14	\$ 9.00
Naranjo Jr, Jose	Student Aide I	Tutorial Services	07/01/14	\$ 9.00
Nguyen, Joshua	Student Aide I	Academic Support	06/23/14	\$10.00
Nguyen, Quang	Student Aide II	Academic Support	07/01/14	\$10.00
Nguyen, Catherine	Student Aide I	Food Services	07/01/14	\$ 9.00
Ochoa, Catherina	Student Aide III	Library	07/01/14	\$11.00
O'Neill, Rosemary	Student Aide I	Early Childhood Educ Center for Communication Excellence	07/15/14	\$ 9.00
Orhuozee, Eseosa	Student Aide III	Tutorial Services	07/01/14	\$11.50
Orozco, Raymundo	Student Aide I	Food Services	07/01/14	\$ 9.00
Ozmun, Brittney	Student Aide I	Early Childhood Educ	07/01/14	\$ 9.00
Padilla, Patricia	Student Aide I	Performing Arts / Theatre	07/01/14	\$ 9.00
Partridge, Robert	Student Aide I	Disabled Student Svcs	07/01/14	\$10.00
Pendleton, Linise	Student Aide II	Counseling Behavioral Science /	07/01/14	\$ 9.50
Perchez, George	Student Aide I	Admin of Justice	10/01/13	\$ 9.00
*Perez, Lucila	Student Aide I	Outreach	07/01/14	\$ 9.00
Perez, Rosalina	Student Aide I	Counseling	07/01/14	\$ 9.50
Quiroz, Jose	Student Aide I			

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RIVERSIDE CITY COLLEGE (Continued)				
		Communication		
Ramirez, Rachel	Student Aide I	Excellence	07/21/14	\$ 9.00
Reed, Alton	Student Aide I	Early Childhood Educ	07/01/14	\$ 9.00
Reed, Raymond	Student Aide I	Tutorial Services	07/01/14	\$ 9.00
Reynolds, Brian	Student Aide IV	Math Learning Center	07/15/14	\$12.00
Rodriguez, Kristina	Student Aide I	Math Learning Center	07/15/14	\$ 9.00
Rodriguez, Rene	Student Aide I	Safety and Police	07/01/14	\$ 9.00
Rodriguez, Ricardo	Student Aide I	Tutorial Services	07/01/14	\$ 9.00
Romano, Jenna	Student Aide IV	Academic Support	07/02/14	\$12.00
Rosas, Adam	Student Aide I	Facilities / Custodial	07/01/14	\$ 9.00
Ruiz, Nancy	Student Aide I	Instructional Media Ctr.	07/01/14	\$ 9.00
Saldate Foster, Annette	Student Aide II	Writing and Reading Ctr	07/01/14	\$10.00
Sanchez, Colomba	Student Aide I	Life Sciences	08/05/14	\$ 9.00
Sanchez, Isabel	Student Aide I	Instructional Media Ctr.	07/29/14	\$ 9.00
Sanchez, Xochitl	Student Aide I	Assessment Center	07/01/14	\$ 9.00
Sebastian, Tyler	Student Aide I	Writing and Reading Ctr	07/01/14	\$ 9.00
Sesmas, Noemi	Student Aide IV	Academic Support	07/23/14	\$12.00
Shain, Dawn	Student Aide III	Disabled Student Svcs	07/01/14	\$11.00
Sheffler, Travis	Student Aide IV	Admissions / Cashier	07/01/14	\$12.00
Simril, Monica	Student Aide I	Food Services	07/01/14	\$ 9.00
Sines III, Anthony	Student Aide IV	Math Learning Center	07/03/14	\$12.00
Soria, Amanda	Student Aide I	Early Childhood Educ	07/01/14	\$ 9.00
Sosa, Roberto	Student Aide I	Food Services	07/01/14	\$ 9.00
		Business Administration /		
Spears, ChaMarie	Student Aide I	Info Systems and Tech.	07/01/14	\$ 9.00
		Business Administration /		
Summers, Tanner	Student Aide I	Info Systems and Tech.	07/01/14	\$ 9.00
Torres, Kailen	Student Aide I	Food Services	07/01/14	\$ 9.00
Tu, Allison	Student Aide I	Writing and Reading Ctr	07/01/14	\$ 9.00
Vancil, Krystal	Student Aide I	Assessment Center	07/01/14	\$ 9.50
Vito Jr., Ronald	Student Aide I	Outreach	07/01/14	\$ 9.00
		Behavioral Science /		
*Waddell, Elizabeth	Student Aide I	Admin of Justice	10/01/13	\$ 9.00
Wei, Wanting	Student Aide I	Writing and Reading Ctr	07/21/14	\$ 9.00
West, Travis	Student Aide I	Journalism	07/01/14	\$ 9.00
Wickes, Alexander	Student Aide I	Writing and Reading Ctr	07/01/14	\$ 9.00
Wills, Larissa	Student Aide II	Early Childhood Educ	07/01/14	\$10.50

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RIVERSIDE CITY COLLEGE (Continued)				
Wilson, Nathanael	Student Aide II	Academic Support	06/19/14	\$ 9.25
Wilson, Nathanael	Student Aide I	Academic Support	07/06/14	\$ 9.25
Worden, Steven	Student Aide I	Business Administration / Info Systems and Tech.	07/01/14	\$ 9.00
Youngberg, Joel	Student Aide I	Business Administration / Info Systems and Tech.	07/01/14	\$ 9.00
<u>CATEGORICAL FUNDS</u>				
AMERICA READS PROGRAM				
Sivitos, Heidi	Student Aide I	Early Childhood Education-MVC	07/22/14	\$ 9.25
Valdez, Cecilia	Student Aide I	Early Childhood Education-MVC	07/01/14	\$ 9.25
CALWORKS WORK STUDY				
Alvarado, Araceli	Student Aide II	Workforce Preparation/CalWorks- MVC	07/01/14	\$ 10.00
Badger, Kriste	Student Aide I	Library - MVC	07/03/14	\$ 9.00
Balajadia, MaryAnn	Student Aide II	Disabled Student Services - MVC	07/08/14	\$ 10.00
Bean, Jamie	Student Aide II	Payroll - RCC	07/15/14	\$ 10.00
Bravo, Rosa	Student Aide I	Student Health and Psychological Services - MVC	07/15/14	\$ 9.00
Burdette, Kyla	Student Aide V	Workforce Preparation/CalWorks - MVC	07/01/14	\$ 13.75
Crawford, Edith	Student Aide III	College Safety-Norco	07/01/14	\$ 11.00
D'Amico, Stephanie	Student Aide II	Student Services/Activities - RCC	07/10/14	\$ 10.00
Devany, Stacy	Student Aide I	Workforce Prep - RCC	07/01/14	\$ 9.75
Ebed, Remon	Student Aide II	Dean Of Instruction- Norco	07/17/14	\$ 10.50
Evans, Brittanie	Student Aide II	Foundation - RCC	07/01/14	\$ 10.00

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CALWORKS WORK STUDY (Continued)				
Garcia, Evelyn	Student Aide I	School of Nursing - RCC	07/01/14	\$ 9.00
Grinstead, Samantha	Student Aide III	College Safety-Norco	07/01/14	\$ 11.00
Hernandez, Rosalina	Student Aide I	Counseling - RCC	07/23/14	\$ 9.50
Johnson, Tabitha	Student Aide II	CalWORKs/Outreach Workforce Preparation/CalWorks - MVC	08/07/14	\$ 10.00
Jones, Abreesha	Student Aide II	Workforce Prep - RCC	07/01/14	\$ 9.75
Kelley, Jennifer	Student Aide I	Workforce Prep/CalWorks-MVC	07/01/14	\$ 10.00
Munoz, Shantal	Student Aide II	Early Childhood Education - MVC	07/01/14	\$ 9.25
Nateghinezhad, Faeze	Student Aide I	Academic Affairs - MVC	07/01/14	\$ 10.00
Nepusz, Erin	Student Aide II	Student Employment - MVC	07/01/14	\$ 10.00
Oseguera, Mary	Student Aide II	Dental Hygiene - MVC	07/01/14	\$ 10.00
Prude, Breanna	Student Aide II	Student Services/Activities - RCC	07/30/14	\$ 10.00
Raquinio, Jessica	Student Aide II	Assessment Center - MVC	07/01/14	\$ 9.00
Richards, Shenise	Student Aide I	School of Nursing - RCC	07/01/14	\$ 9.00
Sauder, Tawney	Student Aide I	Math Lab - MVC	07/01/14	\$ 9.25
Shayegan, Majid	Student Aide I	Math Learning Ctr - RCC	07/03/14	\$ 12.00
Sines, Anthony	Student Aide IV	Assessment Center - MVC	07/01/14	\$ 10.50
Stanfield, Carmen	Student Aide II	Student Financial Services - MVC	07/01/14	\$ 10.00
Steckman, Deborah	Student Aide II	UCR ArtsBlock - RCC	07/19/14	\$ 10.00
Tapia, Olivia	Student Aide II	EOPS - MVC	07/01/14	\$ 11.00
Villalta, Katherine	Student Aide III			
COMMUNITY SERVICE PROGRAM				
Cornejo, Julia Elizabeth	Student Aide I	Early Childhood Education-MVC	07/28/14	\$ 9.25
Dunn, Amanda	Student Aide I	Early Childhood Education-MVC	07/01/14	\$ 9.00
Kelly, Jordan	Student Aide I	Early Childhood Education -MVC	08/11/14	\$ 9.25
Matthews, Iyanna	Student Aide I	Early Childhood Education-MVC	07/01/14	\$ 9.00

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COMMUNITY SERVICE PROGRAM (Continued)				
Scott, Kamille	Student Aide I	Early Childhood Education-MVC	07/01/14	\$ 9.00
Theus, Theresa	Student Aide I	Early Childhood Education-MVC	07/01/14	\$ 9.00
Van Der Vegt, Demi	Student Aide I	Early Childhood Education-MVC	07/01/14	\$ 9.50
LITERACY PROGRAM				
Perera, Cecelia	Student Aide I	Early Childhood Education -MVC	07/01/14	\$ 9.00
MORENO VALLEY COLLEGE				
Akcheralian, Katherine	Student Aide II	Assessment Center	07/03/14	\$ 10.00
Alexander, Naimah	Student Aide III	Facilities	07/30/14	\$ 11.00
Aranda, Yaquelin	Student Aide II	Student Financial Services	07/01/14	\$ 10.00
Arellano, Efren	Student Aide I	Math Lab	07/01/14	\$ 9.25
Bunting, Katrina	Student Aide I	Food Services	07/01/14	\$ 9.00
Carbajal, Cristina T	Student Aide II	Health Human and Public Services Dental Assistant Program	07/16/14	\$ 10.00
Chupema, Piyasri	Student Aide II	Workforce		
Clarke, Joseph	Student Aide III	Prepartion/CalWorks	07/16/14	\$ 10.00
Dean, Sunselurae	Student Aide II	Facilities	07/30/14	\$ 11.00
Del Pilar, Rodrigo	Student Aide I	Library	07/10/14	\$ 10.00
Dubon, Annie	Student Aide I	Math Lab	07/01/14	\$ 9.25
Erebholo, Anneliese	Student Aide II	Writing and Reading Center	07/01/14	\$ 9.00
Flores, Amy Marlyn	Student Aide I	Student Financial Services	07/01/14	\$ 10.00
Flores, Paula	Student Aide I	Assessment Center	07/28/14	\$ 9.00
Fukushima, Eiko	Student Aide II	Counseling	07/16/14	\$ 9.50
Gallo, Stephanie	Student Aide IV	Math Lab	07/01/14	\$ 10.00
Garcia, Alma	Student Aide I	Web Development	07/01/14	\$ 12.00
Garcia, Teresa	Student Aide II	Workforce		
Gardner, Michele	Student Aide I	Prepartion/CalWorks	07/22/14	\$ 9.00
Granado, Carmen	Student Aide I	Tutorial Services	07/01/14	\$ 10.00
		Health Human and Public Services	07/01/14	\$ 9.00
		Assessment Center	07/28/14	\$ 9.50

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<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
MORENO VALLEY COLLEGE (Continued)				
Hernandez, Daisy	Student Aide I	Assessment Center	07/01/14	\$ 9.00
Higdon-Nottingham, Jessica	Student AideIII	Music Lab	07/30/14	\$ 11.00
Hymes, Edith	Student Aide IV	Renaissance Scholars	07/30/14	\$ 12.75
Johnson, Tahndanya	Student Aide II	Student Activites	07/30/14	\$ 10.50
Johnson, William	Student AideIII	Facilities	07/15/14	\$ 11.00
Jones, Rasheid A	Student Aide II	Outreach Workforce	07/16/14	\$ 10.00
Lincoln, Terry	Student Aide I	Prepartion/CalWorks	07/16/14	\$ 9.00
Macedon, Tyrone	Student Aide I	Student Activites Health Human and Public Services	07/01/14	\$ 10.50
Manning, Mary	Student Aide I	Writing and Reading Center	07/22/14	\$ 9.75
McClain, Jewell	Student Aide I	Center	07/01/14	\$ 9.00
McDowell, Sakia	Student Aide IV	Renaissance Scholars	07/08/14	\$ 12.75
Mejia, Melanie C	Student Aide I	Assessment Center	07/01/14	\$ 9.50
Miller, Delia	Student Aide II	Outreach	07/01/14	\$ 10.00
Monroe, Breanna Irene	Student Aide II	Outreach	07/22/14	\$ 10.00
Morales, Marissa	Student Aide I	Library	07/14/14	\$ 9.00
Morris, Tanisha Y.	Student Aide II	Student Activites	07/01/14	\$ 10.00
Mustafiz, Shahriyar	Student Aide II	Admissions & Records	08/11/14	\$ 10.00
Navarrete, Adriana	Student Aide II	Puente Program	07/30/14	\$ 10.00
Ornelas, Gladys Veronica	Student Aide I	Cousneling	07/30/14	\$ 9.00
Price, Guthrie	Student Aide I	Math Lab	07/01/14	\$ 9.25
Raphael, Patric Jordan	Student Aide I	Counseling Phyiscian Assistant Program	07/30/14	\$ 9.00
Reninger, William	Student Aide I	Program	07/30/14	\$ 9.75
Reyes, Erica	Student Aide I	Food Services	07/01/14	\$ 9.00
Rocha, Aljhandra	Student Aide II	Veterans Center	07/01/14	\$ 10.00
Romero, Robert	Student Aide II	Veterans Center	07/01/14	\$ 10.00
Sanderson, Jaimie Chaunice	Student Aide II	Admissions and Records	07/17/14	\$ 10.00
Sandoval, Jenna Susanne	Student Aide II	Admissions and Records	07/28/14	\$ 10.00
Sawyer, Debra	Student Aide I	EOPS	07/01/14	\$ 9.00
Shayegan, Majid	Student Aide I	Math Lab	07/01/14	\$ 9.25
Slaughter, Michael	Student Aide III	Facilities	07/01/14	\$ 11.00
Smith, Lauren Nicole	Student Aide II	Admissions and Records	07/15/14	\$ 10.00
Thacker, Tamara	Student Aide II	Veterans Center	07/17/14	\$ 10.00
Villarreal, Marisol	Student Aide II	Admissions and Records	07/15/14	\$ 10.00
Vitrano, Belinda	Student Aide II	Tutorial Services	07/01/14	\$ 10.00
Wade, Darren	Student Aide III	Facilities	07/01/14	\$ 11.00

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

Backup Other Personnel
August 19, 2014
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<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
MORENO VALLEY COLLEGE (Continued)				
Wickham, Ryan	Student Aide I	EOPS	07/01/14	\$ 9.00
Wiley, Neville	Student Aide I	Tutorial Services	07/01/14	\$ 9.75
NORCO COLLEGE				
Auch, Elaina	Student Aide I	Financial Aid Services	07/03/14	\$ 9.00
Beltran, Tiffany	Student Aide II	CalWorks / Outreach	07/01/14	\$ 10.00
Benedict, Jullian	Student Aide I	Veteran's Office	07/15/14	\$ 9.00
Blair, Sean	Student Aide II	Food Services	07/03/14	\$ 10.00
Bob, Kendall	Student Aide I	Transfer Center	07/01/14	\$ 9.00
Bob, Kennady	Student Aide I	Transfer Center	07/01/14	\$ 9.00
Castillo, Christian	Student Aide I	Student Activities	07/01/14	\$ 9.25
Coker, Michon	Student Aide I	Disabled Resource Center	07/30/14	\$ 9.25
Coker, Mila	Student Aide I	Student Employment	07/30/14	\$ 9.25
Crawford, Edith	Student Aide III	College Safety	07/01/14	\$ 11.00
Duffy, Julianna	Student Aide III	Student Activities	07/01/14	\$ 11.00
Duong, Phuoc Brian	Student Aide I	Student Activities	07/01/14	\$ 9.00
Duran, Danielle	Student Aide II	Library	07/01/14	\$ 10.00
Fernandez, Heidi	Student Aide I	Services	08/07/14	\$ 9.00
Fernandez, Jessica	Student Aide I	Financial Aid Services	07/30/14	\$ 9.00
Flores, Jessica	Student Aide I	Services	07/30/14	\$ 9.00
Galindo, Sarahi	Student Aide II	Upward Bound	07/01/14	\$ 10.00
Gallegos, Maria	Student Aide I	Student Employment	07/01/14	\$ 9.00
Heredia, Gabriela	Student Aide I	Library	07/01/14	\$ 9.00
Hernandez, Jenevieve	Student Aide I	Financial Aid Services	07/03/14	\$ 9.25
Holder, Veronica	Student Aide I	Admissions & Records	07/01/14	\$ 9.00
Horton, Alan	Student Aide I	Veteran's Office	07/22/14	\$ 9.00
Jalanbo, Farrah	Student Aide I	Library	07/01/14	\$ 9.00
Joachin, Alain	Student Aide II	Library	07/10/14	\$ 10.00
Kraft, Josephine	Student Aide II	Tutorial Services	07/31/14	\$ 10.00
Kuria, Andrew	Student Aide I	Library	07/01/14	\$ 9.00
Lopez-Mancilla, Victor	Student Aide I	Transfer Center	07/30/14	\$ 9.00
Lord, Heather	Student Aide I	Veteran's Office	07/15/14	\$ 9.00
Marroquin, Diana	Student Aide I	Financial Aid Services	07/01/14	\$ 9.00
Mejia, Gabriel	Student Aide I	Services	08/07/14	\$ 9.00
Moy, Kevin	Student Aide II	Upward Bound	08/07/14	\$ 10.00
Muller, Azul	Student Aide I	Admissions & Records	07/01/14	\$ 9.00
Nazari, Zahra	Student Aide I	Transfer Center	07/01/14	\$ 9.00
		Extended Opportunity		
Norris, Quila	Student Aide I	Programs	08/07/14	\$ 9.00
Parsons, Larry	Student Aide II	Food Services	07/01/14	\$ 10.00

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

Backup Other Personnel
August 19, 2014
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<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>RATE</u>
NORCO COLLEGE (Continued)				
Perez, Jerod	Student Aide I	Transfer Center	07/22/14	\$ 9.00
Preciado, Michael	Student Aide II	Library	07/01/14	\$ 10.00
Reyes, Jocelyn	Student Aide I	Food Services	07/01/14	\$ 9.00
Rodriguez, Talia	Student Aide I	Disabled Resource Center	07/30/14	\$ 9.00
Rubio, Erka	Student Aide II	CalWorks / Outreach	07/01/14	\$ 10.00
Safi, Hena	Student Aide I	Library	08/07/14	\$ 9.00
Sanders, Shadon	Student Aide I	Admisssions & Records	07/01/14	\$ 9.00
Segura, Nathaniel	Student Aide I	Financial Aid Services	08/07/14	\$ 9.00
Sixtos, Danielle	Student Aide I	Admisssions & Records	07/01/14	\$ 9.00
Soto, Jake	Student Aide I	Library	07/01/14	\$ 9.00
Syed, Muhammad	Student Aide I	Student Employment	07/01/14	\$ 9.00
Tep, Lakena	Student Aide I	Food Services	07/01/14	\$ 9.00
Vargas Jr., Benjamin	Student Aide I	Student Activities	07/01/14	\$ 9.00
Vasquez Rodriguez, Wendy	Student Aide I	Financial Aid Services	08/07/14	\$ 9.00
Walden, Cortney	Student Aide I	Services	08/07/14	\$ 9.00
RIVERSIDE CITY COLLEGE				
Allen, Jordan	Student Aide I	Kinesiology / Football	07/01/14	\$ 9.00
Carrillo, Marc	Student Aide IV	Homeroom / Ujima	07/01/14	\$ 9.00
Garcia, Clarisa	Student Aide I	Culinary Academy	07/23/14	\$ 9.50
Osier, Valerie	Student Aide I	Accounting Services	07/14/14	\$ 9.00
		Kinesiology /		
Picone, Brianna	Student Aide I	Athletic Training	08/05/14	\$ 9.00
Reinhardt, Abraham	Student Aide I	Kinesiology / Football	07/01/14	\$ 9.00
Saldana, Maribel	Student Aide II	Services/Activities	07/10/14	\$ 10.00
Stephan, Leslie	Student Aide II	Chancellor's Office	07/10/14	\$ 10.00
Thompson, Keturah	Student Aide I	Student Support Services	07/01/14	\$ 9.00
Tu, Andy	Student Aide IV	Track	07/15/14	\$ 12.75
Vang, Tuoc	Student Aide II	Web Development	07/29/14	\$ 10.00
Walker, Jermel	Student Aide I	Kinesiology / Football	08/05/14	\$ 9.00

*Faculty member promised student payment for a special project and never followed through

Agenda Item (VI-B-1)

Meeting	8/19/2014 - Regular
Agenda Item	Consent Agenda Action (VI-B-1)
Subject	Purchase Order and Warrant Report – All District Resources
College/District	District
Funding	Various Resources
Recommended Action	It is recommended that the Board of Trustees approve/ratify the Purchase Orders and Purchase Order Additions totaling \$61,556,894 and District Warrant Claims totaling \$13,397,855.

Background Narrative:

The attached Purchase Order and Warrant Report – All District Resources is submitted to comply with Education Code Sections 81656 and 85231. The Purchase Orders and Purchase Order Additions, totaling \$61,556,894 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 224876 – 228096) totaling \$13,397,855 have been reviewed by the Business Office to verify that monies are available in the appropriate funds for payment of these warrants. These claims also have been reviewed, on a sample basis, by the Riverside County Office of Education through its claim audit process.

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

Attachments:

[08192014_Contracts and Purchase Orders Over \\$84,100 Report \(Jun-Jul\)](#)

Purchase Order Report-All District Resources
 Purchases Over \$84,100
 6/01/14 thru 7/31/14

06/01/14 thru 06/30/14				
PO #	Department	Vendor Name	Description	Amount
B0012697	Food Services - Riverside	Pepsi-Cola	Beverage RFP	\$ 121,000
B0012700	Food Services - Riverside	US Foods	Food - US Communities Contract	291,000
B0012701	Food Services - Norco	US Foods	Food - US Communities Contract	135,000
C0004613	Facilities Planning & Development	Hinkley and Associates, Inc	Bid Award STEM Modulars Phase IIB, Interior	165,250
P0042809	Information Services	Nexus Is, Inc	Comp Equip Additional \$5000 > CMAS Contract	565,000
P0042846	Facilities - Norco	Graybar Electric Co	Fixtures & Fixed Equipment RFP	239,235

Additions to Approved/Ratify Purchase Orders of \$84,100 and Over				
C0004607	Open Campus - Riverside	Iparadigms, LLC	Computer Software Maint/Lic	93,681
C0004608	Business Operations - Norco	West Ed	Consultants	95,370
			June Total	<u>\$ 1,705,536</u>

All Purchase Orders, Contracts, and Additions
 for the Period of 6/01/14 - 6/30/14

Contracts- C4583 - C4613	\$ 678,629
Contract Additions- C3090 - C4560	
Purchase Orders- P42672 - P42909	497,848
Purchase Order Additions- P38513 - P42610	
Blanket Purchase Orders- B12443 - B12739	1,282,231
Blanket Purchase Order Additions- B11226 - B12420	
Total	<u>\$ 2,458,708</u>
June Total	<u><u>\$ 4,164,244</u></u>

07/01/14 thru 07/31/14				
PO #	Department	Vendor Name	Description	Amount
B0012794	Food Services - Moreno Valley	US Foods	Food - US Communities Contract	\$ 110,000
C0004614	Facilities Planning & Development	Nealectric Inc	Bid Award CSA Phase 2 Construction -Site Electrical	297,000
C0004617	College Relations / Special Projects	Professional Personnel Leasing Inc	Consultants	128,150
C0004624	Facilities Planning & Development	Nealectric Inc	Bid Award CSA Phase 2 Construction -Electrical	6,180,741
C0004625	Facilities Planning & Development	Allison Mechanical Inc	Remodel Projects	360,259
C0004629	Facilities Planning & Development	McGuire Contracting, Inc.	Bid Award CAADO Phase 2 Construction -Concrete	2,119,680
C0004630	Facilities Planning & Development	Nealectric Inc	Bid Award CAADO Phase 2 Construction -Electrical	3,434,259
C0004631	Facilities Planning & Development	Kamran and Company, Inc.	Bid Award CAADO Phase 2 Construction -Food Svs	910,000
C0004632	Facilities Planning & Development	Columbia Steel, Inc	Bid Award CAADO Phase 2 Construction -Steel	3,580,122
C0004633	Facilities Planning & Development	Preferred Ceilings, Inc.	Bid Award CAADO Phase 2 Construction -Acoustical	202,951
C0004634	Facilities Planning & Development	Triumph Painting	Bid Award CAADO Phase 2 Construction -Painting	181,077
C0004635	Facilities Planning & Development	Caston, Inc	Bid Award CAADO Phase 2 Construction -Metal	2,302,659
C0004637	Facilities Planning & Development	Letner Roofing Co.	Bid Award CAADO Phase 2 Construction -Roofing	258,109
C0004638	Facilities Planning & Development	Letner Roofing Co.	Bid Award CAADO Phase 2 Construction -Sheet Metal	344,514
C0004639	Facilities Planning & Development	Marina Landscape Inc	Bid Award CAADO Phase 2 Construction -Landscape	149,209
C0004640	Facilities Planning & Development	McGuire Contracting, Inc.	Bid Award CAADO Phase 2 Construction -Site Work	99,592

Purchase Order Report-All District Resources
 Purchases Over \$84,100
 6/01/14 thru 7/31/14

PO #	Department	Vendor Name	Description	Amount
C0004641	Facilities Planning & Development	Caston, Inc	Bid Award CSA Phase 2 Construction -Metal	2,245,926
C0004642	Facilities Planning & Development	Columbia Steel, Inc	Bid Award CSA Phase 2 Construction -Misc. Steel	3,111,878
C0004643	Facilities Planning & Development	Corona Aluminum Co.	Bid Award CSA Phase 2 Construction -Glazing	756,353
C0004644	Facilities Planning & Development	Corona Aluminum Co.	Bid Award CAADO Phase 2 Construction -Glazing	1,674,647
C0004645	Facilities Planning & Development	Inland Building Construction Companies, Inc.	Bid Award CSA Phase 2 Construction -Metal Frames	224,940
C0004646	Facilities Planning & Development	Inland Building Construction Companies, Inc.	Bid Award CSA Phase 2 Construction -Miscellaneous	2,831,161
C0004647	Facilities Planning & Development	Inland Building Construction Companies, Inc.	Bid Award CAADO Phase 2 Construction -Metal	352,060
C0004648	Facilities Planning & Development	Inland Building Construction Companies, Inc.	Bid Award CAADO Phase 2 Construction -Misc	968,839
C0004649	Facilities Planning & Development	Inland Pacific Tile, Inc	Bid Award CSA Phase 2 Construction -Ceramic Tile	197,349
C0004650	Facilities Planning & Development	Inland Pacific Tile, Inc	Bid Award CAADO Phase 2 Construction -Ceramic Tile	407,651
C0004651	Facilities Planning & Development	J. M. Farnan Co., Inc	Bid Award CSA Phase 2 Construction -Plumbing	554,664
C0004652	Facilities Planning & Development	J. M. Farnan Co., Inc	Bid Award CAADO Phase 2 Construction -Plumbing	645,336
C0004653	Facilities Planning & Development	Letner Roofing Co.	Bid Award CSA Phase 2 Construction -Roofing	381,616
C0004654	Facilities Planning & Development	Letner Roofing Co.	Bid Award CSA Phase 2 Construction -Sheet Metal	275,486
C0004656	Facilities Planning & Development	McGuire Contracting, Inc.	Bid Award CSA Phase 2 Construction -Site Work	395,655
C0004657	Facilities Planning & Development	Marina Landscape Inc	Bid Award CSA Phase 2 Construction -Landscape	95,491
C0004658	Facilities Planning & Development	McGuire Contracting, Inc.	Bid Award CSA Phase 2 Construction -Parking Garage	3,517,000
C0004659	Facilities Planning & Development	McGuire Contracting, Inc.	Bid Award CSA Phase 2 Construction -Structural	1,240,320
C0004660	Facilities Planning & Development	Preferred Ceilings, Inc.	Bid Award CSA Phase 2 Construction -Acoustical	626,049
C0004661	Facilities Planning & Development	Triumph Painting	Bid Award CSA Phase 2 Construction -Painting	387,723
C0004662	Facilities - Riverside	Spinitar	Bid Award Quad AV Rewiring Project	129,935
C0004663	Facilities Planning & Development	Winegardner Masonry, Inc	Bid Award CSA Phase 2 Construction -Masonry	2,460,063
C0004664	Facilities Planning & Development	Winegardner Masonry, Inc	Bid Award CAADO Phase 2 Construction -Masonry	119,937
C0004665	Facilities Planning & Development	Stolo Cabinets Inc	Bid Award CSA Phase 2 Construction -Casework	1,386,357
C0004666	Facilities Planning & Development	Stolo Cabinets Inc	Bid Award CAADO Phase 2 Construction -Casework	221,543
C0004667	Facilities Planning & Development	Continental Flooring Inc	Bid Award CAADO Phase 2 Construction -Flooring	247,048
C0004668	Facilities Planning & Development	Continental Flooring Inc	Bid Award CSA Phase 2 Construction -Flooring	510,673
C0004669	Facilities Planning & Development	First Responder Fire Protection Corp.	Bid Award CAADO Phase 2 Const -Fire Protection	172,798
C0004670	Facilities Planning & Development	First Responder Fire Protection Corp.	Bid Award CSA Phase 2 Construction -Fire Protection	220,202
C0004671	Facilities Planning & Development	West-Tech Mechanical, Inc	Bid Award CAADO Phase 2 Construction -Mechanical	2,287,693
C0004672	Facilities Planning & Development	West-Tech Mechanical, Inc	Bid Award CSA Phase 2 Construction -Mechanical	1,987,307
C0004677	Information Services	Ellucian Inc	Computer Software Maint/Lic - Sole Source Resolution	472,289
P0042922	Business Operations - Riverside	US Bank	Other Benefits, Other CE Employees	458,057
P0042923	Business Operations - Riverside	US Bank	Other Benefits, Other CE Employees	438,797
P0043021	Business Operations - Riverside	US Bank	Other Benefits, Other CE Employees	388,003
P0043052	Facilities - Moreno Valley	Graybar Electric Co	Fixtures & Fixed Equipment RFP	227,349
P0043074	Athletics - Riverside	Myers-Stevens & Toohey Co., Inc.	Student Insurance	135,800
Additions to Approved/Ratify Purchase Orders of \$84,100 and Over				
C0003466	Information Services	SK Telecon, Inc.	Voice/Data Cabling Maintenance	200,787
C0003525	Facilities Planning & Development	Magnon Property Management	Professional Services	142,746
C0004098	Human Resources & Diversity	Healthnow Administrative Services	Claims Expense	240,000
			July Total	<u>\$ 53,995,850</u>

Purchase Order Report-All District Resources
 Purchases Over \$84,100
 6/01/14 thru 7/31/14

PO #	Department	Vendor Name	Description	Amount
			All Purchase Orders, Contracts, and Additions for the Period of 7/01/14 - 7/31/14	
			Contracts- C4614 - C4687	\$ 440,608
			Contract Additions- C2677 - C4548	
			Purchase Orders- P42910 - P43520	1,693,130
			Purchase Order Additions- P38505 - P42789	
			Blanket Purchase Orders- B12740 - B13136	1,263,062
			Blanket Purchase Order Additions- B12629 - B12629	
			Total	<u>\$ 3,396,800</u>
			July Total	<u>\$ 57,392,650</u>
			Grand Total (June & July)	<u>\$ 61,556,894</u>

Agenda Item (VI-B-5-a)

Meeting	8/19/2014 - Regular
Agenda Item	Consent Agenda Action (VI-B-5-a)
Subject	Bid Award for the Network Operations Center Project
College/District	Moreno Valley
Funding	Measure C
Recommended Action	It is recommended that the Board of Trustees award Bid Number 2013/14-46 - Network Operations Center Project, in the total amount of \$2,372,739 to Adams Mallory Construction Co., Inc.

Background Narrative:

On May 29, 2014, the District received bids in response to an Invitation for Bid solicitation for the Network Operations Center Project at Moreno Valley College. The project consists of the construction of a 2,291 sq. ft. building and all site work including, rough grading, development of a building pad, onsite utility runs and connections, parking lot, service drives, fire lanes, concrete walkways, patios, landscaping, irrigation, and relocation of existing utilities. See the attached Lowest Responsive and Responsible Bidders summary.

References for Adams Mallory Construction Co., Inc. were checked by District Staff and found to be satisfactory.

Prepared By: Chris Carlson, Chief of Staff & Facilities Development
Calvin Belcher, Project Manager
Majd Askar, Purchasing Manager

Attachments:

[08192014_ Lowest Responsive and Responsible Bidders Summary](#)

Lowest Responsive and Responsible Bidders Network Operations Center Project at Moreno Valley College

<u>Contractor</u>	<u>Business Location</u>	<u>Total Bid Amount</u>
Fata Construction & Development	Riverside	**Withdraw Bid**
Adams Mallory Construction Co., Inc.	Placentia	\$ 2,372,739
JRH Construction Company, Inc.	Tustin	\$ 2,672,480
Future DB International, Inc.	Irvine	\$ 2,989,761

Agenda Item (VI-B-6-a)

Meeting	8/19/2014 - Regular
Agenda Item	Consent Agenda Action (VI-B-6-a)
Subject	Contracts and Agreements Report Less than \$84,100 – All District Resources
College/District	District
Funding	Various Resources
Recommended Action	It is recommended that the Board of Trustees ratify contracts totaling \$1,119,237 for the period of June 1, 2014 through July 31, 2014.

Background Narrative:

On September 11, 2007, the Board of Trustees authorized delegating authority to the Chancellor to enter into contractual agreements and the expenditure of funds pursuant to the Public Contract Code Section 20650 threshold, currently set at \$84,100. The attached listing of contracts and agreements under \$84,100 requested by college and District staff has been reviewed and verified that budgeted funds are available in the appropriate categories of expenditure. The contracts and agreements have been executed pursuant to the Board's delegation of authority and are presented on this agenda for ratification.

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

Attachments:

[08192014_Contracts and Agreements Less than \\$84,100 Report \(Jun-Jul\)](#)

Purchase Order Report-All District Resources
 \$84,100 and Under
 6/01/14 thru 7/31/14

06/01/14 thru 06/30/14

PO #	Department	Vendor Name	Location	Description	Amount
C0004583	Academic Affairs - Riverside	McGraw-Hill Global Education, LLC	Los Angeles	Periodicals/Magazines	\$ 3,150
C0004584	Community & Economic Development	Carrigan, Janel	Fresno	Other Travel Expenses	734
C0004585	Community & Economic Development	Pankratz, Aaron T	Fresno	Other Travel Expenses	2,004
C0004586	Risk Management	Epiq Corporate Services Inc	Beaverton, OH	Professional Services	60,000
C0004587	Risk Management	Experian Consumer Services	Costa Mesa	Professional Services	51,106
C0004588	Board of Trustees	Community College League of California	Sacramento	Consultants	2,000
C0004589	Diversity, Equity & Compliance	RDR Group, Inc	Gurnee, IL	Professional Services	3,050
C0004590	Business & Financial Services	Clayson Mann Yaeger & Hansen	Corona	Legal	7,500
C0004591	Business & Financial Services	Jones & Mayer	Fullerton	Legal	1,500
C0004592	Business & Financial Services	Watten, Discoe, Bassett & McMains	Santa Ana	Legal	5,000
C0004593	Workforce Preparation - Riverside	Bartelt, John R	La Verne	Professional Services	2,400
C0004594	Safety & Police - Riverside	Market-Based Solutions, Inc	Los Angeles	Emissions Credits	17,050
C0004595	Risk Management	Alliance of Schools for Cooperative	Cerritos	Legal	75,000
C0004596	Business & Financial Services	Best, Best & Krieger	Riverside	Legal	2,500
C0004597	Information Services	Credentials Inc	Northfield, IL	Computer Software Maint/Lic	5,000
C0004598	Business & Financial Services	Gresham Savage Nolan & Tilden, APC	San Bernardino	Legal	50,000
C0004599	Risk Management	Lewis, Brisbois, Bisgaard & Smith	San Bernardino	Legal	5,000
C0004600	Business & Financial Services	Liebert Cassidy Whitmore	Los Angeles	Legal	50,000
C0004601	Risk Management	Mugg & Harper, LLP	Redlands	Legal	15,000
C0004602	Business & Financial Services	Public Interest Investigation Inc	Los Angeles	Legal	40,000
C0004603	CTE Projects - Moreno Valley	Uptodate, Inc.	Waltham, MA	Periodicals/Magazines	8,000
C0004604	Health Services - Norco	Norco Medical Group	Norco	Doctors/Nurses	32,000
C0004605	Human Resources & Diversity	USAfact Inc	Riverside	Professional Services	600
C0004606	Safety & Police - Riverside	South Coast AQMD	Diamond Bar	Governmental Fees	1917
C0004609	Human Resources & Diversity	Liebert Cassidy Whitmore	Oakland	Professional Services	3,250
C0004610	Performance Riverside	The Music and Theatre Company	Santee	Scenic Rentals	14,500
C0004611	Performing Arts - Riverside	Music Theatre International	New York, NY	Rents and Leases	1,944
C0004612	Student Financial Services - Riverside	Northstar Education Services LLC	Eagan, MN	Default Management Services	5,000
N/A	Career Tech Ed	Finner, Richard	Chicago, IL	Advisor for National Skills USA Team	No Cost
N/A	Dean of Instruction, CTE	Val Verde Unified School District	Perris	MOU - Health Science Academy at RVHS	No Cost
N/A	DSPS	Department of Rehabilitation	Sacramento	Workability III Grant	No Cost
N/A	Business & Financial Services	City of Riverside - Redevelopment	Riverside	Transfer of Property	No Cost
N/A	Business & Financial Services	City of Riverside - Redevelopment	Riverside	Transfer of Property	No Cost
N/A	Business & Financial Services	City of Riverside - Redevelopment	Riverside	Transfer of Property	No Cost
N/A	Student Employment	Regents of the University of California, Riverside	Riverside	Allow FWS Students to Work on Premis	No Cost
N/A	Student Employment	My Learning Studio Outreach	Riverside	Allow FWS Students to Work on Premis	No Cost
N/A	TriTech	County of Riverside, Economic Development	Riverside	Economic Development Services	No Cost
N/A	Student Services	Riverside Unified School District	Riverside	Develop College Readiness Programs at RUSD	No Cost
N/A	TriTech	City of Riverside	Riverside	Economic Development Services	No Cost
Additions to Approved/Ratify Contracts of \$84,100 and Under					
C0003090	Facilities Planning & Development	Ricoh USA, Inc	Pasadena	Copying and Printing	5,565
C0003428	Administrative Support Center	Mailfinance, Inc	Milford, CT	Rents and Leases	207
C0003612	Business Operations - Moreno Valley	Acorn Technology Corporation	Riverside	Server Storage	125
C0003681	Information Services	Hyland Software, Inc	West Lake, OH	Computer Software Maint/Lic	22,160
C0003783	Workforce Preparation - Riverside	Ellucian Inc	Chicago, IL	Consultants	3,878

Purchase Order Report-All District Resources
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PO #	Department	Vendor Name	Location	Description	Amount
C0003831	Dean of Instruction - Norco	Scantron Corporation	Omaha, NE	Repairs - Service	904
C0003839	EOP&S - Norco	Link-Systems International, Inc	Tampa, FL	Computer Software Maint/Lic	14,000
C0003923	Information Services	BMC Software, Inc.	Houston, TX	Computer Software Maint/Lic	4,634
C0003927	Dean of Instruction - Norco	Scantron Corporation	Omaha, NE	Computer Software Maint/Lic	1,220
C0003985	Information Services	Computronics	Addison, IL	Computer Software Maint/Lic	80
C0003986	Open Campus - Riverside	Foundation for California Community Colleges	Sacramento	Fees	63,164
C0003995	Food Services - Riverside	Morgan Services, Inc.	Corona	Linen Services RFP	15,700
C0004015	Auxiliary Business Services - Riverside	Protection One	Lawrence, KS	Alarm Monitoring Services	27
C0004019	Academy / Criminal Services	Riverside County	Riverside	Rents and Leases	19,158
C0004047	Academy / Criminal Services	Riverside County Fire Department	Riverside	Other Transportation Supplies	624
C0004206	Customized Solutions	Imonti, Deborah	Kamuela, HI	Grant / Contract Sub Agreements	9,100
C0004214	Facilities - Norco	Prudential Overall Supply	Riverside	Laundry and Cleaning	505
C0004283	Customized Solutions	Gereau, Servando	Redlands	Customized Training	4,500
C0004311	Business & Financial Services	Atkinson, Andelson, Loya, Ruud	Cerritos	Legal	5,500
C0004317	Human Resources & Diversity	Rise - ASL Interpreters	Hemet	Professional Services	6,500
C0004385	Disabled Student Services - Moreno Valley	Rise - ASL Interpreters	Hemet	Professional Services	27,378
C0004387	Human Resources & Diversity	CollegeCEOs, Inc	Riverside	Consultants	2,800
C0004388	Athletics - Riverside	Adecco USA, Inc.	Melville, NY	Transportation Contracts	3,450
C0004389	Facilities - Norco	Amtech Elevator Services	Anaheim	Elevator Maintenance & Services RFP	481
C0004460	Performance Riverside	Music Theatre International	New York, NY	Rents and Leases	435
C0004463	Performance Riverside	Music Theatre International	New York, NY	Rents and Leases	480
C0004467	Performance Riverside	Music Theatre International	New York, NY	Rents and Leases	530
C0004547	EOP&S - Moreno Valley	Moreno Valley Ranch Golf Club	Moreno Valley	Meeting Expenses	279
C0004560	Student Services - Riverside	Rosetta Stone Ltd	Harrisonburg, VA	Computer Software Maint/Lic	40
N/A	Physicians Assistant	State of CA Office of Statewide Health Planning	Sacramento	Amend #1, Extends Term	No Cost
N/A	Early Childhood Studies	Riverside Children & Families Commissior	Riverside	Amend #2, Extends Term	No Cost
N/A	Early Childhood Studies	Riverside Children & Families Commissior	Riverside	Amend #2, Extends Term	No Cost
June Total					<u>\$ 678,629</u>

07/01/14 thru 07/31/14

PO #	Department	Vendor Name	Location	Description	Amount
C0004615	Facilities - Riverside	Clearwater Systems Corp	Highland	Repairs - Service	\$ 4,500
C0004616	Public Affairs & Institutional Advancement	Regus, Margaret Elaine	San Dimas	Media Services	6,500
C0004618	Grants & Contract Services	Ecivis, Inc	Pasadena	Computer Software Maint/Lic	5,000
C0004619	Student Services - Moreno Valley	Discovery Science Center	Santa Ana	Other Travel Expenses	450
C0004620	Health, Human & Public Services - Moreno Valley	Riverside Faculty Medical Group	Moreno Valley	Consultants	17,000
C0004621	Health, Human & Public Services - Moreno Valley	Typhon Group, LLC	Metairie, LA	Computer Software Maint/Lic	3,495
C0004622	Facilities - Norco	Orkin, Inc.	Colton	Pest Control Services	6,492
C0004623	Business & Financial Services	Capitol Alliance Consulting, LLC	Newport Beach	Consultants	78,000
C0004626	Diversity, Equity & Compliance	Shaw HR Consulting, Incorporated	Newbury Park	Professional Services	7,500
C0004627	President - Norco Campus	Audio Associates of San Diego	La Mesa	Equip Additional \$200-\$4999	36,291
C0004628	Student Services - Norco	Card Integrators	Los Alamitos	Repairs - Service	1,836
C0004636	Facilities Planning & Development	Carbon Solutions Group LLC	Chicago, IL	Moreno Valley Ph. III	951
C0004673	Life Sciences - Riverside	Steris Corporation	Pittsburgh, PA	Repairs - Service	12,321
C0004674	Administrative Support Center	Sharp Electronics Corp.	Pasadena	Repairs - Service	18,611
C0004675	President - Moreno Valley	Ayres Hotel	Moreno Valley	Meeting Expenses	597
C0004676	Institutional Effectiveness - Riverside	Acorn Technology Corporation	Riverside	Fees	11,599

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PO #	Department	Vendor Name	Location	Description	Amount
C0004678	Counseling - Riverside	Eureka	Pinole	Computer Software Maint/Lic	2,047
C0004679	Food Services - Riverside	Culligan	Ontario	Soft Water Service	3,000
C0004680	Performance Riverside	University/Resident Theatre Assoc.	New York, NY	Professional Services	8,000
C0004681	Student Services - Moreno Valley	California Baptist University	Riverside	Other Travel Expenses	250
C0004682	College Relations / Special Projects	Keygent LLC	El Segundo	Consultants	3,500
C0004683	Physical Science - Riverside	Spitz, Inc.	Chadds Ford, PA	Repairs - Service	8,693
C0004684	Business Operations - Norco	Charter Communications	Riverside	Cable TV Service	1685
C0004685	President - Norco Campus	Certified Transportation Services, Inc	Santa Ana	Transportation Contracts	1,192
C0004686	Food Services - Moreno Valley	Culligan	Ontario	Soft Water Service	1,056
C0004687	Student Services - Riverside	Card Integrators	Los Alamitos	Repairs - Service	2,844
N/A	Dental Assistant Program	Im, Ted	Moreno Valley	Clinical Rotation	No Cost
N/A	Dental Assistant Program	Nichold, Rick	Redlands	Clinical Rotation	No Cost
N/A	Dental Assistant Program	Carvalho, Juliana	Redlands	Clinical Rotation	No Cost
N/A	Dental Assistant Program	Eftimie, Leviu	Riverside	Clinical Rotation	No Cost
N/A	Dental Assistant Program	Sellas, James	San Bernardino	Clinical Rotation	No Cost
N/A	Dental Assistant Program	Hendrich & Paulson Orthodontics	Loma Linda	Clinical Rotation	No Cost
N/A	Dental Assistant Program	Riverside Dental Group	Riverside	Clinical Rotation	No Cost
N/A	Dental Assistant Program	Zareh, Negeen	Riverside	Clinical Rotation	No Cost
N/A	Dental Assistant Program	Halliday, Randall	San Bernardino	Clinical Rotation	No Cost
N/A	Dental Assistant Program	Diehl, Byron	Redlands	Clinical Rotation	No Cost
N/A	Dental Assistant Program	Pesh, Shawn	Temecula	Clinical Rotation	No Cost
N/A	Dental Assistant Program	Roncone, Tinou	Temecula	Clinical Rotation	No Cost
N/A	Dental Assistant Program	Djafari, Parissa	Claremont	Clinical Rotation	No Cost
N/A	Dental Assistant Program	Larson, Mark	Riverside	Clinical Rotation	No Cost
N/A	Federal Work Study	The Growing Place	Riverside	Allow FWS Students to Work	No Cost
N/A	Nursing	Office of Statewide Health Planning &	Sacramento	Provide for the Education of Nine Nursing Students	No Cost
N/A	Facilities - Norco	Corona-Norco Unified School District	Norco	Allow Students with Special Needs to Assist Grounds	No Cost
N/A	PA Program	Riverside County Dept of Mental Health	Riverside	Training Site for 2 Year PA Students	No Cost
N/A	Accounting Services	TLC Auctions	Fontana	Revenue-Sale of Surplus Property	No Cost
N/A	Health Services	Brandman University	Riverside	Supervised Fieldwork Agreement	No Cost
N/A	Student Services - Moreno Valley	Moreno Valley Unified School District	Moreno Valley	Hold Harmless Agreement	No Cost
N/A	TriTech	Amazon.com	Seattle, WA	Nondisclosure Agreement	No Cost
N/A	TriTech	McLand Food Service	Riverside	Training	No Cost
N/A	TriTech	Naval Surface Warfare Center, Corona Division	Corona	Partnership Agreement	No Cost
N/A	CalWORKs	Grace Lutheran Preschool & Kindergarter	Corona	Off-Campus Contract for FWS	No Cost
N/A	CalWORKs	Corona-Norco Family YMCA	Corona	Off-Campus Contract for FWS	No Cost
N/A	Economic Development	Naval Surface Warfare Center, Corona Division	Corona	Partnership Agreement	No Cost
N/A	Student Financial Services - Riverside	Operation Safehouse	Riverside	Allow FWS Students to Work on Premises	No Cost
Additions to Approved/Ratify Contracts of \$84,100 and Under					
C0002677	Applied Technology - Riverside	Blue Mountain Two LP	Irvine	Rents and Leases	23,601
C0003039	Applied Technology - Riverside	Protection One	Lawrence, KS	Alarm Monitoring Services	418
C0003277	Applied Technology - Riverside	Socal Office Technologies, Inc	Cypress	Repairs - Service	627
C0003341	Business & Financial Services	Dolinka Group, LLC	Irvine	Consultants	1000
C0003375	President - Norco Campus	California State University San Bernardino	San Bernardino	Grant / Contract Sub Agreements	50,611
C0003612	Business Operations - Moreno Valley	Acorn Technology Corporation	Riverside	Server Storage	500
C0003872	Production Printing	AlSCO	Anaheim	Towel Service	243
C0003885	Career and Technical Ed - Riverside	Konica Minolta Business Solutions	San Bernardino	Equip Additional \$5000 >	55,639

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PO #	Department	Vendor Name	Location	Description	Amount
C0004061	Workforce Preparation - Riverside	Shred-It	Riverside	Shredding Service	48
C0004096	Facilities - Riverside	Johnson Controls, Inc.	Whittier	Repairs - Service	5,976
C0004170	Customized Solutions	DLI Associates LLC	Kamuela, HI	Consultants	1,194
C0004202	Risk Management	Alliance of Schools for Cooperative	Cerritos	Legal	18,112
C0004289	Counseling - Moreno Valley	Eureka	Pinole	Computer Software Maint/Lic	1,507
C0004291	Information Services	Black Box Network Services	Los Angeles	Repairs - Service	2,640
C0004296	Customized Solutions	Cerritos College	Norwalk	Grant / Contract Sub Agreements	13,278
C0004299	Risk Management	Southern California Schools Risk Management	San Bernardino	Liability Insurance	8,294
C0004311	Business & Financial Services	Atkinson, Andelson, Loya, Ruud	Cerritos	Legal	4,199
C0004385	Disabled Student Services - Moreno Valley	Rise - ASL Interpreters	Hemet	Professional Services	1,917
C0004388	Athletics - Riverside	Adecco USA, Inc.	Melville, NY	Transportation Contracts	978
C0004395	Facilities Planning & Development	City of Riverside	Riverside	Repairs - Service	1,589
C0004398	Career and Technical Ed - Moreno Valley	Hixon, Jennifer	Amherst, MA	Consultants	4,197
C0004482	Workforce Preparation - Riverside	Friend, Cherie L	Murrieta	Professional Services	200
C0004541	Facilities Planning & Development	River City Testing	Riverside	Testing	30
C0004548	Customized Solutions	Ortman, Carolyn	Riverside	Professional Services	400
N/A	PA Program	Riverside County Regional Medical Center	Moreno Valley	Amend #3, Extends Term	No Cost
N/A	Human Resources & Diversity	Keenan & Associates	Torrance	Amend #4, Adds Benefit Bridge	No Cost
N/A	Student Services - Moreno Valley	Moreno Valley Unified School District	Moreno Valley	Amend #1, Increases Amount & Extends Term	No Cost
N/A	Student Services - Moreno Valley	NuView Union School District	NuView	Amend #1, Increases Amount & Extends Term	No Cost
N/A	Student Services - Moreno Valley	Val Verde Unified School District	Perris	Amend #1, Increases Amount & Extends Term	No Cost
N/A	TriTech	California State University, Fullerton	Fullerton	Amend #1, Increases Allocation	No Cost
N/A	Grants	Foundation for California Community Colleges	Sacramento	Amend #2, Extends Term	No Cost
N/A	TriTech	City of Temecula	Temecula	Amend #1, Extends Term	No Cost
N/A	Biology	University of California, Riverside	Riverside	Amend #2, Extends Term	No Cost
				July Total	<u>\$ 440,608</u>
				Grand Total (June & July)	<u>\$ 1,119,237</u>

Agenda Item (VI-B-6-b)

Meeting	8/19/2014 - Regular
Agenda Item	Consent Agenda Action (VI-B-6-b)
Subject	Amendment to Subcontract No. S-5701-RCCD for additional funding between Riverside Community College District and CSU Fullerton Auxiliary Services Corporation
College/District	District
Funding	Cal State Fullerton
Recommended Action	It is recommended that the Board of Trustees approve Amendment 1 in the amount of \$23,136.00 with CSU Fullerton Auxiliary Services Corporation.

Background Narrative:

Presented for the Board's review and consideration is Amendment 1 to Subcontract No. S-5701-RCCD between Riverside Community College District (RCCD), host administrative agent for the TriTech Small Business Development Center and CSU Fullerton Auxiliary Services Corporation (ASC), for the Orange County/Inland Empire Regional Small Business Development Center Network Project.

In consideration of the work to be conducted by ASC shall pay RCCD an amount not to exceed \$300,000.00 as shown in Exhibit B-1.

This Amendment releases all funds and includes additional funding in the amount of Twenty Three Thousand One Hundred Thirty-Six dollars (US\$23,136.00) for additional work to be completed as described in Exhibit A-1. RCCD shall use all Subcontract funds solely for the implementation of its services under this Subcontract. The contract term is January 1, 2014 through December 31, 2014.

Prepared By: Robin Steinback, Interim Vice Chancellor, Ed. Svcs., Workforce Dev. and Planning
John Tillquist, Associate Vice Chancellor, Economic Development
Mark Mitchell,

Attachments:

[Amendment 1 for Subcontract S-5701-RCCD](#)

**EXHIBIT A-1
SCOPE OF WORK & SERVICES**

The additional funding shall be used to provide an additional 250 hours of consulting to the small business owners and entrepreneurs in Orange, Riverside and San Bernardino counties. In addition to consulting services and training for business owners and entrepreneurs, the TriTech SBDC will also use the additional funds to support consulting and training activities.

The additional funds will assist the center in meeting the following goals:

Long Term Clients	171
Business StartUps	140* (regional)
Capital Infusion	\$72,000,000 (regional)

EXHIBIT B-1: BUDGET JUSTIFICATION - Year 2014
(ESTIMATED COSTS)

Name of SBDC Center:

Riverside Community College District - TriTech SBDC

DESCRIPTION	SBA	CASH MATCH	IN-KIND	INDIRECT	TOTAL
A. PERSONNEL <i>(Please complete page 3, Personnel List)</i>					
Key personnel costs	\$64,309	\$38,751			
Professional staff	\$0	\$0			
Clerical staff	\$30,128	\$55,832			
Total Salaries and Wages	\$ 94,437.00	\$ 94,583.00	\$ -		\$ 189,020.00
B. FRINGE BENEFITS					
Full-time staff _____ % rate includes (FICA, STRS, PERS, SUI, W/C, Medicare and medical/dental/life insurance. Part-time staff _____ % rate	\$52,299.00	\$42,283.00			
Total Fringe Benefits	\$ 52,299.00	\$ 42,283.00	\$ -		\$ 94,582.00
C. TRAVEL					
In-state: Mileage @ <u>.565/mi.</u>	\$2,000				
Other In-State	\$0				
Out of state / ASBDC:	\$2,000				
Unplanned Out-of-Region Travel	\$0				
Total Travel	\$ 4,000.00	\$ -	\$ -		\$ 4,000.00
D. EQUIPMENT	\$0				
Total Equipment	\$ -	\$ -	\$ -		\$ -
E. SUPPLIES <i>General office, operational and computer supplies</i>	\$4,000				
Total Supplies	\$ 4,000.00	\$ -	\$ -		\$ 4,000.00

DESCRIPTION	SBA	CASH MATCH	IN-KIND	INDIRECT	TOTAL
F. CONTRACTUAL					
Total Contractual	\$ -	\$ -	\$ -		\$ -
G. CONSULTANTS Consulting (2,051.5 hrs. at \$55/hr.) Advisory board members donated time (avg. 100/hr for ~10 members for quarterly 2.5hr mtgs.)	\$105,745	\$13,134			
Total Consultants	\$105,745	\$ 13,134.00	\$ -		\$ 118,879.15
H. OTHER Accounting Community Outreach Conference Fees/ASBDC Dues Communications Copying Data Processing Events Facilities Insurance Internet Media Library Purchases Marketing Minor Equipment Office Equipment Repair & Maintenance Postage Printing Professional Development Publications Software	\$0 \$0 \$0 \$1,750 \$300 \$0 \$0 \$25,392 \$0 \$0 \$15 \$0 \$0 \$100 \$250 \$300 \$0 \$850 \$0		\$21,000 \$30,000 \$12,500 \$20,138 \$28,000		
Total Other	\$ 28,957.00	\$ -	\$ 111,638.13		\$ 140,595.13
I. TOTAL MODIFIED DIRECT COST	\$289,438.15	\$ 150,000.00	\$111,638.13		\$ 551,076.28
J. INDIRECT COSTS Claimed Indirect Off-campus 4% rate Waived Indirect Off-campus 15.7% rate	\$ 10,561.85			\$ 71,005.25	\$ 81,567.09
TOTAL BUDGET	\$300,000.00	\$150,000.00	\$111,638.13	\$71,005.25	\$632,643.37

NOTE: All categories must be supported using this budget justification format. If additional space is required, for a narrative description, attach a separate sheet. A budget justification must be completed for the Lead Center and Service Centers. Totals must agree with the 424 and 424A.

BUDGET JUSTIFICATION
PERSONNEL

NAME AND POSITION TITLE	FEDERAL SHARE	MATCH	TOTAL ANNUAL SALARY	NO. MOS.	% TIME on SBDC PROGRAM	TOTAL AMOUNT REQUIRED FOR SBDC PROGRAM
	(1)	(2)	(3)	(4)	(5)	(6)
Mark Mitchell Director	\$ 64,309.00	\$ 38,751.00	\$ 103,060.00	12	100%	\$ 103,060.00
Veysi Save, Economic Development Assistant Host						
Donated Match	\$ -	\$ 28,678.00	\$ 57,356.00	12	50%	\$ 28,678.00
Business Development Administrative Specialist	\$ 30,128.00	\$ 18,154.00	\$ 48,282.00	12	100%	\$ 48,282.00
Elena Farias, Student Assistant		\$ 9,000.00	Hourly	12	100%	\$ 9,000.00
TOTAL COST	\$ 94,437.00	\$ 94,583.00	\$ 208,698.00			\$ 189,020.00

Center	Contributor	Amount
TriTech SBDC	Chapman University	500.00
	Bourns Foundation	5,000.00
	Pacific Western Bank	500.00
	Citizens Business Bank	500.00
	Bank of America	5,000.00
	Haynes Boone	6,000.00
	CBIZ MHM	500.00
	County of Riverisde EDA	10,000.00
	Comerica Bank	12,000.00
	Strading Yocca	650.00
	Irvine Chamber	10,000.00
	City of Riverside EDA	20,000.00
	WayFounder	500.00
	Metropolitan Water District	2,000.00
	JDTP	3,000.00
	Altura Credit Union	1,000.00
	FranNet	500.00
	Wells Fargo	50,000.00
	Goldman Sachs 10,000 small businesses	2,500.00
	Western Municipal Water District	500.00
	Union Bank	5,000.00
	Bank of America	25,000.00
	RCCD Admin Assistant	28,678.00
	Carry over Cash Match (from previous calendar year, 2013)	12,129.40

Total:

\$201,457

**NARRATIVE LINE ITEM BUDGET JUSTIFICATION
FOR CY 2014**

LINE ITEM	TOTAL	BUDGET EXPLANATION
A. PERSONNEL		
	FTE	
Key Personnel Costs Professional Staff	103,060	TriTech SBDC: Mark Mitchell Director, SBA \$64,309. Cash Match \$38,751, Annual Salary \$103,060 for 12 months at 100% effort.
		TriTech SBDC: Business Development Administrative Specialist \$30,128 Federal, \$18,154 Match for 12 months at 100% effort. Also includes a cash match donation from Riverside Community College District: \$28,678. This contribution is for 50% of Vevesi Save which is paid from the RCCD's general fund as a contribution to TriTech
Clerical Staff	85,960	
Total Personnel	189,020	
B. FRINGE BENEFITS		
Benefits of Full-Time and Part-Time Personnel	94,582	TriTech SBDC: Fixed charges for Mark Mitchell, Assistant, and Vevesi Save are projected to cost for 2014: Mark Mitchell - \$24,514, Assistant - \$11,022, (50%) Vesi - \$7,512. Projected Health and Welfare cost for 2014 are as follows: Mark Mitchell \$23,767, Assistant \$24,009, (50%) Vesi \$3,758. Total fringe benefits equal \$94,582.
Total Fringe Benefits	94,582	
C. TRAVEL		
In-State Mileage Other In-State	2,000	TriTech SBDC: Mileage for TriTech personnel calculated at the 2012 IRS standard mileage rate of \$0.555 cents per mile
Out-of-State / ASBDC Unplanned Out-of-Region	2,000 0	TriTech SBDC: Travel to ASBDC Conference 2014 for Mark Mitchell and Bus. Dev Admin Specialist. Travel includes conference registration, flight, and hotel fees.
Total Travel	4,000	
D. EQUIPMENT		
	0	N/A
Total Equipment	0	
E. SUPPLIES		
General Office and Operational	4,000	TriTech SBDC: Consist office supplies used in daily operation of center
Total Supplies	4,000	
F. CONTRACTUAL		
	0	
Total Contractual	0	
G. CONSULTANTS		
	118,879	TriTech SBDC: TriTech consultants are independent contractors and they interact with our clients in that capacity. We project for 2014 to have 6 consultants whose services cost 55/hr. at an average of 36.33 hours per month for CY 2014, totaling \$118,879.
Total Consultants	118,879	
H. OTHER		

Accounting	0	
Community Outreach	0	
Conference Fees/ASBDC Dues	0	
		TriTech SBDC: Phone and internet service for TriTech offices. Mobile communications equipment for TriTech Director, and Bus. Communications & Finance Specialist.
Communications	1,750	
Copying	300	
Data Processing	0	
Events	12,500	TriTech SBDC: Donation of space, supplies, and guest speakers for TriTech workshops and trainings
		TriTech SBDC: Facilities projected to cost TriTech \$2197/month for six months for Irvine office. Remaining balance is in-kind donation of office space at RCCD Economic Development, Riverside and Irvine offices
Facilities	45,530	
Insurance	0	
		TriTech SBDC: Donation of website management and internet marketing by Media Enterprises
Internet Media	28,000	
		TriTech SBDC: Memberships with online database for tracking investments areas for benefit of clients. Membership for TriTech Director to various forums and networks that have potential clients and sponsorship benefits.
Library Purchases	15	
		TriTech SBDC: Donation of Center's marketing activities by outside Public Relations Firms
Marketing	0	
		TriTech SBDC: Minor equipment purchases needed to center operation
Minor Equipment	0	
Office Equipment Repair & Maintenance	100	TriTech SBDC: Routine computer and printer maintenance
		TriTech SBDC: Cost of sending materials and documents between offices, service centers, and the Lead Center during 2014
Postage	250	
		TriTech SBDC: Business Cards, flyers, TriTech documents, banners, etc.
Printing	300	
Professional Development	0	
Publications	850	
Software	0	
<hr/>		
Total Other	89,595	
<hr/>		
I. TOTAL DIRECT COSTS	500,076	
<hr/>		
J. INDIRECT COSTS		
		TriTech SBDC: Indirect cost includes indirect cost of \$10,561.85 from SBA cost and \$71,005.25 in unrecovered/waived indirect
Indirect Costs/Waived Indirect Match	81,567	
Total Indirect	81,567	
<hr/>		
TOTAL BUDGET	581,643	
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SUBCONTRACT NO. S-5701-RCCD

This Subcontract (hereinafter referred to as the "Subcontract") is entered into by and between **Riverside Community College District** (hereinafter "SUBCONTRACTOR"), an institution of higher education and host administrative agent for the TriTech Small Business Development Center, (hereinafter, "TriTech SBDC" or "Service Center") organization located in Riverside, California and **CSU Fullerton Auxiliary Services Corporation** (hereinafter, "ASC") a non-profit auxiliary corporation and fiscal agent of California State University, Fullerton (hereinafter, "CSUF"), and host administrative agent for the Lead Center SBDC (hereinafter, "Lead Center") located in Fullerton, California to provide funding for the project, "Orange County/Inland Empire Regional SBDC Network".

RECITALS

- A. **WHEREAS**, ASC is the prime awardee of an award issued by the U.S. Small Business Administration (hereinafter "SBA" or "Prime Sponsor") under Cooperative Agreement Number SBAHQ-14-B-0048 (hereinafter referred to as the "Cooperative Agreement");
- B. **WHEREAS**, ASC desires to retain SUBCONTRACTOR to perform services as specified in Exhibit A (Scope of Work) and intends to compensate SUBCONTRACTOR for such services, as described in Exhibit B (Budget);
- C. **WHEREAS**, in undertaking the performance of this Subcontract, SUBCONTRACTOR represents that it is knowledgeable in its field and that any services performed by SUBCONTRACTOR will be performed in compliance with this Subcontract, the Exhibits and the Cooperative Agreement; and,
- D. **WHEREAS**, SUBCONTRACTOR and any additional subcontractors retained by SUBCONTRACTOR agree to abide by all of the terms and conditions of this Subcontract and the Prime Award, incorporated as Exhibit C.

NOW, THEREFORE, in consideration of the mutual and representative promises and subject to the terms and conditions hereinafter set forth, the parties agree as follows:

1. Principal Contacts.

For ASC:

Technical/Programmatic

Priscilla Lopez
California State University, Fullerton
800 N. State College Blvd., SGMH-5313
Fullerton, CA 92834
Telephone: (657) 278-2719
Email: plopez@fullerton.edu

Administrative

Denise Bell
Director, Office of Sponsored Programs
CSU Fullerton Auxiliary Services Corporation
2600 Nutwood Avenue, Fullerton, CA 92831
Telephone: (657) 278-4110
Email: dbell@fullerton.edu

For SUBCONTRACTOR:
Technical/Administrative
Dr. John Tillquist
Dean of Economic Development
Riverside Community College District
4800 Magnolia Avenue
Riverside, CA 92506
Telephone: (951) 571-6471
Email: John.Tillquist@rccd.edu

Changes in Principal Contacts must be approved in writing by **Frank A. Mumford**, Executive Director of the CSU Fullerton Auxiliary Services Corporation and by **Aaron S. Brown**, Vice Chancellor for Business and Financial Services, Riverside Community College District, or their respective designees.

2. **Scope of Work.** SUBCONTRACTOR shall be responsible for the specific tasks described in the Scope of Work which is attached and incorporated as Exhibit A.
3. **Term of Contract.** The period of performance of this Subcontract shall be from January 1, 2014 through December 31, 2014, subject to extension by the Prime Sponsor and mutual agreement of both parties.
4. **Compensation.** This Subcontract is issued subject to the Availability of Funds. While the SBA is operating under a Continuing Resolution (CR), reimbursement of funds under this Subcontract is limited to **Eighty-Three thousand Fifty-Nine and 20/100 dollars (\$83,059.20)** for the CR period. The total funds estimated for this Subcontract is **Two Hundred Seventy-Six Thousand Eight Hundred Sixty-Four dollars (\$276,864.00)**, as shown in Exhibit B. Subject to receipt of full funding from the SBA and satisfactory progress of Subcontract work, ASC expects to release additional funds via amendment(s) to this Subcontract. SUBCONTRACTOR shall use all Subcontract funds solely for the implementation of its services under this Subcontract.
5. **Matching Funds Requirement.** SUBCONTRACTOR shall provide total Matching Funds of **Two Hundred Seventy-Six thousand Eight Hundred Sixty-Five dollars (\$276,865.00)**, as provided in Exhibit B.
 - 5.1 The minimum Cash Match required from SUBCONTRACTOR pursuant to this Subcontract is One Hundred Thirty-Eight thousand Four Hundred Thirty-Three dollars (\$138,433.00).
 - 5.2 The minimum In-Kind Contributions required from SUBCONTRACTOR pursuant to this Subcontract is One Hundred Thirty-Eight thousand Four Hundred Thirty-Two dollars (\$138,432.00).
6. **Delivery.** All materials and services called for under this Subcontract shall be completed and delivered to ASC on or before December 31, 2014.

7. **Allowable Costs and Fees.** Allowable costs and fees eligible for reimbursement to the SUBCONTRACTOR for performance of this Subcontract must be in accordance with the terms of this Subcontract, including the attached Exhibits and the requirements of the Prime Sponsor.
8. **Termination of Subcontract.** Either party may terminate this Subcontract upon thirty (30) days advance written notice to the other party. Upon termination of this Subcontract, ASC agrees to compensate SUBCONTRACTOR for all unavoidable expenses reasonably incurred by SUBCONTRACTOR in the performance of its work under this Subcontract by the date of termination, and SUBCONTRACTOR agrees to complete services and/or provide required deliverables through the date of termination.
9. **Modification or Waiver.** No part of this Subcontract shall be modified without the express written consent of both parties. The waiver by one party of any breach of any term or condition of this Subcontract shall not be construed as a waiver of any similar or other breach of any term or condition of this Subcontract. Nor shall said waiver be construed as a continuing waiver of the original breach.
10. **Independent Contractor.** SUBCONTRACTOR shall, during the entire term of this Subcontract, be construed to be an independent contractor and not an employee of ASC. This Subcontract is not intended nor shall it be construed to create an employer-employee relationship, a joint venture relationship, or to allow ASC to exercise discretion or control over the professional manner in which SUBCONTRACTOR performs the services that are the subject of this Subcontract. The services to be provided by SUBCONTRACTOR, however, shall be provided in a manner consistent with all applicable laws, standards and regulations governing such services. SUBCONTRACTOR shall pay all salaries and wages, employees' social security taxes, unemployment insurance, and similar taxes relating to its employees and shall be responsible for all applicable withholding taxes.
11. **Assignment.** No part of this Subcontract may be assigned by either party without the prior written consent of both parties.
12. **Indemnification.** ASC shall indemnify and hold harmless SUBCONTRACTOR, its officers, employees and representatives from and against all claims, damages, losses and expenses, including attorney fees arising out of the performance of the work described herein, caused in whole or in part by any negligent act or omission of the ASC, its subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, except where caused by the active negligence, sole negligence or willful misconduct of the SUBCONTRACTOR.

SUBCONTRACTOR shall indemnify and hold harmless ASC, California State University Fullerton, the Trustees of the California State University, the State of California, their officers, employees, representatives and volunteers from and against all claims, damages, losses and expenses including attorney fees arising out of the performance of the work described herein, caused in whole or in part by any negligent act or omission of the SUBCONTRACTOR, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any

of them may be liable, except where caused by the active negligence, sole negligence or willful misconduct of the ASC.

13. Insurance. SUBCONTRACTOR warrants that they will maintain the following coverage:

- Commercial General Liability: minimum limits coverage in the amount of \$1,000,000 per occurrence and \$2,000,000 aggregate combined single limit written on occurrence form for personal injury and bodily injury liability, and property damage, including premises/operations, broad form property damage, products/completed operations, contractual liability and independent contractors. Errors and Omission insurance is required for professional services and consultants.
- Business Automobile Liability: coverage is required in the minimum amount of \$1,000,000 combined single limit bodily injury and property damage, including owned, non-owned and hired automobiles; should also include Uninsured/Underinsured Motorists coverage in the minimum amount of \$1,000,000.
- Workers Compensation as required by the State of California, including Employer Liability coverage of not less than \$1,000,000.
- Any self-insured deductible greater than \$25,000 must be approved by ASC.
- The SUBCONTRACTOR's insurance carrier must be rated A-VII at minimum, according to A.M. Best & Company.
- SUBCONTRACTOR and SUBCONTRACTOR's insurance carrier waive their rights of subrogation.
- Additional Insured Endorsement (except for Workers Compensation): The State of California, Trustees of the California State University, California State University Fullerton, CSU Fullerton Auxiliary Services Corporation, and all of its other departments, boards, volunteers, commissions, and its officers, employees and agents are hereby declared to be additional insureds as respects to the activities of named insured.
- Upon execution of this Subcontract, SUBCONTRACTOR shall submit to ASC current certificate of insurance and additional insured endorsement as evidence that the above insurance requirements are met.
- Insurance requirements may be satisfied by a program of self-insurance, coverage through a JPA, coverage through an insurance carrier, or any combination thereof.

14. Force Majeure. If by reason of force majeure the SUBCONTRACTOR'S performance hereunder is delayed, hampered or prevented, then the performance by the SUBCONTRACTOR may be extended for the amount of time of such delay or prevention. The term "Force Majeure" shall mean any fire, flood, earthquake, or public disaster, strike, labor dispute or unrest; embargo, riot, war, insurrection or civil unrest; any act of God; any act of legally constituted authority; or any other cause beyond SUBCONTRACTOR'S control which would excuse the SUBCONTRACTOR's performance as a matter of law.

15. Notice of Force Majeure. SUBCONTRACTOR agrees to give ASC written notice to of an event of force majeure under this Paragraph within ten (10) days of the commencement of such event and within ten (10) days after the termination of such event, unless the Force Majeure prohibits SUBCONTRACTOR from reasonably giving notice within this period. SUBCONTRACTOR will give such notice at the earliest possible time following the Force Majeure.

16. Nondiscrimination. SUBCONTRACTOR shall comply with all applicable federal and state laws and statutes related to nondiscrimination, including those Acts and amendments prohibiting discrimination on the basis of race, color, natural origin, gender, handicap or disability, sexual preference, drug addiction and alcoholism.

17. Certifications and Assurances

A. Certificate Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - SUBCONTRACTOR certifies by signature to this Subcontract that it is not suspended, debarred, or otherwise ineligible from entering into funding agreements with any department or other agency of the Federal Government, or in receipt of a notice of proposed debarment or suspension. In the event of being suspended, debarred or otherwise declared ineligible by any other department of agency of the Federal Government, or upon notice of a proposed debarment of suspension, the SUBCONTRACTOR shall provide immediate written notice to ASC. If, during the performance period of this Subcontract, the status of the SUBCONTRACTOR changes relative to any of these certifications, it shall immediately notify ASC in writing and include an explanation of the changes.

B. Certification Regarding Lobbying - In the event funds allotted under this Subcontract are expected to exceed \$100,000, by signature to this Subcontract, SUBCONTRACTOR certifies that it is in compliance with the requirements of Section 1352, Title 31, U.S. Code which limits the use of appropriated funds to influence certain federal contracting and financial transactions.

C. Drug Free Workplace - By signature to this Subcontract, SUBCONTRACTOR certifies that it will comply with the Drug Free Workplace Act of 1988 and its implementing regulations as amended.

D. Misconduct in Science Assurance - The SUBCONTRACTOR hereby gives assurance that an administrative review process has been established regarding procedures for dealing with and reporting possible misconduct in science and reporting requirements of the published scientific misconduct regulations will be followed.

E. Americans With Disabilities Act - By signature of this Subcontract, SUBCONTRACTOR certifies that it complies with the Americans with Disabilities Act of 1990 (42 USC 12101, et. seq.) and all implementing regulations. SUBCONTRACTOR agrees to insert the provision of this Article in all subcontracts and purchase orders hereunder.

F. Davis-Bacon and Related Act - If applicable, by signing this Subcontract, SUBCONTRACTOR certifies that it complies with the Davis-Bacon act and warrants proper wages are applied to federally-funded or assisted construction projects.

18. Retention of Records. SUBCONTRACTOR agrees to maintain and preserve all records relative to this Subcontract for three (3) years after termination. SUBCONTRACTOR agrees to permit ASC's duly authorized representatives to have access to and to examine and audit any pertinent books, documents, papers, and records related to this Subcontract. Furthermore, all records related to this Subcontract shall be reasonably available for inspection by the State of California pursuant to Government Code § 8546.7 which states in pertinent part: "...every contract involving the

expenditure of public funds in excess of ten thousand dollars (\$10,000) entered into by any state agency, ... or by any other public entity, including a city, county..., shall be subject to the examination and audit of the State Auditor, at the request of the public entity or as part of any audit of the public entity, for a period of three years after final payment under the contract.”

19. Audit. The books and accounts, files, and other records of the SUBCONTRACTOR which are applicable to this Subcontract shall be available for inspection, review, and audit during normal business hours by the ASC and the U.S. Government and its representatives to determine the proper application and use of all funds paid to or for the account or benefit of the SUBCONTRACTOR.

The SUBCONTRACTOR assumes sole responsibility for reimbursement to Prime Sponsor a sum of money equivalent to the amount of any expenditures disallowed should the ASC, Prime Sponsor or an authorized agency rule through audit exception or some other appropriate means that expenditures from funds allocated to the SUBCONTRACTOR for direct and/or indirect costs were not made in compliance with the applicable cost principles, regulations of the Prime Sponsor, or the provisions of this Subcontract.

SUBCONTRACTOR agrees to comply with the requirements of OMB Circular A-133. SUBCONTRACTOR further agrees to provide ASC with a copy of the independent auditors' report within thirty (30) days of its issuance. If the report contains instances of non-compliance with federal laws and regulations which bear directly on the performance or administration of this Subcontract, the SUBCONTRACTOR shall provide ASC copies of responses to auditors' reports, a plan for corrective action, and auditors' response that the noncompliance has been resolved. All reports prepared in accord with the requirements of OMB Circular A-133 shall be available for inspection by representatives of ASC or the government during normal business hours.

20. Severability. Should any part, term, or provision of this Subcontract be declared or determined by any court or other tribunal or appropriate jurisdiction to be invalid or unenforceable, any such invalid or unenforceable part, term, or provision shall be deemed stricken and severed from this Subcontract. any and all of the other terms of this Subcontract shall remain in full force and effect.

21. Applicable Law. This Subcontract and any disputes concerning it shall be interpreted under the laws of the State of California.

22. Interpretation. For purposes of construction and interpretation, this Subcontract shall be deemed to have been mutually drafted by the parties hereto. Thus, the parties to this Subcontract shall determine and resolve any issues of ambiguity related to the interpretation of the provisions herewith.

23. Federal Identification Number. SUBCONTRACTOR'S Federal Taxpayer Identification Number is 33-0831357.

24. Renewal Proposal. The SUBCONTRACTOR shall submit to the Lead Center a renewal proposal no later than June 30, 2014 if they intend to renew the Subcontract for the next project period as

outlined in the Orange County / Inland Empire Renewal Proposal Template provided as Exhibit E. Alternate formats of the Orange County / Inland Empire Renewal Proposal Template are available upon request.

25. Reporting Requirements. SUBCONTRACTOR shall submit Semi-Annual Performance Reports within 15 days the end of the second quarter (no later than July 15, 2014). SUBCONTRACTOR shall also submit an Annual Performance Report within thirty (30) days of completion of the project period (no later than January 31, 2015). Failure to submit required reports as indicated above may result in delay of invoice payments for the period unless prior approval to submit late reports has been granted by the Lead Center Director, or designee.

26. Time and Effort Reporting. SUBCONTRACTOR will maintain time and effort reports for full-time and part-time employees to support labor charged to this agreement, as specified in 2 CFR Part 220, 2 CFR Part 225, and 2 CFR Part 230, as applicable.

27. Principal Place of Business. The Service Center, with a principal office located at 152 E. 6th Street, Corona, California, shall provide services to existing and potential small business owners in the following service territory: Orange, Riverside and San Bernardino counties within the State of California. The Service Center may also provide services consisting of scheduled business consulting and training at outreach centers. As used in this document, "outreach center" means a location where SBDC consulting and training services may be provided on an "as needed basis," outside of the normal Service Center setting. The Service Center and its satellite office(s) shall be open a minimum of eight (8) hours each business day with services provided during the evening or on weekends. The Service Center and its satellite office(s) shall have prominent display of the SBA/SBDC co-branding at the front of the office at each satellite office and shall have separate and clearly identifiable operations, programs and phones from the SUBCONTRACTOR. The SUBCONTRACTOR shall obtain prior written approval from the Lead Center to relocate or change the address of the Service Center and satellite office(s). The facilities and staff of the Service Center and its satellite office(s) shall be located in such places as to provide maximum accessibility and benefits to the existing and potential small businesses for which the Service Center is intended to serve.

28. Service Delivery Mechanisms. The Service Center shall increase the contribution of the small business sector to the economic development of its service territory, as specified in Paragraph 27. The Service Center shall accomplish this by using a variety of service delivery mechanisms, including satellite locations, traveling consultants or electronic capabilities, when appropriate and by providing in-depth, high quality, one-on-one business consulting, training services, information and referral services, outreach and marketing services, and specialized services to existing and prospective small business owners. These services must result in business growth, expansion, job creation/retention, innovation, increased productivity; improved management of small businesses; lead to positive economic impact; and meet the milestones of this Subcontract for calendar year 2014 as outlined in Exhibit A.

29. Policies and Procedures Manual. This Subcontract is subject to the terms and conditions incorporated by reference to the Orange County/Inland Empire Regional SBDC Network Policies

and Procedures Manual, as amended, and the Orange County/Inland Empire Regional SBDC Network Policy. In the event of conflicting or otherwise inconsistent policies, this Subcontract shall prevail.

30. **Cooperative Agreements.** The Service Center shall establish and maintain active cooperative agreements with other service providers (e.g., colleges, universities, economic development corporations, local government agencies) to further the objectives detailed in the Cooperative Agreement, to be provided to the SUBCONTRACTOR by the Lead Center upon request, issued by SBA.
31. **Participation Agreements.** The Service Center shall establish and maintain annual participation agreements with private-sector persons or firms to provide professional consulting services (e.g., accounting, engineering, and law) at an agreed-upon rate (e.g., pro bono, market or below market rate). The objective of a participation agreement is to provide services not available from the Service Center's staff. Participation agreements shall be reviewed annually by the Lead Center.
32. **Special Emphasis Groups.** The Service Center shall identify and foster relationships with entities representing Special Emphasis Groups in order to increase the number of clients served in those populations. Additionally, the Service Center shall endeavor to raise the level of awareness of its audiences at small business seminars, conferences and outreach program announcements about the needs of veterans and service-connected disabled veterans.
33. **Service Center Director.** The SUBCONTRACTOR shall notify the Lead Center immediately upon Service Center Director resignation/termination.

The SUBCONTRACTOR shall appoint a new Service Center Director within sixty (60) days of a Service Center Director vacancy. An Acting Director may be appointed until a permanent Service Center Director is selected. The SUBCONTRACTOR shall conduct its search for a new Service Center Director to obtain the most qualified candidate. The Lead Center Director, or designee, shall have input on the job description and participate in reviewing and interviewing potential candidates.

Attendance at network meetings and participation in network events by the Service Center Director is required. The Lead Center will publish a list of network meeting dates and events on an annual basis, which require participation by the Service Center Director. The Lead Center Director will attend quarterly Service Center meetings. The Service Center will publish a list of meeting dates on an annual basis and the Lead Center Director may attend any or all of these meetings.

The SBDC Director shall include name, title and function of each SBDC staff person on the list, and notify the Lead Center immediately upon any change in SBDC staff. SBDC Staff includes part or full-time SUBCONTRACTORS retained as client consultants/consultants.

The Service Center Director shall be a full-time (100%), senior manager who shall direct and monitor Program activities and financial affairs of the Service Center to deliver effective services to the small business community, ensure Service Center compliance with applicable laws, regulations, OMB circulars and Executive Orders, as well as implement this Subcontract. The Service Center Director has authority to control expenditures under the Service Centers budget. The Service Center Director shall serve as the principal contact point for all matters involving the SBDC Network.

34. Advertisement of Services Available from SUBCONTRACTOR's Service Center.

SUBCONTRACTOR shall participate in community outreach, marketing and advertising efforts and projects at the network level conducted by the Lead Center, and use reasonable community outreach, marketing and advertising efforts to inform current and prospective Clients of the services available from SUBCONTRACTOR through its Service Center.

35. Budget Contingency Clause. It is mutually agreed that if the Budget Act of the current year and/or any subsequent years covered under this Subcontract does not appropriate sufficient funds for this Subcontract, this Subcontract shall be of no further force and effect. In this event, the ASC shall have no liability to pay any funds whatsoever to the SUBCONTRACTOR or to furnish any other considerations under this Subcontract and the SUBCONTRACTOR shall not be obligated to perform any provisions of this Subcontract.

If funding for any fiscal year is reduced or deleted by the Budget Act for purposes of this Subcontract, ASC shall have the option to either cancel this Subcontract with no liability occurring to ASC, or offer an amendment to this Subcontract to the SUBCONTRACTOR to reflect the reduced amount.

36. Agreements Funded in Whole or in Part by the Federal Government. The SUBCONTRACTOR shall comply with applicable federal government provisions.

This Subcontract is valid and enforceable only if sufficient funds are made available to ASC by the United States Government for the current federal fiscal year and/or any subsequent years covered for the purposes of this Subcontract. In addition, this Subcontract is subject to any additional restrictions, limitations, or conditions enacted by the Congress or any statute enacted by the Congress which may affect the provisions, terms or funding of this Subcontract in any manner.

The SUBCONTRACTOR shall provide Cash Match and/or In-Kind Match as identified in Exhibit B. The SUBCONTRACTOR certifies that Cash Match and In-Kind Match as identified in Exhibit B, shall only be used for the purpose of this Subcontract and shall be expended proportionately with Lead Center and SBA funds. The SUBCONTRACTOR further certifies Program Income shall be spent solely to accomplish Lead Center and SBA Program objectives. The Service Center director shall monitor and be responsible for Cash Match, In-Kind Match, and Program Income contributions and expenditures. Neither Program Income nor other federal funds (except Community Development Block Grant/CDBG funds) shall be used to meet the Cash Match requirement.

Program Income, including any interest earned, must be used to expand the quantity or quality of services, resources or outreach provided by the Service Center. Any unused Program Income shall be carried over to a subsequent budget period.

The SUBCONTRACTOR shall maintain complete and accurate records and supporting documentation to facilitate financial and/or program audits by ASC and/or the SBA. The SUBCONTRACTOR shall furnish at its own expense (to the location specified by ASC) such records, including current financial statements, indirect cost rate agreements and documentation for matching funds, for examinations and review by ASC upon request. The SUBCONTRACTOR shall provide ASC with the latest copy of SUBCONTRACTOR's A-133 Single Audit report and other financial audit/review/examination findings reports or documentation provided by SBDC funding partners (including the SBA) or funding sources managed by the SBDC program. Without limiting the generality of this paragraph, the SUBCONTRACTOR shall maintain time and effort records of part-time and salaried employees for determination of time charged to this Subcontract, as specified in and to the extent required by the U.S. Office of Management and Budget ("OMB") Circulars A-21, A-87, A-110, and A-122, as applicable. The SUBCONTRACTOR may transfer records to computer storage in accordance with the Cooperative Agreement. The SUBCONTRACTOR shall otherwise comply with the Cooperative Agreement and with the regulations, Program Announcement, and OMB Circulars identified therein, to the extent applicable to the SUBCONTRACTOR's record retention. The SUBCONTRACTOR must maintain an updated list of funding sources and amounts for each source of funds it receives, including without limitation grants, contracts and other contributions. Additionally, for each source of funds, the SUBCONTRACTOR shall keep a record of the name and phone number of the person or entity from whom the funds were received, the amount of funding, the intended purpose, and any requirements, stipulations or limitations on the use of the funds imposed by the person or entity as a condition of that funding. All financial records and reports shall be certified and signed by the Service Center Director, and an authorized representative or designee of the Host Institution. In order to facilitate any audit conducted pursuant to Government Code § 8546.7, the SUBCONTRACTOR shall retain all records pertaining to this Subcontract for not less than three (3) years after the date on which ASC makes the final report to the SBA under this Subcontract. If any dispute or audit is ongoing, the SUBCONTRACTOR shall continue to retain those records until the dispute is resolved or the audit is completed. Notwithstanding the foregoing, Financial Records and Reporting requirements may be modified per annual Office of Small Business Development Centers (OSBDC) program announcement.

The Service Center shall maintain a separate budget distinguishable from that of SUBCONTRACTOR. The Service Center budget must be under the direct control of the Service Center Director employed by and designated by the Host Institution to manage and operate the Service Center. Budget allocation should be focused on direct client services in order to meet or surpass performance milestones. The SUBCONTRACTOR shall demonstrate to ASC's satisfaction, upon ASC's request, that the Service Center can and does oversee and manage its budget and maintain separate accounts and tracking as appropriate for reporting purposes and auditing requirements, and that the Service Center has systems in place to ensure

sound fiscal and contractual management of the programs and activities conducted by the Service Center hereunder. The Service Center shall report ALL match from ALL non-SBA funded programs that are under the direct management/oversight of the Service Center Director. The Service Center shall immediately notify ASC, and provide ASC with copies of any internal audits, reports or other documents prepared by the SUBCONTRACTOR which may affect the Service Center's budget, change in use of funds, or which conflict with budgetary information previously given by the SUBCONTRACTOR to ASC.

Overmatch (expended within one budget period) may be used: 1) as match against additional federal funding within the same budget period, 2) to offset confirmed audit disallowances applicable to the budget period in which the overmatch was expended; and/or 3) to match federal funds approved for carryover from the same budget period into the next budget period.

The consideration to be paid to the SUBCONTRACTOR, as specified in Exhibit B, shall be compensation for all of the Service Center's reimbursable expenses pursuant to this Subcontract, including, but not limited to labor, employee fringe benefits, operating expenses, equipment, overhead, employer taxes and insurance, subcontracting services, out-of-pocket expenses for travel and subsistence, and taxes due on equipment.

The SUBCONTRACTOR is hereby notified and agrees that payment of invoices, partial or in full, by ASC does not imply eligibility or allowability of expenditures included in the invoices. Final eligibility and allowability of expenditures per SBA and SBDC program requirements is determined via an official review of network financial documentation by the designated SBA Examiner for the applicable program year. The SUBCONTRACTOR shall be financially responsible for any and all expenses deemed unallowable by the SBA Examiner for the Service Center.

The SUBCONTRACTOR hereby agrees to expend all allocated funds in the performance of its obligations under this Subcontract by December 31, 2014. The Service Center shall notify the Lead Center no later than October 15, 2014 of any projected or estimated funds not expected to be expended by the performance period.

Without limiting the generality of the foregoing, the SUBCONTRACTOR is hereby notified that budget allocation is at the sole discretion of the Lead Center, based on evaluation factors contained within the Subcontract, including Service Center performance, operations efficiency and effectiveness, and allocated funds expended in the previous year.

The SUBCONTRACTOR shall not receive additional compensation for reimbursement of costs not identified in Exhibit B, and shall not decrease the work to compensate therefore. Variations to Exhibit B are allowable as per the terms of the Orange County/Inland Empire Regional SBDC Network Policies and Procedures Manual.

No requests for variations shall be submitted to the Lead Center after November 1, 2014. Requests for variations submitted after this date will be disapproved.

37. **Invoicing and Payment.** SUBCONTRACTOR shall invoice ASC for actual expenses incurred during the term of the Subcontract and in accordance with the attached Budget, provided as Exhibit B.

Invoices shall be sent to:

Denise Bell
Director, Office of Sponsored Programs
California State University, Fullerton
Auxillary Services Corporation
2600 Nutwood Avenue
Fullerton, CA 92831

SUBCONTRACTOR will submit itemized invoices to ASC not less often than quarterly. Each invoice shall include an itemized expenditure report, in a format to be provided by the Lead Center, for federal, cash match, in-kind, and program income funds with an original signature of an authorized agent of SUBCONTRACTOR and Center Director, accompanied by general ledger detailed transaction report, supporting documentation and any necessary chart of accounts. List of the tasks completed consistent with the scope of work described in Exhibit A, dates of task completion, and an original signature of an authorized agent of SUBCONTRACTOR. ASC may return invoices to SUBCONTRACTOR for correction and resubmission prior to payment. ASC agrees to pay approved invoices within thirty (30) days upon receipt. In no event shall the SUBCONTRACTOR request reimbursement from the ASC for obligations entered into or for costs incurred prior to the commencement date or after the Expiration of this Agreement.

The invoice containing the final costs to be paid by the ASC shall be identified as the "FINAL INVOICE". Final invoice expenditures shall reflect costs incurred but not previously submitted for the period ending December 31, 2014. The final invoice must be received by the Lead Center by February 25, 2015, and shall not include expenditures stated in previous invoices.

The final invoice shall be paid upon completion of the following:

Satisfactory completion of this Subcontract and submittal of the following:

- 1) All reports required in this Subcontract to the Lead Center Director as described in the Subcontract and the Exhibit and in the current Orange County/Inland Empire District SBDC Network Policies and Procedures Manual;
- 2) A complete and accurate final invoice with required documentation to the Lead Center Director;
- 3) SBA Form 2113: Program Income;
- 4) A current equipment inventory list

"Satisfactory completion" as used in this Subcontract means that the SUBCONTRACTOR has complied with all terms, conditions, and performance requirements of this Subcontract.

ASC agrees to make payment as promptly as fiscal procedures permit, upon receipt of the invoice, subject to approval of the Lead Center Director, or his or her designee, and contingent upon satisfactory completion of the terms of this Subcontract.

All Funds shall be used solely for the purpose of performing the work as set forth in this Subcontract and Exhibit A. Equipment, furniture, and supplies purchased with funds are for the use of the Service Center staff in furtherance of the SBDC Program. The Lead Center shall have final determination of allowable and reimbursable costs under this Subcontract.

- 38. Miscellaneous Payment Provisions.** Funds allocated under this Subcontract for travel, subsistence and per diem rates shall not exceed those amounts specified in Exhibit B. No reimbursement for travel outside the Orange County/Inland Empire Region (Orange, Riverside and San Bernardino Counties) shall be allowed without prior written approval of the Lead Center Director or designee.

The SUBCONTRACTOR shall not use funds allocated under this Subcontract for any of the following purposes:

- 1) Entertainment expenses;
- 2) Professional dues and/or subscriptions for use by any person other than those identified as Service Center professional staff in Exhibit B;
- 3) Purchase, construction, renovation, alteration, improvement, or repair of capital assets, such as real estate and vehicles;
- 4) Influencing or attempting to influence public officials;
- 5) Partisan or nonpartisan political activity;
- 6) To further the election or defeat of any candidate for public office; or,
- 7) To provide voters or prospective voters with transportation to the polls or similar assistance in connection with any election or in any voter registration activity.

The SUBCONTRACTOR is the fiduciary under this Subcontract and therefore is responsible for the administration and oversight of the Service Center.

- 39. Contents and Order of Precedence.** Included in this Subcontract are the following exhibits:

- Exhibit A Scope of Work
- Exhibit B Budget
- Exhibit C Prime Award
- Exhibit D Program Announcement
- Exhibit E Orange County/Inland Empire Renewal Proposal Template

The contents of each instrument below are incorporated within this Subcontract as fully as though set forth herein in their entirety. In the event of a conflict between the provisions of each instrument, the following order of precedence shall govern the rights and obligations of the parties:


1. Subcontract
2. Prime Award

40. **Entire Agreement.** This Subcontract, including any referenced attachments, appendices and references, constitutes the entire Subcontract and supersedes any other written or oral representations, statements negotiations, or agreements.

IN WITNESS THEREOF, the parties have executed this subcontract on the date noted below.

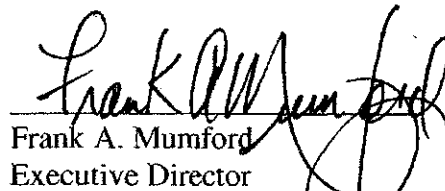
For:
Riverside Community College District

For:
CSU Fullerton Auxiliary Services Corporation



Aaron S. Brown
Vice Chancellor, Business &
Financial Services

3-3-14
Date



Frank A. Mumford
Executive Director

3/18/14
Date

Agenda Item (VI-B-6-c)

Meeting	8/19/2014 - Regular
Agenda Item	Consent Agenda Action (VI-B-6-c)
Subject	Contract for Performance Riverside Paymaster Services with OD Music, Inc.
College/District	Riverside
Funding	General Fund
Recommended Action	It is recommended that the Board of Trustees approve the contract with OD Music, Inc. for the 2014-2015 Performance Riverside scheduled from August 1, 2014 through June 30, 2015 in the amount of \$206,865.00.

Background Narrative:

Presented for the Board's review and consideration is a contract between the Riverside Community College District and OD Music, Inc. for the delivery of paymaster services for professional talent (actors, musician, directors, etc.) for Performance Riverside and Performing Arts productions. Similar contracts have been used for the past eight years.

Total payroll costs for professional talent contracted to Performance Riverside and Performing Arts is estimated at \$206,865.00 including 2014-1205 Season shows: Legally Blonde the Musical, Shrek the Musical, In the Heights, and Ragtime. Exact costs for individual shows will be determined when the shows are cast and the musicians are contracted.

As compensation for the services of making the required payroll and tax liability payments, OD Music, Inc. will receive a service fee for three percent (3%) of the entire package. The term of the agreement is from August 1, 2014 – June 30, 2015.

Prepared By: Wolde-Ab Isaac, Acting President, Riverside

Attachments:

[OD Music Contract](#)

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

July 2014

This letter of agreement between OD Music, Inc. and Riverside Community College District, on behalf of Riverside City College, Performance Riverside and Riverside City College Fine and Performing Arts, when executed on behalf of your company, and OD Music, Inc., constitutes our entire agreement relating to/for the services we provide in connection with certain of your company's and/or talent personnel. We cannot commence any service on your behalf until you have signed below and returned a copy of this letter of agreement to us. Total estimated costs for actors, directors, orchestra members, tech team members, and vendors for musical productions in 2014-2015 are estimated at \$206,865. OD Music, Inc. will charge a total service fee of 3% of the total package per show. The shows are: Legally Blonde – September 2014, Shrek – November 2014, In the Heights – February 2015, Ragtime – April 2015,

1. During the term of this agreement, beginning August 1, 2014 through June 30, 2015 you hereby acknowledge that the payments to crew and/or talent we provide in connection with all live theatre and any other types of production produced by you are subject to social security withholding, unemployment insurance and disability insurance payments. In connection with the services we provide to your company during the term of this agreement:
 - a. We will make all required wage and benefit payments for services provided by such crew members and/or talent as you designate in connection with your live theatre and any other type of production, and we will issue individual checks to each of these crew members and talent.
 - b. We will file all applicable reports for said payments with the appropriate government agency, and we will pay all required employer payroll taxes, and disability and unemployment insurance contributions.
 - c. We will furnish you with itemized invoices for all fees and payments made by us, and all expenses incurred by us, in connection with the crew members and/or talent for whom your company has requested the services covered by this agreement.
 - d. We will handle routine crew and/or talent inquiries relating to their wages and benefits related to work for your company. No commitments on your behalf will be made by us to such crew and/or talent without your prior approval.

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

3. As compensation for our services making the required payroll and related payments, we will be entitled to a service fee of 3% of the total package.
4. Your company will pay our invoices so that we receive payment in full upon receipt of the invoice. We reserve the right to discontinue our services if we do not receive timely payment of our invoices in full from your company.
5. This agreement shall continue until terminated either by your company or by OD Music, Inc. upon no more than 90 days or less than 30 days advance written notice of termination.
6. This agreement comprises the entire agreement between your company and OD Music, Inc. relating to the subject matter contained herein. Any amendment or modification to this agreement must be made in writing and signed by both parties.
7. This agreement shall be construed in accordance with the laws of the State of California for contracts wholly performed therein, without regard to conflict of law principals.
8. You hereby agree to submit to the personal jurisdiction of the Courts of the County of Riverside, State of California as the exclusive venue for the enforcement of any right or obligation under this Agreement, and waive any defense based on venue or inconvenient forum.
9. The parties agree that prior to instituting any legal proceedings concerning any dispute arising out of or in connection with this Agreement, excepting your obligation to pay payroll and benefits, the parties will participate in a non-binding mediation proceeding, utilizing a third party mediator from AAA, JAMS, or other similar alternative dispute resolution service. The costs of the mediator shall be borne equally by both parties.
10. Insurance. Prior to commencing performance hereunder, OD Music, Inc. shall accomplish the following:
 - a. Worker's Compensation Insurance. Contractor shall have in effect, during the entire life of this agreement, workers' compensation and employer liability insurance providing full statutory coverage. In signing this agreement, OD Music, Inc. makes the following certification, required by section 1861 of the California Labor Code:
 - i. I am aware of the provisions of section 700 of the California Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provision of the Code, and I will comply with

- b. OD Music, Inc. shall procure and maintain comprehensive general liability insurance coverage that shall protect RCCD from claims for damages for personal injury, including, but not limited to, accidental or wrongful death, as well as from claims for property damage, which may arise from OD Music, Inc. activities as well as RCCD's activities under this contract. Such insurance shall name RCCD as an additional insured with respect to this agreement and the obligations of RCCD hereunder. Such insurance shall provide for limits of not less than \$1,000,000.00.

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


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

Riverside Community College District
On behalf of Riverside City College
4800 Magnolia Avenue
Riverside, CA 92506

Aaron Brown, Vice Chancellor,
Business and Financial Services

Date

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



Bob O'Donnell
CEO



Date

Attachment A
2014 Employer Burden Rates

Union & Non-Union Actors	
FICA	6.2%
Medicare	1.45%
FUTA	.8%
SUI	5.2%
Employers Training Tax	.1%
Workers Comp Insurance (Rate Increase)	16.25%
Payroll Handling	3%
 Total Liability	 33%
Musicians	
FICA	6.2%
Medicare	1.45%
FUTA	.8%
SUI	5.2%
Employers Training Tax	.1%
Workers Comp Insurance (Rate Reduction)	4.25%
Payroll Handling	3%
 Total Liability	 21%
Stage Manager/Tech Crew	
FICA	6.2%
Medicare	1.45%
FUTA	.8%
SUI	5.2%
Employers Training Tax	.1%
Workers Comp Insurance	13.25%
Payroll Handling	3%
 Total Liability	 30%

General Information:

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

EXHIBIT A

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

_____1. Total payroll cost for employees contracted to Performance Riverside by the O.D. Music Inc., Bob O' Donnell, Proprietor for services rendered as of the billing date or for services to be up to eight weeks after the billing date; and

_____2. An Administrative fee of 3% of total payroll cost.

_____3. Total payroll costs for union and off-contract actors shall include gross salaries, employer taxes and workers comp coverage @ 28%, pension and health benefits and a 3% fee for payroll handling on the entire package. This would include the wages, employer tax liability, and pension and health benefits.

_____4. Total Payroll cost for Musicians shall include Gross Salaries, Employer Tax Liability of 19% and a payroll handling fee of 3% on the entire package. This would include the Wages and Employer Tax Liability fees.

_____5. All billings by OD Music, Inc. shall include a section entitled, "Reconciliation of advance payments and services rendered." In this section OD Music, Inc. will report any advance payments made by the District prior billing cycle and the associated services actually rendered since the date of the last billing.

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

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

Tier Structure Highlights

	Tier I	Tier II	Tier III
Maximum Performance Per Week	3	5	8
Maximum Weekly Hours Before/After 1st Public Performance	25/15	32/22	42/32
Span of Day	7 of 8.5 hours	7 of 10 hours	7 of 12 hours
Minimum Weekly Actor Salary	\$300.00	\$400.00	\$510.00
Minimum Weekly SM/ASM Salary	\$360.00	\$480.00	\$612.00
Engagement of 1 Week or Less	\$50.00 in addition to minimums listed above		
Overtime	\$12.00 and \$20.00 per 1/2 hour		
Health Contribution	\$145.00/week	\$165.00/week	\$167.00/week
Additional Performance Payment	1/3	1/5	1/8

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

Agenda Item (VI-B-6-d)

Meeting	8/19/2014 - Regular
Agenda Item	Consent Agenda Action (VI-B-6-d)
Subject	Contract for Nursing Education with Office of Statewide Health Planning and Development.
College/District	Riverside
Funding	Office of Statewide Health Planning and Development
Recommended Action	It is recommended that the Board of Trustees ratify the contract agreement 14-5357 for the time frame of July 1, 2014 through August 15, 2016, in the amount of \$180,000.00.

Background Narrative:

Song Brown contract 14-5357 provides the Riverside City College Nursing Program with \$180,000.00 for the period of July 1, 2014 through August 15, 2016, for the purpose of supporting programs that educate and train nursing students to provide needed services in areas of unmet need within the state. The contract will support enrollment of nine additional students in the Registered Nursing Program.

Prepared By: Wolde-Ab Isaac, Acting President, Riverside
Susan Mills, Interim Vice President, Academic Affairs (Riverside)
Sandy Baker, Dean, School of Nursing
Sandy Isaacs, Administrative Assistant III

Attachments:

[Contract 14-5357](#)



Office of Statewide Health Planning and Development

**Healthcare Workforce Development Division**

400 R Street, Suite 330
Sacramento, California 95811-6213
(916) 326-3700
Fax (916) 322-2588
www.oshpd.ca.gov

June 25, 2014

Attn: Song-Brown Request for Application Grantee

Subject: Song-Brown Request for Application Grantee and other required documentation

Complete the following item(s) and return to the address stated above:

- X **Grant Agreement (attachment).** Make six (6) copies of the enclosed grant agreement and sign each in blue ink. Keep 1 copy for your records and return the remaining five (5) documents, containing wet signatures, for further processing. If there are changes to your name, address, etc. you must "initial" any changes made to avoid the contracts being returned and causing a delay.
- X **Payee Data Record (STD 204) and Contractor Certification of Clauses (CCC-307) (attachments).** No payment can be made unless these forms are completed and returned. Please make sure you include your social security number, or FEIN number. Return original copy only of both documents.
- X **Resolutions/Standing Orders.** Please include a copy of your organization's resolution or standing orders, if applicable. This applies to any contract entered into with a county, school district, college district, or health district.

This Agreement cannot be considered binding on either party until approved by appropriate authorized state agencies. No services should be provided prior to approval, as the State is not obligated to make any payments on any Agreement prior to final approval. **Return of these documents is requested within one week of the date of this letter and no later than June 30, 2014.** For inquiries regarding this Agreement, please contact Barbara Zendejas, Program Analyst at (916) 326-3755, of the Program with whom your agreement has been negotiated.

Additional information regarding your contract deliverables may be sent to you during the program period.

Sincerely,

Barbara Zendejas

Barbara Zendejas
Healthcare Workforce Development Division
Song-Brown Program
Enclosure(s)

**Healthcare Workforce Development Division**

400 R Street, Suite 330
Sacramento, California 95811-6213
(916) 326-3700
Fax (916) 322-2588
www.oshpd.ca.gov

June 23, 2014

Riverside Community College
4800 Magnolia Avenue
Riverside, CA 92506

Dear Ms. Baker:

Congratulations on your \$180,000.00 Registered Nurse Education Capitation funding award. The Song-Brown Program received 21 proposals requesting over \$4,480,000 collectively. Thirteen proposals were funded at reduced levels. A copy of the entire award list is attached.

Contracts will be written and forwarded to your Contracts Officer within one week of this letter.

The California Healthcare Workforce Policy Commission (CHWPC) and the Healthcare Workforce Development Division appreciate your continued efforts to deliver primary care services in California areas of unmet need. If you have any questions, please contact Barbara Zendejas, Program Analyst at (916) 326-3755 or by e-mail at Barbara.zendejas@oshpd.ca.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "LAD".

Lupe Alonzo-Diaz, M.P.Aff.
Deputy Director, Healthcare Workforce Development Division

Attachment

cc: CHWPC Members

GRANT AGREEMENT BETWEEN THE
OFFICE OF STATEWIDE HEALTH PLANNING & DEVELOPMENT AND
Riverside Community College District
Riverside City College Associate Degree in Nursing Program
SONG-BROWN PROGRAM GRANT AGREEMENT NUMBER 14-5357

THIS GRANT AGREEMENT ("Agreement") is entered into on 7-01-2014 ("Effective Date") by and between the State of California, Office of Statewide Health Planning and Development (hereinafter "OSHPD") and Riverside Community College District, Riverside City College Associate Degree in Nursing Program, (collectively the "Grantee").

WHEREAS, OSHPD is authorized by Song-Brown Health Care Workforce Training Act, Section 128225 to issue grants for the purpose of supporting programs that train family physicians, osteopathic family physicians, primary care physician's assistants, registered nurses and primary care nurse practitioners to provide needed services in areas of unmet need within the state.

WHEREAS, Grantee applied to participate in the Song-Brown Health Care Workforce Training Program, by submitting an application in response to the Song-Brown Registered Nurse Education Capitation Request for Application.

WHEREAS, Grantee was selected by OSHPD to receive grant funds through procedures duly adopted by OSHPD for the purpose of administering such grants.

NOW THEREFORE, OSHPD and the Grantee, for the consideration and under the conditions hereinafter set forth, agree as follows:

A. Definitions:

1. "Act" means the Song-Brown Health Care Workforce Training Act, Health and Safety Code, Sections 128200, et. seq.
2. "Application" means the grant application/proposal submitted by Grantee.
3. "Commission" means the California Healthcare Workforce Policy Commission.
4. "Director" means the Director of the Office of Statewide Health Planning and Development or his designee.
5. "Grant Agreement/Grant Number" means Grant Number 14-5357 awarded to Grantee.
6. "Grantee" means the fiscally responsible entity in charge of administering the Grant Funds and includes the Program identified on the Grant Application.
7. "Grant Funds" means the money provided by OSHPD for the Project described by Grantee in its Application and Scope of Work.
8. "Other Sources of Funds" means all cash, donations, or in-kind contributions that are required or used to complete the Project beyond in addition to the grant funds provided by this Grant Agreement.
9. "Program" means the Grantee's training program(s) listed on the Grant Application.
10. "Program Director" means the Director of Grantee's training program(s) for which grant funds are being awarded.
11. "Project" means the activity described in the Grantee's Application and Scope of Work to be accomplished with the Grant Funds.
12. "State" means the State of California and includes all its Departments, Agencies, Committees and Commissions.
13. "Training Institution" means the Grantee.

- B. Term of the Agreement: This Agreement shall take effect on the Effective Date and shall terminate on 8-15-2016.
- C. Scope of Work: Grantee agrees to the following Scope of Work. In the event of a conflict between the provisions of this section and the Grantee's Application, the provisions of this Scope of Work Section shall prevail:
1. Comply with the Registered Nurse Standards adopted by the California Healthcare Workforce Policy Commission, as amended from time to time.
 2. Under the direction of the Program Director of the Riverside City College Associate Degree in Nursing Program use Grant Funds to provide nursing education for nine (9) nursing students in the 2014/2015 Payment Year and nine (9) nursing students in the 2015/2016 Payment Year.
 3. Complete and submit interim and a Final Report as required herein.
- D. Program Reports:
1. Grantee shall complete a Progress Report on a form to be provided by OSHPD evaluating the Program's effectiveness after Payment Year 1.
 2. Grantee shall submit a complete Final Report on a form to be provided by OSHPD within forty-five (45) days of the end of the Agreement Term.
- E. Invoicing:
1. For services satisfactorily rendered in accordance with the Scope of Work, and upon receipt and approval of the quarterly certifications as specified in subsection (3) hereunder. OSHPD agrees to compensate Grantee in accordance with the rates specified herein.
 2. The total amount payable to the Grantee under this Agreement shall not exceed \$180,000.00 (One hundred eighty thousand dollars and zero cents).
 3. Quarterly Certification shall include the Agreement Number, the names of the student(s) trained under this Agreement, a certification by the Program Director of the Riverside City College Associate Degree in Nursing Program (original signature) that each student(s) was engaged in activities authorized by this Agreement, and shall be submitted for payment on a quarterly basis in arrears to:

Song-Brown Training Program, Program Analyst
Office of Statewide Health Planning and Development
Healthcare Workforce Development Division
400 R Street, Suite 330
Sacramento, CA 95811-6213

4. OSHPD will withhold the final quarterly payment due to the Grantee under this Agreement until all required reports are submitted to OSHPD and approved. OSHPD will notify the Grantee of approval in writing.

F. Budget Detail:

OSHPD shall reimburse Grantee for the expenses incurred in performing the Scope of Work in accordance with the following schedule:

Payment Year	Time Period	Per Student Rate	Maximum allowable
Payment Year 1	July 01, 2014 to June 30, 2015	\$2,500.00 per student per quarterly x nine (9) students	\$90,000.00
Payment Year 2	July 01, 2015 to June 30, 2016	\$2,500.00 per student per quarterly x nine (9) students	\$90,000.00

G. Accounting Records and Audits: Grantee shall comply with the following reporting requirements established by the Commission, as amended from time to time:

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

Training institutions may elect to commingle grant funds received pursuant to the Agreement with any other income available for operation of the family practice residency training program provided that the institution maintains such written fiscal control and accounting procedures as are necessary to assure proper disbursement of, and accounted for, such commingled funds, including provisions for:

- a. The accurate and timely separate identification of funds received;
 - b. The separate identification of expenditures prohibited by the grant criteria;
 - c. An adequate record of proceeds from the sale of any equipment purchased by funds.
2. Expenditure Reporting: Reports of the training program expenditures and enrollment of family practice residents under the Agreement must be submitted as requested by the Commission or the OSHPD Director for purposes of program administration, evaluation, or review.
 3. Records Retention and Audit:
 - a. The training institution shall permit the OSHPD Director, or the Auditor General, or the State Controller, or their authorized representatives, access to records maintained on source of income and expenditures of its family practice residency training program for the purpose of audit and examination.

- b. The training institution shall maintain books, records, documents, and other evidence pertaining to the costs and expenses of this grant (hereinafter collectively called the "records") to the extent and in such detail as will properly reflect all net costs, direct and indirect, of labor, materials, equipment, supplies and services, and other costs and expenses of whatever nature for which reimbursement is claimed under the provisions of this Agreement.
- c. The training institution agrees to make available at the office of the training institution at all reasonable times during the period set forth in subparagraph 4 below any of the records for inspection, audit or reproduction by an authorized representative of the State.
- d. The training institution shall preserve and make available its records (a) for a period of three (3) years from the date of final payment under this Agreement, and (b) for such longer period, if any, as is required by applicable statute, by any other clause of this Agreement, or by subparagraph (1) or (2) below:
 - 1) If this Agreement is completely or partially terminated, the records relating to the work terminated shall be preserved and made available for a period of three years from the date of any resulting final settlement.
 - 2) Records which relate to (i) litigation of the settlement of claims arising out of the performance of this Agreement, or (ii) costs and expenses of this Agreement as to which exception has been taken by the State or any of its duly authorized representatives, shall be retained by the training institution until disposition of such appeals, litigation, claims, or exceptions.

H. Budget Contingency Clause:

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

I. Budget Adjustments:

1. Budget adjustments consist of a change within the approved budget that does not amend the total amount of the grant.
2. All requests to change the budget shall be submitted in writing for OSHPD approval and shall include an explanation for the reallocation of funds by the Grantee. An accounting of how the funds were expended will also be submitted with the Final Report.
3. All requests for extending the grant period shall be submitted in writing to OSHPD for approval. Requests for a time extension must be made to OSHPD no later than thirty (30) calendar days prior to the expiration of the Agreement. There shall be no activity on an Agreement after its expiration.

J. General Terms and Conditions:

1. Time: Time is of the essence in this Agreement. Grantee will submit the required deliverables as specified and adhere to the deadlines as specified in this Agreement. Anticipating potential overlaps, conflicts, and scheduling issues, to adhere to the terms of the Agreement, is the sole responsibility of the Grantee.
2. Final Agreement: This Agreement, along with the Grantee's Application, exhibits and forms constitutes the entire and final agreement between the parties and supersedes any and all prior oral or written agreements or discussions.
3. Ownership and Public Records Act: All reports and the supporting documentation and data collected during the funding period which are embodied in those reports, shall become the property of the State and subject to the Public Records Act.
4. Additional Audits: Grantee agrees that the awarding department, the Department of General Services, the Bureau of State Audits, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. Grantee agrees to maintain such records for possible audit for a minimum of three (3) years after final payment, unless a longer period of records retention is stipulated. Grantee agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, Grantee agrees to include a similar right of the State to audit records and interview staff in any subcontract related to performance of this Agreement. (Gov. Code §8546.7, Pub. Contract Code §10115 et seq., Cal. Code Regs. tit. 2, §1896).
5. Independent Contractor: Grantee and the agents and employees of Grantee, in the performance of this Agreement, shall act in an independent capacity and not as officers or employees or agents of the State.
6. Non-Discrimination Clause: During the performance of this Agreement, Grantee and its subcontractors shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (e.g., cancer), age (over 40), marital status, and denial of family care leave. Grantee and its subcontractors shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Grantee and its subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code §12990 (a-f) et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this Agreement by reference and made a part hereof as if set forth in full. Grantee and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other Agreement.
7. Waiver: The waiver by OSHPD of a breach of any provision of this Agreement by will not operate or be construed as a waiver of any other subsequent breach by OSHPD expressly reserves the right to disqualify Grantee from any future grant awards for failure to comply with the terms of this Agreement.
8. Approval: This Agreement is of no force or effect until signed by both parties. Grantee may not commence performance until such approval has been obtained.

9. Amendment: No amendment or variation of the terms of this Agreement shall be valid unless made in writing, signed by the parties and approved as required. No oral understanding or Agreement not incorporated in the Agreement is binding on any of the parties.
10. Assignment: This Agreement is not assignable by the Grantee, either in whole or in part, without the consent of the State in the form of a formal written amendment.
11. Indemnification: Grantee agrees to indemnify, defend and save harmless the State, its officers, agents and employees from any and all claims and losses accruing or resulting to any and all Grantee's, subcontractors, suppliers, laborers, and any other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this Agreement, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by Grantee in the performance of this Agreement.
12. Disputes: Grantee shall continue with the responsibilities under this Agreement during any dispute. Any dispute arising under this Agreement, shall be resolved as follows:
 - a. The Grantee will discuss the problem informally with the Song-Brown Program Manager. If unresolved, the problem shall be presented, in writing, as a grievance to the Deputy Director, Healthcare Workforce Development Division stating the issues in dispute, the legal authority or other basis for the Grantee's position and the remedy sought.
 - b. The Deputy Director shall make a determination within ten (10) working days after receipt of the written grievance from the Grantee and shall respond in writing to the Grantee indicating the decision and reasons for it.
 - c. Grantee may appeal the decision of the Deputy Director by submitting written notice to the Director of its intent to appeal, within ten (10) working days of receipt of the Deputy Director's decision. The Director or designee shall meet with the Grantee within twenty (20) working days of receipt of the Grantee's letter. The Director's decision will be final.
13. Termination For Cause: OSHPD may terminate this Agreement and be relieved of any payments should the Grantee fail to perform the requirements of this Agreement at the time and in the manner herein provided.
14. Potential Subcontractors: Nothing contained in this Agreement shall create any contractual relation between the State and the Grantee or any subcontractors, and no subcontract shall relieve the Grantee of its responsibilities and obligations hereunder. The Grantee agrees to be as fully responsible to the State for any and all acts and omissions of its subcontractors and of persons either directly or indirectly employed by the Grantee. The Grantee's obligation to pay its subcontractors is an independent obligation from OSHPD's obligation to disburse funds to the Grantee. As a result, the State shall have no obligation to pay or to enforce the payment of any money to any subcontractor.
15. Governing Law: This Agreement is governed by and shall be interpreted in accordance with the laws of the State of California.
16. Unenforceable Provision: In the event that any provision of this Agreement is unenforceable or held to be unenforceable, then the parties agree that all other provisions of this Agreement have force and effect and shall not be affected thereby.

K. Project Representatives: The project representatives during the term of this agreement are listed below.

Direct all contract inquiries to:

State Agency: Office of Statewide Health Planning and Development	Grantee: Riverside Community College District Riverside City College Associate Degree in Nursing Program
Section/Unit: Healthcare Workforce Development Division/ Song-Brown	
Name: Barbara Zendejas, Program Analyst	Name (Main Contact): Aaron Brown Vice Chancellor, Business & Financial Services
Address: 400 R Street, Suite 330 Sacramento, CA 95811-6213	Address: 4800 Magnolia Ave, Riverside, CA 92506
Phone: (916) 326-3755	Phone: (951) 222-8789
Email: barbara.zendejas@oshpd.ca.gov	Email: aaron.brown@rccd.edu

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

State Agency: Office of Statewide Health Planning and Development	Program Representative: Riverside City College Associate Degree in Nursing Program
Section/Unit: Healthcare Workforce Development Division/ Song-Brown	
Name: Barbara Zendejas, Program Analyst	Name of Representative: Sandy Baker, DNP
Address: 400 R Street, Suite 330 Sacramento, CA 95811-6213	Address: 4800 Magnolia Ave Riverside, CA 92506
Phone: (916) 326-3755	Phone: (951) 222-8408
Email: barbara.zendejas@oshpd.ca.gov	Email: sandy.baker@rcc.edu

IN WITNESS WHEREOF, the parties hereto have executed or have caused their duly authorized officers to execute this Agreement as of the date first written above.

OFFICE OF STATEWIDE HEALTH
PLANNING AND DEVELOPMENT

GRANTEE: Riverside Community College
District, Riverside City College Associate
Degree in Nursing Program

Signature:

Signature:

Name: _____

Name: _____

Title: _____

Title: _____

PAYEE DATA RECORD

STD. 204 (Rev.6-2003) (REVERSE)

1	<p>Requirement to Complete Payee Data Record, STD. 204</p> <p>A completed Payee Data Record, STD. 204, is required for payments to all non-governmental entities and will be kept on file at each State agency. Since each State agency with which you do business must have a separate STD. 204 on file, it is possible for a payee to receive this form from various State agencies.</p> <p>Payees who do not wish to complete the STD. 204 may elect to not to do business with the State. If the payee does not complete the STD. 204 and the required payee data is not otherwise provided, payment may be reduced for federal backup withholding and nonresident State income tax withholding. Amounts reported on Information Returns (1099) are in accordance with the Internal Revenue Code and the California Revenue and Taxation Code.</p>
2	<p>Enter the payee's legal business name. Sole proprietorships must also include the owner's full name. An individual must list his/her full name. The mailing address should be the address at which the payee chooses to receive correspondence. Do not enter payment address or lock box information here.</p>
3	<p>Check the box that corresponds to the payee business type. Check only one box. Corporations must check the box that identifies the type of corporation. The State of California requires that all parties entering into business transactions that may lead to payment(s) from the State provide their Taxpayer Identification Number (TIN). The TIN is required by the California Revenue and Taxation Code Section 18646 to facilitate tax compliance enforcement activities and the preparation of Form 1099 and other information returns as required by the Internal Revenue Code Section 6109(a).</p> <p>The TIN for individuals and sole proprietorships is the Social Security Number (SSN). Only partnerships, estates, trust, and corporations will enter their Federal Employer Identification Number (FEIN).</p>
4	<p><u>Are you a California resident or nonresident?</u></p> <p>A corporation will be defined as a "resident" if it has a permanent place of business in California or is qualified through the Secretary of State to do business in California.</p> <p>A partnership is considered a resident partnership if it has a permanent place of business in California. An estate is a resident if the decedent was a California resident at time of death. A trust is a resident if at least one trustee is a California resident.</p> <p>For individuals and sole proprietors, the term "resident" includes every individual who is in California for other than a temporary or transitory purpose and any individual domiciled in California who is absent for a temporary or transitory purpose. Generally, an individual who comes to California for a purpose that will extend over a long or indefinite period will be considered a resident. However, an individual who comes to perform a particular contract of short duration will be considered a nonresident.</p> <p>Payments to all nonresidents may be subject to withholding. Nonresident payees performing services in California or receiving rent, lease, or royalty payments from property (real or personal) located in California will have 7% of their total payments withheld for State income taxes. However, no withholding is required if total payments to the payee are \$1,500 or less for the calendar year</p> <p>For information on Nonresident Withholding, contact the Franchise Tax Board at the numbers listed below: Withholding Services and Compliance Section: 1-888-792-4900 E-mail address: wscs.gen@ftb.ca.gov For hearing impaired with TDD call: 1-800-822-6268 Website: www.ftb.ca.gov</p>
5	<p>Provide the name, title, signature, and telephone number of the individual completing this form. Provide the date the form was completed.</p>
6	<p>This section must be completed by the State agency requesting the STD. 204.</p>
	<p><u>PRIVACY STATEMENT</u></p> <p>Section 7(b) of the Privacy Act of 1974 (Public Law 93-5791) requires that any federal, State, or local governmental agency, which requests an individual to disclose their social security account number, shall inform that individual whether that disclosure is mandatory or voluntary, by which statutory or other authority such number is solicited, and what uses will be made of it.</p> <p>It is mandatory to furnish the information requested. Federal law requires that payments for which the requested information is not provided is subject to federal backup withholding and State law imposes noncompliance penalties of up to \$20,000.</p> <p>You have the right to access records containing your personal information, such as your SSN. To exercise that right, please contact the business services unit or the accounts payable unit of the State agency(ies) with which you transact that business.</p> <p>All questions should be referred to the requesting State agency listed on the bottom front of this form.</p>

CCC-307

CERTIFICATION

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized to legally bind the prospective Contractor to the clause(s) listed below. This certification is made under the laws of the State of California.

<i>Contractor/Bidder Firm Name (Printed)</i>		<i>Federal ID Number</i>
<i>By (Authorized Signature)</i>		
<i>Printed Name and Title of Person Signing</i>		
<i>Date Executed</i>	<i>Executed in the County of</i>	

CONTRACTOR CERTIFICATION CLAUSES

1. **STATEMENT OF COMPLIANCE:** Contractor has, unless exempted, complied with the nondiscrimination program requirements. (Gov. Code §12990 (a-f) and CCR, Title 2, Section 8103) (Not applicable to public entities.)

2. **DRUG-FREE WORKPLACE REQUIREMENTS:** Contractor will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:

a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.

b. Establish a Drug-Free Awareness Program to inform employees about:

- 1) the dangers of drug abuse in the workplace;
- 2) the person's or organization's policy of maintaining a drug-free workplace;
- 3) any available counseling, rehabilitation and employee assistance programs; and,
- 4) penalties that may be imposed upon employees for drug abuse violations.

c. Every employee who works on the proposed Agreement will:

- 1) receive a copy of the company's drug-free workplace policy statement; and,
- 2) agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and Contractor may be ineligible for award of any future State agreements if the department determines that any of the following has occurred: the Contractor has made false certification, or violated the

certification by failing to carry out the requirements as noted above. (Gov. Code §8350 et seq.)

3. NATIONAL LABOR RELATIONS BOARD CERTIFICATION: Contractor certifies that no more than one (1) final unappealable finding of contempt of court by a Federal court has been issued against Contractor within the immediately preceding two-year period because of Contractor's failure to comply with an order of a Federal court, which orders Contractor to comply with an order of the National Labor Relations Board. (Pub. Contract Code §10296) (Not applicable to public entities.)

4. CONTRACTS FOR LEGAL SERVICES \$50,000 OR MORE- PRO BONO REQUIREMENT: Contractor hereby certifies that contractor will comply with the requirements of Section 6072 of the Business and Professions Code, effective January 1, 2003.

Contractor agrees to make a good faith effort to provide a minimum number of hours of pro bono legal services during each year of the contract equal to the lessor of 30 multiplied by the number of full time attorneys in the firm's offices in the State, with the number of hours prorated on an actual day basis for any contract period of less than a full year or 10% of its contract with the State.

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

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

6. SWEATFREE CODE OF CONDUCT:

a. All Contractors contracting for the procurement or laundering of apparel, garments or corresponding accessories, or the procurement of equipment, materials, or supplies, other than procurement related to a public works contract, declare under penalty of perjury that no apparel, garments or corresponding accessories, equipment, materials, or supplies furnished to the state pursuant to the contract have been laundered or produced in whole or in part by sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor, or with the benefit of sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor. The contractor further declares under penalty of perjury that they adhere to the Sweatfree Code of Conduct as set forth on the California Department of Industrial Relations website located at www.dir.ca.gov, and Public Contract Code Section 6108.

b. The contractor agrees to cooperate fully in providing reasonable access to the contractor's records, documents, agents or employees, or premises if reasonably required by authorized officials of the contracting agency, the Department of Industrial Relations,

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

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

DOING BUSINESS WITH THE STATE OF CALIFORNIA

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

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

Current State Employees (Pub. Contract Code §10410):

- 1). No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.
- 2). No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.

Former State Employees (Pub. Contract Code §10411):

- 1). For the two-year period from the date he or she left state employment, no former state officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to the contract while employed in any capacity by any state agency.
- 2). For the twelve-month period from the date he or she left state employment, no former state officer or employee may enter into a contract with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed contract within the 12-month period prior to his or her leaving state service.

If Contractor violates any provisions of above paragraphs, such action by Contractor shall render this Agreement void. (Pub. Contract Code §10420)

Members of boards and commissions are exempt from this section if they do not receive payment other than payment of each meeting of the board or commission, payment for preparatory time and payment for per diem. (Pub. Contract Code §10430 (e))

2. LABOR CODE/WORKERS' COMPENSATION: Contractor needs to be aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions, and Contractor affirms to comply with such provisions before commencing the performance of the work of this Agreement. (Labor Code Section 3700)

3. AMERICANS WITH DISABILITIES ACT: Contractor assures the State that it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)

4. CONTRACTOR NAME CHANGE: An amendment is required to change the Contractor's name as listed on this Agreement. Upon receipt of legal documentation of the name change the State will process the amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said amendment.

5. CORPORATE QUALIFICATIONS TO DO BUSINESS IN CALIFORNIA:

a. When agreements are to be performed in the state by corporations, the contracting agencies will be verifying that the contractor is currently qualified to do business in California in order to ensure that all obligations due to the state are fulfilled.

b. "Doing business" is defined in R&TC Section 23101 as actively engaging in any transaction for the purpose of financial or pecuniary gain or profit. Although there are some statutory exceptions to taxation, rarely will a corporate contractor performing within the state not be subject to the franchise tax.

c. Both domestic and foreign corporations (those incorporated outside of California) must be in good standing in order to be qualified to do business in California. Agencies will determine whether a corporation is in good standing by calling the Office of the Secretary of State.

6. RESOLUTION: A county, city, district, or other local public body must provide the State with a copy of a resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an agreement, authorizing execution of the agreement.

7. AIR OR WATER POLLUTION VIOLATION: Under the State laws, the Contractor shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.

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

Agenda Item (VI-B-7)

Meeting	8/19/2014 - Regular
Agenda Item	Consent Agenda Action (VI-B-7)
Subject	Out-of-State Travel
College/District	District
Funding	n/a
Recommended Action	Recommended that the Board of Trustees approve the out-of-state travel.

Background Narrative:

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

Prepared By: Michael Burke, Ph.D., Chancellor
Michelle Haeckel, Administrative Assistant, Office of the Chancellor

Attachments:

[Out-of-State Travel_081914](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Subject: Out-of-State Travel

Date: August 19, 2014

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

Retroactive:

- 1) Dr. Sandra Mayo, president, Moreno Valley College, to travel to Washington, D.C., June 30-31, 2014, to attend the White House College Opportunity Summit. Estimated cost: \$1,746.83. Funding Source: the general fund. (Invitation to attend the summit was not sent until after the June Board meeting.)
- 2) Mr. Jeff Williamson, statewide director, Center for International Trade Development, to travel to Wan Chai, Hong Kong, August 12-19, 2014, to attend the Hong Kong Food Expo. Estimated cost: \$4,050.00. Funding source: California State Trade and Export Promotion Program grant funds. (Prior to the June Board meeting, not enough companies had committed to the Expo making travel unwarranted. Since the June meeting, enough companies have committed thus meriting travel.)

Current:

Moreno Valley College:

- 3) Ms. Lisa Chavez, director, student support services, grants, to travel to Scottsdale, AZ, September 16-20, 2014, to attend the National Community College Hispanic Council, Leadership Symposium. Estimated cost: \$1,051.78. Funding source: the general fund.
- 4) Ms. Angel Orta-Perez, outreach specialist, Upward Bound, math and science, to travel to Washington D.C., September 6-10, 2014, to attend the Council for Opportunity in Education Conference 2014. Estimated cost: \$1,380.89. Funding source: restricted grant funds.
- 5) Ms. Micki Poole Clowney, director, Upward Bound, math and science, to travel to Washington D.C., September 6-10, 2014, to attend the Council for Opportunity in Education Conference 2014. Estimated cost: \$3,215.04. Funding source: restricted grant funds.

Norco College:

- 6) Ms. Peggy Campo, associate professor, anatomy and physiology, Norco College, to travel to Florence, Italy, September 3-November 29, 2014, to participate in the Study Abroad Fall Semester 2014. There is no cost to the District.
- 7) Mr. Mark DeAsis, dean, administration and records, to travel to Lake Buena Vista, Florida, October 20-24, 2014, to attend the 2014 National Association of Veterans Program Administrators Training & Conference. Estimated cost: \$2,436.94. Funding source: the general fund.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Subject: Out-of-State Travel

Date: August 19, 2014

- 8) Dr. Diane Dieckmeyer, vice president, academic affairs, to travel to Denver, Colorado, October 3-7, 2014, to attend the Hispanic Association of College & Universities Annual Conference. Estimated cost: \$2,689.09. Funding source: the general fund.
- 9) Mr. David Nelson, associate professor, theatre arts, Riverside City College, to travel to Florence, Italy, September 13-November 29, 2014, to participate in the Study Abroad Fall Semester 2014. There is no cost to the District. (Travel dates were changed to September 3 through November, 29, 2014)
- 10) Mr. Gustavo Ocegüera, associate dean, grants and college support programs, to travel to Denver, Colorado, October 4-5, 2014, to attend the Hispanic Association of College & Universities Annual Conference "Championing Hispanic Higher Education Success: Investing in America's Future". Estimated cost: \$2,694.30. Funding source: Title V Cooperative grant funds.
- 11) Dr. Paul Parnell, president, to travel to Denver, Colorado, October 4-5, 2014, to attend the Hispanic Association of College & Universities Annual Conference. Estimated cost: \$1510.00. Funding source: the general fund.

Riverside City College:

- 12) Ms. Paula Farish, analyst, student financial services, to travel to Austin, Texas, October 26-28, 2014, to attend the Academic Works Client Conference 2014. Estimated cost: \$1,363.17. Funding source: the general fund.
- 13) Ms. Tenisha James, director, student support services, grants, to travel to Washington, D.C., September 6-10, 2014, to attend Council for Opportunity in Education Annual Conference: TRiO National Professional Development. Estimated cost: \$3,633.72. Funding source: TRiO Support Services grant funds.
- 14) Dr. Rhonda Taube, associate professor, art, to travel to Bratislava, Slovakia, November 15-25, 2014, to attend the 19th European Maya Conference. There is no cost to the District.

Riverside Community College District:

- 15) Mr. Christopher Earl, business development administrative specialist, TriTech, to travel to Grapevine, Texas, September 9-12, 2014, to attend the 2014 Annual America's Small Business Development Center Conference. Estimated cost: \$1,945.14. Funding source: small business administration grant funds.
- 16) Mr. Mark Mitchell, director, TriTech, to travel to Grapevine, Texas, September 9-12, 2014, to attend the 2014 Annual America's Small Business Development Center Conference. Estimated cost: \$1,945.14. Funding source: small business administration grant funds.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Subject: Out-of-State Travel

Date: August 19, 2014

- 17) Ms. Julie Ann Padilla, director, procurement assistance center, to travel to Washington, D.C. November 9-12, 2014 to attend the Association of Procurement Technical Assistance Fall 2014 Training Conference. Estimated cost: \$2,664.06. Funding source: Procurement Assistant Center grant funds.

Agenda Item (VI-B-8-a)

Meeting	8/19/2014 - Regular
Agenda Item	Consent Agenda Action (VI-B-8-a)
Subject	Signature Authorization Update
College/District	District
Funding	N/A
Recommended Action	It is recommended that the Board of Trustees authorize designated District administrators listed on the attached document to sign vendor warrant orders, salary payment orders, notices of employment, bank checks, purchase orders, and grant documents.

Background Narrative:

Because of changes in personnel to District administrative positions, it is necessary to update the Riverside County Office of Education Certification of Signatures form and District authorized signers, as shown on the attached document.

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

Attachments:

[06192014_Signature Authorization & Certification of Signatures](#)

SIGNATURE AUTHORIZATION
August 19, 2014

It is recommended that the Board of Trustees authorize each Trustee and the following District administrators to sign vendor warrant orders, salary payment orders, notices of employment, bank checks, purchase orders, and grant documents:

Michael L. Burke

Chancellor

Robin Steinback

Interim Vice Chancellor,
Educational Services, Workforce Development & Planning

Sylvia Thomas

Acting Vice Chancellor,
Diversity and Human Resources



Division of Administration and Business Services
 District Fiscal Services

County Use Only:
 Date Received: _____
 Approved By: _____

Certification of Signatures

District: _____

Date of Meeting: _____

Please Check: Newly Elected Governing Board Addition in Column(s) _____ Replacement in Column(s) _____

Column I	Column II	Column III
<i>Signatures of Members of the Governing Board</i>	<i>Signatures of Personnel Authorized to Sign Warrant Orders and Orders for Salary Payments*</i>	<i>Signatures of Personnel Authorized to Sign Notices of Employment</i>
_____ President of the Board	_____	_____
_____ Clerk or Vice President of the Board	_____	_____
_____ Member of the Board	_____	_____
_____ Member of the Board	_____	_____
_____ Member of the Board	_____	_____

**If the board has given special instructions for signing Warrant Orders, Orders for Salary Payment, or Notices of Employment, please attach a copy of the resolution to this form.*

Number of signatures district requires for: Orders of Salary Payments : _____ "B" Warrant Orders: _____

I, _____, Clerk/Secretary of the Board of Trustees certify that the signatures shown below in Column I are the verified signatures of the members of the governing board; verified signatures of personnel authorized to sign orders drawn on the funds of the school district appear in Column II, and verified signatures of personnel authorized to sign Notices of Employment appear in Column III. No person other than an officer or employee of the district can be authorized to sign orders. These certifications are made in accordance with the provisions of Education Code Sections 42632, 42633, 44843, 85232, and 85233. If those authorized to sign orders as shown in Column II are unable to do so, the law requires the signatures of the majority of the governing board. Attached is the board agenda authorizing the following signatures.

Signature: _____

Agenda Item (VI-B-8-b)

Meeting	8/19/2014 - Regular
Agenda Item	Consent Agenda Action (VI-B-8-b)
Subject	Resolution Regarding Appropriations Subject to Proposition 4 Gann Limitation - Resolution No. 01-14/15
College/District	District
Funding	N/A
Recommended Action	It is recommended that the Board of Trustees adopt Resolution No. 01-14/15 which establishes the 2014-2015 Gann Limit for the Riverside Community College District at \$177,679,352.

Background Narrative:

In November 1979, the voters passed Proposition 4 which imposes an annual appropriations limit on the District. This is known as the Gann Limit. Pursuant to Article XIII B of the California Constitution and Government Code Section 7910, the Board must approve the District's Gann Limit for the succeeding fiscal year.

The District has developed the documentation used to determine the 2014-2015 Gann Limit and it is available for public inspection at the office of the Vice Chancellor, Business and Financial Services, 1533 Spruce St. Riverside, California, between 7:30 a.m. and 4:00 p.m. A copy of the worksheet used to compute the Gann Limit is attached for the Board's review and information. A resolution required to establish the District's 2014-2015 Gann Limit is also attached.

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

Attachments:

[08192014_Gann Limit Worksheet 2014-2015 and Resolution No. 01-14/15](#)

CALIFORNIA COMMUNITY COLLEGES
 GANN LIMIT WORKSHEET
 2014-15

DISTRICT NAME: Riverside Community College District
 DATE: August 19, 2014

I. **2014-15 APPROPRIATIONS LIMIT:**

A. 2013-14 Appropriations Limit	<u>\$ 168,932,799</u>
B. 2014-15 Price Factor: .9977	
C. Population factor:	
1. 2012-13 Second Period Actual FTES <u>25,130</u>	
2. 2013-14 Second Period Actual FTES <u>26,493</u>	
3. 2014-15 Population change factor <u>1.0542</u> (line C.2. divided by line C.1.)	
D. 2013-14 Limit adjusted by inflation and population factors (line A multiplied by line B and line C.3.)	\$.....177,679,352
E. Adjustments to increase limit:	
1. Transfers in of financial responsibility	\$
2. Temporary voter approved increases	_____
3. Total adjustments - increase	_____
Sub-Total	<u>\$.....177,679,352</u>
F. Adjustments to decrease limit:	
1. Transfers out of financial responsibility	\$
2. Lapses of voter approved increases	_____
3. Total adjustments - decrease	< _____ >
G. 2014-15 Appropriations Limit	<u>\$ 177,679,352</u>

II. **2014-15 APPROPRIATIONS SUBJECT TO LIMIT:**

A. State Aid (General Apportionment, Apprenticeship Allowance, Basic Skills, and Partnership for Excellence)	<u>\$ 97,756,606</u>
B. State Subventions (Home Owners Property Tax Relief, Timber Yield tax, etc.)480,000
C. Local Property taxes28,484,492
D. Estimated excess Debt Service taxes
E. Estimated Parcel taxes, Square Foot taxes, etc.
F. Interest on proceeds of taxes49,475
G. Local appropriations from taxes for unreimbursed State, court, and federal mandates	< _____ >
H. 2014-15 Appropriations Subject to Limit	<u>\$ 126,770,573</u>

Agenda Item (VI-B-8-c)

Meeting 8/19/2014 - Regular

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

Subject Surplus Property

College/District District

Funding N/A

Recommended Action It is recommended that the Board of Trustees by unanimous vote: (1) declare the property on the attached list to be surplus; (2) find property does not exceed the total value of \$5,000; and (3) authorize the property to be consigned to The Liquidation Company to be sold on behalf of the District.

Background Narrative:

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

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

Attachments:

[08192014_Surplus Property List](#)

**Surplus Property
 August 19, 2014**

QUANTITY	BRAND	Description	Model #	SERIAL #	ASSET TAG #
1	HP	PRINTER	C4549A	MY66C1T219	9375
1	HP	PRINTER - LASERJET	C3916A	USHC048804	9381
1	HP	PRINTER - LASERJET	LJ5M	USKC134818	9524
1	GATEWAY	CPU W/MONITOR	E4200	NONE	20840
1	GATEWAY	CPU	E6100	32667225	22923
1	HP	PRINTER - LASERJET	LJ4100N	NONE	23660
1	GATEWAY	CPU	E4300	34941777	24655
1	GATEWAY	CPU	E4300	34941738	24656
1	GATEWAY	CPU	E4300	34941784	24658
1	GATEWAY	CPU	E4300	34941741	24718
1	GATEWAY	CPU	PROFILE	34851318	24771
1	GATEWAY	CPU	E4300	34873925	24883
1	GATEWAY	CPU	E4300	34873924	24896
1	GATEWAY	CPU	E4300	35016646	25129
1	GATEWAY	CPU	E4300	34941775	25677
1	GATEWAY	CPU	E4300	34941715	25681
1	GATEWAY	CPU	E4300	34941709	25682
1	GATEWAY	CPU	E4300	34941748	25683
1	GATEWAY	CPU	E4300	34941707	25685
1	GATEWAY	CPU	E4300	34941756	25687
1	GATEWAY	CPU	E4300	34941763	25689
1	GATEWAY	CPU	E4300	34941721	25690
1	GATEWAY	CPU	E4300	34941726	25696
1	GATEWAY	CPU	E4300	34941720	25697
1	GATEWAY	CPU	E4300	34941725	25700
1	GATEWAY	CPU	E4300	34941723	25704
1	GATEWAY	CPU	E4300	34941718	25705
1	GATEWAY	CPU	E4300	34941746	25859
1	GATEWAY	CPU	E4300	34941713	25869
1	GATEWAY	CPU	E4300	34941731	25874
1	GATEWAY	CPU	E4300	34941764	25884
1	GATEWAY	CPU	E4300	35363487	26817
1	GATEWAY	CPU	E4300	35525172	30620
1	GATEWAY	CPU	E4300	35525174	30621
1	GATEWAY	CPU	E4300	35484390	30681
1	HP	CPU	7210	MY5BNH84XG	31638
1	GATEWAY	CPU	E4500S	36563177	31963
1	GATEWAY	CPU	E6300	36048671	32420
1	GATEWAY	CPU	E4610S	39021780	33775
1	GATEWAY	CPU	E2610N	39202048	34423
1	GATEWAY	CPU	E2610N	39202051	34430
1	GATEWAY	CPU	E6500	36596231	34678
1	GATEWAY	CPU	E6500	36596245	34690
1	GATEWAY	CPU	E4500D	36683305	34958
1	GATEWAY	CPU	E4610D	39186637	36083

**Surplus Property
 August 19, 2014**

QUANTITY	BRAND	Description	Model #	SERIAL #	ASSET TAG #
1	HP	PRINTER	C4280	CN7C5RB2BF	36921
1	HP	PRINTER	830C	MY96T1B2NV	39309
1	GATEWAY	CPU	E2610N	39202050	40382
1	HITACHI	PROJECTOR	6798	NONE	NONE
1	GATEWAY	CPU	E-SERIES	32780311	22980
1	HP	PRINTER	LJ6P	USDQ58327	12432
1	IBICO	CALCULATOR	10-KEY	970602	NONE
1	GATEWAY	CPU	E-4300	36036258	26090
1	GATEWAY	CPU	E-4300	NONE	11820
1	GATEWAY	CPU	E-4300	26634876	18933
1	GATEWAY	CPU	E-4300	NONE	19332
1	VIEWSONIC	MONITOR	VE155B	NONE	22737
1	GATEWAY	CPU	FPD-1570	NONE	19332
1	SONY	RADIO CASSETTE	RMT-CZ550A	NONE	NONE
1	SHARP	TV/VCR	NONE	NONE	NONE
1	SONY	HEADPHONES	DE-45	NONE	NONE
1	VIEWSONIC	MONITOR	VE155B	900841	22738
1	VIEWSONIC	MONITOR	VE155B	NONE	22737
1	GATEWAY	MONITOR	FPD-1570	NONE	19332
1	PRINCETON	MONITOR	NONE	800814	26071
1	DELL	MONITOR	NONE	47605	18785
1	DELL	CPU	PRO1	388508	18787
1	GESTETNER	COPIER	2212	3669	20249
1	NONE	FILE CABINET	NONE	NONE	NONE
1	MOVE EASY	PADDED CARRIER	NONE	NONE	NONE
1	OFFICE DEPOT	COLLAPSIBLE FILE CART	NONE	NONE	NONE
1	ELLERSON	ARC WELDER	NONE	NONE	NONE
1	ELLERSON	ARC WELDER	NONE	NONE	NONE
1	ELLERSON	ARC WELDER	NONE	NONE	NONE
1	HITACHI	LCD PROJECTOR	CPX445	F6B001209	34627
1	HITACHI	LCD PROJECTOR	CPX445	F7J006459	33787
1	HITACHI	LCD PROJECTOR	CPX445	F7J006126	36753
1	HITACHI	LCD PROJECTOR	CPX445	F7J006465	NONE
1	HITACHI	LCD PROJECTOR	CPX445	F6B001274	36754
1	HITACHI	LCD PROJECTOR	CPX445	F7J006083	34628
1	HITACHI	LCD PROJECTOR	CPX445	F7D004999	NONE
1	HITACHI	LCD PROJECTOR	CPX445	F7A004386	36185
1	HITACHI	LCD PROJECTOR	CPX445	G5F000152	33792
1	HITACHI	LCD PROJECTOR	CP-SX1350	G7H002976	NONE
1	HITACHI	LCD PROJECTOR	CP-SX1350	G8G004458	NONE
1	HITACHI	LCD PROJECTOR	CP-SX1350	G8G004452	NONE
1	HITACHI	LCD PROJECTOR	CP-SX1350	G8G004454	NONE
1	HITACHI	LCD PROJECTOR	CP-SX1350	G8G004462	NONE
1	HITACHI	LCD PROJECTOR	CP-SX1350	G8G004462	NONE
1	SONY	LCD PROJECTOR	VPL-PX35	2002185	24668

**Surplus Property
 August 19, 2014**

QUANTITY	BRAND	Description	Model #	SERIAL #	ASSET TAG #
1	SONY	LCD PROJECTOR	VPL-PX35	2002196	24666
1	HITACHI	LCD PROJECTOR	CP-X445	F6L003872	33788
1	HP	PRINTER	1160	CNG1F26951	26716
1	SONY	VIDEO PLAYER	EV-C200	AK8EVC200	10409
1	BUHL	OVERHEAD PROJECTOR	90	C-58664	7170
1	BUHL	OVERHEAD PROJECTOR	90	C-60176	NONE
1	BUHL	OVERHEAD PROJECTOR	90	C-58707	NONE
1	BUHL	OVERHEAD PROJECTOR	90	C-60275	NONE
1	PANASONIC	SPEAKER SET	NONE	NONE	NONE
1	SONY	CASSETTE PLAYER RECORDER	NONE	NONE	NONE
10	HP	TONER	NONE	NONE	NONE
28	OFFICE DEPOT	3 RINGER BINDER	NONE	NONE	NONE
1	HOLMES	FAN	NONE	NONE	NONE
1	3M	GOOSE NECK POLARIZING LIGHT	NONE	NONE	NONE

Agenda Item (VIII-A-1)

Meeting	8/19/2014 - Regular
Agenda Item	Committee - Governance (VIII-A-1)
Subject	Minutes and Recordings of the Board
College/District	District
Funding	n/a
Recommended Action	It is recommended that the Board of Trustees amend Board Policy and Administrative Procedure 2365 - Recording, and direct staff to provide minutes of the Board meetings, that are consistent with Roberts Rules of Order, Section 48 in recording what was done; and include brief summary of board member topics presented under Business from Board Members.

Background Narrative:

On June 3, 2014, staff presented to the Governance Committee and held discussion on Minutes of the Board. A review of Administrative Procedures 2345 (Participation at Board Meetings), 2365 (Recording), and 2360 (Minutes); in addition to Roberts Rules of Order, Section 38, California Education Code Section 721221(a), and Government Code Section 54953. Administrative Procedure 2345 includes recognition of Parliamentary Procedures, and Roberts Rules of Order, Section 48 speaks to keeping a record of what was done, and not what is said, nor secretary opinions. Board Policy and Administrative Procedure 2360 (Minutes) are attached, for information.

Following discussion about historical minutes and recordings, processes and procedures, and legal implications, it was agreed that Trustees Figueroa and Blumenthal would meet to review how to address interest of board members, while assuring the Minutes of the Board are in keeping with best practices, policies and codes. Additionally, the trustees recommend that Recordings be kept for a one year period, and that Board Policy and associated Administrative Procedure 2365 - Recordings, be amended to reflect this change from thirty days to one year. The recommendation for a directive to staff should prove sufficient, if deemed acceptable by the Board.

At the Board Committee meeting, other update changes to methods of recording was noted, and those update changes have been included in the amendment proposed for BP/AP 2365.

Prepared By: Michael Burke, Ph.D., Chancellor
Chris Carlson, Chief of Staff & Facilities Development

Attachments:

[Recording Board Policy and Administrative Procedure \(amended\)](#)
[Minutes Board Policy and Administrative Procedure](#)

BP 2365 RECORDING

References:

Education Code Section 72121(a);
Government Code Sections 54953.5 and 54953.6

Any ~~audio or video~~ recording of an open and public meeting made by or at the direction of the Board of Trustees shall be subject to inspection by members of the public in accordance with the California Public Records Act, Government Code Sections 6250 et seq. The Chancellor is directed to enact administrative procedures to ensure that any such recordings are maintained for at least **one year** ~~thirty days~~ following the ~~taping or~~ recording.

Persons attending an open and public meeting of the Board of Trustees may, at their own expense, record ~~the proceedings with an audio or video tape recording or a still or motion picture camera~~ or may broadcast the proceedings. However, if the Board of Trustees finds by a majority vote that the recording or broadcast cannot continue without noise, illumination, or obstruction of view that constitutes or would constitute a persistent disruption of the proceedings, any such person shall be directed by the President of the Board to stop.

Date Adopted: September 16, 2008

Revised: May 21, 2013

Revised:

AP 2365 RECORDING

Reference:

Government Code Section 54953.5

All recordings made of Board of Trustee meetings shall be kept in the Chancellor's Office for a minimum of **one year** ~~thirty (30) days~~ after the date of the Board meeting for which the recording was made. After **one year** ~~thirty days~~, the recordings may be destroyed.

Anyone wishing to obtain a copy of a recording of a Board of Trustees meeting should contact the Office of the Chancellor. Cost for a copy of said recording will be a minimum of \$8.50 per recording, payable in advance.

Date Approved: September 16, 2008

Revised:

BP 2360 MINUTES

References:

Education Code Section 72121(a);
Government Code Section 54957.2

The Chancellor shall cause minutes to be taken of all meetings of the Board of Trustees. The minutes shall record all actions taken by the Board of Trustees. The minutes shall be public records and shall be available to the public. If requested, the minutes shall be made available in appropriate alternative formats so as to be accessible to persons with a disability.

Date Adopted: September 16, 2008

AP 2360 MINUTES

Reference:

Education Code Section 72000 and 72121(a)
Government Code 54956.5 and 54957.2

The minutes of Board meetings will reflect those present, who presided, all motions, the names of persons making and seconding motions, and the vote on motions. The minutes should indicate the time of arrival or departure of members once the Board is in session. The minutes shall also include all resolutions and recommendations of the administration and pertinent information upon which action has been taken by the Board.

The minutes of an emergency meeting, a list of the persons notified or attempted to be notified, a copy of the roll call vote, and any action taken at the meeting shall be posted for a minimum of 10 days in a public place as soon after the meeting as possible.

The minutes are public records and any member of the public may contact the Chancellor's Office to request a copy.

Date Approved: September 16, 2008
(Replaces, in part, Regulation 1010)

Agenda Item (VIII-D-1)

Meeting	8/19/2014 - Regular
Agenda Item	Committee - Resources (VIII-D-1)
Subject	Budget Augmentation for Network Operations Center Project
College/District	Moreno Valley
Funding	College Allocated Measure C Funds
Recommended Action	It is recommended that the Board of Trustees augment the budget for the Network Operations Center project by \$500,000.

Background Narrative:

At the January 27, 2009 meeting, the Board of Trustees (BOT) approved a project design and budget in the amount of \$2,944,082 for the Network Operations Center (NOC) project at Moreno Valley College (MVC). On June 21, 2011, the Board of Trustees approved augmenting the project budget by \$80,000 for modifications to the Heating, Ventilation and Air-Conditioning (HVAC) systems for the data equipment as specified by the IT Audit.

Per the request of the college, a new amendment was developed by Higginson + Cartozian Architects and approved by the Board of Trustees at the April 16, 2013 meeting. The amendment included the addition of 325 square feet to the building footprint for future expansion; revised engineering; and improved I.T. redundant connections; and DSA plan approval.

On May 29, 2014, the District received bids for the construction of the MVC NOC project. The project will now consist of a 2,291 sq. ft. building and all site work, which will include, but not limited to, rough grading, development of building pad, onsite utility runs & connections, parking lot, service drives, fire lanes, concrete walkways, patios, landscaping, irrigation, and relocation of existing utilities.

At this time, it is requested that the Board of Trustees approve the augmentation of the project budget by \$500,000 to ensure adequate funding to cover escalation in bid environment; added DSA closeout fees; and augmentation to the Group II budget. This will bring the project budget to \$3,524,082.

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

Attachments:

[Budget Augmentation Breakdown_r2](#)
[Schedule_r1](#)

Moreno Valley College Network Operations Center - Budget Augmentation Breakdown

Bid Opening : 05/29/14 . Bids good for 90 days (08/29/14)

Original Construction Budget	\$1,974,660
Bid Results/Construction	\$2,372,739
Difference	\$ 398,079
<hr/>	
Augmented DSA Closeout (Construction Change Directive)	\$ 20,000
IT Group II Budget Augmentation	\$ 58,537
Augmentation Required	\$ 476,616
 Total Budget Augmentation Requested	 \$500,000

Riverside Community College District
Moreno Valley College Network Operations Center
Work Plan Schedule as of August 2014

Tuesday, August 19, 2014	Board of Trustees Bid Approval/Augmentation
Friday, August 22, 2014	Notice of Award of Contract
Tuesday, August 26, 2014	Schedule meeting with PLA and Contractor
Friday, September 5, 2014	Due date for Contractors Agreement, Bonds and Insurance
Monday, September 8, 2014	Proposed Notice to Proceed
Wednesday, September 10, 2014	Mandatory Pre-Construction Conference
Monday, September 15, 2014	Mobilization
Monday, September 22, 2014	Commence Construction
March 15, 2015	Construction Complete (6 mo.)

Agenda Item (VIII-E-1)

Meeting	8/19/2014 - Regular
Agenda Item	Committee - Facilities (VIII-E-1)
Subject	Agreement Amendment No. 1 for the Utility Infrastructure Project at Norco College and Riverside City College with Tilden-Coil Constructors, Inc.
College/District	District
Funding	Centrally Controlled Allocated Measure C Funds
Recommended Action	It is recommended that the Board of Trustees approve Agreement Amendment No. 1 for the Utility Infrastructure Project for Norco College and Riverside City College for construction management services with Tilden-Coil Constructors, Inc. in the amount not to exceed \$35,792.13.

Background Narrative:

On November 15, 2011, the Board of Trustees approved an agreement with Tilden-Coil Constructors, Inc. for construction management services in the amount of \$758,038 for the Utility Infrastructure Project for Norco College and Riverside City College. The original contract fee was determined by the budgeted construction costs, but will be revised based on the actual contracted bid sum of all Primes. Per agreement, Tilden-Coil Constructors, Inc. is requesting an amendment in the amount of \$35,792.13.

At this time, it is requested that the Board of Trustees approve Agreement Amendment No. 1 in the amount not to exceed \$35,792.13 for Tilden-Coil Constructors, Inc.'s construction management fee for the Utility Infrastructure Project for Norco College and Riverside City College.

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

Prepared By: Paul Parnell, President, Norco College
Wolde-Ab Isaac, Acting President, Riverside
Beth Gomez, Vice President, Business Services (Norco)
Laurens Thurman, District Consultant
Chris Carlson, Chief of Staff & Facilities Development
Bart Doering, Facilities Development Director
Calvin Belcher, Project Manager

Attachments:

[Amendment No. 1_Tilden-Coil Constructors_r1](#)

FIRST (1) AMENDMENT TO AGREEMENT
BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT
AND
TILDEN-COIL CONSTRUCTORS, INC.
(Utility Infrastructure Project at Norco College and Riverside City College)

This document amends the original agreement between the Riverside Community College District and Tilden-Coil Constructors, Inc., which was originally approved by the Board of Trustees on November 15, 2011.

The agreement is hereby amended as follows:

Additional compensation of this amended agreement shall not exceed \$35,792.13, including reimbursable expenses, totaling agreement to \$793,830.13. The term of this agreement shall be from the original agreement date of November 15, 2011, to the extended amended date of August 14, 2014. Payments and final payment shall coincide with original agreement.

Additional scope of work shall be provided in Exhibit I, attached.

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

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the date written below.

TILDEN-COIL CONSTRUCTORS, INC.

RIVERSIDE COMMUNITY COLLEGE
DISTRICT

By: _____
Brian Jaramillo
President
3612 Mission Inn Avenue
Riverside, CA 92501

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

Date: _____

Date: _____

Exhibit I



April 28, 2014

Chris Carlson
Riverside Community College District
450 E. Alessandro Blvd.
Riverside, CA 92508

Project: RCCD Utility Infrastructure - Norco Central Plant and Riverside 12 kV loop projects
Subject: Fee Adjustment Amendment

Contract Amendment Request #01

NARRATIVE:

The summary of the costs being requested below is an amendment to our construction management fee. The original contract fee was based on the budgeted construction cost for construction for the Norco and Riverside Campus Infrastructure projects. Based on the current contracted sum of Primes, we are revising the value of our fee and requesting this amendment listed below.

REFERENCES:

- 1) Contract Agreement
- 2) Final Change Order Log / Construction Costs - Norco
- 3) Current Change Order Log / Construction Costs - Riverside

COST DETAIL BREAKDOWN:

Item	Description	Fee	Total
1.	Original Budgeted Sum of Prime Contractors \$3,581,900.00 x	6.50%	= \$ 232,823.50
2.	Current Contracted Sum of Primes \$4,132,548.10 x	6.50%	= \$ 268,615.63

Current Delta / Fee Amendment Request Total: \$ 35,792.13

SCHEDULE IMPACT:

No schedule impact as this is related to our scheduled fee.

3612 Mission Inn Avenue Riverside, CA 92501 951 684 5901 fax: 951 684 0725

APPROVAL TIMELINE:

We are requesting approval of this request by 06/25 so that it may be taken to the August Board meeting for approval.

Tilden-Coil Constructors, Inc.
Construction Manager


By: Steve Fuentes 4/28/2014
Date

Riverside Community College District
Owner's Representative

By: Chris Carlson Date

3612 Mission Inn Avenue Riverside, CA 92501 951 684 5901 fax: 951 684 0725



**PRIME CONTRACTOR
 EXECUTIVE SUMMARY CHANGE LOG**

Bid Category	Contractor	Contract	Approved Contract Changes	Contract Change To Write	Approved Change %	Revised Contract	Pending Submitted Proposals	Reviewed Proposals	Contract Allowance	Remaining Allowance	Current Projected Total Project Cost
01	Coats	737,245.00	66,008.19	0.00	8.95%	803,253.19	0.00	136,008.19	70,000.00	0.00	803,253.19
	Espinoza Electric dba										
02	Quality Light and Electric	50,868.00	(22,034.54)	0.00	-43.32%	28,833.46	0.00	2,965.46	25,000.00	0.00	28,833.46
GRAND TOTALS:		788,113.00	43,973.65	0.00	5.58%	832,086.65	0.00	138,973.65	95,000.00	(0.00)	832,086.65

Overall Project Total Budget: (Over / Under) **(43,973.65)**



TILDEN-COIL CONSTRUCTORS, INC.
 Project: *RCCD Utility Infrastructure - 12 KV Loop Project*
 04/24/14

**PRIME CONTRACTOR
 EXECUTIVE SUMMARY CHANGE LOG**

Bid Category	Contractor	Contract Amount	Approved Contract Changes	Approved Change %	Revised Contract Amount	Pending Submitted Proposals	Reviewed Proposals	Potential Contract Change Orders To Write	Potential Change Order %	Contract Allowance	Remaining Contract Allowance	Current Projected Total Project Cost
01	RJS Electric	3,127,000.00	0.00	0.00%	3,127,000.00	37,706.00	(61,868.00)	(176,162.00)	-5.57%	150,000.00	211,868.00	2,952,838.00
02	JBH Structural Concrete	379,800.00	0.00	0.00%	379,800.00	6,301.15	11,522.30	(32,176.55)	-8.47%	50,000.00	38,477.70	347,623.45
(GRAND TOTALS):		3,506,800.00	0.00	0.00%	3,506,800.00	44,007.15	(50,345.70)	(206,338.55)	-5.88%	200,000.00	250,345.70	3,300,461.45

Overall Project Total Budget:

206,338.55
 (Over / Under)

Agenda Item (IX-A-1)

Meeting 8/19/2014 - Regular

Agenda Item Administrative Reports (IX-A-1)

Subject 2014-2015 Holiday Schedule

College/District District

Funding

Recommended Action It is recommended that the Board of Trustees approve the fiscal year 2014-2015 holiday schedule for classified, confidential, and management employees.

Background Narrative:

On February 19, 2013, the Board of Trustees approved a Memorandum of Agreement to create a new collective bargaining agreement between Riverside Community College District and the Riverside Community College District Employees, Chapter 535 of the California School Employees Association (CSEA), from July 1, 2013 to June 30, 2015 with the same terms as the agreement set to expire June 30, 2013. The holiday schedule for Fiscal Year 2014-2015 was discussed with CSEA and agreed to as attached.

Prepared By: Sylvia Thomas, Interim Vice Chancellor, Diversity and Human Resources

Attachments:

[20140819_14-15 Holiday Schedule_Backup](#)

Holiday Schedule for Fiscal Year 2014/2015

Holiday	FY 2013/2014	Weekday
Independence Day	July 4, 2014	Friday
Labor Day	September 1, 2014	Monday
Veterans Day	November 10, 2014 (observance)	Monday
Thanksgiving Day	November 27, 2014	Thursday
Day after Thanksgiving	November 28, 2014	Friday
Christmas Day	December 25, 2014	Thursday
Admissions Day	December 26, 2014 (observance)	Friday
College Closure days after Christmas Holiday	December 29 & 30, 2014	Monday & Tuesday
Mandatory Vacation Day	December 31, 2014	Wednesday
New Year's Day	January 1, 2015	Thursday
Voluntary Vacation Day	January 2, 2015	Friday
Martin Luther King, Jr. Day	January 19, 2015	Monday
Lincoln's Birthday	February 13, 2015 (observance)	Friday
Washington's Birthday	February 16, 2015 (observance)	Monday
Cesar Chavez Birthday	March 31, 2015	Tuesday
Memorial Day	May 25, 2015	Monday

Agenda Item (IX-A-2)

Meeting 8/19/2014 - Regular

Agenda Item Administrative Reports (IX-A-2)

Subject Increase of Salary Schedules for all RCCD Employees as funded by the COLA of .85%

College/District District

Funding

Recommended Action It is recommended that the Board of Trustees approve the increase of the salary schedules for all RCCD employees, as funded by the Cost of Living Adjustment (COLA) of .85%.

Background Narrative:

In September 2014, the Board of Trustees will consider the adoption of the 2014-2015 budget. As a result of the State's funding of a Cost of Living Adjustment (COLA) of .85%, which the District has passed on directly to its employees, the budget includes an increase to the salary schedules of all RCCD employees, represented and unrepresented.

The .85% salary increase is accounted for in the 2014-2015 budget. June 23, 2014 will be the effective date for associate (part)-time faculty who are teaching summer session courses and full-time faculty who are teaching summer session "overload" courses that are not part of a fall or spring contractual load. The effective date for all other faculty, classified staff, confidential staff, and managers will be July 1, 2014. Upon the Board's approval of the .85% COLA increase, the two bargaining units will ratify the Memorandums of Understanding.

Prepared By: Sylvia Thomas, Interim Vice Chancellor, Diversity and Human Resources

Attachments:

[20140819_Increase in Stry Sched for All Ees as Fnd by COLA_Backup](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
and
RIVERSIDE COMMUNITY COLLEGE DISTRICT FACULTY ASSOCIATION, CCC/CTA/NEA
MEMORANDUM OF UNDERSTANDING

Cost of Living Adjustment (COLA)
August 20, 2014

This AGREEMENT is made and entered into on August 20, 2014 by and between Riverside Community College District (hereinafter called the "District") and the Riverside Community College District FA/CCC/CTA/NEA (hereinafter called the Association).

The intent of this MOU is to provide faculty with an increase in salary which is the result of the state's Cost of Living Adjustment (COLA) of .85%. This increase is effective June 23, 2014 for all part-time faculty who are teaching summer session courses and all full-time faculty who are teaching summer session "overload" courses that are not part of a spring or fall contractual load assignment. For all other faculty, the increase is effective July 1, 2014.

Dated: _____

Dated _____

Riverside Community College District

Riverside Community College District
Faculty Association/CCC/CTA/NEA

Michael Burke, Chancellor

Dariush Haghghat, President

RIVERSIDE COMMUNITY COLLEGE DISTRICT
and
RIVERSIDE COMMUNITY COLLEGE DISTRICT CLASSIFIED SCHOOL EMPLOYEES
ASSOCIATION AND ITS CHAPTER 535

MEMORANDUM OF UNDERSTANDING

Cost of Living Adjustment (COLA)
August 20, 2014

This AGREEMENT is made and entered into on August 20, 2014 by and between Riverside Community College District (hereinafter called the "District") and the Riverside Community College District Classified School Employees Association and its Chapter 535 (hereinafter called the CSEA).

The intent of this MOU is to provide classified staff with an increase in salary which is the result of the state's Cost of Living Adjustment (COLA) of .85%. This increase is effective July 1, 2014 for all classified staff employees.

Dated: _____

Riverside Community College District

Michael Burke, Chancellor

Dated _____

Riverside Community College District
Classified School Employees Association
Chapter 535

Leona Crawford, President

Denise Williams, Labor Representative

Agenda Item (XII-A)

Meeting 8/19/2014 - Regular

Agenda Item Business From Board Members (XII-A)

Subject Presentation of 2013-14 Annual Report by Measure C Citizens' Bond Oversight Committee

College/District District

Information Only

Background Narrative:

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

Prepared By:

Attachments:

[Citizens' Bond Oversight Committee 2013-14 Annual Report](#)

2013-14 Annual Report



Riverside Community College District Citizens' Bond Oversight Committee



Riverside City Culinary Arts Academy
and District Offices - Centennial Plaza



Henry W. Coil, Sr. and Alice Edna Coil School for the Arts

Nicolas D. Ferguson, Chair
Rikki Marie Hix, Vice Chair
Morrie Barembaum
Susan Cash
James Cuevas
Robert Frost
Jeff Kraus



Summary of the Citizens' Bond Oversight Committee

Proceedings and Activities **2013-14**

Meetings of the Citizens' Bond Oversight Committee

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

Meeting - October 10, 2013

The Center for Social Justice & Civil Liberties
4th Floor Conference Room
3855 Market Street
Riverside, CA 92501

- RCCD's bond counsel, David Casnocha, briefed the Committee on its responsibilities under Proposition 39 and CBOC bylaws, the history of school finance in California, Proposition 13 (property tax) initiative, and the Measure C ballot measure. Counsel also previewed relevant changes in Proposition 39 requirements subsequent to the law being enacted.
- Aaron Brown, the RCCD Vice Chancellor of Business and Financial Services, presented an in-depth look at bond issuance and financing, and the Chief of Staff and Facilities Development, Chris Carlson, reviewed past and current Measure C-funded construction at RCCD sites, RCCD's construction management model, and the state funding sources and requirements related to capital construction.
- Committee members' questions centered on: process when college facility planning priorities change; energy retrofit programs; academic program/facility design and planning; and prospective schedules for future bond issuances.
- The Committee received the annual Proposition 39 financial and performance audit, which rendered a clean opinion, with no findings. Committee members' questions dealt with internal controls; processes when projects are over budget; payroll certifications on construction projects; the Project Labor Agreement (PLA); and the cycle for bidding audit services.
- The Committee received an updated report on project financial commitments, along with information about interest income use.



Student Services and Administration Building
Riverside City College

Architect rendering

Meeting - January 16, 2014

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



Student Academic Services Building
Moreno Valley College

- Dr. Sandra Mayo, Moreno Valley College President, gave a campus report, primarily focused on the Student Academic Services Building's opening.
- The RCCD Purchasing Manager, Majd Askar, presented a Power Point outlining purchasing procedures used by the District, and discussed how these procedures ensure competition, quality bids, and adherence to Board of Trustees' policy and the public contracting code. Committee members' questions focused on differences between bid process depending on dollar level; outreach efforts to contractors and vendors; qualification and award of bids; effect of the PLA on the bid process or bids received; and low bid requirements versus quality and best value considerations.
- The Committee received the regular updated reports concerning project financial commitments and the status of current Measure C projects under construction. The Chief of Staff and Facilities Development discussed the new block process used by the state that gives colleges more flexibility in planning space usage, and the recent FUSION (Facilities Utilization, Space Inventory Options Net) training conducted for District and college business and facility staff to increase knowledge of how the state qualifies and funds construction projects.
- The Chief of Staff and Facilities Development presented the annual Change Order Report detailing, in particular, any change orders that represented double-digit percentage increases. Committee members' questions related to whether the general contractor model or the current construction manager and multi-prime contractors' model produced more change orders; whether utility costs are included in total costs and if energy savings rebates are credited back to construction dollars; the cumulative aggregate number; expected ratios of change orders to projects; and how RCCD calculates change order contingencies during the construction planning stage.
- The Committee was given a copy of the 2003 Facilities Improvement Plan (developed in preparation for the Measure C bond measure), along with a document answering questions regarding the 2012-13 Measure C audit.
- The Committee requested updates on the education master plans in the future.

Meeting - April 16, 2014

Norco College
Network Operations Center
2001 Third Street
Norco, CA 92860



Norco Operations Center
Norco College

- The Committee was informed that the Education and Comprehensive Facilities Master Plan was to go to the Board of Trustees in June or August 2014.
- The Chief of Staff and Facilities Development gave a status report on Norco College groundwater monitoring and environmental compliance; status of RCC construction; the issuance of Phase 1 bids (awarded) and Phase 2 bids (to be sent out April 25) related to construction projects at RCCD's Centennial Plaza in downtown Riverside; the district-wide ADA plan implementation; and recent change orders. Committee members' questions focused on change order percentages; how trade-caused damages identified during final punch list reviews were paid; and how RCCD addresses existing conditions.
- Beth Gomez, Norco College Vice President of Business Services, presented a campus update, which highlighted secondary effects projects and future construction. Also discussed was the College's Facilities Master Plan in which several projects depend upon a future statewide education bond. Committee members' questions concerned John F. Kennedy Middle College High School site and whether it was part of the Norco College campus; and the upcoming end of the 30-year lease of the 141 acres upon which the College is built (the property will be transferred from the U.S. Government to RCCD ownership on June 1, 2015).

- Bond underwriters discussed RCCD's bond program (past issuances, financing, tax rates to property owners, current interest rates, timelines for future issuances, the District's Standard & Poor and Moody credit ratings, and overall bond debt repayment). Committee members' questions related to refunding; refunding timelines; layering bonds and the repayment ratio; and what factors the rating agencies consider when issuing credit ratings.
- Committee Chair Ferguson reported on his interview with the WASC/ACCJC accrediting team that recently conducted accreditation site visits for the Norco, Moreno Valley and Riverside colleges, along with a District component.

Meeting - July 17, 2014

Riverside City College
 O.W. Noble Administration Building, Rm. 109
 4800 Magnolia Avenue
 Riverside, CA 92506



- RCC Interim President Wolde-Ab Isaac updated Committee members on the successful reaccreditation of the College, current Measure C project status, and enrollment projections. Committee members asked about remediation cohorts.
- The Vice Chancellor of Business and Financial Services discussed year-end closing, power self-generation incentive programs at Norco College, contingency budget augmentations, and refunding of Measure C prior bond issuances that resulted in a \$5 million savings in interest payments for taxpayers.
- The Chief of Staff and Facilities Development presented the Measure C Project Update Report, discussing the status of the MVC network operations center, Education Facilities Master Plans, and the District's 5-year CIP. She also reported on Centennial Plaza construction Phases 1 & 2 bidding, as well the status of the major utility upgrade underway at RCC.
- Chair Ferguson asked for a future breakdown of projects with funding details: state, Measure C, and private money. He stressed the importance of getting the word out about how RCCD has successfully leveraged Measure C to secure additional state capital construction funds.
- Member Kraus asked if the accreditation report mentioned any building or infrastructure needs or capital spending needs, and if those needs were in line with or ran counter to the remaining priorities in the Measure C program. The Vice Chancellor of Business and Financial Services stated that the accreditation report only referenced total cost of ownership of facilities.
- Member Barembaum requested that a summary of any issues related to facilities be distributed to the Committee.
- Chair Ferguson reported on his telephone interview with Measure C auditors, which focused on access to communication, transparency of information regarding Measure C projects, and whether Committee members felt free to ask questions. He was able to affirm that the Committee was kept properly informed on issues under its purview.

Measure C Attracts Additional Funding

- RCCD has used Measure C to leverage \$127 million in additional state and other non-Measure C funds for construction of educational facilities.
- Measure C makes it possible for RCCD to address critical college needs that the state will not fund, e.g., parking, technology infrastructure, ADA (Americans with Disabilities Act) access, and maintenance and operations.
- RCCD could leverage more state funding if a statewide higher education bond occurs.

Statement of Compliance

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

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

Respectfully submitted:
Nicolas D. Ferguson, Chair
Citizens' Bond Oversight Committee

Date: August 19, 2014



Riverside Community College District
Citizens' Bond Oversight Committee

2013-14 Annual Report



Submitted to the
Riverside Community College District
Board of Trustees
August 19, 2014

RCCD | RIVERSIDE COMMUNITY
COLLEGE DISTRICT

MORENO VALLEY COLLEGE | NORCO COLLEGE | RIVERSIDE CITY COLLEGE



Agenda Item (XII-B)

Meeting 8/19/2014 - Regular
Agenda Item Business From Board Members (XII-B)
Subject Update from Members of the Board of Trustees on Business of the Board.
College/District District
Information Only

Background Narrative:

Members of the Board of Trustees will briefly share information about recent events/conferences they attended since the last meeting, including any updates regarding the following assigned associations:

Association of Community College Trustees (ACCT)

Association of Governing Board of Universities and Colleges (AGB)

California Community College Trustees and Legislative Network (CCCT)

Community College League of California (CCLC)

Latino Trustees Association

Inland Valleys Trustees and CEO Association

African-American Organizations Liaison Riverside Branch - NAACP

Hispanic Chambers of Commerce: Corona, Moreno Valley, and Riverside

Chambers of Commerce: Corona, Moreno Valley, and Norco

Riverside County School Board Association

Riverside County Committee on School District Organization

Alvord Unified School District Ad-Hoc Committee

Mine Okubo Committee

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

Attachments:

Agenda Item (XIII-A)

Meeting	8/19/2014 - Regular
Agenda Item	Closed Session (XIII-A)
Subject	Conference with Legal Counsel – Existing Litigation [Paragraph (1) of Subdivision (D) of Government Code Section 54956.9]
College/District	District
Funding	N/A
Recommended Action	Recommended Action to Be Determined

Background Narrative:

None.

Prepared By: Aaron Brown, Vice Chancellor, Business and Financial Services
Ruth Adams, General Counsel

Attachments:

Agenda Item (XIII-B)

Meeting	8/19/2014 - Regular
Agenda Item	Closed Session (XIII-B)
Subject	Pursuant to Government Code Section 54957, Public Employee Discipline/Dismissal/Release
College/District	District
Funding	n/a
Recommended Action	Recommended Action to be Determined

Background Narrative:

None.

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

Attachments: