RCCD | **RIVERSIDE COMMUNITY COLLEGE DISTRICT**

Board of Trustees - Regular Meeting
Tuesday, January 20, 2015 6:00 PM
Moreno Valley College, Student Academic Services, General Assembly Room #121, 16130 Lasselle Street, Moreno Valley, CA 92551

ORDER OF BUSINESS

Pledge of Allegiance

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

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

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

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

II.   APPROVAL OF MINUTES
       A.   Minutes of the Board of Trustees Regular/Committee Meeting of December 2, 2014
              Recommend approving the December 2, 2014 Regular/Committee meeting minutes as prepared.
       B.   Minutes of the Board of Trustees Regular Meeting of December 9, 2014
              Recommend approving the December 9, 2014 Board of Trustees Regular meeting minutes as prepared.

III.   PUBLIC HEARING (NONE)

IV.   CHANCELLOR'S REPORTS
       A.   Chancellor's Communications
              Information Only
       B.   Student Presentation - Active Minds (MV College Chapter)
              Information Only

C.   RCCD Sunshine Notice of 2011-2014 of RCCD Faculty Association CCA/CTA/NEA Agreement

Recommend accepting notice, and agree to sunshine the 2011-2014 RCCD Faculty Association, CCA/CTA/NEA Agreement.

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 $17,497,300 and District Warrant Claims totaling $5,801,956.

    2.   Budget Adjustments

        a.   Budget Adjustments

        Recommend approving the budget transfers as presented.

    3.   Resolution(s) to Amend Budget

        a.   Resolution No. 30-14/15 – 2014-2015 Career Technical Education Enhancement Fund Grant

        Recommend approving the resolution and adding the revenue and expenditures of $3,958,778 to the budget.

        b.   Resolution No. 31-14/15 – 2014-2015 Procurement Assistance Center (PAC)

        Recommend approving the resolution and adding the revenue and expenditures of $187,576 to the budget.

        c.   Resolution No. 32-14/15 – 2015 Orange County / Inland Empire Regional SBDC Network Supplement

        Recommend approving the resolution and adding the revenue and expenditures of $255,266 to the budget.

        d.   Resolution No. 33-14/15 – First 5 Riverside Access & Quality Initiative Grant

        Recommend approving the resolution and adding the revenue and expenditures of $51,000 to the budget.

        e.   Resolution No. 35-14/15 – 2014-2015 Foster Youth Stuart Grant

        Recommend approving the resolution and adding the revenue and expenditures of $60,000 to the budget.

   f. Resolution No. 36-14/15 – Federal and State Technology (FAST) Grant
     Recommend approving the resolution and adding the revenue and expenditures of $75,618 to the budget.

  4. Contingency Budget Adjustments (None)
  5. Bid Awards (None)
  6. Grants, Contracts and Agreements
    a. Contracts and Agreements Report Less than $84,100 – All District Resources
     Recommend ratifying contracts totaling $1,020,063.
    b. Agreement with Riverside County Superintendent of Schools
     Recommend approving the agreement between Riverside Community College District and the Riverside County Superintendent of Schools in the amount of $152,800.

  7. Out-of-State Travel
    Recommend approving out-of-state travel.
  8. Other Items
    a. Surplus Property
     Recommend declaring the property on the attached list to be surplus; finding the property does not exceed the total value of $5,000; and authorizing the property to be consigned to The Liquidation Company to be sold on behalf of the District.
    b. 2015-2016 Nonresident Tuition and Capital Outlay Surcharge Fees
     Recommend adopting a nonresident tuition Fee rate $200 per unit and a capital outlay surcharge fee rate of $36 per unit for FY 2015-2016; and directing staff to promulgate these charges via the 2015-2016 catalog, schedule of classes, and other appropriate materials.

VII. CONSENT AGENDA INFORMATION
 A. Monthly Financial Report for Month Ending – December 31, 2014
   Information Only

VIII. BOARD COMMITTEE REPORTS
 A. Governance
  1. Resolution No. 34-14/15 - Revisions to the Measure C Citizens' Bond Oversight Committee Bylaws
   Recommended adopting Resolution Number 34 -14/15 approving amendments to the Bylaws for the Measure C Citizens' Bond Oversight Committee.

 B. Teaching and Learning
  1. Proposed Curricular Changes
   Recommend approving the proposed curricular changes for inclusion in the college catalogs and in the schedule of class offerings.

 C. Planning and Operations (None)
 D. Resources (None)
 E. Facilities

1. Agreement Amendment No.2 and No.3 for the Student Services Building with HMC Architects
   Recommend approving: 1) agreement amendment No. 2 for the Student Services Building Project at Riverside City College for additional Architectural Services with HMC Architects in the amount not to exceed $35,500; and 2) agreement amendment No. 3 for the Student Services Building Project at Riverside City College for additional Architectural Services with HMC Architects in the amount not to exceed $10,600.

IX. ADMINISTRATIVE REPORTS
   A. Vice Chancellors
   B. Presidents
      1. 2014-2015 Moreno Valley Catalog Addendum
         Recommended approving the addendum to the 2014-2015 Moreno Valley Catalog as submitted.
      2. 2014-2015 Norco College Catalog Addendum
         Recommend approving the addendum to the 2014-2015 Norco College Catalog as submitted.
      3. 2014-2015 Riverside City College Catalog Addendum
         Recommend approving the addendum to the 2014-2015 Riverside City Catalog as submitted.

X. ACADEMIC SENATE REPORTS
   A. Moreno Valley College/Riverside Community College District
   B. Norco College
   C. Riverside City College

XI. BARGAINING UNIT REPORTS
   A. CTA - California Teachers Association
   B. CSEA - California School Employees Association

XII. BUSINESS FROM BOARD MEMBERS
   A. CCCT Board Election Nominations for 2015
      Recommended consideration of nominees for the CCCT Board Election for 2015.
   B. Update from Members of the Board of Trustees on Business of the Board.
      Information Only

XIII. CLOSED SESSION
   A. Pursuant to Government Code Section 54957, Public Employee Discipline/Dismissal/Release
      Recommended Action to be Determined.

XIV. ADJOURNMENT

Agenda Item (II-A)

Meeting	1/20/2015 - Regular
Agenda Item	Approval of Minutes (II-A)
Subject	Minutes of the Board of Trustees Regular/Committee Meeting of December 2, 2014
College/District	District
Funding	n/a
Recommended Action	It is recommended that the Board of Trustees review and approve the minutes.

Background Narrative:

Recommended approving the December 2, 2014 Board of Trustees Regular/Committee meeting minutes as prepared.

Prepared By: Michael Burke, Ph.D., Chancellor
                Kathy Tizcareno, Administrative Assistant

Attachments:

120214_MIN

President Blumenthal called the Board of Trustees   <u>CALL TO ORDER</u>
meeting to order at 6:08 p.m. in the Bradshaw Building-
Hall of Fame, 4800 Magnolia Ave., Riverside, California.

<u>Trustees Present</u>
Virginia Blumenthal, President
Janet Green, Vice President
Nathan Miller, Secretary
Mary Figueroa, Board Member
Sam Davis, Board Member (arrived at 6:07 p.m.)
April Galvan, Student Trustee

<u>Staff Present</u>
Michael L. Burke, Ph.D., Chancellor
Mr. Aaron Brown, Vice Chancellor, Business and Financial Services
Dr. Robin Steinback, Interim Vice Chancellor, Educational Services, Workforce Development
    and Planning
Ms. Sylvia Thomas, Interim Vice Chancellor, Diversity and Human Resources
Dr. Wolde-Ab Isaac, Interim 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. Robert Schmidt, Public Affairs Officer, Strategic Communications
    and Relations
Mr. Rick Herman, Associate Vice Chancellor, Information Technology & Learning Services
Dr. Ed Bush, Vice President, Student Services, Riverside City College
Dr. Carolyn Farrar, Vice President, Student Services, Moreno Valley College
Dr. Monica Green, Vice President, Student Services, Norco College

<u>GUESTS PRESENT</u>
Mr. Bill Rauch, CPA, Partner of Vavrinek, Trine, Day & Co.
Mr. Kristopher Paluzzi, CPA, Ahern, Adcock, Devlin, LLP

Student Trustee April Galvan led the Pledge of Allegiance.   <u>PLEDGE OF ALLEGIANCE</u>

The Board and Chancellor Burke thanked Trustee Davis for   Presentation to Trustee Davis
his four years of service to the District and presented him
with a token of appreciation – O'Neil of the three colleges
and his academic regalia.

The Board recessed at 6:13 p.m. to a recognition reception   <u>RECESS/RECONVENED</u>
for Trustee Sam Davis and reconvened at 6:24 p.m.

The Teaching and Learning Committee Chair Sam Davis convened the meeting at 6:37 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/RCCD), Dr. Lyn Greene (Norco College) and Mr. Lee Nelson (Riverside City College); ASRCCD Representative: Mr. Tyrone Macedon, Sr.; CTA Representative: Dr. Mark Sellick; CSEA Representative: Mr. Gustavo Segura; Confidential Representative: Ms. Martha Arellano; and Management Representative: Ms. Lorena Patton.

Dr. Bush, Dr. Green, and Dr. Farrar led the committee review of the 2014 Student Equity Plan from each of the District colleges: Moreno Valley College, Norco College and Riverside City College that will be presented to the Board for approval at the December 9 regular meeting. Discussion followed.

Student Equity Plans for Riverside City College, Norco College and Moreno Valley College for 2014

Mr. Herman presented the Committee with the proposal for professional services with Hyland Software, Inc. in the amount of $210,830 that will be presented to the Board for approval at the December 9 regular meeting. Discussion followed.

Proposal for Professional Services with Hyland Software, Inc.

Dr. Steinback led the committee review of the curricular changes for inclusion in the catalog and in the schedule of class offerings that will be presented to the Board for approval at the December 9 regular meeting. Discussion followed.

Proposed Curricular Changes

The Committee adjourned the meeting at 7:53 p.m.

Adjourned

The Resources Committee Chair Janet Green convened the meeting at 7:54 p.m. Committee members in attendance: Mr. Aaron Brown, Vice Chancellor Business and Financial Services, Ms. Sylvia Thomas, Interim Vice Chancellor, Diversity and Human Resources; Academic Senate Representatives: Mr. Sal Soto (Moreno Valley College/RCCD), Dr. Lyn Greene (Norco College) and Mr. Lee Nelson (Riverside City College); ASRCCD Representative: Mr. Tyrone Macedon, Sr.; CTA Representative: Ms. Rhonda Taube; CSEA Representative: Mr. Gustavo Segura; and Confidential Representative: Ms. Martha Arellano.

RESOURCES COMMITTEE

Ms. Carlson presented the committee with the budget

Budget Augmentation for Athletic

augmentation in the amount of $51,676 for the athletic director's office remodel project that will be presented to the Board for approval at the December 9 regular meeting. Discussion followed.

Office Remodel at RCC Wheelock Gymnasium

Mr. Bill Rauch led the review of the independent audit report for the District for the year ended June 30, 2014 that the Board will be asked to receive at the regular meeting on December 9, 2014. Discussion followed.

2013-2014 Independent Audit Report for the Riverside Community College District

Mr. Kristopher Paluzzi led the review of independent audit report for the RCCD Foundation for the year ended June 30, 2014 that the Board will be asked to receive at the regular meeting on December 9, 2014. Discussion followed.

2013-2014 Independent Audit Report for the Riverside Community College District Foundation

The Committee adjourned the meeting at 8:05 p.m.

Adjourned

The Facilities Committee Chair Nathan Miller convened the meeting at 8:06 p.m. Committee members in attendance: Ms. Chris Carlson, Chief of Staff and Facilities Development; Academic Senate Representatives: Mr. Sal Soto (Moreno Valley College/RCCD), Dr. Lyn Greene (Norco College) and Mr. Lee Nelson (Riverside City College); CTA Representative: Ms. Rhonda Taube; CSEA Representative: Mr. Gustavo Segura; Confidential Representative: Ms. Martha Arellano; and Management Representative: Ms. Ruth Adams.

FACILITIES COMMITTEE

Ms. Carlson led the committee review of the project change order with Kamran and Co., Inc. in the amount of $106,243.18; and the change order in excess of ten percent by a total of $15,243.18 that will be presented to the Board for approval at the December 9 regular meeting. Discussion followed.

Change Order No. 1 for Culinary Arts Academy and District Office Building with Kamran and Co., Inc.

Ms. Carlson led the committee review of the project change order with Neal Electric in the amount of $35,773.73; and the change order in excess of ten percent by a total of $6,073.73 that will presented to the Board for approval at the December 9 regular meeting. Discussion followed.

Change Order No. 1 for Coil School for the Arts with Neal Electric Phase I Ground Work

Ms. Carlson facilitated a presentation that provided a status update on the Centennial Plaza which included project details and illustrations using the Building Information Modeling (BIM) program. Discussion followed.

Presentation on Project Update for Centennial Plaza

The committee adjourned the meeting at 8:37 p.m.

Adjourned

The Board adjourned the meeting in at 8:38 p.m.

ADJOURNMENT

3

Agenda Item (II-B)

Meeting	1/20/2015 - Regular
Agenda Item	Approval of Minutes (II-B)
Subject	Minutes of the Board of Trustees Regular Meeting of December 9, 2014
College/District	District
Funding	n/a
Recommended Action	It is recommended that the Board of Trustees review and approve the minutes.

Background Narrative:

Recommended approving the December 9, 2014 Board of Trustees Regular meeting minutes as prepared.

Prepared By: Michael Burke, Ph.D., Chancellor
Kathy Tizcareno, Administrative Assistant

Attachments:

120914_MIN

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

Trustees Present
Virginia Blumenthal, President
Janet Green, Vice President
Nathan Miller, Secretary
Mary Figueroa, Board Member
Tracey Vackar, Board Member
April Galvan, Student Trustee

Staff Present
Michael L. Burke, Ph.D., Chancellor
Mr. Aaron Brown, Vice Chancellor, Business and Financial Services
Dr. Robin Steinback, Interim Vice Chancellor, Educational Services,
        Workforce Development & Planning
Dr. Wolde-Ab Isaac, Interim 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
Dr. Travis Gibbs, Academic Senate Representative, District/Moreno Valley College
Mr. Lee Nelson, Academic Senate Representative, Riverside City College
Dr. Dariush Haghighat, President, CTA

Guests Present
Dr. Ward Schinke, Associate Professor, Political Science, Riverside City College
Mr. Ervin Slavick, Associate Professor, Political Science, Riverside City College
Ms. Debra Yorba, Vice President, Keenan and Associates

Student Trustee April Galvan led the Pledge of
Allegiance.
PLEDGE OF ALLEGIANCE

Green/Miller moved that the Board of
Trustees approve the minutes of the Board
of Trustees Regular/Committee Meeting of
November 3, 2014. Motion carried. (4 ayes,
1 abstain [Vackar])
MINUTES OF THE BOARD OF
TRUSTEES
REGULAR/COMMITTEE
MEETING OF NOVEMBER 3,
2014

Miller/Green moved that the Board of
Trustees approve the minutes of the Board
of Trustees Regular Meeting of
November 18, 2014. Motion carried.
Motion carried. (4 ayes, 1 abstain [Vackar])
MINUTES OF THE BOARD OF
TRUSTEES REGULAR MEETING OF
NOVEMBER 18, 2014

Chancellor Burke presented Student Trustee April Galvan with a scholarship check for the 2014 winter intersession.

Presentation of Winter Intersession 2014 Scholarship Award to Student Trustee

Model United Nations (MUN) advisors Dr. Haghighat, Dr. Schinke, Mr. Ervin Slavick and MUN students Eliza Arcos, Andrea Fleming, Julia Goldfarb-Sousa, Argie Hill, and Kevin Rivas commented on the MUN's competition in Rome, Italy. RCC was the only two-year community college competing. Students won the following awards: Outstanding Delegation (team) Outstanding Delegate (individual), Outstanding Position Paper, Outstanding Position Paper, and Honorable Mention Delegation. Students and advisors spoke of the benefits and advantages gained for students who participate in the program.

Presentation on RCC Model United Nations - Rome, Italy

Ms. Yorba was happy to report there were no new issues to address since the last reporting.

Healthcare Update

Miller/Vackar moved that the Board of Trustees accept the notice, and agree to sunshine the 2011- 2014 RCCD Faculty Association, CCA/CTA/NEA Agreement. Motion carried. (5 ayes)

Sunshine Notice of 2011-2014 RCCD Faculty Association, CCA/CTA/NEA Agreement

STUDENT REPORT

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

CONSENT ITEMS

Action

Green/Figueroa moved that the Board of Trustees:

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

Academic Personnel

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

Classified Personnel

Approve/ratify the listed other personnel

Other Personnel

appointments, and assignment and salary adjustments as amended;

Approve/ratify the Purchase Orders and Purchase Order Additions totaling $1,585,110 and District Warrant Claims totaling $7,492,861;

Purchase Order and Warrant Report – All District Resources

Approve the budget transfers as presented;

Budget Adjustments

Approve adding the revenue and expenditures of $90,000 to the budget;

Resolution No. 28-14/15 – 2014-2015 GO-Biz

Award Bid Number 2014/15-30- Early Childhood Education Center ADA Upgrade Project, in the total amount of $294,800 to Marjani Builders, Inc;

Bid Award for the Early Childhood Education Center ADA Upgrade Project

Ratify contracts totaling $180,991 for the period of November 1, 2014 through November 23, 2014.

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

Approve the Agreement between Riverside Community College District and Custom Corporate Communication for up to $200,000.00;

Agreement for Workforce Training Services between Riverside Community College District and Custom Corporate Communication

Approve the out-of-state travel;

Out-of-State Travel

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

Signature Authorization

Approve by unanimous vote: declaring the property on the attached list to be surplus; finding the property does not exceed the total value of $5,000; and authorizing the property to be consigned to The Liquidation Company to be sold on behalf of the District.

Surplus Property

Approve the purchase of cabling and networking products and services from Anixter Inc., utilizing The Cooperative Purchasing Network (TCPN) Contract No. R5136 through March 31, 2015;

Purchase of Cabling and Networking Products and Services Utilizing The Cooperative Purchasing Network (TCPN) Contract

Adopt Resolution No. 29-14/15 to excuse Board of Trustee Members' Blumenthal's and Figueroa's absences at the October Board of Trustees' regular meeting. Motion carried. (5 ayes)

Resolution No. 29-14/15, Trustee Excused Absence

Motion carried. (5 ayes)

BOARD COMMITTEE REPORTS

Teaching and Learning

Blumenthal/Figueroa moved that the Board of Trustees approve the Student Equity Plan from each of the district colleges: Moreno Valley College, Norco College and Riverside City College for 2014. Motion carried. (5 ayes)

Student Equity Plans for Riverside City College, Norco College and Moreno Valley College for 2014

Blumenthal/Miller moved that the Board of Trustees approve the professional services proposal between Hyland Software, Inc. and Riverside Community College District in the amount of $210,830.00. Motion carried. (5 ayes)

Proposal for Professional Services with Hyland Software, Inc. and Riverside Community College District

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

Proposed Curricular Changes

Resources

Green/Figueroa moved that the Board of Trustees augment the budget for the Athletic Directors' Office Remodel Project by $51,676. Motion carried. (5 ayes)

Budget Augmentation for Athletic Office Remodel at RCC Wheelock Gymnasium

Green/Figueroa moved that the Board of Trustees receive the Riverside Community College District's independent audit report for the year ended June 30, 2014 for the permanent file of the District. Motion carried. (5 ayes)

2013-2014 Independent Audit Report for the Riverside Community College District

Green/Figueroa moved that the Board of Trustees receive the Riverside Community College District's independent audit report for the year ended June 30, 2014 for the permanent file of the District. Motion carried. (5 ayes)

2013-2014 Independent Audit Report for the Riverside Community College District Foundation

4

Green/Miller moved that the Board of Trustees receive the Proposition 39 independent financial and performance audits of the District's Measure C general obligation bond for the year ended June 30, 2014 for the permanent file of the District. Motion carried. (5 ayes)

2013-2014 Proposition 39 Independent Financial and Performance Audits

Miller/Blumenthal moved that the Board of Trustees approve project Change Order No. 1 with Neal Electric in the amount of $35,773.73; and the change order in excess of ten percent by a total of $6,073.73. Motion carried. (5 ayes)

Change Order No. 1 for Coil School for the Arts with Neal Electric Phase I Ground Work

Miller/Green moved that the Board of Trustees approve project Change Order No. 1 with Kamran and Co., Inc. in the amount of $106,243.18; and the change order in excess of ten percent by a total of $15,243.18. Motion carried. (5 ayes)

Change Order No. 1 for Culinary Arts Academy and District Office Building with Kamran and Co., Inc.

ACADEMIC SENATE REPORTS

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

Moreno Valley College

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

Riverside City College

BARGAINING UNIT REPORTS

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

CTA – California Teachers Association

Chancellor Burke presented comments on behalf of CSEA President Leona Crawford.

CSEA – California State Employees Association

BUSINESS FROM BOARD MEMBERS

Trustee Figueroa welcomed Trustee Vackar to the Board; requested that student art be displayed at the Center for Social Justice and Civil Liberties; noted staff retirements; suggested that Board Members Miller and Vackar attend the Governance Leadership Institute Conference; and requested that when incidents occur such as closing the parking lot, it should be posted on the District website and through social media.

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

Trustee Vackar thanked everyone for the warm welcome she's received as a newly-elected Board member and noted she looks forward to working with all three colleges.

Trustee Miller welcomed Trustee Vackar to the Board; noted events he attended; stated he is looking forward to joining Dr. Parnell and team members in Florida where Norco College will be considered for the Bellwether award.

Trustee Green welcomed Trustee Vackar to the board; noted events she attended, and highlighted the honoring of Mr. Henry Coil, an RCCD alumni and benefactor.

Trustee Blumenthal welcomed Trustee Vackar to the Board, noted events attended including the Festival of Lights where RCC's Marching Tigers performed.

The Board adjourned the meeting at 7:43 p.m.   ADJOURNED

Agenda Item (IV-A)

Meeting	1/20/2015 - Regular
Agenda Item	Chancellor's Reports (IV-A)
Subject	Chancellor's Communications
College/District	District
Information Only	

Background Narrative:

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

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

Attachments:

Agenda Item (IV-B)

Meeting	1/20/2015 - Regular
Agenda Item	Chancellor's Reports (IV-B)
Subject	Student Presentation - Active Minds (MV College Chapter)
College/District	Moreno Valley
Information Only	

Background Narrative:

The students of the Moreno Valley College have a presentation on the Active Minds Chapter. Active Minds is a nationally recognized organization. It is the only non-profit organization dedicated to utilizing the student voice to raise mental health awareness among college students.

Prepared By: Sandra Mayo, President, Moreno Valley College

Attachments:

Student Presentation - Active Minds (MV College Chapter)

Active Minds
Moreno Valley College Chapter

ACTIVE MINDS IS THE NATION'S ONLY NON-PROFIT ORGANIZATION DEDICATED TO UTILIZING THE STUDENT VOICE TO RAISE MENTAL HEALTH AWARENESS AMONG COLLEGE STUDENTS.

2014 Active Minds Mental Health National Conference, University of Maryland

THE CONFERENCE PROVIDED US WITH MANY IDEAS THAT WILL BE BENEFICIAL TO HELPING THE STUDENTS HERE ON OUR CAMPUS. WE MET MANY WONDERFUL PEOPLE INCLUDING ALISON MALMON THE FOUNDER OF ACTIVE MINDS AND FRANK WARREN FOUNDER OF POSTSECRET.

Team Work

Sue Tarcon, Student Health and Psychological Services Director, and Maria del Rocio Pacheco, Counseling Faculty, collaborated for the past two years in order to pursue funding from the Department of Mental Health in Riverside County to be able to sponsor the trip for students to the conference at the University of Maryland to obtain training.

active minds

activeminds mapping a movement

Active Minds' 11th National **Mental Health** on Campus Conference | University of Maryland **College Park** November 14-16, 2014

Collaborating with Mental Health Educators and other Departments

COLLABORATING, DOING OUTREACH AND GETTING TRAINING IS A BIG PART OF HELPING OUR PEERS

active minds

Kognito Training Outcomes

Student, faculty, and staff training completion doubled during fall 2014

Active Minds members advocate and collaborate with Mental Health Peer Educators and other departments to educate fellow students about helpful resources such as, Kognito at risk student training.

Stress Less Week Event Sponsored by MVC Active Minds

STRESS LESS WEEK IS A BIG EVENT AT MVC WHERE MANY CLUBS AND ORGANIZATIONS COLLABORATE WITH THE ACTIVE MINDS CHAPTER TO IMPLEMENT ACTIVITIES FOR STUDENTS, FACULTY AND STAFF TO RELIEVE STRESS !

Examples of Outreach Events

- **Veterans Day**
- **Suicide Prevention**
- **Stress Less Day**
- **Eating Disorders**
- **Stuff But Discuss Your Stressors**
- **ADHD Awareness**
- **PTSD Awareness**
- **Kognito Party**
- **Healthy Relationships**
- **Faculty Flex Day and Staff Workshops**
- **Stress Management Workshops**
- **Mental Health Screenings (Licensed Therapist)**
- **Stomp Out Stigma**

UPCOMING SPRING EVENTS

- *Sexual Assault Awareness (SaVE Act)*
  - *Video*
- *Suicide Prevention*
  - *Send the Silence Packing*
- *Stress Less Week*
  - *Fun stress relieving activities and workshops*
- *Mental Health Awareness Training*
  - *Kognito parties*
  - *Workshops*
  - *Outreach events*

active minds

National Day WITHOUT STIGMA

www.activeminds.org

MVC CHAPTER ACTIVE MINDS

Research shows:

- *Most people aged 18-24 struggle with stressors, like performance anxiety*
  - *44% of college students reported feeling so depressed that it was hard to function*
  - *75% of college students reported being dissatisfied with their weight*
  - *80% of college students reported that they felt overwhelmed*
  - *80-97% of students receiving counseling report sessions helped them stay in school and perform better in class*

Changing the culture of Moreno Valley College by promoting mental health awareness!

Sources : www.activeminds.com and www.calmhsa.org

THANK YOU!

Agenda Item (IV-C)

Meeting	1/20/2015 - Regular
Agenda Item	Chancellor's Reports (IV-C)
Subject	RCCD Sunshine Notice of 2011-2014 of RCCD Faculty Association CCA/CTA/NEA Agreement
College/District	District
Funding	
Recommended Action	It is recommended that the Board of Trustees accept notice and agree to sunshine the 2011-2014 RCCD Faculty Association, CCA/CTA/NEA Agreement.

Background Narrative:

The District has received the RCCD Faculty Association's notice to sunshine the 2011-2014 Agreement between the District and the Faculty Association. The District acknowledges the Association's proposal to open Articles VII and X, Appendices A-F and K and Miscellaneous for bargaining and proposes to open additional Articles and Appendices for negotiation with the Association.

At this time, it is recommended that the Board accept notice of the District's sunshine proposal and interest in commencing negotiations with the Faculty Association beginning in February 2015.

Prepared By: Michael Burke, Ph.D., Chancellor
Sylvia Thomas, Interim Vice Chancellor, Diversity and Human Resources

Attachments:

20150120_RCCD Contract Openers_Sunshine

RCCD CONTRACT OPENERS APPLICABLE TO A NEW
AGREEMENT WITH THE RCCD FACULTY ASSOCIATION,
CCA/CTA/NEA

Given that the last comprehensive contract negotiations between the District and the Faculty Association occurred nearly eight years ago, all concerned are aware from experience and changed conditions that some contract details should be changed, clarified, and incorporated into a new contract. Some may be new; others involve existing Memorandums of Agreement (MOAs) and Memorandums of Understanding (MOUs), which already have the force of contract agreement.

The District proposes to open the following articles of the 2011-14 agreement:

Article XI. Improvement of Instruction Tenure Review
- Discuss evaluation of contract load reassigned to non-teaching duties
- Define "institutional service"
- Discuss scope of evaluation process

Article XIII. Leaves
- Incorporate language on personal necessity leave for part-time faculty
- Clarify language related to sick leave and overload assignments

Article XX. Miscellaneous
- Update language on Community Education and Contract Education
- Discuss and revise language on distance education

Article XXI. Intersessions
- Explain language on leaves during summer and winter intersessions

Appendix J. Any Non-contractual District Grievance
- Update and clarify language related to notification of faculty

The District shares the Faculty Association's interest in discussing the provisions of:

Article VII.   Salary
Article X.   Hours of Work and Faculty Load
Appendices   A-F and K

Additional Recommendations for Consideration

- Clarify and update language throughout the Agreement for currency
- Review and discuss the possible inclusion of existing MOAs and MOUs into the contract
- Discuss a reorganization of the Agreement into sections for full-time and part-time faculty
- Explore mutually beneficial proposals that result in cost savings

Agenda Item (IV-D)

Meeting	1/20/2015 - 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
            Kathy Tizcareno, Administrative Assistant

Attachments:

Future Monthly Committee Agenda Planner and Annual Master Planning Calender_012015

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
■ CNET Police Services (Burke/Miyashiro)	■ Scorecard 2015 (Reiner/Torres)	■ LEED - Sustainability Practices (water conservation; Prop 39) (Information Only) (Chris Carlson) ■ Presentation – Summary of MVC CMP – by HMC Architects (Mayo, Carlson, Thurman)	■ Presentation for FY 2015-2016 Governor's Budget Proposal (Brown)	

> ✔ 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.
>
> **ALL FINAL REPORTS DUE TO THE CHANCELLOR'S OFFICE BY xx/xx/15 & xx/xx/15.**

Updated 1/14/15

RECOMMENDED 2014-15 GOVERNING BOARD AGENDA MASTER PLANNING CALENDAR

Month	Planned Agenda Item
August	• Proposed Curricular Changes
September	• CCFS–311Q–Quarterly Financial Status Report for the Quarter Ended June 30 • Budget – Public Hearing
October	• Annual Master Grant Submission Schedule • Emeritus Awards, Faculty • Presentation of Annual Report by Measure C Citizens' Bond Oversight Committee
November	• Annual CCFS-311 Financial and Budget Report • Annual Proposition 39 Financial and Performance Audits
December	• 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	• 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	• CCFS-311Q-Quarterly Financial Status Report for the Quarter Ended December 31 • Recommendation Not to Employ (March 15th Letters)
March	•
April	• Academic Rank – Full Professors • Authorization to Encumber Funds • Proposed Curricular Changes • Accountability Reporting for Community Colleges
May	• 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	• 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	1/20/2015 - 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: Chris Carlson, Chief of Staff & Facilities Development

Attachments:

Student Report_012015

MORENO VALLEY COLLEGE
ASSOCIATED STUDENTS
BOARD REPORT
January 20th, 2015

- Moreno Valley College Winter Intersession started on January 5th 2015. Informational Booths were conducted on the first two(2) days (Monday January 5th and Tuesday January 6th,) to assist any new and returning students to locate and/or add classes and to assist them in any way we could.

- ASMVC held it's Winter Training for the Student Senate, Board of Commissioners, Multi Cultural Advisory Council, Supreme Court and specially invited guests on Friday January 9, 2015.

- On Friday January 16th 2015, the Moreno Valley Campus hosted an MLK Breakfast and Leadership Symposium. Additionally, there was a Region IX meeting with the Student Body delegates of the various colleges of the region.

- On the last 2-Friday's of this month, (Friday January 23rd and Friday January 30th,) MVC will serve as host to 400 high school students. These are High School Conferences that are being held as part of the Colleges Outreach Program.

Respectfully submitted,
Tyrone A Macedon Sr., Student Body President
Associated Students of Moreno Valley College (ASMVC)

Associated Students of Norco College
Official Website:
http://asnorcocollege.org/

Upcoming ASNC Events:

1. ASNC Winter Retreat
2. Info Booth
3. Incoming Freshman Speech

   -President of the ASNC, Benjamin Vargas, will be giving a speech to incoming
   freshman graduating from multiple schools

Benjamin Vargas - ASNC President

Associated Students of Riverside City College

Board Report

- ASRCC will be hosting a second leadership conference. It will be called the Student Empowerment Conference and this year's theme will be student equity. We will show students how to use inequalities they face to their advantage. The perspective date for this conference is March 29th at the riverside campus.

- ASRCC is currently looking into the idea of having a few events in this winter session. On event in particular is a finals survival day. If this event does happen students will receive snacks, scantrons, and other supplies needed to make their finals easier.
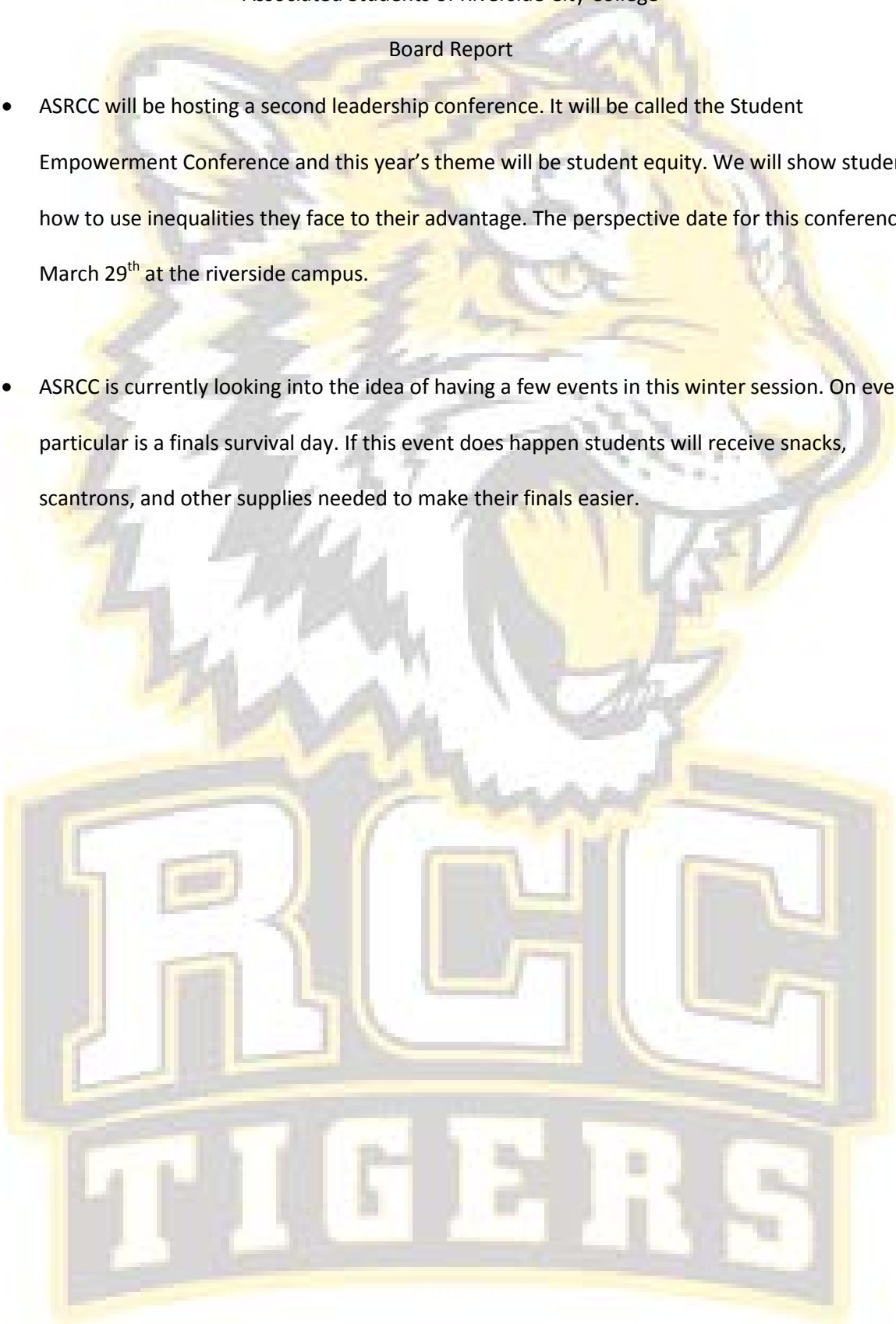
Agenda Item (VI-A-1)

Meeting	1/20/2015 - 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:

20150120_Academic Personnel

RIVERSIDE COMMUNITY COLLEGE DISTRICT
DIVERSITY AND HUMAN RESOURCES

Subject: Academic Personnel   Date: January 20, 2015

1. Appointments

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

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

a. Management Contract

Name	Position	Term of Employment	Salary Placement
MORENO VALLEY COLLEGE			
Wong, Michael	Dean Student Services, (Counseling)	02/17/15 thru 06/30/16	X-1

b. Contract Faculty
   (None)

c. Long-Term, Temporary Faculty

Name	Discipline	Effective Date	Salary Placement
RIVERSIDE CITY COLLEGE			
VISITING ASSISTANT PROFESSOR			
Chevalier, Angelis	Music	02/17/15	C-4

2. 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:

Name	Title	Last Day of Employment	Reason
Tutor, Patricia	Professor, Nursing	06/11/15	Retirement
Brady, Glen	Director, Distance Education/ Open Campus	06/30/15	Retirement

Agenda Item (VI-A-2)

Meeting	1/20/2015 - 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:

20150120_Classified Personnel1.pdf

RIVERSIDE COMMUNITY COLLEGE DISTRICT
DIVERSITY AND HUMAN RESOURCES

Subject: Classified Personnel   Date: January 20, 2015

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:

	Name	Position	Effective Date	Contract/ Salary	Action
a.	Management/Supervisory DISTRICT				
	Tracy, Scott	Director of Administrative Applications	01/26/15	X-2	Appointment
b.	Management/Supervisory – Categorically Funded DISTRICT				
	Earl, Christopher	Assistant Director, TriTech	01/22/15	P-2	Promotion
c.	Classified/Confidential				
	DISTRICT				
	Mosney, Patricia	Executive Administrative Assistant, Office of Chancellor/BOT	01/22/15	P-1	Appointment
	MORENO VALLEY COLLEGE				
	Contreras, Melissa	Financial Aid Advisor	01/05/15	H-5	Rehire
	RIVERSIDE CITY COLLEGE				
	Tetirick, Thomas	Instructional Support Specialist	01/26/15	K-LS2	Transfer
	Wells, Joy	International Students and Programs Specialist	01/21/15	M-5	Promotion
d.	Classified/Confidential – Categorically Funded RIVERSIDE CITY COLLEGE				
	Johnson, Jeremy	Foster Youth Services Specialist	01/20/15	M-5	Rehire
e.	Classified/Confidential – Categorically Funded NORCO COLLEGE				
	Gonzalez, Steven	Educational Advisor (Part-Time - 75%)	01/21/15	M-4	Promotion
	Joachin, Alain	Learning Center Assistant (Part-Time – 47.50%)	01/21/15	A-1	Appointment

2. Request(s) for Temporary Increase in Workload

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

Name	Title	From/To Workload	From/To
Cervantes, Cristina	Administrative Assistant I	48.75% to 100%	10/22/14-06/30/15
Darnell-Wallace, Jeanne	Academic Evaluations Specialist	47.5% to 100%	01/21/15-06/30/15
Franco, Lorena	Counseling Clerk I	48.75% to 60%	01/21/15-06/30/15
Pham, Theresa	Disability Support Services Specialist	62.50% to 100%	12/20/14-06/30/15
Serrato, Arlene	Academic Evaluations Specialist	47.5% to 87.5%	01/21/15-06/30/15

3. Permanent Increase in Workload

It is recommended the Board of Trustees approve the permanent increase in workload for the following individual. The request has the approval of the college President.

Name	Title	From/To Workload	Effective Date
Faircloth, Rebecca	EOPS/CARE Specialist	75% to 100%	01/21/15

4. Separation(s)

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

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

Name	Position	Last Date of Employment	Reason
Murrell, Deanna	Student Financial Services Analyst	01/07/15	Personal
Torrence, Davonna	Disability Specialist	12/30/14	Retirement
Yearyean, Sarah	Laboratory Technician II	*01/09/15	Personal

*Revised Date

Agenda Item (VI-A-3)

Meeting	1/20/2015 - 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:

20150120_Other Personnel
20150120_Other Personnel_Backup

RIVERSIDE COMMUNITY COLLEGE DISTRICT
DIVERSITY AND HUMAN RESOURCES

Subject: Other Personnel   Date: January 20, 2015

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.

NAME	POSITION	DEPARTMENT	DATE	RATE
DISTRICT				
Martinez, Albert	Community Service Aide I	Safety and Police	01/12/15-06/30/15	$15.82
Mosney, Patricia	Executive Administrative Assistant Office of the Chancellor/BOT	Office of the Chancellor	12/11/14-01/20/15	$29.28
MORENO VALLEY				
Coston, Olayide	Finanical Aid Advisor	Student Financial Services	02/01/15-06/30/15	$19.98
Gonzalez, Viviana	Administrative Assistant II	Grants and College Support Programs	01/09/15-03/31/15	$18.96
NORCO				
Garcia, Claudia	Upward Bound Outeach Specialist	Upward Bound Programs	02/01/15-04/01/15	$22.82
Hutchison, Mark	Custodian	Facilities	01/05/15-06/30/15	$15.82
Olguin, Stephanie	Learning Center Assistant	Assessment Center	01/20/15-03/20/15	$14.78
RIVERSIDE				
Bean, Jaime	Cashier/Clerk	Student Services	01/02/15-06/30/15	$18.96
Castro, Jonathan	Cashier/Clerk	Student Services	01/02/15-06/30/15	$18.96
Gonzalez, Cinthya	Educational Advisor	Academic Support	12/13/14-12/23/14	$25.15
Murdock, Skyler	Senior Tool Room Attendant	Applied Technology	01/09/15-06/30/15	$18.96

NAME	POSITION	DEPARTMENT	DATE	RATE
DISTRICT				
Blackwood, Micah	Interpreter II	Disability Resource Center	01/21/15-06/30/15	$30.00
Darby, Maya	Office Assistant III	Procurement Assistance Center	01/05/15-06/30/15	$12.50
Eaton, Natatlie	Interpreter II	Disability Resource Center	01/21/15-06/30/15	$30.00
Hulsebus, Brittany	Interpreter III	Disability Resource Center	01/21/15-06/30/15	$35.00
O'Grady, Nicole	Interpreter II	Disability Resource Center	01/21/15-06/30/15	$30.00
Picker, Krista	Interpreter I	Disability Resource Center	01/21/15-06/30/15	$25.00
Rodriguez Valencia, Javier	Interpreter I	Disability Resource Center	01/21/15-06/30/15	$25.00
Stull, Ryan	Special Project Employee	Office of Economic Development	01/20/15-06/30/15	$0.00
MORENO VALLEY				
Anderson, Benita	Tutor I	Writing & Reading Center	01/02/15-06/30/15	$9.00
Burdette, Kyla	Special Project Employee	Workforce Preparation	01/21/15-03/31/15	$0.00
Cordero, Anel	Tutor II	Writing & Reading Center	01/02/15-06/30/15	$9.00
Ekhaguere, Justice	Tutor II	Writing & Reading Center	01/02/15-06/30/15	$9.00
Irvin, Anthony	Supplemental Instructional Leader	Grants and College Support Programs/Science, Technology and Mathematics Title III	01/21/15-06/30/15	$12.00
Lester, Noel	Supplemental Instructional Leader	Grants and College Support Programs/Science, Technology and Mathematics Title III	01/21/15-06/30/15	$12.00
Maciel, Sandra	Supplemental Instructional Leader	Grants and College Support Programs/Science, Technology and Mathematics Title III	01/21/15-06/30/15	$12.00

*Rate Change

NAME	POSITION	DEPARTMENT	DATE	RATE
RIVERSIDE CITY				
Bennett, Toryona	Supplemental Instructional Leader	Academic Support	01/05/15-06/30/15	$12.00
Farook, Eba	Supplemental Instructional Leader	Academic Support	01/21/15-06/30/15	$12.00
Kokkos, Dimitris	Special Project Employee	Center for International Students and Programs	01/21/15-06/30/15	$0.00
Nedoma, Julia	Office Assistant IV	Center for International Students and Programs	01/21/15-06/30/15	$14.00
Swanson, Wendi	Nurse Practitioner	Nursing	10/01/14-06/30/15	*$60.00

*Rate Change

NAME	POSITION	DEPARTMENT	DATE	RATE
DISTRICT FUNDS				
MORENO VALLEY COLLEGE				
Lopez, Ana R	Student Aide II	Middle College	12/22/14	$ 10.00
NORCO COLLEGE				
Jenkins, David	Student Aide II	Tutorial Services	12/23/14	$ 10.00
Kelly, Casey	Student Aide II	Tutorial Services	12/23/14	$ 10.00
RIVERSIDE CITY COLLEGE				
Aguirre Abarca, Mirella	Student Aide I	Early Childhood Educ.	01/05/15	$ 9.00
Alifah, Ghina	Student Aide I	International Student Ctr	12/17/14	$ 9.00
Barajaz, Cristal	Student Aide I	Early Childhood Educ.	01/08/15	$ 9.00
Chen, Junrun	Student Aide I	International Student Ctr	12/18/14	$ 9.00
Clinkscale, Creshaunda	Student Aide I	Early Childhood Educ.	01/07/15	$ 9.00
Davidson, Scott	Student Aide IV	Writing and Reading Ctr	12/16/14	$ 12.00
De La Cruz, Melissa	Student Aide I	Early Childhood Educ.	01/05/15	$ 9.00
Evangelista Plascencia, Erika	Student Aide I	International Student Ctr	12/16/14	$ 9.00
Heiskanen, Aki	Student Aide I	International Student Ctr	12/16/14	$ 9.00
Ko, Eugene	Student Aide I	International Student Ctr	12/17/14	$ 9.00
Martinez, Andrea	Student Aide I	International Student Ctr	12/16/14	$ 9.00
Martinez Bertrand, Ana	Student Aide I	International Student Ctr	12/16/14	$ 9.00
Mata, Daysi	Student Aide I	Safety and Police	12/08/14	$ 9.00
McGurn, Colleen	Student Aide II	Writing and Reading Ctr	02/02/15	$ 10.00
Rhodes, Salihah	Student Aide I	Safety and Police	12/08/14	$ 9.00
Sam, My	Student Aide I	EOPS	01/08/15	$ 9.25
Sangineto, Stella	Student Aide I	Early Childhood Educ.	12/11/14	$ 9.00
Sariduman, Yasin	Student Aide I	International Student Ctr	01/02/15	$ 9.00
Ward, Jessica	Student Aide I	Performing Arts / Theatre	01/08/15	$ 9.00
Ye, Haolan	Student Aide I	International Student Ctr	01/07/15	$ 9.00
CATEGORICAL FUNDS				
AMERICA READS PROGRAM				
Robbins, Roxanne	Student Aide II	The Growing Place-RCC	12/15/14	$ 10.00
Williams, Vinecia B	Student Aide I	Real Journies Excel Prep-MVC	01/06/15	$ 9.00
AMERICA COUNTS PROGRAM				
Robbins, Roxanne	Student Aide II	The Growing Place-RCC	12/15/14	$ 10.00

NAME	POSITION	DEPARTMENT	DATE	RATE
CALWORKS WORK STUDY				
Giddens, Chelsea	Student Aide II	Foundation Office - RCC	12/08/14	$10.00
Meares, Candice	Student Aide I	CalWORKS-Norco	12/17/14	$ 9.00
Serrato, Richard	Student Aide II	Student Services - RCC	01/05/15	$10.00
COMMUNITY SERVICE PROGRAM				
Lovett, Acacia	Student Aide II	Riverside Public Library / Casa Blanca Branch-RCC	12/17/14	$10.75
Melendez-Arreola, Gladys	Student Aide II	Riverside Public Library / Main Branch	01/05/15	$10.00
Othman, Eric	Student Aide II	UCR Artsblock - RCC	12/17/14	$10.00
Pineda, Claribel	Student Aide II	Riverside Public Library / La Sierra Branch - RCC	12/18/14	$10.75
Ramirez, Daniela	Student Aide II	Riverside Public Library / Casa Blanca Branch-RCC	12/09/14	$10.75
Suarez, David	Student Aide II	UCR Artsblock - RCC		
NORCO COLLEGE				
Gaviola Serrano, Jose M.	Student Aide I	Student Activities	01/08/15	$ 9.00
RIVERSIDE CITY COLLEGE				
Hobbs, Khari	Student Aide I	Kinesiology / Men's Basketball	12/08/14	$ 9.00

Agenda Item (VI-B-1)

Meeting	1/20/2015 - 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 $17,497,300 and District Warrant Claims totaling $5,801,956.

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 $17,497,300 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 232612 – 234055) totaling $5,801,956, paid against approved Purchase Orders, have been reviewed by the Business Office to verify that monies are available in the appropriate funds for payment of these warrants. These claims also have been reviewed, on a sample basis, by the Riverside County Office of Education through its claim audit process.

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

Attachments:

01202015_Contracts and Purchase Orders Over $84,100 Report (December)

Report of Purchases-All District Resources
Purchases Over $84,100
11/24/14 thru 12/31/14

PO#	Department	Vendor	Description	Amount
C0004810	Facilities	Inland Building Construction Companies, Inc.	SS&A Building - General Construction Bid Award	$ 748,600
C0004811	Facilities	Angeles Contractor, Inc.	SS&A Building - Earthwork Bid Award	512,000
C0004812	Facilities	Pro-Craft Construction, Inc.	SS&A Building - Plumbing Bid Award	665,665
C0004813	Facilities	K.A.R. Construction, Inc.	SS&A Building - Concrete Bid Award	1,927,000
C0004814	Facilities	Fremont Millwork Co.	SS&A Building - Casework Bid Award	285,550
C0004815	Facilities	Caston, Inc.	SS&A Building - Drywall Bid Award	1,885,585
C0004816	Facilities	Inland Pacific Tile, Inc.	SS&A Building - Ceramic Tile Bid Award	214,500
C0004817	Facilities	Southern California Landscape Inc.	SS&A Building - Landscape & Irrigation Bid Award	194,400
C0004818	Facilities	First Responder Fire Protection Corp.	SS&A Building - Fire Protection Bid Award	163,000
C0004827	Facilities	The Vinewood Company LLC	Inspection RFP Award	193,352
C0004828	Facilities	River City Testing	Testing RFP Award	159,433
C0004833	Matriculation	Hyland Software, Inc.	Professional Services- Sole Source	210,830
C0004834	Facilities	Daniel's Electrical Construction Co., Inc.	SS&A Building - Electrical Bid Award	3,256,000
C0004838	Facilities	T&M Manufacturing, Inc.	SS&A Building - Structural Steel Bid Award	1,699,017
C0004839	Early Childhood Studies	Marjani Builders, Inc.	RCC Early Childhood Ed. ADA Upgrade Bid Award	294,800
C0004848	Facilities	Continental Flooring Inc.	SS&A Building - Flooring Bid Award	193,721
C0004849	Facilities	Corona Aluminum Co.	SS&A Building - Aluminum Storefront Bid Award	750,000
C0004850	Facilities	Letner Roofing Co.	SS&A Building - Roofing & Sheet Metal Bid Award	555,000
C0004851	Facilities	Sheldon Mechanical Corporation	SS&A Building - HVAC Bid Award	1,239,500
C0004852	Facilities	Southcoast Acoustical Interiors, Inc.	SS&A Building - Acoustical Ceilings Bid Award	189,050
C0004853	Facilities	Streamline Painting, Inc.	SS&A Building - Painting Bid Award	148,850

Additions to Approved/Ratify Purchase Orders of $84,100 and Over

None

Total $ 15,485,853

All Purchase Orders, Contracts, and Additions
for the Period of 11/24/14 - 12/31/14

Contracts C4794 - C4854 and $ 1,020,063
Contract Additions C2988 - C4777
Purchase Orders P44762 - P45192 and 888,661
Purchase Order Additions P40718 - P44683
Blanket Purchase Orders B13406 - B13429 and 102,723
Blanket Purchase Order Additions B12459 - B13361
Total $ 2,011,447

Grand Total $ 17,497,300

Agenda Item (VI-B-2-a)

Meeting	1/20/2015 - Regular
Agenda Item	Consent Agenda Action (VI-B-2-a)
Subject	Budget Adjustments
College/District	District
Funding	Various Resources
Recommended Action	It is recommended that the Board of Trustees approve the budget transfers as presented.

Background Narrative:

The 2014-15 adopted budget represents our best estimates of both income and expenditures. As the year progresses, however, some accounts have surplus funds while others are under budgeted. As provided in Title 5, Section 58307, the Board of Trustees may approve budget transfers between major object code expenditure classifications within the approved budget to allow for needed purchases of supplies, services, equipment and hiring of personnel. Unless otherwise noted, the transfers are within the unrestricted General Fund (Fund 11, Resource 1000). Additionally, at the close of each fiscal year, it is necessary for the Board to grant authority to make necessary transfers among the various accounts and funds of the district.

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

Attachments:

01202015_Budget Adjustments

Budget Adjustments
January 20, 2015

	Program	Account		Amount

Riverside

R1. Transfer to provide for an academic special project.

From:	VP, Business Services	Consultants	$	2,922
To:	VP, Business Services	Academic Special Project	$	2,594
		Employee Benefits		328

R2. Transfer to purchase instructional equipment, a printing press upgrade and to purchase a new vehicle.

From:	VP, Business Services -	Academic Salary FT	$	22,475
	Salary Savings	Classified Supervisor FT		13,003
To:	Applied Digital Media	Equipment	$	22,475
	Facilities	Equipment		13,003

R3. Transfer to purchase supplies.

From:	Career and Technical Education	Administrative Contingency	$	300
To:	Career and Technical Education	Supplies	$	300

R4. Transfer to purchase a projection screen.

From:	Instructional Media Center	Repairs	$	561
To:	Instructional Media Center	Equipment	$	561

	Program	Account		Amount

R5. Transfer to purchase supplies.

From:	Political Science	Short-Term Student Help	$	295
		Employee Benefits		7
		General Liability and Property		4
To:	Political Science	Supplies	$	306

R6. Transfer to provide for an academic special project and theater supplies. (Fund 11, Resource 1090)

From:	Performance Riverside	Short Term Non Classified	$	2,760
		Employee Benefits		283
		Professional Services		2,000
		General Liability and Property		3
To:	Performance Riverside	Academic Special Project	$	2,545
		Theater Supplies		2,501

R7. Transfer to purchase a printer.

From:	Applied Technology	Reference Books	$	149
		Software		148
To:	Applied Technology	Equipment	$	297

R8. Transfer to provide for repairs.

From:	Early Childhood Education	Copying/Printing	$	42
		Supplies		537
To:	Early Childhood Education	Repairs	$	579

R9. Transfer to provide for student help.

From:	Center for Int'l Students	Advertising	$	9,870
To:	Center for Int'l Students	Short-Term Student Help	$	9,649
		Employee Benefits		221

	Program	Account	Amount

R10. Transfer to purchase a copier.

From:	English and Media Studies	Temporary Services	$ 3,155
To:	English and Media Studies	Equipment	$ 3,155

R11. Transfer to reallocate the Student Success and Support Program grant budget. (Fund 12, Resource 1190)

From:	Matriculation	Academic PT Non-Instr	$ 99,131
To:	Matriculation	Student Help – Non-Instr	$ 35,000
		Classified Overtime	300
		Professional Services	61,461
		Comp Software Maint/Lic	2,370

R12. Transfer to provide for travel. (Fund 12, Resource 1190)

From:	Nursing	Equipment	$ 2,260
To:	Nursing	Conferences	$ 2,260

R13. Transfer to provide for copying and printing and a conference. (Fund 12, Resource 1190)

From:	Gateway to College	Classified Perm PT	$ 1,500
To:	Gateway to College	Copying and Printing	$ 500
		Conferences	1,000

R14. Transfer to purchase supplies. (Fund 12, Resource 1190)

From:	Student Equity	Short-Term Temporary	$ 20,000
To:	Student Equity	Supplies	$ 20,000

	Program	Account		Amount

R15. Transfer to provide for mileage. (Fund 12, Resource 1190)

	From:	EOP&S CARE	Book Grants	$	160
	To:	EOP&S CARE	Mileage	$	160

R16. Transfer to provide for mileage. (Fund 12, Resource 1190)

	From:	EOP&S	Book Grants	$	100
	To:	EOP&S	Mileage	$	100

Norco

N1. Transfer to reallocate the Temporary Assistance to Needy Families grant budget. (Fund 12, Resource 1190)

	From:	TANF	Student Financial Grants	$	4,327
	To:	TANF	Instructional Supplies	$	1,804
			Copying and Printing		600
			Supplies		323
			Comp Software Maint/Lic		100
			Equipment		1,500

N2. Transfer to reallocate the California Work Opportunity and Responsibility to Kids grant budget. (Fund 12, Resource 1190)

	From:	CalWORKs	Student Help – Non-Instr	$	6,979
			General Liability and Property		1,991
	To:	CalWORKs	Academic FT Administrator	$	1,945
			Academic PT Non-Instr		6,002
			Employee Benefits		1,023

	Program	Account	Amount

N3. Transfer to purchase workstations.

From:	VP, Business Services	Administrative Contingency	$ 8,000
To:	VP, Student Services	Equipment	$ 8,000

N4. Transfer to purchase supplies.

From:	VP, Business Services	Equipment	$ 500
To:	VP, Business Services	Supplies	$ 500

N5. Transfer to provide for a temporary increase in workload and a new position.

From:	Disabled Student Services	Academic FT Administrator	$ 10,311
		Employee Benefits	7,859
	VP, Business Services	Administrative Contingency	4,900
To:	Admissions and Records	Classified Perm PT	$ 2,430
	Student Activities - Intramurals	Classified Perm PT	20,640

N6. Transfer to provide for repairs, pest control, and environmental testing.

From:	Facilities	Custodial Supplies	$ 2,565
To:	Facilities	Repairs	$ 1,300
		Other Services	1,265

N7. Transfer to provide for student help and instructional supplies.

From:	Academic Affairs	Instructional Supplies	$ 2,200
		Administrative Contingency	267
		Equipment	5,000
To:	Learning Center/Tutorial	Student Help – Non-Instr	$ 2,412
		Employee Benefits	55
	Chemistry	Instructional Supplies	5,000

	Program	Account	Amount

N8. Transfer to provide for instructional supplies and conferences. (Fund 12, Resource 1190)

From:	Basic Skills	Student Help – Non-Instr	$	2,574
		Short-Term Temporary		9,634
		Employee Benefits		425
To:	Basic Skills	Instructional Supplies	$	2,633
		Conferences		10,000

N9. Transfer to provide for cellular telephone service.

From:	Institutional Effectiveness	Periodicals/Magazines	$	377
		Supplies		510
To:	Institutional Effectiveness	Cellular Telephone	$	887

N10. Transfer to provide for a temporary increase in workload, copying and printing, repairs, mileage, and professional services.

From:	Dean of Instruction	Academic Special Project	$	8,047
To:	Dean of Instruction	Classified Perm PT	$	6,227
		Employee Benefits		336
		Copying and Printing		700
		Repairs		200
		Mileage		300
	Art	Professional Services		284

N11. Transfer to provide for supplies and computer software license.

From:	Instructional Media Services	Equipment	$	2,500
To:	Instructional Media Services	Supplies	$	2,000
		Comp Software Maint/Lic		500

	Program	Account	Amount

N12. Transfer to provide for supplies and repairs.

From: Library	Student Help – Non-Instr	$	385
	Employee Benefits		9

To: Library	Supplies	$	181
	Repairs		213

N13. Transfer to reallocate the Board Financial Assistance Programs – Student Financial Aid Administration grant budgets. (Fund 12, Resource 1190)

From: BFAP/SFAA	Supplies	$	24,256
	Equipment		298

To: BFAP/SFAA	Classified FT	$	3
	Classified Perm PT		12,489
	Employee Benefits		3,346
	Conferences		8,716

N14. Transfer to reallocate the Student Success and Support Program grant budget. (Fund 12, Resource 1190)

From: SSSP	Academic PT Non-Instr	$	97,174
	Other Services		2,693

To: SSSP	Classified FT	$	43,051
	Classified Perm PT		2,979
	Employee Benefits		40,156
	Supplies		6,981
	Copying and Printing		6,000
	Food		700

Moreno Valley

M1. Transfer to provide copying, printing and supplies.

From: Comm & Web Development	Consultants	$	425

To: Comm & Web Development	Supplies	$	400
	Copying and Printing		25

Program	Account	Amount

M2. Transfer to provide for travel.

From:	Counseling – Puente Program	Supplies	$	1,000
To:	Counseling – Puente Program	Travel Expenses	$	1,000

M3. Transfer to purchase food, supplies and provide for conferences for the Student Financial Aid Administration grant budget. (Fund 12, Resource 1190)

From:	SFAA - Capacity	Classified FT	$	8,100
		Classified Perm PT		10,000
To:	SFAA - Capacity	Food	$	600
		Supplies		7,500
		Conferences		10,000

District Office and District Support Services

D1. Transfer to reallocate the Sector Navigator grant budget. (Fund 12, Resource 1190)

From:	Economic Development	Classified FT Administrator	$	17,000
		Employee Benefits		22,000
To:	Economic Development	Other Services	$	39,000

D2. Transfer to provide for utilities.

From:	Facilities Planning & Development	Remodel Project	$	3,201
To:	Facilities Planning & Development	Electricity	$	2,553
		Telephone		648

D3. Transfer to reallocate the CTE Community Collaborative Pathways grant budget. (Fund 12, Resource 1190)

From:	CTE Comm Collaborative	Academic Special Project	$	3,000
		Classified Perm PT		10,000
		Short-Term Temporary		6,000
		Professional Services		4,300

Program		Account		Amount
		Other Services		10,057
To:	CTE Comm Collaborative	Employee Benefits	$	6,364
		Instructional Media Material		20,703
		Copying and Printing		5,060
		Supplies		393
		Food		837

D4. Transfer to purchase a computer. (Fund 12, Resource 1190)

From:	Sector Navigator	Postage	$	600
		Mileage		1,259
		Conferences		1,333
To:	Sector Navigator	Equipment	$	3,192

D5. Transfer to purchase supplies and chairs. (Fund 12, Resource 1190)

From:	Tri-Tech Cash Match	Consultants	$	1,280
To:	Tri-Tech Cash Match	Supplies	$	155
		Equipment		1,125

D6. Transfer to equip two new police units with bumpers, light bars, center consoles, laptop docking stations, modems, shotgun mounts, and antennas.

From:	Safety & Police	Supplies	$	6,500
		Repairs		2,500
To:	Safety & Police	Equipment	$	9,000

D7. Transfer to realign the International Rectifier budget. (Fund 11, Resource 1170)

From:	Customized Training Solutions	Academic PT Teaching	$	7,821
To:	Customized Training Solutions	Classified FT	$	890
		Classified Overtime		85
		Employee Benefits		423

Program	Account	Amount
	Consultants	6,375
	GL & P	48

Agenda Item (VI-B-3-a)

Meeting	1/20/2015 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-a)
Subject	Resolution No. 30-14/15 – 2014-2015 Career Technical Education Enhancement Fund Grant
College/District	District
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of $3,958,778 to the budget.

Background Narrative:

The Riverside Community College District has received funding for the 2014-15 Career Technical Education Enhancement Fund grant in the amount of $3,958,778 from the California Community Colleges Chancellor's Office. The funds will be used for salaries, benefits, and other operational expenses of the program.

Prepared By: Wolde-Ab Isaac, Interim President, Riverside
        Mazie Brewington, Vice President, Business Services (Riv)
        Michael Wright, Director, Workforce Preparation Grants and Contracts

Attachments:

01202015_Resolution No. 30-14/15 – Career Technical Education Enhancement Fund Grant

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 30-14/15

2014-2015 Career Technical Education Enhancement Fund Grant

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of $3,958,778 is assured to said district, which exceeds amounts previously budgeted; and

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

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

This is an exact copy of the resolution
adopted by the governing board at
a regular meeting on January 20, 2015.

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Clerk or Authorized Agent

RIVERSIDE COMMUNITY COLLEGE DISTRICT
INCOME & EXPENDITURES - BUDGET AMENDMENT
Resolution No. 30-14/15
2014-2015 Career Technical Education Enhancement Fund Grant

Year	County	District	Date	Fund
15	33	07	1/20/2015	12

Fund	School	Resource	PY	Goal	Func	Object	Amount		Object Code Description
12	A00	1190	0	0000	0369	8627	3,958,778	00	REVENUE
									EXPENDITURES
12	AJV	1190	0	6010	4369	1490	41,400	00	Acad Special Project
12	AJV	1190	0	6010	4369	2118	52,380	00	Classified FT Administrator
12	AJV	1190	0	6010	4369	2129	30,325	00	Classified Perm Part Time
12	AJV	1190	0	6010	4369	2339	41,400	00	Classified PT Hrly As Needed
12	AJV	1190	0	6010	4369	3130	3,676	00	Employee Benefits
12	AJV	1190	0	6010	4369	3220	9,735	00	
12	AJV	1190	0	6010	4369	3320	5,128	00	
12	AJV	1190	0	6010	4369	3325	1,799	00	
12	AJV	1190	0	6010	4369	3335	600	00	
12	AJV	1190	0	6010	4369	3420	23,010	00	
12	AJV	1190	0	6010	4369	3520	62	00	
12	AJV	1190	0	6010	4369	3530	21	00	
12	AJV	1190	0	6010	4369	3620	2,842	00	
12	AJV	1190	0	6010	4369	3630	948	00	
12	AJV	1190	0	6010	4369	4320	100,000	00	Instructional Supplies
13	AJV	1190	0	6010	4369	4590	45,000	00	Office and Other Supplies
12	AJV	1190	0	6010	4369	5197	2,044,056	00	Grant/Contract Sub-Agreemt
12	AJV	1190	0	6010	4369	5198	85000	00	Professional Services
12	AJV	1190	0	6010	4369	5210	2500	00	Mileage
12	AJV	1190	0	6010	4369	5220	31000	00	Conferences
12	AJV	1190	0	6010	4369	6481	764,007	00	Equip Additional $200-$4999
12	DJV	1190	0	6010	4369	5890	358,688	00	Sub-agreement for Riverside
12	EJV	1190	0	6010	4369	5890	136435	00	Sub-agreement for Norco
12	FJV	1190	0	6010	4369	5890	178,766	00	Sub-agreement for Mo Val
							3,958,778	00	TOTAL REVENUE
							3,958,778	00	TOTAL EXPENDITURES

Agenda Item (VI-B-3-b)

Meeting	1/20/2015 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-b)
Subject	Resolution No. 31-14/15 — 2014-2015 Procurement Assistance Center (PAC)
College/District	District
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of $187,576 to the budget.

Background Narrative:

The Riverside Community College District has received additional funding for the 2014-15 Procurement Assistance Center (PAC) grant in the amount of $187,576 from the Defense Logistics Agency.   The funds will be used for salaries, benefits, and other operational expenses of the program.

Prepared By: Michael Burke, Ph.D., Chancellor
John Tilquist, Dean, Economic Development

Attachments:

01202015_Resolution No. 31-14/15 — Procurement Assistance Center (PAC)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 31-14/15

2014-2015 Procurement Assistance Center (PAC)

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of $187,576 is assured to said district, which exceeds amounts previously budgeted; and

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

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

This is an exact copy of the resolution
adopted by the governing board at
a regular meeting on January 20, 2015.

_____
Clerk or Authorized Agent

RIVERSIDE COMMUNITY COLLEGE DISTRICT
INCOME & EXPENDITURES - BUDGET AMENDMENT
Resolution No. 31-14/15
2014-2015 Procurement Assistance Center (PAC)

Year	County	District	Date	Fund
15	33	07	1/20/2015	12

Fund	School	Resource	PY	Goal	Func	Object	Amount			Object Code Description
12	A00	1190	0	0000	0147	8190	187,576	00		REVENUE
										EXPENDITURES
12	AXD	1190	0	7012	0147	2119	117,031	00		Classified FT
12	AXD	1190	0	7012	0147	3420	42,737	00		Employee Benefits
12	AXD	1190	0	7012	0147	4590	3,000	00		Office and Other Supplies
12	AXD	1190	0	7012	0147	5220	11,445	00		Conferences
12	AXD	1190	0	7012	0147	5310	5,000	00		Membership/Dues
12	AXD	1190	0	7012	0147	5890	8,363	00		Training
							187,576	00		TOTAL REVENUE
							187,576	00		TOTAL EXPENDITURES

Agenda Item (VI-B-3-c)

Meeting	1/20/2015 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-c)
Subject	Resolution No. 32-14/15 – 2015 Orange County / Inland Empire Regional SBDC Network Supplement
College/District	District
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of $255,266 to the budget.

Background Narrative:

The Riverside Community College District has received additional funding for the 2015 Orange County / Inland Empire Regional SBDC Network Supplement in the amount of $255,266 from the California State University Fullerton Auxiliary Services Corporation.   The funds will be used for salaries, benefits, and other operational expenses of the program.

Prepared By: Michael Burke, Ph.D., Chancellor
              John Tillquist, Associate Vice Chancellor, Economic Development

Attachments:

01202015_Resolution No. 32-14/15 – 2015 Orange County / Inland Empire Regional SBDC Network Supplement

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 32-14/15

2015 Orange County / Inland Empire Regional SBDC Network Supplement

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of $255,266 is assured to said district, which exceeds amounts previously budgeted; and

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

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

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a regular meeting on January 20, 2015.

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Clerk or Authorized Agent

RIVERSIDE COMMUNITY COLLEGE DISTRICT
INCOME & EXPENDITURES - BUDGET AMENDMENT
Resolution No. 32-14/15
2015 Orange County / Inland Empire Regional SBDC Network Supplement

Year	County	District	Date	Fund
15	33	07	1/20/2015	12

Fund	School	Resource	PY	Goal	Func	Object	Amount			Object Code Description
12	A00	1190	0	0000	0109	8190	255,266	00		REVENUE
										EXPENDITURES
12	AXD	1190	0	7012	0109	2118	46,120	00		Classified FT Administrator
12	AXD	1190	0	7012	0109	2119	21,577	00		Classified FT
12	AXD	1190	0	7012	0109	3220	10,109	00		Employee Benefits
12	AXD	1190	0	7012	0109	3320	5,325	00		
12	AXD	1190	0	7012	0109	3325	981	00		
12	AXD	1190	0	7012	0109	3420	36,451	00		
12	AXD	1190	0	7012	0109	3520	34	00		
12	AXD	1190	0	7012	0109	3620	1,551	00		
12	AXD	1190	0	7012	0109	4555	300	00		Copying
12	AXD	1190	0	7012	0109	4590	4,000	00		Supplies
12	AXD	1190	0	7012	0109	5110	85,478	00		Consultants
12	AXD	1190	0	7012	0109	5220	4,000	00		Conferences
12	AXD	1190	0	7012	0109	5540	1,750	00		Telephone
12	AXD	1190	0	7012	0109	5630	37,590	00		Rents and Leases
							255,266	00		TOTAL REVENUE
							255,266	00		TOTAL EXPENDITURES

Agenda Item (VI-B-3-d)

Meeting	1/20/2015 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-d)
Subject	Resolution No. 33-14/15 – First 5 Riverside Access & Quality Initiative Grant
College/District	Riverside
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of $51,000 to the budget.

Background Narrative:

The Riverside Community College District's Riverside City College has received additional funding for the First 5 Riverside Access & Quality Initiative Grant in the amount of $51,000. The funding will be utilized the Early Childhood Education Center ADA Upgrade Project.

Prepared By: Wolde-Ab Isaac, Interim President, Riverside
Patricia Avila, Interim Dean, Career and Technical Education
Toni Rangel, Early Childhood Education Center Manager

Attachments:

01202015_Resolution No. 33-14/15 – First 5 Riverside Access & Quality Initiative

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 33-14/15

2014-2015 First 5 Riverside Access & Quality Initiative Grant

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of $51,000 is assured to said district, which exceeds amounts previously budgeted; and

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

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

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a regular meeting on January 20, 2015.

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Clerk or Authorized Agent

RIVERSIDE COMMUNITY COLLEGE DISTRICT
INCOME & EXPENDITURES - BUDGET AMENDMENT
Resolution No. 33-14/15
2014-2015 First 5 Riverside Access & Quality Initiative Grant

Year	County	District	Date	Fund
15	33	07	1/20/2015	12

Fund	School	Resource	PY	Goal	Func	Object	Amount			Object Code Description
12	D00	1190	0	0000	2228	8627	51,000	00		REVENUE
										EXPENDITURES
12	DUA	1190	0	6920	2228	6127	22,700	00		SITE IMPROVEMENTS
12	DUA	1190	0	6920	2228	6226	28,300	00		REMODEL PROJECT
							51,000	00		TOTAL REVENUE
							51,000	00		TOTAL EXPENDITURES

Agenda Item (VI-B-3-e)

Meeting	1/20/2015 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-e)
Subject	Resolution No. 35-14/15 – 2014-2015 Foster Youth Stuart Grant
College/District	Norco
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue and expenditures of $60,000 to the budget.

Background Narrative:

The Riverside Community College District's Norco College has received funding for the 2014-15 Foster Youth Stuart Grant in the amount of $60,000 from the Stuart Foundation. The funds will be used for salaries, benefits, and other operational expenses of the program.

Prepared By: Paul Parnell, President, Norco College
Monica Green-Cochrane, Vice President, Student Services
Koji Uesugi, Associate Dean, Special Funded Programs

Attachments:

01202015_Resolution No. 35-14/15 – Foster Youth Stuart Grant

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 35-14/15

2014-2015 Foster Youth Stuart Grant

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of $60,000 is assured to said district, which exceeds amounts previously budgeted; and

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

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

This is an exact copy of the resolution
adopted by the governing board at
a regular meeting on January 20, 2015.

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Clerk or Authorized Agent

RIVERSIDE COMMUNITY COLLEGE DISTRICT
INCOME & EXPENDITURES - BUDGET AMENDMENT
Resolution No. 35-14/15
2014-2015 Foster Youth Stuart Grant

Year	County	District	Date	Fund
15	33	07	1/20/2015	12

Fund	School	Resource	PY	Goal	Func	Object	Amount		Object Code Description
12	E00	1190	0	0000	0335	8820	60,000	00	REVENUE
									EXPENDITURES
12	EZG	1190	0	6452	0335	2119	22,974	00	Classified FT
12	EZG	1190	0	6452	0335	2339	4,818	00	Classified PT Hrly As Needed
12	EZG	1190	0	6452	0335	3220	2,704	00	Employee Benefits
12	EZG	1190	0	6452	0335	3320	1,424	00	
12	EZG	1190	0	6452	0335	3325	403	00	
12	EZG	1190	0	6452	0335	3420	12,028	00	
12	EZG	1190	0	6452	0335	3520	13	00	
12	EZG	1190	0	6452	0335	3620	636	00	
12	EZG	1190	0	6452	0335	4320	4,000	00	Instructional Supplies
12	EZG	1190	0	6452	0335	4590	2,000	00	Office and Other Supplies
12	EZG	1190	0	6452	0335	4710	2,000	00	Food
12	EZG	1190	0	6452	0335	5220	2,000	00	Conferences
12	EZG	1190	0	7321	0335	7661	5,000	00	Educational Supplies
							60,000	00	TOTAL REVENUE
							60,000	00	TOTAL EXPENDITURES

Agenda Item (VI-B-3-f)

Meeting	1/20/2015 - Regular
Agenda Item	Consent Agenda Action (VI-B-3-f)
Subject	Resolution No. 36-14/15 – Federal and State Technology (FAST) Grant
College/District	District
Funding	Grants and Categorical Programs
Recommended Action	It is recommended that the Board of Trustees approve adding the revenue expenditures of $75,618 to the budget.

Background Narrative:

The Riverside Community College District has received funding for the Federal and State Technology (FAST) Grant in the amount of $37,809 from The Regents of the University of California, passed through from the Small Business Development Centers. In addition, the District will also receive cash matching funds in the amount of $37,809. The funds will be used for consultants and conferences.

Prepared By: Michael Burke, Ph.D., Chancellor
John Tillquist, Associate Vice Chancellor, Economic Development

Attachments:

01202015_Resolution No. 36-14/15 – Federal and State Technology (FAST) Grant

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION TO AMEND BUDGET

RESOLUTION No. 36-14/15

2014-2015 Federal and State Technology (FAST) Grant

WHEREAS the governing board of the Riverside Community College District has determined that income in the amount of $75,618 is assured to said district, which exceeds amounts previously budgeted; and

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

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

This is an exact copy of the resolution
adopted by the governing board at
a regular meeting on January 20, 2015.

_____
Clerk or Authorized Agent

RIVERSIDE COMMUNITY COLLEGE DISTRICT
INCOME & EXPENDITURES - BUDGET AMENDMENT
Resolution No. 36-14/15
2014-2015 Federal and State Technology (FAST) Grant

Year	County	District	Date	Fund
15	33	07	1/20/2015	12

Fund	School	Resource	PY	Goal	Func	Object	Amount		Object Code Description
12	A00	1190	0	0000	0336	8190	37,809	00	REVENUE
12	A00	1190	0	0000	0337	8890	37,809	00	↓
									EXPENDITURES
12	AXD	1190	0	7012	0336	5110	31,809	00	Consultants
12	AXD	1190	0	7012	0336	5220	6,000	00	Conferences
12	AXD	1190	0	7012	0337	5110	31,809	00	Consultants
12	AXD	1190	0	7012	0337	5220	6,000	00	Conferences
							75,618	00	TOTAL REVENUE
							75,618	00	TOTAL EXPENDITURES

Agenda Item (VI-B-6-a)

Meeting	1/20/2015 - 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 $1,020,063 for the period of November 24, 2014 through December 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:

01202015_Contracts and Agreements Less than $84,100 Report (December)

Contracts and Agreements Report-All District Resources
$84,100 and Under
11/24/14 - 12/31/14

PO#	Department	Vendor	Location	Description	Amount
C0004794	Campus Student Services - Norco	H & L Charter Company, Inc.	Rancho Cucamonga	Transportation Contracts	$ 2,375
C0004795	Counseling	A & H Rents	Riverside	Rents and Leases	908
C0004796	Performance Riverside	Stage Monkey Design & Consulting	Moreno Valley	Scenic Rentals	1,200
C0004797	Facilities	Penco Engineering, Inc.	Corona	Engineering	22,685
C0004798	Student Financial Services - Norco	Carl's Jr. Restaurants LLC	Ontario	Food	3,559
C0004799	Career and Technical Ed	Alsco	Anaheim	Towel Service	4,200
C0004800	Facilities	Inland Inspections & Consulting	Riverside	Inspection	1,800
C0004801	Facilities	River City Testing	Riverside	Testing	700
C0004802	Business Operations - Moreno Valley	Tamra Kay Interior Design Consulting, Inc	Irvine	Consultants	3,960
C0004803	Risk Management	Envirocheck Incorporated	Orange	Self-Insurance Claims	4,250
C0004804	Customized Solutions	DLI Associates LLC	Kamuela, HI	Consultants	42,000
C0004805	Customized Solutions	Custom Corporate Communications LLC	Redondo Beach	Grant / Contract Sub Agreements	84,100
C0004806	Career and Technical Ed - Moreno Valley	Harland Technology Services	Omaha, NE	Repairs - Service	826
C0004807	President - Riverside	University of Texas at Austin	Austin, TX	Memberships	12,500
C0004808	Community Ed & Senior Citizen Education	LTM Associates	Montclair	Professional Services	1,800
C0004809	Facilities - Norco	Spinitar	La Mirada	STEM Modular AV Integration Bid Award	79,701
C0004819	Career and Technical Ed - Moreno Valley	Regents of the University of California	Riverside	Consultants	6,000
C0004820	Workforce Preparation	Hebert, Erin Renee	Moreno Valley	Professional Services	5,000
C0004821	Workforce Preparation	DaSilva, Falaya	Corona	Professional Services	2,500
C0004822	Workforce Preparation	Inman, Tracy	San Bernardino	Professional Services	3,750
C0004823	Academy / Criminal Services	Vaezazizi, Reza	Temecula	Consultants	5,667
C0004824	Workforce Preparation	Rigney, Susan Marie	Palm Desert	Professional Services	2,500
C0004825	Academy / Criminal Services	Vaezazizi, Reza	Temecula	Consultants	17,833
C0004826	Workforce Preparation	Stephan, Victoria	Corona	Professional Services	3,750
C0004829	Facilities Planning & Development	Glumac	Irvine	Leed Commissioning Services	39,180
C0004830	Facilities Planning & Development	Glumac	Irvine	Leed Commissioning Services	19,960
C0004831	Student Services - Moreno Valley	CBE Office Solutions	Irvine	Repairs - Service	800
C0004832	President - Moreno Valley	Ayres Hotel	Corona	Meeting Expenses	490
C0004835	International Students	Jang, Dr. John	Walnut	Scouting	7,000
C0004836	Matriculation - Norco	The College Board	Dallas, TX	Tests	13,578
C0004837	Workforce Preparation	Shred-It	Riverside	Shredding Services	1,215
C0004840	President - Norco Campus	Dowden Associates Inc.	Bend, OR	Consultants	7,500
C0004841	Facilities	R Dependable Const. Inc.	San Bernardino	Wheelock Athletic Director's Office Remodel Bid Award	71,950
C0004842	Community & Economic Development	State Center Community College District	Fresno	Development Services	80,000
C0004843	Workforce Preparation	Shred-It	Riverside	Shredding Services	1,215
C0004844	Career and Technical Ed - Moreno Valley	Ovid Technologies, Inc.	Norwood, MA	Periodicals/Magazines	3,990
C0004845	Student Services - Moreno Valley	Center for Community College Student Engagement	Austin, TX	Memberships	9,750
C0004846	Customized Solutions	Imonti, Deborah	Kamuela, HI	Grant / Contract Sub Agreements	10,001
C0004847	Facilities - Moreno Valley	Digital Networks Group, Inc.	Alisa Viejo	Humanities 129 AV Upgrade Bid Award	73,916
C0004854	Facilities - Norco	C.I. Services, Inc.	Mission Viejo	Norco College Roof Replacement Bid Award	59,400
N/A	Dental Assistant Program	Michael J. Fillman, DDS	Yucaipa	Clinical Rotation Site	No Cost
N/A	PAC	Defense Logistics Agency	Ft. Belvoir, VA	Assistance for Distressed Counties	No Cost
N/A	Customized Solutions	Brenner-Fiedler & Assoc.	Riverside	Training	No Cost
N/A	Student Services - Norco	Grad Images	Tallahassee, FL	Commencement Photographer	No Cost
N/A	Facilities & Planning	Southern California Gas Company	Monterey Park	MVC Network Operations Center Gas Meter Rebuild	No Cost
N/A	Student Services - Norco	Stuart Foundation	San Francisco	Grant Funding for Pathways Project	No Cost
N/A	TriTech	The Regents of the University of California	Fresno	Grant Consulting and Assistance	No Cost
N/A	Community Education	Stanford Transportation Group LLC	San Francisco	Training	No Cost

Contracts and Agreements Report-All District Resources
$84,100 and Under
11/24/14 - 12/31/14

PO#	Department	Vendor	Location	Description	Amount
Additions to Approved/Ratify Contracts of $84,100 and Under					
C0002988	Business, Engineering & Information Sys.-Norco	Corona - Norco Unified School District	Norco	Rents and Leases	3,300
C0003172	Facilities - Moreno Valley	Johnson Controls, Inc.	Whittier	HVAC Maintenance Bid	5,830
C0003231	Facilities - Moreno Valley	Psomas	Riverside	Engineering	48,260
C0003364	Administrative Support Center	Sharp Electronics Corp.	Mahwah, NJ	Repairs - Service	18,624
C0003539	Risk Management	York Insurance Services Group Inc.	Upland	Claims Expense	35,116
C0004072	Business Operations	Card Integrators	Los Alamitos	Computer Software Maint/Lic	816
C0004283	Customized Solutions	Gereau, Servando	Redlands	Customized Training	5,300
C0004311	Business & Financial Services	Atkinson, Andelson, Loya, Ruud	Cerritos	Legal	45,000
C0004388	Athletics	Adecco USA, Inc.	Melville, NY	Transportation Contracts	8,000
C0004458	Performance Riverside	Rodgers & Hammerstein Organization	New York, NY	Royalties for 'In the Heights'	475
C0004472	Community & Economic Development	Vantages Business Consulting	Newport Coast	Consultants	15,000
C0004569	Facilities Planning & Development	Innovative Construction Solutions	Santa Ana	Demolition - Grading	11,775
C0004598	Business & Financial Services	Gresham Savage Nolan & Tilden, APC	San Bernardino	Legal	50,000
C0004641	Facilities Planning & Development	Caston, Inc.	San Bernardino	CSA P2 Const. -Metal Stud/Drywall Bid C/O #2	40,000
C0004661	Facilities Planning & Development	Triumph Painting	Riverside	CSA P2 Construction -Painting Bid C/O #1	12,560
C0004701	Risk Management	Black Box Network Services	Los Angeles	Insurance	806
C0004753	CTE Projects	Pala Mesa Resort	Fallbrook	Meeting Expenses	2,692
C0004777	Chancellor's Office	Richgrosssolutions Inc.	Hot Springs, SD	Consultants	3,000
C0004833	Information Services	Hyland Software, Inc.	Westlake, OH	Amends/Adds Biz Talk License	No Cost
N/A	Workforce Development	Riv. Gateway to College Early College High School	Riverside	Amends/Extends Date to 1/31/15	No Cost
N/A	Community Education	Hunt, Pertina	Moreno Valley	Amends Wording Only	No Cost
N/A	Finance	Orrock, Popka, Fortino, Tucker & Dolen	Riverside	Amend. #5 to Wording & Extends Date to 12/31/15	No Cost
				Total	$ 1,020,063

Agenda Item (VI-B-6-b)

Meeting	1/20/2015 - Regular
Agenda Item	Consent Agenda Action (VI-B-6-b)
Subject	Agreement with Riverside County Superintendent of Schools
College/District	District
Funding	General Fund
Recommended Action	It is recommended that the Board of Trustees approve the agreement between Riverside Community College District and the Riverside County Superintendent of Schools in the amount of $152,800.

Background Narrative:

Attached for the Board's review and consideration is a continuing agreement between Riverside Community College District and the Riverside County Superintendent of Schools (RCSS) to provide the District with information technology support services related to RCSS's Galaxy System. The District uses the Galaxy System to process purchase orders, payroll, accounts payable, accounts receivable, and risk management transactions. In addition, the Galaxy System is used for position control; to prepare and monitor the District's budget; and for fiscal reporting. The term of the agreement is from July 1, 2014 through June 30, 2015. The fee for this service is based on the District's Full-Time Equivalent Student (FTES) count measured at the first principal apportionment date.

The total estimated cost for this contract for FY 2014-2015, including the ETA development project, is estimated to be approximately $152,800.

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

Attachments:

01202015_RCOE Information System Support Services Agreement

Agreement Number IN9177
Fiscal Year 2014-15

RIVERSIDE COUNTY OFFICE OF EDUCATION
3939 Thirteenth Street/P.O. Box 868
Riverside, California 92502

AGREEMENT FOR INFORMATION SYSTEMS SUPPORT

This Agreement made and entered, by and between **Riverside County Superintendent of Schools**, hereinafter referred to as the "SUPERINTENDENT," and the **Riverside Community College**, hereinafter referred to as the "DISTRICT";

W I T N E S S E T H :

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

Standard Galaxy Support

- Service Desk Support
  - o Process Galaxy Access Form, to add, change and delete screens and users: Certification of special process to authorize Board Approved users the Approval for Claims Payment and Approve Final Payroll screens.
  - o Software Installation Support
  - o Incident & Request for Change processing:
    - ➢ Mass updates requests
    - ➢ Special DB query requests
    - ➢ Special request reports
  - o Ongoing production reports support:
    - ➢ Notification of new reports and changes/enhancements to existing reports
    - ➢ Responsible for the distribution of the district's daily, weekly, payroll, monthly, quarterly, yearly and year end reports based on established schedules.
    - ➢ Create and distribute PDF and/or Excel report files for any requested financial reports and the scheduled Monthly Ledgers and Electronic versions of Payroll Reports.
    - ➢ Scheduling of Actuate Reports and district report requests.
    - ➢ Requests for New Report Development.
    - ➢ Deployment of New Reports
    - ➢ Requests for replacement W2, pay stub and direct deposits.
    - ➢ Request for the Retro Pay Calculation Reports, coordinate with the MicroStrategy reports developer.
    - ➢ Request for the Pay Frequency/Mismatch Payroll Periods query, coordinate with the Development Staff.
    - ➢ Request for the Accrual Reconciliation & Accrual Exception Reports, coordinate with the MicroStrategy reports developer.
    - ➢ Request for the Classified Service Seniority List
- Special File Transfer Processing:
  - o Process Batch Claim Files
  - o Payroll direct deposit file processing
  - o Credit Union File Transfer Processing
- Galaxy Maintenance, standard bug fixes, and minor enhancements.
- Galaxy Support website and User Group Meetings

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

Report Processing and Distribution

- Maintenance of Actuate & MicroStrategy Reports (including converted Crystal Reports)
- Development of new countywide MicroStrategy Reports
- Maintenance of servers, software and licensing as related to reports
- Printing and distribution of reports, via electronic mode (pdf, excel, etc) or paper
- Processing and Printing of Payroll & Commercial Warrants, Direct Deposit Stubs, W-2, 1099 Processing and Warrant Registers

Standard RCOE Training Support

- Galaxy Training
- Specialized training upon request
    - Executive style
    - One-on-one End User training
- Provide End User Documentation for Galaxy
    - System Manuals
    - System Enhancement Training Documents
- Deployment of new system modules for all supported applications
- Office Automation training

Standard Retirement Reporting and Support

- STRS Monthly
- PERS Monthly

Optional Services

Optional/Additional services and/or products may be purchased at the discretion of the DISTRICT on a time and material basis according to this chart to be invoiced separately:

Custom/Advanced Reports Development	$90.00/Hour
Custom/Advanced Data Extracts (Time Duration more than one hour)	$90.00/Hour
Custom Advanced Mass Data Updates (Time Duration more than one hour)	$90.00/Hour
Direct Deposit	$.04/transaction
Training Only (Galaxy)	Included
Office Automation Training with Certification (1 to 9 participants)	$100.00/participant
Office Automation Training without Certification (1 to 9 participants)	$65.00/participant
Group (10 or more participants) Office Automation Training with Certification	$90.00/participant
Group (10 or more participants) Office Automation Training without Certification	$55.00/participant
VPN Access (per user account/per year)*	$25.00/per user

1. The SUPERINTENDENT determines the rates for providing service by assessing the actual cost of providing the service to the DISTRICT. The rates are intended to offset and do not exceed the cost of providing specified services. These rates are stated below:

2. The SUPERINTENDENT further agrees to assign a proper staff member or members to render the services, and such staff member(s) shall hold the proper credentials authorizing such services.

3. The SUPERINTENDENT strives for high system availability; however the SUPERINTENDENT reserves the right to bring systems down for maintenance, upgrades or emergency fixes with fair notice to the DISTRICT.

4. The DISTRICT agrees to pay the SUPERINTENDENT the amount of $4.00 times the District's enrollment reported on the FY 2014-15 First Period Apportionment Attendance report in January 2015 for Galaxy System Support.

5. The DISTRICT agrees to pay the SUPERINTENDENT the amount of $.40 times the District's enrollment reported on the FY 2014-15 First Period Apportionment Attendance report in January 2015 for Report Processing and Distribution.

6. The DISTRICT agrees to pay the SUPERINTENDENT the amount of $480.00 for Standard Retirement Reporting and Support.

7. GALAXY DEVELOPMENT: Request for Change/Enhancement Request(s) should be submitted to the Service Desk. The Prioritization Committee is to review all project requests and will place in work order for the Development Team. A project request is defined as 2 or more months of staff time. Galaxy modifications and enhancements cost estimates and release schedules will be presented annually by March 31st to the Galaxy Development Council. The budget and the assessment for each release shall be voted upon by the membership. By majority rule the members shall be bound by the outcome of the vote.

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

   a. The DISTRICT agrees to pay the SUPERINTENDENT the amount of $1.25 times the District's enrollment reported on the FY 2014-15 First Period Apportionment Attendance report in January 2015 for the **End User Reporting Project (Galaxy Business Intelligence).**

8. The term of this agreement shall be from **July 1, 2014** to and including **June 30, 2015**. The SUPERINTENDENT will provide a rate letter for a successor agreement in April of 2015. The DISTRICT shall notify the SUPERINTENDENT by May 1, 2015 in writing if the DISTRICT does not intend to participate in the 2015-16 fiscal year.

9. The SUPERINTENDENT shall invoice the DISTRICT in March 2015 for the annual charges. Semiannual or usage charges shall be invoiced in March 2015 and July 2015. The DISTRICT agrees to make payment within 30 days.

10. The SUPERINTENDENT at his discretion may reduce the rate should increased participation warrant a reduction.

11. INDEPENDENT CONTRACTOR: The SUPERINTENDENT, while engaged in the performance of this contract, is an independent contractor, and is not an officer, agent or employee of the DISTRICT.

12. ASSIGNMENT OF CONTRACT: The SUPERINTENDENT shall not assign the whole or any part of this agreement or any payment due or to become due hereunder, without the written consent of the

DISTRICT and all sureties who have executed bonds on behalf of the SUPERINTENDENT in connection with this contract.

13. <u>HOLD HARMLESS</u>: The parties hereto, and each of them, do hereby mutually agree to indemnify, defend, save and hold harmless each other, and their respective officers, agents, servants and employees, of and from any and all liability, claims demands, debts, suits, actions and causes of action, including wrongful death and reasonable attorneys fees for the defense thereof, arising out of or in any manner connected with the performance of any act or deed under or pursuant to the terms and provisions of this Agreement by such indemnifying party, or its officers, agents, servants and employees.

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

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

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

Riverside County   **Riverside Community College**
Superintendent of Schools   **1533 Spruce Street**
                                               Riverside, California 92507-2427

Signed _____   Signed _____
         Authorized Signature   Authorized Signature

Richard D'Souza, Executive Director   Aaron S. Brown, Vice Chancellor
Information Technology Services   Business & Financial Services
        Typed Name and Title   Typed Name and Title

Date _____   Date _____

4

Agenda Item (VI-B-7)

Meeting	1/20/2015 - 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
              Kathy Tizcareno, Administrative Assistant

Attachments:

Out-of-State Travel_012015

Subject: Out-of-State Travel   Date: January 20, 2015

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

Current:

Moreno Valley College:

1) Ms. Frankie Moore, coordinator, student affairs, to travel to Washington, D.C., March 11-18, 2015, to accompany six (6) students attending the American Student Association of Community Colleges Advocacy Conference. Estimated cost: $18,575.58. Funding source: Associated Students of Moreno Valley College fund.

2) Ms. Luz Valenzuela, application support technician, student financial services, to travel to New Orleans, Louisiana, April 11-15, 2015, to attend the Ellucian Live 2015 Conference. Estimated cost: $3,106.79. Funding source: Board of Financial Programs Restricted fund.

Norco College:

3) Dr. Greg Aycock, dean, institutional research, to travel to Santa Fe, New Mexico, March 28-31, 2015, to attend the 2015 High-Impact Practices Institute. Estimated cost: $8,513.54. Funding source: Basic Skills grant fund.

4) Mr. Mark DeAsis, dean, admissions & records, to travel to New Orleans, Louisiana, April 11-15, 2015, to attend the Ellucian Live 2015 Conference. Estimated cost: $2,383.42. Funding source: $1,500 from general fund and $883.42 from Veterans fund.

5) Ms. Bernice Delgado, grants administrative specialist, Upward Bound, to travel to San Antonio, Texas, February 3-5, 2015, to attend the Priority II TRIO Training, Regulations and Budget Management. Estimated cost: $852.44. Funding source: $284.14 from Norco TRIO-AUSD Norte Vista High School Upward Bound, $284.15 from Norco TRIO-CNUSD Centennial High School Upward Bound, and $284.15 from Norco TRIO-CNUSD Corona High School Upward Bound.

6) Dr. Diane Dieckmeyer, vice president, academic affairs, to travel to Santa Fe, New Mexico, March 28-31, 2015, to attend the Center for Community College Student Engagement - 2015 High-Impact Practices Institute. Estimated cost: $905.71. Funding source: Basic Skills grant fund.

7) Ms. Maria Gonzalez, director, student financial services, to travel to New Orleans, Louisiana, April 11-15, 2015, to attend the Ellucian Live 2015 Conference. Estimated cost: $2,853.25. Funding source: Board Financial Assistance Program grant fund.

Subject: Out-of-State Travel   Date: January 20, 2015

8)   Ms. Leticia Martinez, analyst, student financial services, to travel to New Orleans, Louisiana, April 11-15, 2015, to attend the Ellucian Live 2015 Conference. Estimated cost: $2,853.25. Funding source: Board Financial Assistance Program grant fund.

9)   Ms. Sandra Martinez, analyst, student financial services, to travel to New Orleans, Louisiana, April 11-15, 2015, to attend the Ellucian Live 2015 Conference. Estimated cost: $2,853.25. Funding source: Board Financial Assistance Program grant fund.

10) Mr. Dimitrios Synodinos, interim dean, student life, to travel to Santa Fe, New Mexico, March 28-31, 2015, to attend the 2015 High-Impact Practices Institute. Estimated cost: $784.67. Funding source: Basic Skills grant fund.

11) Dr. Koji Uesugi, dean, student services, to travel to Santa Fe, New Mexico, March 28-31, 2015, to attend the 2015 High-Impact Practices Institute. Estimated cost: $870.67. Funding source: ESL/Basic Skills grant fund.

Riverside City College:

12) Dr. Sandra Baker, dean, school of nursing, to travel to Pratt, Kansas, February 23-26, 2015, for an Accreditation Site Visit Assignment at Pratt Community College. There is no cost to the District.

13) Dr. Jami Brown, associate professor, sociology-behavioral sciences, to travel to Oxford, England, March 20-27, 2015, to attend the 17th Annual International Conference on Women and Education. Estimated cost: $3,865.40. Funding source: $2,500.00 from Academic Affairs, $950.00 from Faculty Development, $415.40 from traveler.

14) Dr. Amber Casolari, associate professor, economics, to travel to Oxford, England, March 20-27, 2015, to attend the 17th Annual International Conference on Women and Education. Estimated cost: $3,865.40. Funding source: $2,500.00 from Academic Affairs, $950.00 from Faculty Development, and $415.40 paid by traveler.

15) Ms. Elizabeth Hilton, director, student financial services, to travel to New Orleans, Louisiana, April 10-15, 2015, to attend the Ellucian Live 2015 Conference. Estimated cost: $3,149.23. Funding source: Board of Financial Programs Restricted grant fund.

Riverside Community College District:

16) President Virginia Blumenthal, board of trustees, to travel to Washington, D.C., February 8-12, 2015, to attend the ACCT 2015 Community College National Legislative Summit. Estimated cost: $3,185.20. Funding source: general fund.

RIVERSIDE COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S OFFICE

Subject: Out-of-State Travel   Date: January 20, 2015

17)   Michael L. Burke Ph.D., chancellor, to travel to Washington, D.C., February 8-12, 2015, to attend the ACCT 2015 Community College National Legislative Summit. Estimated cost: $3,961.20. Funding source: general fund.

18)   Ms. Chris Carlson, chief of staff and facilities development, to travel to Washington, D.C., February 8-12, 2015, to attend the ACCT 2015 Community College National Legislative Summit. Estimated cost: $3,142.20. Funding source: general fund.

19)   Ms. Mary Figueroa, board member, to travel to Washington, D.C., February 7-12, 2015, to attend the ACCT 2015 Community College National Legislative Summit, Governance & Bylaws Committee Meeting, and Board Meeting. Estimated cost: $4,076.00. Funding source: general fund.

20)   Ms. Tracey Vackar, board member, to travel to Washington, D.C., February 8-12, 2015, to attend the ACCT 2015 Community College National Legislative Summit. Estimated cost: $3,961.20. Funding source: general fund.

Agenda Item (VI-B-8-a)

Meeting	1/20/2015 - Regular
Agenda Item	Consent Agenda Action (VI-B-8-a)
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 the property does not exceed the total value of $5,000; and (3) authorize the property to be consigned to The Liquidation Company to be sold on behalf of the District.

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:

01202015_SurplusPropertyList

SURPLUS PROPERTY
JANUARY 20, 2015

QUANTITY	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	GATEWAY	CPU	E-4300	NONE	25858
1	GATEWAY	CPU	E-4300	NONE	25865
1	GATEWAY	CPU	E-4300	NONE	24710
1	GATEWAY	CPU	E-4300	NONE	25886
1	GATEWAY	CPU	E-4300	NONE	24715
1	GATEWAY	CPU	E-4300	NONE	25875
1	GATEWAY	CPU	E-4300	NONE	30618
1	GATEWAY	CPU	E-4300	NONE	25098
1	HP	PRINTER	G85XI	SGG23E01Y5	NONE
1	DELL	CPU	GX280	NONE	30442
1	GATEWAY	CPU	E-6100	NONE	22906
1	GATEWAY	CPU	E-6100	NONE	22895
1	GATEWAY	CPU	E-6100	NONE	23247
1	PANASONIC	SCANNER	KVS2065	NONE	40420
1	HP	PRINTER	DESKJET 5650	SG430110TB	NONE
1	XEROX	PRINTER	PHASER 8500	NONE	32680
1	GATEWAY	MONITOR	FPD1520	NONE	19673
1	HP	PRINTER	DJ830C	NONE	40393
1	HP	PRINTER	LJ5	NONE	8943
1	HP	PRINTER	LJ4000	NONE	10619
1	HP	PRINTER	0J7210	NONE	37853
1	HP	PRINTER	0J950C	NONE	32529
1	HP	PRINTER	DJD4360	NONE	40439
1	HP	PRINTER	LJ3030	NONE	26851
1	HP	PRINTER	LJ6	NONE	8953
1	BROTHER	LAMINTOR	MFC5860CN	NONE	37257
1	HP	PRINTER	LJ5SI	NONE	10310
1	HP	PRINTER	0J6000	NONE	41076
1	HP	PRINTER	LJ4000	NONE	6933
1	GATEWAY	MONITOR	FPD1530	NONE	25333
1	GATEWAY	MONITOR	FPD1530	NONE	25335
1	GATEWAY	MONITOR	FPD1530	NONE	25318
1	GATEWAY	MONITOR	FPD1531	NONE	25332
1	GATEWAY	MONITOR	FPD1531	NONE	22928
1	GATEWAY	MONITOR	FPD1531	NONE	25120
1	VIEWSONIC	MONITOR	VA176W	QRQ81947118	NONE
1	GATEWAY	MONITOR	FPD1540	NONE	23733
1	GATEWAY	MONITOR	FPD1730	NONE	24714
1	GATEWAY	MONITOR	FPD1530	NONE	24712
1	GATEWAY	MONITOR	FPD1765	NONE	24892
1	GATEWAY	MONITOR	FPD1785	NONE	25175
1	GATEWAY	MONITOR	FPD1730	NONE	25877
1	GATEWAY	MONITOR	FPD1930	NONE	26436
1	GATEWAY	MONITOR	FPD1940	NONE	23723
1	GATEWAY	MONITOR	FPD1730	NONE	26286
1	GATEWAY	LAPTOP	M675	NONE	25701
1	GATEWAY	LAPTOP	MA6	NONE	31480

SURPLUS PROPERTY
JANUARY 20, 2015

QUANTITY	BRAND	DESCRIPTION	MODEL #	SERIAL #	ASSET TAG #
1	DELL	LAPTOP	D510	NONE	24987
1	HP	LAPTOP	XE3	NONE	22638

Agenda Item (VI-B-8-b)

Meeting	1/20/2015 - Regular
Agenda Item	Consent Agenda Action (VI-B-8-b)
Subject	2015-2016 Nonresident Tuition and Capital Outlay Surcharge Fees
College/District	District
Funding	N/A
Recommended Action	It is recommended that the Board of Trustees adopt a nonresident tuition Fee rate of $200 per unit and a capital outlay surcharge fee rate of $36 per unit for FY 2015-2016; and direct staff to promulgate these charges via the 2015-2016 catalog, schedule of classes, and other appropriate materials.

Background Narrative:

Education Code Section 76140 requires California community college districts to establish a nonresident tuition fee rate by Board action prior to February 1 each year for the succeeding academic year.

For fiscal year 2014-2015, the District's nonresident tuition fee rate is $198 per unit. The calculated statewide average rate for fiscal year 2015-2016 is $200 per unit. The calculated District average rate for FY 2015-2016 is $198. The District's colleges recommend using the calculated statewide average rate of $200 for FY 2015-2016.

In addition, Education Code Section 76141 authorizes California Community College Districts to charge nonresident students, except for AB 540 nonresident students who have attended high school in California and received a high school diploma or its equivalent, a capital outlay surcharge amount not to exceed the amount expended for capital outlay in the preceding year, divided by the total full-time equivalent students.

For FY 2014-2015, the District's capital outlay surcharge fee rate is $50 per unit. The District's calculated rate is $36 per unit for FY 2015-2016. The District's colleges recommend using the calculated rate of $36 per unit for fiscal year 2015-2016.

Upon approval, staff will promulgate these charges via the 2015-2016 catalog, schedule of classes, and other appropriate materials.

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

Norm Godin, Vice President, Business Services, MVC
Beth Gomez, Vice President, Business Services (Norco)
Mazie Brewington, Vice President, Business Services (Riv)

Attachments:

01202015_2015-2016 Non Resident Fees Worksheet

California Community Colleges
2015-16 NONRESIDENT FEES WORKSHEET

NONRESIDENT TUITION FEE CALCULATIONS FOR OPTIONS 1 THROUGH 7

2015-16 NONRESIDENT TUITION FEE (EC 76140)	(Col. 1) Statewide	(Col. 2) District	(Col. 3) 10% or More Noncredit FTES
A. Expense of Education for Base Year (2013-14 CCFS 311, Expenditures by Activity Report, AC 0100-6700, Cols: 1-3)	$6,692,314,329	$ 153,492,895	$_____
B. Annual Attendance FTES (Recal 2013-14)	1,167,090	26,992	_____
C. Average Expense of Education per FTES (A ÷ B)	$5,734	$ 5,687	$_____
D. U.S. Consumer Price Index Factor (2 years)	x 1.044	x 1.044	x 1.044
E. Average Cost per FTES for Tuition Year (C x D)	$5,986	$ 5,937	$_____
F. Average Per Unit Nonresident Cost – Semester (Qtr)	$200 ($133)	$ 198	$_____
G. Highest year Statewide average – Semester (Qtr)	$200 ($133)	$ 200	$_____
H. Comparable 12 state average – Semester (Qtr)	$380 ($253)	$ 380	$_____

Annual Attendance FTES includes all student contact hours of attendance in credit and noncredit courses for resident students, nonresident students and apprentices; however apprentice hours are divided by 525 to compute an FTES equivalent. Round tuition fee to the nearest dollar.

Column 3 is an option for use by a district with ten percent or more noncredit FTES *(Section 76140(e)(1)(A))*. If your district qualifies, then fill out this column with noncredit FTES and noncredit expense of education data excluded.

NONRESIDENT TUITION FEE CALCULATIONS FOR OPTIONS 6 OR 7

Option 6. The greater amount of the calculations of statewide nonresident tuition for 2011-12 through 2015-16 is $200 per semester unit or $133 per quarter unit (2013-14).

Option 7. The average of the nonresident tuition fees of public community colleges in 2013-14 of no less than 12 states comparable to California in cost of living is $380 per semester unit or $253 per quarter unit.

Requirement for Use of Option 6 or 7: The additional revenue generated by the increased nonresident tuition permitted under options 6 or 7 shall be used to expand and enhance services to resident students *(EC 76140(e)(2)*. Districts meeting one or more criteria below shall be considered in compliance with the requirements of EC 76140(e)(2). Please check all that apply:

☐ Revenue from nonresident tuition was less than 5% of total general fund revenue.
☐ Actual resident FTES was greater than funded resident FTES.
☐ Percent expenditures for counseling and student services were greater than statewide average (AC 6300 plus 6400 divided by AC 0100-6700, Cols. 1-3).
☐ Percent expenditures for instructional services were greater than statewide average (AC 0100-5900 divided by AC 0100-6700, Cols. 1-3.

▶ *Continued from previous page*

The district governing board at its _____ January 20 _____, 20 15 meeting adopted a

nonresident tuition fee of $ ___ 200 ___ per semester unit or $ ___ N/A ___ per quarter unit.

Basis for adoption is (*place an X in one box only*).

[X]	**1. Statewide average cost, per column 1.**
[ ]	**2. District average cost, per column 2.**
[ ]	**3. District average cost with 10% or more noncredit FTES, per column 3.**
[ ]	**4. Contiguous district. _____. (Specify district and its fee).**
[ ]	**5. No more than district average cost (Col. 2 or 3); no less than statewide average cost.**
[ ]	**6. Statewide average cost, from 2013-14 ($200 per semester unit; $133 per quarter unit).**
[ ]	**7. No more than average tuition of 12 states with cost of living comparable to California.**

NONRESIDENT CAPITAL OUTLAY FEE (EC 76141)

For districts electing to charge a **capital outlay fee** to **any** nonresident student, please compute this fee as follows:

    a. Capital Outlay expense for 2013-14 $ ___ 28,869,733 ___

    b. FTES for 2013-14 ___ 26,992 ___

    c. Capital outlay expense per FTES (*line a divided by line b*) ___ $1,070 ___

    d. Capital Outlay Fee per unit:

        1. Per semester unit (*line c divided by 30 units*) ___ $36 ___

            OR

        2. Per quarter unit (*line c divided by 45 units*) ___ N/A ___

    e. 2015-16 Nonresident Student Capital Outlay Fee (not to exceed *the lesser* of line d **OR** 50% of adopted 2014-15 Nonresident Tuition Fee) ___ $36 ___

The district governing board at its _____ January 20 _____, 20 15 meeting adopted a

nonresident capital outlay fee of $ ___ 36 ___ per semester unit or $ ___ N/A ___ per quarter unit.

Upon adoption of nonresident tuition and/or capital outlay fees by your district governing board by February 1, 2015, please submit a copy of this report by *February 13, 2015* to:

California Community Colleges Chancellor's Office
Fiscal Services Unit
1102 Q Street, 4th Floor
Sacramento, CA 95811-6549   FAX (916) 323-3057

District ___ Riverside Community College District ___

Contact Person ___ Aaron S. Brown, Vice Chancellor, Business & Financial Services ___

Phone Number & email ___ (951) 222-8789/Aaron.Brown@rccd.edu ___

Agenda Item (VII-A)

Meeting	1/20/2015 - Regular
Agenda Item	Consent Agenda Information (VII-A)
Subject	Monthly Financial Report for Month Ending – December 31, 2014
College/District	District
Information Only	

Background Narrative:

See the attached monthly Financial Report for the period July 1, 2014 through December 31, 2014.

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

Attachments:

01202015_MonthlyFinancials

MONTHLY FINANCIAL REPORT
July 1, 2014 – December 31, 2014

RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED DECEMBER 31, 2014

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

Fund 11, Resource 1000 - General Operating - Unrestricted

	Prior Year Actuals 7-1-13 to 6-30-14	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	$ 140,475,722	$ 146,269,247	$ 146,284,247	$ 71,058,981
Inter/Intrafund Transfer from				
Customized Solutions (Resource 1170)	14,124	53,283	53,283	0
District Bookstore (Resource 1110)	350,000	429,923	429,923	214,961
Total Revenues	$ 140,839,846	$ 146,752,453	$ 146,767,453	$ 71,273,942
Expenditures				
Academic Salaries	$ 64,329,753	$ 66,529,524	$ 66,481,782	$ 30,852,681
Classified Salaries	27,420,538	29,402,697	29,468,604	13,922,354
Employee Benefits	29,169,748	31,812,597	31,815,707	12,756,451
Materials & Supplies	1,594,602	2,196,383	2,097,226	610,955
Services	12,092,081	18,168,023	18,283,565	7,506,548
Capital Outlay	723,502	1,206,561	1,183,901	325,513
Intrafund Transfers For:				
DSP&S Program (Resource 1190)	858,796	665,157	665,157	332,580
Center for Social Justice and Civil Liberties (Resource 1120)	99,373	110,900	110,900	55,450
Federal Work Study (Resource 1190)	299,354	327,494	327,494	38,613
Veteran Services (Resource 1190)	4,842	4,842	4,842	4,842
ACA: Expansion of PA Training 1190)	34,650	0	0	0
General Fund Backfill (Resource 1190)	106,480	0	0	0
Interfund Transfer to:				
Resource 4130	1,270,000	1,270,000	1,270,000	635,000
Resource 6100	1,500,000	0	0	0
Total Expenditures	$ 139,503,719	$ 151,694,178	$ 151,709,178	$ 67,040,987
Revenues Over (Under) Expenditures	$ 1,336,127	$ (4,941,725)	$ (4,941,725)	$ 4,232,955
Beginning Fund Balance	11,407,409	12,743,536	12,743,536	12,743,536
Ending Fund Balance	$ 12,743,536	$ 7,801,811	$ 7,801,811	$ 16,976,491
Ending Cash Balance				$ 20,296,327

RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED DECEMBER 31, 2014

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

Fund 12, Resource 1050 - Parking

	Prior Year Actuals 7-1-13 to 6-30-14	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	$ 2,647,538	$ 2,985,649	$ 2,985,649	$ 1,260,136
Expenditures				
Classified Salaries	$ 1,412,148	$ 1,539,754	$ 1,539,824	$ 745,070
Employee Benefits	559,233	608,898	608,827	236,969
Materials & Supplies	38,324	50,355	49,553	14,582
Services	556,559	655,014	666,822	302,816
Capital Outlay	115,465	237,275	226,270	59,708
Total Expenditures	$ 2,681,729	$ 3,091,296	$ 3,091,296	$ 1,359,145
Revenues Over (Under) Expenditures	$ (34,191)	$ (105,647)	$ (105,647)	$ (99,009)
Beginning Fund Balance	197,366	163,175	163,175	163,175
Ending Fund Balance	$ 163,175	$ 57,528	$ 57,528	$ 64,166
Ending Cash Balance				$ 98,903

RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED DECEMBER 31, 2014

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

Fund 12, Resource 1070 - Student Health Services

	Prior Year Actuals 7-1-13 to 6-30-14	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	$ 1,395,125	$ 1,396,346	$ 1,396,346	$ 704,293
Expenditures				
Academic Salaries	$ 321,071	$ 416,336	$ 416,336	$ 208,168
Classified Salaries	514,140	560,631	560,631	181,048
Employee Benefits	157,321	206,218	206,218	71,333
Materials & Supplies	51,445	94,750	94,750	44,819
Services	179,641	290,633	290,633	115,972
Capital Outlay	9,505	81,786	81,786	4,488
Total Expenditures	$ 1,233,123	$ 1,650,354	$ 1,650,354	$ 625,828
Revenues Over (Under) Expenditures	$ 162,002	$ (254,008)	$ (254,008)	$ 78,465
Beginning Fund Balance	1,886,834	2,048,836	2,048,836	2,048,836
Ending Fund Balance	$ 2,048,836	$ 1,794,828	$ 1,794,828	$ 2,127,301
Ending Cash Balance				$ 2,071,897

RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED DECEMBER 31, 2014

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

Fund 11, Resource 1080 - Community Education

	Prior Year Actuals 7-1-13 to 6-30-14	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	$ 177,768	$ 177,806	$ 177,806	$ 121,104
Expenditures				
Academic Salaries	$ 4,350	$ 4,308	$ 4,308	$ 2,136
Classified Salaries	123,089	100,021	100,021	61,974
Employee Benefits	37,310	24,620	24,620	10,743
Materials & Supplies	1,176	1,200	1,200	0
Services	80,822	98,733	98,733	15,475
Total Expenditures	$ 246,747	$ 228,882	$ 228,882	$ 90,328
Revenues Over (Under) Expenditures	$ (68,979)	$ (51,076)	$ (51,076)	$ 30,776
Beginning Fund Balance	(163,395)	(232,374)	(232,374)	(232,374)
Ending Fund Balance	$ (232,374)	$ (283,450)	$ (283,450)	$ (201,598)
Ending Cash Balance				$ (201,279)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED DECEMBER 31, 2014

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

Fund 11, Resource 1090 - Performance Riverside

	Prior Year Actuals 7-1-13 to 6-30-14	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	$ 241,927	$ 458,215	$ 458,215	$ 174,367
Intrafund Transfer from				
Performance Riverside (Resource 1090)	0	275,000	275,000	137,500
Total Revenues	$ 241,927	$ 733,215	$ 733,215	$ 311,867
Expenditures				
Academic Salaries	$ 72,137	$ 4,418	$ 6,963	$ 4,418
Classified Salaries	166,425	165,982	163,222	77,787
Employee Benefits	90,193	72,632	72,349	28,685
Materials & Supplies	12,412	6,200	8,701	5,076
Services	310,505	208,983	206,980	150,575
Total Expenditures	$ 651,672	$ 458,215	$ 458,215	$ 266,541
Revenues Over (Under) Expenditures	$ (409,745)	$ 275,000	$ 275,000	$ 45,326
Beginning Fund Balance	(500,033)	(909,778)	(909,778)	(909,778)
Ending Fund Balance	$ (909,778)	$ (634,778)	$ (634,778)	$ (864,452)
Ending Cash Balance				$ (856,221)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED DECEMBER 31, 2014

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

Fund 11, Resource 1110 - Contractor-Operated Bookstore

	Prior Year Actuals 7-1-13 to 6-30-14	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	$ 919,188	$ 983,999	$ 983,999	$ 487,025
Expenditures				
Services	$ 43,628	$ 43,600	$ 43,600	$ 21,800
Interfund Transfer to				
Food Services (Resource 3200)	483,843	256,503	256,503	128,252
Riverside - Early Childhood				
Services (Resource 3300)	0	99,903	99,903	49,951
Intrafund Transfer to				
Performance Riverside (Resource 1090)	0	275,000	275,000	137,500
General Operating (Resource 1000)	350,000	429,923	429,923	214,961
Total Expenditures	$ 877,471	$ 1,104,929	$ 1,104,929	$ 552,464
Revenues Over (Under) Expenditures	$ 41,717	$ (120,930)	$ (120,930)	$ (65,439)
Beginning Fund Balance	90,378	132,095	132,095	132,095
Ending Fund Balance	$ 132,095	$ 11,165	$ 11,165	$ 66,656
Ending Cash Balance				$ 66,656

RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED DECEMBER 31, 2014

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

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

	Prior Year Actuals 7-1-13 to 6-30-14	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	$ 25,100	$ 25,100	$ 25,100	$ 25,009
Intrafund Transfer from				
General Operating (Resource 1000)	99,373	110,900	110,900	55,450
Total Revenues	$ 124,473	$ 136,000	$ 136,000	$ 80,459
Expenditures				
Classified Salaries	$ 36,390	$ 74,875	$ 74,875	$ 37,438
Employee Benefits	21,635	42,414	42,414	16,279
Materials & Supplies	1,385	1,100	1,100	378
Services	34,511	38,136	35,261	20,263
Capital Outlay	926	0	2,875	2,875
Total Expenditures	$ 94,847	$ 156,525	$ 156,525	$ 77,233
Revenues Over (Under) Expenditures	$ 29,626	$ (20,525)	$ (20,525)	$ 3,226
Beginning Fund Balance	(5,383)	24,243	24,243	24,243
Ending Fund Balance	$ 24,243	$ 3,718	$ 3,718	$ 27,469
Ending Cash Balance				$ 28,625

RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED DECEMBER 31, 2014

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

Fund 11, Resource 1170 - Customized Solutions

	Prior Year Actuals 7-1-13 to 6-30-14	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	$ 665,622	$ 1,103,060	$ 1,477,860	$ 104,079
Expenditures				
Academic Salaries	$ 44,971	$ 77,603	$ 69,782	$ 11,261
Classified Salaries	123,073	144,187	145,162	71,662
Employee Benefits	59,241	75,536	75,959	27,674
Materials & Supplies	10,713	158,183	164,983	1,483
Services	505,269	600,426	974,849	127,192
Capital Outlay	0	500	500	0
Intrafund Transfer For:				
General Fund (Resource 1000)	14,124	53,283	53,283	0
Total Expenditures	$ 757,391	$ 1,109,718	$ 1,484,518	$ 239,272
Revenues Over (Under) Expenditures	$ (91,769)	$ (6,658)	$ (6,658)	$ (135,193)
Beginning Fund Balance	92,346	577	577	577
Ending Fund Balance	$ 577	$ (6,081)	$ (6,081)	$ (134,616)
Ending Cash Balance				$ (208,472)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED DECEMBER 31, 2014

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

Fund 12, Resource 1180 - Redevelopment Pass-Through

	Prior Year Actuals 7-1-13 to 6-30-14	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	$ 1,544,508	$ 1,431,800	$ 1,431,800	$ 9,768
Expenditures				
Materials & Supplies	$ 5,275	$ -	$ 2,800	$ 4,715
Services	231,767	324,207	326,105	117,980
Capital Outlay	365,718	6,751,547	6,746,849	239,088
Total Expenditures	$ 602,760	$ 7,075,754	$ 7,075,754	$ 361,783
Revenues Over (Under) Expenditures	$ 941,748	$ (5,643,954)	$ (5,643,954)	$ (352,015)
Beginning Fund Balance	7,410,310	8,352,058	8,352,058	8,352,058
Ending Fund Balance	$ 8,352,058	$ 2,708,104	$ 2,708,104	$ 8,000,043
Ending Cash Balance				$ 8,000,043

RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED DECEMBER 31, 2014

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

Fund 12, Resource 1190 - Grants and Categorical Programs

	Prior Year Actuals 7-1-13 to 6-30-14	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	$ 25,532,151	$ 29,444,265	$ 35,852,270	$ 11,011,158
Intrafund Transfers from				
General Operating (Resource 1000)				
For DSP&S	858,796	665,157	665,157	332,580
For Federal Work Study	299,354	327,494	327,494	38,613
For Middle College High School	106,480	0	0	0
For Veteren Services	4,842	4,842	4,842	4,842
Total Revenues	$ 26,801,623	$ 30,441,758	$ 36,849,763	$ 11,387,193
Expenditures				
Academic Salaries	$ 3,610,039	$ 3,877,572	$ 5,959,362	$ 1,842,817
Classified Salaries	9,034,592	9,578,468	10,740,578	4,758,720
Employee Benefits	3,525,752	4,149,583	4,873,970	1,582,428
Materials & Supplies	1,598,058	2,440,308	2,661,292	438,625
Services	4,125,649	6,351,246	7,349,812	1,431,429
Capital Outlay	3,974,075	2,895,822	4,056,083	801,130
Student Grants (Financial, Book, Meal, Transportation)	933,458	1,148,759	1,208,666	228,207
Total Expenditures	$ 26,801,623	$ 30,441,758	$ 36,849,763	$ 11,083,356
Revenues Over (Under) Expenditures	$ 0	$ 0	$ 0	$ 303,837
Beginning Fund Balance	0	0	0	0
Ending Fund Balance	$ 0	$ 0	$ 0	$ 303,837
Ending Cash Balance				$ (225,752)

RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED DECEMBER 31, 2014

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

Fund 32, Resource 3200 - Food Services

	Prior Year Actuals 7-1-13 to 6-30-14	Adopted Budget	Revised Budget	Year to Date Activity
Revenue	$ 2,151,728	$ 2,214,681	$ 2,214,681	$ 1,117,201
Interfund Transfers from Contractor-Operated Bookstore (Resource 1110)	483,843	256,503	256,503	128,252
Total Revenues	$ 2,635,571	$ 2,471,184	$ 2,471,184	$ 1,245,453
Expenditures				
Classified Salaries	$ 830,381	$ 893,621	$ 893,621	$ 445,375
Employee Benefits	302,670	321,430	321,430	134,088
Materials & Supplies	999,770	1,033,272	1,033,272	523,354
Services	165,725	188,160	188,160	89,132
Capital Outlay	28,989	73,483	73,483	41,853
Total Expenditures	$ 2,327,535	$ 2,509,966	$ 2,509,966	$ 1,233,802
Revenues Over (Under) Expenditures	$ 308,036	$ (38,782)	$ (38,782)	$ 11,651
Beginning Fund Balance	371,990	680,026	680,026	680,026
Ending Fund Balance	$ 680,026	$ 641,244	$ 641,244	$ 691,677
Ending Cash Balance				$ 679,926

RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED DECEMBER 31, 2014

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

Fund 33, Resource 3300 - Child Care

	Prior Year Actuals 7-1-13 to 6-30-14	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	$ 1,062,929	$ 1,107,592	$ 1,107,592	$ 491,362
Interfund Transfer from Contractor-Operated Bookstore (Resource 1110)	0	99,903	99,903	49,951
Total Revenues	$ 1,062,929	$ 1,207,495	$ 1,207,495	$ 541,313
Expenditures				
Academic Salaries	$ 590,109	$ 607,128	$ 607,128	$ 269,980
Classified Salaries	213,259	182,990	182,990	75,996
Employee Benefits	116,681	129,786	129,786	44,758
Materials & Supplies	37,278	39,400	39,400	11,868
Services	39,828	68,517	68,517	23,862
Capital Outlay	26,607	42,304	42,304	23,343
Total Expenditures	$ 1,023,762	$ 1,070,125	$ 1,070,125	$ 449,807
Revenues Over (Under) Expenditures	$ 39,167	$ 137,370	$ 137,370	$ 91,506
Beginning Fund Balance	153,179	192,346	192,346	192,346
Ending Fund Balance	$ 192,346	$ 329,716	$ 329,716	$ 283,852
Ending Cash Balance				$ 302,783

RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED DECEMBER 31, 2014

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

Fund 41, Resource 4100 - State Construction & Scheduled Maintenance

	Prior Year Actuals 7-1-13 to 6-30-14	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	$ 3,875,979	$ 4,786,737	$ 4,347,505	$ 3,648,174
Intrafund Transfer from General Obligation Bond Funded Projects (Resource 4170)	98,675	214,875	214,875	214,875
Total Revenues	$ 3,974,654	$ 5,001,612	$ 4,562,380	$ 3,863,049
Expenditures				
Capital Outlay	$ 3,974,654	$ 5,001,612	$ 4,562,380	$ 980,776
Total Expenditures	$ 3,974,654	$ 5,001,612	$ 4,562,380	$ 980,776
Revenues Over (Under) Expenditures	$ 0	$ 0	$ 0	$ 2,882,273
Beginning Fund Balance	0	0	0	0
Ending Fund Balance	$ 0	$ 0	$ 0	$ 2,882,273
Ending Cash Balance				$ 2,666,763

RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED DECEMBER 31, 2014

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

Fund 41, Resource 4130 - La Sierra Capital

	Prior Year Actuals 7-1-13 to 6-30-14	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	$ 22,428	$ 20,000	$ 20,000	$ 5,874
Inter/Intrafund Transfer from				
General Operating (Resource 1000)	1,270,000	1,270,000	1,270,000	635,000
Total Revenues	$ 1,292,428	$ 1,290,000	$ 1,290,000	$ 640,874
Expenditures				
Services	$ 1,112	$ 0	$ 0	$ 0
Capital Outlay	0	8,494,601	8,494,601	497,256
Interfund Transfer to				
General Operating (Resource 1000)	0	0	0	0
Total Expenditures	$ 1,112	$ 8,494,601	$ 8,494,601	$ 497,256
Revenues Over (Under) Expenditures	$ 1,291,316	$ (7,204,601)	$ (7,204,601)	$ 143,618
Beginning Fund Balance	5,913,285	7,204,601	7,204,601	7,204,601
Ending Fund Balance	$ 7,204,601	$ 0	$ 0	$ 7,348,219
Ending Cash Balance				$ 7,348,219

RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED DECEMBER 31, 2014

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

Fund 41, Resource 4170 - General Obligation Bond Series 2010D Capital Appreciation Bonds

	Prior Year Actuals 7-1-13 to 6-30-14	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	$ 16,569	$ 15,000	$ 15,000	$ 3,152
Expenditures				
Classified Salaries	$ 323,007	$ 624,550	$ 624,550	$ 141,571
Employee Benefits	134,574	312,891	312,891	53,668
Services	521,016	305,849	305,849	61,777
Capital Outlay	792,434	4,757,652	4,757,652	1,482,940
Intrafund Transfer For:				
State Construction & Scheduled Maintenance (Resource 4100)	98,675	214,875	214,875	214,875
Total Expenditures	$ 1,869,706	$ 6,215,817	$ 6,215,817	$ 1,954,831
Revenues Over (Under) Expenditures	$ (1,853,137)	$ (6,200,817)	$ (6,200,817)	$ (1,951,679)
Beginning Fund Balance	6,594,474	4,741,337	4,741,337	4,741,337
Ending Fund Balance	$ 4,741,337	$ (1,459,480)	$ (1,459,480)	$ 2,789,658
Ending Cash Balance				$ 2,797,040

RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED DECEMBER 31, 2014

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

Fund 41, Resource 4180 - General Obligation Bond Series 2010D Build America Bonds

	Prior Year Actuals 7-1-13 to 6-30-14	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	$ 346,616	$ 1,217,138	$ 1,217,138	$ 1,618
Expenditures				
Classified Salaries	$ 9,201	$ 0	$ 0	$ 0
Employee Benefits	1,630	0	0	0
Materials & Supplies	8,506	0	0	123
Services	3,588	0	0	2,124
Capital Outlay	18,786,992	93,880,004	93,880,004	7,801,020
Total Expenditures	$ 18,809,917	$ 93,880,004	$ 93,880,004	$ 7,803,267
Revenues Over (Under) Expenditures	$ (18,463,301)	$ (92,662,866)	$ (92,662,866)	$ (7,801,649)
Beginning Fund Balance	53,895,652	35,432,351	35,432,351	35,432,351
Ending Fund Balance	$ 35,432,351	$ (57,230,515)	$ (57,230,515)	$ 27,630,702
Ending Cash Balance				$ 27,613,165

RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED DECEMBER 31, 2014

Health and Liability Self-Insurance is used to account for the revenues and expenditures of the District's health and liability self-insurance programs.

Fund 61, Resource 6100 - Health and Liability Self-Insurance

	Prior Year Actuals 7-1-13 to 6-30-14	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	$ 4,548,876	$ 4,978,000	$ 4,978,000	$ 2,638,980
Interfund transfer from				
General Operating (Resource 1000)	1,500,000	0	0	0
Total Revenue	$ 6,048,876	$ 4,978,000	$ 4,978,000	$ 2,638,980
Expenditures				
Academic Salaries	$ 409	$ 0	$ 0	$ 0
Classified Salaries	194,436	82,253	85,133	35,274
Employee Benefits	69,832	35,698	36,325	13,280
Materials & Supplies	3,310	-	-	-
Services	5,724,396	4,992,110	4,988,603	2,712,803
Capital Outlay	16,959	0	0	29,430
Total Expenditures	$ 6,008,933	$ 5,110,061	$ 5,110,061	$ 2,790,787
Revenues Over (Under) Expenditures	$ 39,943	$ (132,061)	$ (132,061)	$ (151,807)
Beginning Fund Balance	460,042	374,682	374,682	374,682
Ending Fund Balance	$ 499,985	$ 242,621	$ 242,621	$ 222,875
Ending Cash Balance				$ 1,287,619

RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED DECEMBER 31, 2014

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

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

	Prior Year Actuals 7-1-13 to 6-30-14	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	$ 2,526,037	$ 2,552,847	$ 2,552,847	$ 1,255,254
Expenditures				
Classified Salaries	$ 276,539	$ 282,344	$ 282,344	$ 140,402
Employee Benefits	91,855	94,829	94,829	39,164
Materials & Supplies	2,834	6,000	6,000	421
Services	1,136,890	1,926,062	1,926,062	746,174
Capital Outlay	53,908	316,997	316,997	12,790
Total Expenditures	$ 1,562,026	$ 2,626,232	$ 2,626,232	$ 938,951
Revenues Over (Under) Expenditures	$ 964,011	$ (73,385)	$ (73,385)	$ 316,303
Beginning Fund Balance	2,831,950	3,795,961	3,795,961	3,795,961
Ending Fund Balance	$ 3,795,961	$ 3,722,576	$ 3,722,576	$ 4,112,264
Ending Cash Balance				$ 5,187,006

RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED DECEMBER 31, 2014

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

Fund 61, Resource 6120 - General Liability Self-Insurance

	Prior Year Actuals 7-1-13 to 6-30-14	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	$ 0	$ 1,482,000	$ 1,482,000	$ 639,117
Expenditures				
Classified Salaries	$ 0	$ 108,594	$ 108,594	$ 54,898
Employee Benefits	0	36,473	36,473	15,152
Materials & Supplies	0	3,500	3,500	0
Services	0	1,118,866	1,118,866	149,113
Capital Outlay	0	117,500	117,500	0
Total Expenditures	$ 0	$ 1,384,933	$ 1,384,933	$ 219,163
Revenues Over (Under) Expenditures	$ 0	$ 97,067	$ 97,067	$ 419,954
Beginning Fund Balance	0	124,894	124,894	124,894
Ending Fund Balance	$ 0	$ 221,961	$ 221,961	$ 544,848
Ending Cash Balance				$ 419,954

RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED DECEMBER 31, 2014

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

<u>**Associated Students of RCCD**</u>

	Prior Year Actuals 7-1-13 to 6-30-14	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	$ 947,187	$ 895,000	$ 895,000	$ 509,737
Expenditures				
Materials & Supplies	$ 749,677	$ 895,000	$ 895,000	$ 337,136
Total Expenditures	$ 749,677	$ 895,000	$ 895,000	$ 337,136
Revenues Over (Under) Expenditures	$ 197,510	$ 0	$ 0	$ 172,601
Beginning Fund Balance	805,722	1,003,232	1,003,232	1,003,232
Ending Fund Balance	$ 1,003,232	$ 1,003,232	$ 1,003,232	$ 1,175,833
ASRCCD Trust Fund Ending Balance				$ 1,166,319
Ending Cash Balance				$ 2,308,672

   ** Note: Ending Cash Balnce includeds both ASRCCD Funds and Trust Funds for College and Students Organizations

RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED DECEMBER 31, 2014

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

Student Financial Aid

	Prior Year Actuals 7-1-13 to 6-30-14	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	$ 50,693,040	$ 65,154,000	$ 55,457,000	$ 27,880,671
Expenditures				
Other				
Scholarships and Grant Reimbursements	$ 50,666,043	$ 65,154,000	$ 55,457,000	$ 27,625,177
Total Expenditures	$ 50,666,043	$ 65,154,000	$ 55,457,000	$ 27,625,177
Revenues Over (Under) Expenditures	$ 26,997	$ 0	$ 0	$ 255,494
Beginning Fund Balance	7,655	34,652	34,652	34,652
Ending Fund Balance	$ 34,652	$ 34,652	$ 34,652	$ 290,146
Ending Cash Balance				$ 399,562

RIVERSIDE COMMUNITY COLLEGE DISTRICT
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED DECEMBER 31, 2014

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

RCCD Development Corporation

	Prior Year Actuals 7-1-13 to 6-30-14	Adopted Budget	Revised Budget	Year to Date Activity
Revenues	$ 8	$ 0	$ 0	$ 4
Expenditures				
Services	$ 0	$ 0	$ 0	$ 0
Total Expenditures	$ 0	$ 0	$ 0	$ 0
Revenues Over (Under) Expenditures	$ 8	$ 0	$ 0	$ 4
Beginning Fund Balance	16,220	16,228	16,228	16,228
Ending Fund Balance	$ 16,228	$ 16,228	$ 16,228	$ 16,232
Ending Cash Balance				$ 16,232

Agenda Item (VIII-A-1)

Meeting	1/20/2015 - Regular
Agenda Item	Committee - Governance (VIII-A-1)
Subject	Resolution No. 34-14/15 - Revisions to the Measure C Citizens' Bond Oversight Committee Bylaws
College/District	District
Funding	NA
Recommended Action	It is recommended that the Board of Trustees adopt Resolution Number 34 -14/15 approving amendments to the Bylaws for the Measure C Citizens' Bond Oversight Committee.

Background Narrative:

Changes in Proposition 39 language require revisions to specific sections of the RCCD Measure C Citizens' Bond Oversight Committee Bylaws. Given this requirement, RCCD bond counsel David Casnocha reviewed the original committee bylaws, approved by the Board of Trustees on May 19, 2004, and recommended appropriate language to ensure that the bylaws accurately reflect current Proposition 39 requirements. In addition, Mr. Casnocha proposed additional language changes based on best practices regarding bond oversight committees and the discharge of committee duties. The recommended changes are identified in the following manner: Changes required by Proposition 39 are underlined and bracketed with **; changes based upon best practices are underlined without **; deleted language is identified in red.

Prepared By: Chris Carlson, Chief of Staff & Facilities Development
              Robert Schmidt, Sr. Public Affairs Officer

Attachments:

Resolution of the Board of the Trustees to Amend the Measure C Citizen's Bond Oversight Committee By Laws
Independent Citizens' Bond Oversight Committee Amended and Restated Bylaws

RIVERSIDE COMMUNITY COLLEGE DISTRICT
RESOLUTION No. 34-14/15

RESOLUTION OF THE BOARD OF TRUSTEES TO AMEND THE MEASURE C
CITIZENS' BOND OVERSIGHT COMMITTEE BYLAWS

WHEREAS, on May 19, 2014 the Board of Trustees of the Riverside Community College District approved Resolution No. 36-03/04 establishing a independent Citizens' Bond Oversight Committee; and

WHEREAS, the resolution also approved committee bylaws under which the Citizens' Bond Oversight Committee would fulfill its duties; and,

WHEREAS, those bylaws were drafted in accordance with requirements outlined under requirements set forth under Proposition 39 and the California Education Code; and,

WHEREAS, changes in the existing statutory language in Proposition 39 require corresponding changes to language in the Measure C Citizens' Bond Oversight Committee bylaws; and,

WHEREAS, the District's bond counsel recommends additional revisions to the bylaws in keeping with established best practices; and,

WHEREAS, District administration supports the revisions required by law and the recommended revisions based on best practices highlighted in "Measure C Citizens' Bond Oversight Committee Bylaws - Revised January 20, 2015" submitted herewith and attached hereto; and,

WHEREAS, the recommended revisions are in agreement with the Board of Trustee's expressed commitment to opens and transparency;

NOW, THEREFORE, THE BOARD OF TRUSTEES OF THE RIVERSIDE COMMUNITY COLLEGE DISTRICT DOES HEREBY APPROVE THE MEASURE C CITIZENS' BOND OVERSIGHT COMMITTEE BYLAWS AS REVISED.

ADOPTED, SIGNED AND APPROVED this 20th day of January 2015.

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_____
President of the Governing Board for the
Riverside Community College District

I, _____, Clerk of the Governing Board of the Riverside Community College District, do hereby certify that the foregoing Resolution was adopted by the Governing Board of said District at a meeting of said Board held on the 20th day of January 2015, and that it was so adopted by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

_____ Clerk of the Governing Board of the
Riverside Community College District

INDEPENDENT CITIZENS' BOND OVERSIGHT COMMITTEE
AMENDED AND RESTATED BYLAWS

Section 1. **Committee Established.** The Riverside Community College District (the "District") was successful at the election conducted on March 2, 2004 (the "Election"), in obtaining authorization from the District's voters to issue up to $350,000,000 aggregate principal amount of the District's general obligation bonds ("Measure C"). The Election was conducted under Proposition 39, being chaptered as the Strict Accountability in Local School Construction Bonds Act of 2000, at Section 15264 *et seq.* of the Education Code of the State ("Prop 39"). Pursuant to Section 15278 of the Education Code, the District is now obligated to establish an Independent Citizens' Bond Oversight Committee in order to satisfy the accountability requirements of Prop 39. The Board of Trustees of the Riverside Community College District (the "Board") hereby establishes the Independent Citizens' Bond Oversight Committee (the "Committee") which shall have the duties and rights set forth in these Bylaws. The Committee does not have independent legal capacity from the District.

Section 2. **Purposes**. The purposes of the Committee are set forth in Prop 39, and these Bylaws are specifically made subject to the applicable provisions of Prop 39 as to the duties and rights of the Committee. The Committee shall be deemed to be subject to the *Ralph M. Brown Public Meetings Act* of the State of California and shall conduct its meetings in accordance with the provisions thereof. The District shall provide necessary administrative support to the Committee as shall be consistent with the Committee's purposes, as set forth in Prop 39.

The proceeds of general obligation bonds issued pursuant to the Election are hereinafter referred to as "bond proceeds." The Committee shall confine itself specifically to bond proceeds generated under Measure C. Regular and scheduled maintenance projects and all monies generated under other sources shall fall outside the scope of the Committee's review.

Section 3. **Duties.** To carry out its stated purposes, the Committee shall perform the duties set forth in Sections 3.1, 3.2 and 3.3 and shall refrain from those activities set forth in Sections 3.4 and 3.5:

3.1 Inform the Public. The Committee shall inform the public concerning the District's expenditure of bond proceeds. In fulfilling this duty, all official communications to either the Board or the public shall come from the Chair acting on behalf of the Committee. The Chair shall only release information that reflects the majority view of the Committee

3.2 Review Expenditures. The Committee shall review expenditure reports produced by the District to ensure that (a) bond proceeds were expended only for the purposes set forth in Measure C; and (b) no bond proceeds were used for any inappropriate teacher or administrative salaries or other operating expenses, in accordance with Attorney General Opinion 04-110 issued on November 9, 2004.

3.3 Annual Report. The Committee shall present to the Board, in public session, an annual written report which shall include the following:

(i)   A statement indicating whether the District is in compliance with the requirements of Article XIIIA, Section 1(b)(3) of the California Constitution; and

(ii)   A summary of the Committee's proceedings and activities for the preceding year.

3.4   <u>Duties of the Board/Chancellor</u>. Either the Board or the Chancellor, as the Board shall determine, shall have the following powers reserved to it, and the Committee shall have no jurisdiction over the following types of activities:

(i)   Approval of construction contracts.

(ii)   Approval of construction change orders.

(iii)   Appropriation of construction funds.

(iv)   Handling of all legal matters.

(v)   Approval of construction plans and schedules.

(vi)   Approval of scheduled maintenance plans, and

(vii)   Approval of the sale of bonds.

3.5   <u>Measure C Projects Only</u>. In recognition of the fact that the Committee is charged with overseeing the expenditure of bond proceeds, the Board has not charged the Committee with responsibility for:

(i)   Projects financed through the State of California, developer fees, redevelopment tax increment, certificates of participation, lease/revenue bonds, the general fund or the sale of surplus property without bond proceeds shall be outside the authority of the Committee.

(ii)   The establishment of priorities and order of construction for the bond projects shall be made by the Board or the Chancellor.

(iii)   The selection of architects, engineers, soils engineers, construction managers, project managers, CEQA consultants and such other professional service firms as are required to complete the project based on District criteria established by the Board or the Chancellor.

(iv)   The approval of the design for each project including exterior materials, paint color, interior finishes, site plan and construction methods (modular vs. permanent) by the Board or the Chancellor and shall report to the Committee on any cost saving techniques considered or adopted by the Board.

(v)   The selection of independent audit firm(s), performance audit consultants and such other consultants as are necessary to support the activities of the Committee.

(vi)   The approval of an annual budget for the Committee that is sufficient to carry out the activities set forth in Prop 39 and included herein.

(vii)   The appointment or reappointment of qualified applicants to serve on the Committee.

Section 4.   Authorized Activities.

4.1   In order to perform the duties set forth in Section 3.0, the Committee may engage in the following authorized activities:

(i)   Receive and review copies of the District's annual independent performance audit and annual independent financial audit, required by Prop. 39 (Article XIIIA of the California Constitution) (together, the "Audits") at the same time said Audits are submitted to the District, and review the Audits.

(ii)   Inspect District facilities and grounds for which bond proceeds have been or will be expended, in accordance with any access procedure established by the District's Chancellor.

(iii)   Review copies of scheduled maintenance proposals or plans developed by the District.

(iv)   Review efforts by the District to maximize bond proceeds by implementing various cost-saving measures.

Section 5.   Membership.

5.1   Number.

The Committee shall consist of a minimum of seven (7) members appointed by the Board of Trustees from a list of candidates submitting written applications, and based on criteria established by Prop 39, to wit:

- One (1) student enrolled and active in a community college support group, such as student government.

- One (1) member active in a business organization representing the business community located in the District.

- One (1) member active in a senior citizens' organization.

- One (1) member active in a bona-fide taxpayers association.

- One (1) member active in a support organization for the District, such as a foundation.

- Two (2) members of the community at-large.

5.2   Qualification Standards.

(i)   To be a qualified person, he or she must be at least 18 years of age.

(ii)   The Committee may not include any employee, official of the District or any vendor, contractor or consultant of the District.

5.3   Ethics: Conflicts of Interest. Members of the Committee are not subject to Articles 4 (commencing with Section 1090) and 4.7 (commencing with Section 1125) of Division 4 of Title 1 of the Government Code and the Political Reform Act (Gov. Code §§ 81000 et seq.), and are not required to complete the Form 700. However, each member shall comply with the Committee Ethics Policy attached as "Attachment A" to these Amended and Restated Bylaws.

5.4   Term. Except as otherwise provided herein, each member shall serve a term of two (2) years, commencing as of the later of the date of appointment by the Board or the date at which the Amended and Restated Bylaws are approved by the Board. No member may serve more than three (3) consecutive terms. At the Committee's first meeting, members may draw lots to select a minimum of two members to serve for an initial one (1) year term and the remaining members for an initial two (2) year term. Members whose term has expired may continue to serve on the Committee until a successor has been appointed.

5.5   Appointment. Members of the Committee shall be appointed by the Board through the following process: (a) the District shall advertise for members in accordance with its customary practices, including through local newspapers and the District website; (b) appropriate local groups will be solicited for applications; (c) the Chancellor or his or her designee will review the applications; and (d) the Chancellor or his or her designee will make recommendations to the Board.

5.6   Removal; Vacancy. The Board may remove any Committee member for any reason, including failure to attend two consecutive Committee meetings without reasonable excuse or for failure to comply with the Committee Ethics Policy. Upon a member's removal, his or her seat shall be declared vacant. The Board, in accordance with the established appointment process shall fill any vacancies on the Committee. The District shall seek to fill vacancies within 90 days.

5.7   Compensation. The Committee members shall not be compensated for their services.

5.8   Authority of Members. (a) Committee members shall not have the authority to direct staff of the District, (b) individual members of the Committee retain the right to address the Board, either on behalf of the Committee or as an individual; and (c) the Committee and its members shall have the right to request and receive only copies of reports and records relating to Measure C projects which have been prepared for the Board and which have become a public record.

Section 6.   Meetings of the Committee.

6.1   Regular Meetings. The Committee is required to meet at least once a year including an annual organizational meeting, but may not meet more frequently than quarterly.

6.2   Location. All meetings shall be held within the jurisdiction of the Riverside Community College District, located in Riverside County, California.

6.3   Procedures. All meetings shall be open to the public in accordance with the *Ralph M. Brown Act*, Government Code Section 54950 *et seq*. Meetings shall be conducted according to such additional procedural rules as the Committee may adopt. A majority of the number of Committee members shall constitute a quorum for the transaction of any business.

Section 7.   District Support.

7.1   The District shall provide to the Committee necessary technical and administrative assistance as follows:

(i)   preparation of and posting of public notices as required by the *Brown Act*, ensuring that all notices to the public are provided in the same manner as notices regarding meetings of the District Board;

(ii)   provision of a meeting room, including any necessary audio/visual equipment;

(iii)   preparation and copies of any documentary meeting materials, such as agendas and reports; and

(iv)   retention of all Committee records, and providing public access to such records on an Internet website maintained by the District.

7.2   District staff and/or District consultants shall attend all Committee proceedings in order to report on the status of projects and the expenditures of bond proceeds.

7.3   No bond proceeds of Measure C may be made to provide District support of the Committee.

Section 8.   Reports.   In addition to the Annual Report required in Section 3.3, the Committee may report to the Board from time to time in order to advise the Board on the activities of the Committee. Such report shall be in writing and shall summarize the proceedings and activities conducted by the Committee.

Section 9.   Officers.   The Board, upon the recommendation of the Chancellor, shall appoint the initial Chair of the Committee to serve for one year as Chair. Thereafter, the Committee shall elect the Chair and a Vice-Chair who shall act as Chair only when the Chair is absent. No person shall serve as Chair for more than three consecutive years.

Section 10.   Amendment of Bylaws. Any amendment to these Bylaws shall be approved by a majority vote of the Board.

Section 11.   Termination. The Committee shall automatically terminate and disband concurrently with the Committee's submission of its final Annual Report which reflects the final accounting of the expenditure of all of the proceeds of Measure C.

CITIZENS' BOND OVERSIGHT COMMITTEE
ETHICS POLICY STATEMENT

This Ethics Policy Statement provides general guidelines for Committee members to follow in carrying out their roles. Not all ethical issues that Committee members face are covered in this Statement. However, this Statement captures some of the critical areas that help define ethical and professional conduct for Committee members. The provisions of this Statement were developed from existing laws, rules, policies and procedures as well as from concepts that define generally accepted good business practices. Committee members are expected to strictly adhere to the provisions of this Ethics Policy.

POLICY

- CONFLICT OF INTEREST. A Committee member shall not make or influence a District decision related to: (1) any contract funded by bond proceeds or (2) any construction project which will benefit the Committee member's outside employment, business, or a personal finance or benefit an immediate family member, such as a spouse, child or parent.

- OUTSIDE EMPLOYMENT. A Committee member shall not use his or her authority over a particular matter to negotiate future employment with any person or organization that relates to: (1) any contract funded by bond proceeds, or (2) any construction project. A Committee member shall not make or influence a District decision related to any construction project involving the interest of a person with whom the member has an agreement concerning current or future employment, or remuneration of any kind. For a period of two (2) years after leaving the Committee, a former Committee member may not represent any person or organization for compensation in connection with any matter pending before the District that, as a Committee member, he or she participated in personally and substantially. Specifically, for a period of two (2) years after leaving the Committee, a former Committee member and the companies and businesses for which the member works shall be prohibited from contracting with the District with respect to: (1) bidding on projects funded by the bond proceeds; and (2) any construction project.

- COMMITMENT TO UPHOLD LAW. A Committee member shall uphold the federal and California Constitutions, the laws and regulations of the United States and the State of California (particularly the Education Code) and all other applicable government entities, and the policies, procedures, rules and regulations of the Riverside Community College District;

- COMMITMENT TO DISTRICT. A Committee member shall place the interests of the District above any personal or business interest of the member.

INDEPENDENT CITIZENS' BOND OVERSIGHT COMMITTEE
AMENDED AND RESTATED BYLAWS

Section 1.   Committee Established.   The Riverside Community College District (the "District") was successful at the election conducted on March 2, 2004 (the "Election"), in obtaining authorization from the District's voters to issue up to $350,000,000 aggregate principal amount of the District's general obligation bonds ("Measure C"). The Election was conducted under Proposition 39, being chaptered as the Strict Accountability in Local School Construction Bonds Act of 2000, at Section 15264 *et seq.* of the Education Code of the State ("Prop 39"). Pursuant to Section 15278 of the Education Code, the District is now obligated to establish an Independent Citizens' Bond Oversight Committee in order to satisfy the accountability requirements of Prop 39. The Board of Trustees of the Riverside Community College District (the "Board") hereby establishes the Independent Citizens' Bond Oversight Committee (the "Committee") which shall have the duties and rights set forth in these Bylaws. The Committee does not have independent legal capacity from the District.

Section 2.   Purposes. The purposes of the Committee are set forth in Prop 39, and these Bylaws are specifically made subject to the applicable provisions of Prop 39 as to the duties and rights of the Committee. The Committee shall be deemed to be subject to the *Ralph M. Brown Public Meetings Act* of the State of California and shall conduct its meetings in accordance with the provisions thereof. The District shall provide necessary administrative support to the Committee as shall be consistent with the Committee's purposes, as set forth in Prop 39.

The proceeds of general obligation bonds issued pursuant to the Election are hereinafter referred to as "bond proceeds." The Committee shall confine itself specifically to bond proceeds generated under Measure C. Regular and scheduled maintenance projects and all monies generated under other sources shall fall outside the scope of the Committee's review.

Section 3.   Duties.   To carry out its stated purposes, the Committee shall perform the duties set forth in Sections 3.1, 3.2 and 3.3 and shall refrain from those activities set forth in Sections 3.4 and 3.5:

3.1   Inform the Public. The Committee shall inform the public concerning the District's expenditure of bond proceeds. In fulfilling this duty, all official communications to either the Board or the public shall come from the Chair acting on behalf of the Committee. The Chair shall only release information that reflects the majority view of the Committee

3.2   Review Expenditures. The Committee shall review expenditure reports produced by the District to ensure that (a) bond proceeds were expended only for the purposes set forth in Measure C; and (b) no bond proceeds were used for any inappropriate teacher or administrative salaries or other operating expenses, in accordance with Attorney General Opinion 04-110 issued on November 9, 2004.

3.3   Annual Report. The Committee shall present to the Board, in public session, an annual written report which shall include the following:

(i)   A statement indicating whether the District is in compliance with the requirements of Article XIIIA, Section 1(b)(3) of the California Constitution; and

      (ii)   A summary of the Committee's proceedings and activities for the preceding year.

3.4   <u>Duties of the Board/Chancellor</u>. <u>Either</u> the Board <u>or the Chancellor</u>, as the Board shall determine, shall have the following powers reserved to it, and the Committee shall have no jurisdiction over the following types of activities:

      (i)   Approval of construction contracts.

      (ii)   Approval of construction change orders.

      (iii)   <u>Appropriation</u> of construction funds.

      (iv)   Handling of all legal matters.

      (v)   Approval of construction plans and schedules.

      (vi)   Approval of <u>scheduled</u> maintenance plans, and

      (vii)   Approval of the sale of bonds.

3.5   <u>Measure C Projects Only</u>. In recognition of the fact that the Committee is charged with overseeing the expenditure of bond proceeds, the Board has not charged the Committee with responsibility for:

      (i)   Projects financed through the State of California, developer fees, redevelopment tax increment, certificates of participation, lease/revenue bonds, the general fund or the sale of surplus property without bond proceeds shall be outside the authority of the Committee.

      (ii)   The establishment of priorities and order of construction for the bond projects shall be made by the Board <u>or the Chancellor</u>.

      (iii)   The selection of architects, engineers, soils engineers, construction managers, project managers, CEQA consultants and such other professional service firms as are required to complete the project based on District criteria established by the Board <u>or the Chancellor</u>.

      (iv)   The approval of the design for each project including exterior materials, paint color, interior finishes, site plan and construction methods (modular vs. permanent) by the Board <u>or the Chancellor</u> and shall report to the Committee on any cost saving techniques considered or adopted by the Board.

      (v)   The selection of independent audit firm(s), performance audit consultants and such other consultants as are necessary to support the activities of the Committee.

      (vi)   The approval of an annual budget for the Committee that is sufficient to carry out the activities set forth in Prop 39 and included herein.

(vii)   The appointment or reappointment of qualified applicants to serve on the Committee. [DELETED LANGUAGE: subject to legal limitations and based on criteria adopted at the Board's sole discretion as part of carrying out its function under Prop 39]

Section 4.   Authorized Activities.

4.1   In order to perform the duties set forth in Section 3.0, the Committee may engage in the following authorized activities:

(i)   Receive and review copies of the District's annual independent performance audit and annual independent financial audit, required by Prop. 39 (Article XIIIA of the California Constitution) **(together, the "Audits") at the same time said Audits are submitted to the District, and review the Audits. **

(ii)   Inspect District facilities and grounds for which bond proceeds have been or will be expended, in accordance with any access procedure established by the District's Chancellor.

(iii)   Review copies of scheduled maintenance proposals or plans developed by the District.

(iv)   Review efforts by the District to maximize bond proceeds by implementing various cost-saving measures.

Section 5.   Membership.

5.1   Number.

The Committee shall consist of a minimum of seven (7) members appointed by the Board of Trustees from a list of candidates submitting written applications, and based on criteria established by Prop 39, to wit:

- One (1) student enrolled and active in a community college support group, such as student government.

- One (1) member active in a business organization representing the business community located in the District.

- One (1) member active in a senior citizens' organization.

- One (1) member active in a bona-fide taxpayers association.

- One (1) member active in a support organization for the District, such as a foundation.

- **Two (2) members of the community at-large.**

5.2   Qualification Standards.

(i)   To be a qualified person, he or she must be at least 18 years of age.

3

(ii)   The Committee may not include any employee, official of the District or any vendor, contractor or consultant of the District. [DELETED LANGUAGE: "union representative" and "or their family members."]

5.3   Ethics; Conflicts of Interest. Members of the Committee are not subject to Articles 4 (commencing with Section 1090) and 4.7 (commencing with Section 1125) of Division 4 of Title 1 of the Government Code and the Political Reform Act (Gov. Code §§ 81000 et seq.), and are not required to complete the Form 700. However, each member shall comply with the Committee Ethics Policy attached as "Attachment A" to these Amended and Restated Bylaws.

5.4   Term. Except as otherwise provided herein, each member shall serve a term of two (2) years, commencing as of the later of the date of appointment by the Board or the date at which the Amended and Restated Bylaws are approved by the Board. **No member may serve more than three (3) consecutive terms.** At the Committee's first meeting, members may draw lots to select a minimum of two members to serve for an initial one (1) year term and the remaining members for an initial two (2) year term. Members whose term has expired may continue to serve on the Committee until a successor has been appointed.

5.5   Appointment. Members of the Committee shall be appointed by the Board through the following process: (a) the District shall advertise for members in accordance with its customary practices, including through local newspapers and the District website; (b) appropriate local groups will be solicited for applications; (c) the Chancellor or his or her designee will review the applications; and (d) the Chancellor or his or her designee will make recommendations to the Board.

5.6   Removal; Vacancy. The Board may remove any Committee member for any reason, including failure to attend two consecutive Committee meetings without reasonable excuse or for failure to comply with the Committee Ethics Policy. Upon a member's removal, his or her seat shall be declared vacant. The Board, in accordance with the established appointment process shall fill any vacancies on the Committee. The District shall seek to fill vacancies within 90 days.

5.7   Compensation. The Committee members shall not be compensated for their services.

5.8   Authority of Members. (a) Committee members shall not have the authority to direct staff of the District, (b) individual members of the Committee retain the right to address the Board, either on behalf of the Committee or as an individual; and (c) the Committee and its members shall have the right to request and receive only copies of reports and records relating to Measure C projects which have been prepared for the Board and which have become a public record.

Section 6.   Meetings of the Committee.

6.1   Regular Meetings. The Committee is required to meet at least once a year including an annual organizational meeting, but may not meet more frequently than quarterly.

6.2   Location. All meetings shall be held within the jurisdiction of the Riverside Community College District, located in Riverside County, California.

6.3   Procedures. All meetings shall be open to the public in accordance with the *Ralph M. Brown Act*, Government Code Section 54950 *et seq.* Meetings shall be conducted according to such

additional procedural rules as the Committee may adopt. A majority of the number of Committee members shall constitute a quorum for the transaction of any business.

Section 7.   District Support.

7.1   The District shall provide to the Committee necessary technical and administrative assistance as follows:

(i)   preparation of and posting of public notices as required by the *Brown Act*, ensuring that all notices to the public are provided in the same manner as notices regarding meetings of the District Board;

(ii)   provision of a meeting room, including any necessary audio/visual equipment;

(iii)   preparation and copies of any documentary meeting materials, such as agendas and reports; and

(iv)   retention of all Committee records, and providing public access to such records on an Internet website maintained by the District.

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6

Agenda Item (VIII-B-1)

Meeting	1/20/2015 - Regular
Agenda Item	Committee - Teaching and Learning (VIII-B-1)
Subject	Proposed Curricular Changes
College/District	District
Funding	N/A
Recommended Action	It is recommended that the Board of Trustees approve the proposed curricular changes for inclusion in the college catalogs and in the schedule of class offerings.

Background Narrative:

Presented for the Board's review and approval are proposed curricular changes. The District Curriculum Committee and the administration have reviewed the attached proposed changes and recommend their adoption by the Board of Trustees.

Prepared By: Michael Burke, Ph.D., Chancellor
Sylvia Thomas, Associate Vice Chancellor Ed Services
Naomi Foley, Instructional Support Coordinator

Attachments:

Proposed Curricular Changes January 2015_backup 0113151.pdf

Course	Title	Location

1. New Stand Alone Courses:

Creating ADM-63A and ADM-63B to replace ADM-63. ADM-63 will be deleted:

ADM-63A	Adobe InDesign, Beginning	R
ADM-63B	Adobe InDesign, Advanced	R

This course will be a non-majors level transferrable course:

BIO-20	Plants and Human Affairs	R

This course is designed for students who will be conducting literature reviews, research or biological projects under the supervision of a faculty instructor. By offering this course, student research and projects can be identified on transcripts:

BIO-85	Special Topics in Biology	R

This course will be added to the required courses for the Graphic Design program at Norco College:

CIS-59	Typography and Graphic Design	N

This course will be cross-listed with the existing course GAM-44:

CIS-44	Portfolio Production	N

This course is being developed to replace EAR-31, and is part of the California Community Colleges Curriculum Alignment Project:

EAR-46	Curriculum and Strategies for Children with Special Needs	MNR

This course is socially important to community college students. Many students in the community college are middle to low-income. Issues of poverty and discrimination impact them daily. This course will provide students with the economic understanding of course material and potential government policies to alleviate these social ills:

ECO-9	Economics of Poverty and Discrimination	R

This is a preparatory class to introduce the student to the rigors of the paramedic program:

EMS-59	Paramedic Preparation	M

New course elective for History ADT. Partially replaces History 8 and 9, which have been deleted:

HIS-32	Colonial Latin America	R

This theory course provides an opportunity for students to pursue a coaching career by specializing in the sport of volleyball:

KIN-23	Volleyball Coaching Theory	R

Sand Volleyball has become a very popular sport and students have expressed an interest in having this class. There is also a push for a Varsity volleyball program and this will help feed into the intercollegiate course:

KIN-A71	Sand Volleyball: Interm/Advanced	R

The following courses are proposed to level the Walking for Fitness course to A75A and A75B to provide the students another opportunity to increase their knowledge about improving their cardiorespiratory endurance as it relates to walking. This also adds another opportunity to the walking/jogging family:

KIN-A75A	Walking for Fitness-Beginning	MNR

Course	Title	Location
KIN-A75B	Walking for Fitness: Intermediate	MNR

Women's Sand Volleyball is a NCAA Women's Intercollegiate Sport. Athletic scholarships are being offered for this sport at a majority of universities. One of the most popular summer Olympic sports, it has a growing interest amongst prospective student-athletes and the community colleges who participate. It also satisfies any Title IX requirements:

KIN-V71	Women's Sand Volleyball	R

This course will be part of the Elementary Teacher Education ADT:

MAT-26	Math for Elementary School Teachers	M

This course will enhance the current honors program offerings:

MUS-19H	Honors Music Appreciation	MN

This course provides an opportunity for students in beginning string techniques:

MUS-P27	Beginning String Techniques	MR

This course will to give students the opportunity to further develop ensemble performance skills on guitar:

MUS-P70	Guitar Lab Ensemble II	M

2. Major Course Modifications:

The following modification is proposed to update the Student Learning Outcomes (SLOs), course description, course content, Method of Instruction (MOI), Method of Evaluation (MOE) and course materials to be C-ID compliant:

ADJ-5	Community Relations	MNR

The following course is being modified to update the title from "Introduction to Law Enforcement and Physical Conditioning for Basic Academy Students," to change the units from 1 to 1.5 units,   the SLOs, course materials and add sample assignments:

ADJ-B1A	Introduction to Wellness and Physical Conditioning in Preparation for Law Enforcement and Correctional Academies	M

The following course is being modified to add a limitation on enrollment of "Completion of POST reading and writing examination. Completion of POST physical fitness assessment. Possession of a valid California driver's license. Successful completion of medical examination. Fingerprint clearance through the California Department of Justice," to update the SLOs, course content, MOI, MOE, course materials and add sample assignments:

ADJ-C1D	Basic Correctional Deputy Academy (C)	M

The following course is being modified to change the units from 5 to 6 units, to update the course description, SLOs, MOI, MOE, course materials and add sample assignments:

ADJ-D1A	Basic Public Safety Dispatch Course	M

The following course is being modified to change the title from "Arrest, Search, Seizure," to update the SLOs, course content, course materials and add sample assignments:

ADJ-P4A	PC 832 Arrest, Search, Seizure	M

The following course is being modified to update the limitation on enrollment and to change the units from 6.5 to 7 units, to update the SLOs, course content, and course materials:

ADJ-R1A2	Level III Modular Academy Training	M

The following course is being modified to change the title from "Level II Reserve Officer Training," to add a prerequisite of "ADJ-R1A2, add a limitation on enrollment, update the SLOs, course content, MOI, MOE, course materials and add sample assignments:

ADJ-R1B	Level II Modular Academy Training	M

The following course is being modified to change the title from " Firearms," to change the hours from 8 hours lecture and 16 hours laboratory to 24 hours laboratory, to add a limitation on enrollment,   update the MOE, course materials and add sample assignments:

ADJ-W10A	PC 832 Firearms	M

The following course is being modified to change the hours from 30 hours to 36 hours lecture and from 90 hours to 72 hours laboratory and update the course description, content, and SLOs:

ADM-1	Introduction to Applied Digital Media	R

The following course is being modified to change the hours from 30 hours to 36 hours lecture and from 90 hours to 72 hours laboratory:

ADM-62	Typography and Graphic Design	R

The following course is being modified to change the title from "Cross Platform and File Management," and update the course description, SLOs, course content:

ADM-65	Color Systems and File Management	R

The following course is being modified to change the hours from 30 to 36 hours lecture and 90 to 72 hours laboratory, and update the sample assignments and course materials:

ADM-67	Web Animation with Flash	R

The following courses are being modified to change the hours from 30 to 36 hours lecture and 90 to 72 hours laboratory, and update the course content, SLOs, sample assignments and course materials:

ADM-68	3D Animation with Maya I	R
ADM-69	Motion Graphics and Compositing with After Effects	R
ADM-70	Project Production and Portfolio	R

The following courses are being modified to change the hours from 30 to 36 hours lecture and 90 to 72 hours laboratory, and update the SLOs, and course materials:

ADM-71	Adobe Photoshop	R
ADM-72	Advanced Photoshop	R
ADM-74	Dreamweaver for Graphic Designers	R
ADM-77A	Adobe Illustrator	R
ADM-77B	Advanced Adobe Illustrator	R

The following course is being modified to change the hours from 30 to 36 hours lecture and 90 to 72 hours laboratory, the title from "Introductory Digital Darkroom," add a prerequisite of ADM-1, remove the advisory of ADM-1 and 63, and update the SLOs:

ADM-80	Electronic Pre-press	R

Course	Title	Location

The following courses are being modified to change the hours from 30 to 36 hours lecture and 90 to 72 hours laboratory, and update the SLOs:

ADM-85   Beginning Offset Presswork   R

ADM-86   Advanced Offset Presswork and Finishing   R

The following course is being modified to change the hours from 30 to 36 hours lecture and 90 to 72 hours laboratory, and update the SLOs, course content, sample assignments and course materials:

ADM-88   Animation with Maya II   R

The following course is being modified to update the SLOs, course content, and course materials to be C-ID compliant:

ANT-2   Cultural Anthropology   MNR

The following course is being modified to update the course description, SLOs, course content, MOI, MOE, sample assignments and course materials:

ART-22   Basic Design   MNR

The following course is being modified to update the SLOs, course content, add sample assignments and update the course materials:

BIO-1   General Biology   MNR

The following course is being modified to update the SLOs, course content, MOI, MOE, add sample assignments and update the course materials:

BIO-3   Field Botany   NR

The following course is being modified to update the SLOs, course content, MOI, MOE, add sample assignments and update the course materials:

BIO-5   General Botany   NR

The following course is being modified to update the course description, SLOs, course content, add sample assignments and update the course materials:

BIO-6   Introduction to Zoology   NR

The following course is being modified to update the course description, SLOs, course content, MOI, MOE, add sample assignments and update course materials:

BIO-7   Marine Biology   NR

The following course is being modified to update the course description, SLOs, course content, MOI, MOE, add sample assignments and update course materials:

BIO-8   Principles of Ecology   NR

The following course is being modified to update the SLOs, course content, add sample assignments and update course materials:

BIO-10   Life Science Principles   NR

The following course is being modified to add and advisory of "MAT-35, ENG-50 or 80 or qualifying placement level," update the course description, SLOs, and the course materials:

BIO-11   Introduction to Molecular and Cellular Biology   MNR

Course	Title	Location

The following modification is proposed to update the SLOs, course content, MOI, MOE, course materials and to add sample assignments:

BIO-14   Soil and Science Management   R

The following modification is proposed to update the SLOs, course description, course content, MOI, MOE, materials as well as add sample assignments:

BIO-30   Human Reproduction and Sexual Behavior   MNR

The following courses are being modified to update the course description, SLOs, course content MOI, MOE, to link the SLOs to the GESLOs, add sample assignments and update the course materials:

BIO-31A   Regional Field Biology Studies   MNR

BIO-31B   Regional Field Biology Studies   MNR

The following course is being modified to update the course description, SLOs, course content, MOI, MOE, add sample assignments and update the course materials:

BIO-34   Human Genetics   MNR

The following modification is proposed to the SLOs, course description, course content, MOI, MOE, materials as well as add sample assignments:

BIO-36   Environmental Science   NR

The following modification are proposed to update the course description, SLOs, course content, MOI, MOE and add sample assignments:

CMI-61   Introduction to Spanish English Translation   M
CMI-71   Bilingual Interpretation for the Medical Professions   M

The following modification is proposed to change the course title from "Bilingual Interpretation for the Legal Professions," update the SLOs, course content, materials and add sample assignments:

CMI-81   Introduction to Spanish English Translation   M

The following modification is proposed to update the course materials, add sample assignments and to link the SLOs to the GESLOs:

CMI-91   Introduction to Translation and Interpretation for Business   M

The following modification is proposed to update the course description, MOE, materials and sample assignments and to link the SLOs to the GESLOs:

DAN-D21   Ballet, Beginning   MR

The following modification is proposed to update the SLOs, MOI, MOE, sample assignments and course materials:

EAR-20   Child Growth and Development   MNR

The following modification is proposed to change the title from "Internship in Early Intervention/Special Education," to add prerequisites of EAR-24, 28 and 42," add an advisory of " EAR-40 or 46," to update the course description, SLOs, course content, MOI, MOE, sample assignments and course materials:

EAR-41   Practicum in Early Intervention/Special Education   MNR

Course	Title	Location

The following modification is proposed to change the corequisite of EAR-19 to a prerequisite, to update the course description, SLOs, course content, MOI, MOE, sample assignments and course materials:

EAR-43　　　Children with Challenging Behaviors　　　　　　　　　　　　　　　MNR

The following modification is proposed to update the course description, and course materials:

EAR-54　　　Parenting: Contemporary Parenting Issues and Problems　　　　　　　　NR

The following modification is proposed to add an advisory of "REA-83 and qualification for ENG-1A," and to update the course content, sample assignments, and course materials:

ECO-6　　　Introduction to Political Economy　　　　　　　　　　　　　　　MNR

The following modification is proposed to update the course materials:

ENG-4　　　Writing Tutor Training　　　　　　　　　　　　　　　　　　　MNR

The following modifications are proposed to update SLOs, and MOE:

ENG-6　　　British Literature I: Anglo-Saxon through Eighteenth Century　　　　　MNR
ENG-7　　　British Literature II: Romanticism through Modernism/Post-Modernism　　MNR
ENG-9　　　Introduction to Shakespeare　　　　　　　　　　　　　　　　MNR
ENG-10　　　Special Studies in Literature　　　　　　　　　　　　　　　　MNR
ENG-14　　　American Literature I: Pre-Contact through Civil War　　　　　　　MNR
ENG-15　　　American Literature II: 1860 to the Present　　　　　　　　　　　MNR

The following modifications are proposed to update the SLOs, MOE, and course materials:

ENG-18　　　Survey of Native American Literature　　　　　　　　　　　　　NR
ENG-20　　　Survey of African American Literature　　　　　　　　　　　　MNR
ENG-25　　　Latino Literature of the United States　　　　　　　　　　　　MR

The following modification is proposed to update the SLOs, and MOE:

ENG-30　　　Children's Literature　　　　　　　　　　　　　　　　　　MNR

The following modifications are proposed to update the SLOs, MOE, and course materials:

ENG-34　　　Literature by Women　　　　　　　　　　　　　　　　　　R
ENG-35　　　Images of Women in Literature　　　　　　　　　　　　　　MNR

The following modifications are proposed to add a prerequisite of "ENG-50 or 80 or eligibility for ENG-1A," add entry skills, and update the MOE and SLOs:

ENG-40　　　World Literature I: From Ancient Literatures to the Seventeenth Century　　MNR
ENG-41　　　World Literature II: Seventeenth Century Through the Present　　　　MNR

The following modifications are proposed to update the SLOs, MOE, and course materials:

ENG-45　　　Modern Drama　　　　　　　　　　　　　　　　　　　　NR
ENG-48　　　Short Story and Novel from the Twentieth Century to the Present　　　MNR

The following modification is proposed to remove the advisory of "qualification for ENG-1A," and to update the SLOs, course description, course content, MOE, materials as well as add sample assignments:

ENG-90B　　　Special Topics in English: The Research Paper Process　　　　　　MR

Course	Title	Location

The following course is being modified to update the entry skills and course materials:

ESL-52   Low-intermediate Writing and Grammar   MNR

The following course is being modified to update the SLOs, MOI, and course materials:

ESL-53   Intermediate Writing and Grammar   MNR

The following courses are being modified to update the entry skills and course materials:

ESL-54   High-intermediate Writing and Grammar   MNR
ESL-55   Advanced Writing and Grammar   MNR

The following course is being modified to update the SLOs, MOI, sample assignments, and course materials:

ESL-65   American Classroom Culture   R

The following course is being modified to remove the prerequisite and add an advisory of FIT-C1B, C2A and C30, update the course description, SLOs, course content, MOI, MOE, course materials, add sample assignments, and link the SLOs to the GESLOs:

FIT-C2B   Command 2B, Management of Major Hazardous Materials Incidents   M

The following course is being modified to change the prerequisite to an advisory of FIT-C2A, update the SLOs, MOI, MOE, course materials, add sample assignments, and link the SLOs to the GESLOs:

FIT-C2C   Command 2C, High Rise Fire Tactics   M

The following course is being modified to remove the prerequisite and add an advisory of FIT-C1C, C2A and C30, course content, MOI, MOE, course materials, add sample assignments, and link the SLOs to the GESLOs:

FIT-C2E   Fire Command 2E, Wildland Firefighting Tactics   M

The following course is being modified to change the prerequisite to an advisory of FIT- C19A, update the course description, SLOs, course content, MOI, MOE, course materials, add sample assignments, and link the SLOs to the GESLOs:

FIT-C19B   Intermediate Wildland Fire Behavior (S-290)   M

The following course is being modified to change the prerequisite to an advisory of FIT- M1, update the course description, SLOs, course content, MOI, MOE, course materials, add sample assignments, and link the SLOs to the GESLOs:

FIT-M2A   Management 2A- Organizational Development and Human Relations   M

The following course is being modified to change the prerequisite to an advisory of FIT- M1, update the SLOs, course content, MOI, MOE, course materials, add sample assignments, and link the SLOs to the GESLOs:

FIT-M2B   Fire Management 2B, Fire Service Financial Management   M

The following course is being modified to remove the prerequisite and add an advisory of FIT- M1, update the SLOs, course content, MOI, MOE, course materials, add sample assignments, and link the SLOs to the GESLOs:

FIT-M2C   Management 2C – Personnel and Labor Relations   M

Course	Title	Location

The following course is being modified to change the title from "Contemporary Issues and Concepts," remove the prerequisite, update the course description, SLOs, course content, MOI, MOE, course materials, add sample assignments, and link the SLOs to the GESLOs:

FIT-M2E   Ethics and the Challenge of Leadership   M

The following modifications are proposed to add an advisory of "REA-83, and qualification for ENG-1A," add advisory skills, update the SLOs, course content, MOI, MOE, and course materials:

HIS-1   History of World Civilizations 1   MNR

HIS-2   History of World Civilizations II   MNR

HIS-4   History of Western Civilization   M

HIS-5   History of Western Civilization   M

HIS-6   Political and Social History of the United States   MNR

The following modification is proposed to add an advisory of "REA-83, and qualification for ENG-1A," add advisory skills, update the SLOs, course content, MOI, MOE, sample assignments, and course materials:

HIS-6H   Honors Political and Social History of the United States   MNR

The following modification is proposed to add an advisory of "REA-83, and qualification for ENG-1A," add advisory skills, update the SLOs, course content, MOI, MOE, and course materials:

HIS-7   Political and Social History of the United States   MNR

The following modification is proposed to add an advisory of "REA-83, and qualification for ENG-1A," add advisory skills, update the SLOs, course content, MOI, MOE, sample assignments, and course materials:

HIS-7H   Honors Political and Social History of the United States   MNR

The following modifications are proposed to add an advisory of "REA-83, and qualification for ENG-1A," add advisory skills, update the SLOs, course content, course materials and add sample assignments:

HIS-11   Military History of the United States to 1900   MR

HIS-12   Military History of the United States Since 1900   MR

The following modifications are proposed to add an advisory of "REA-83, and qualification for ENG-1A," add advisory skills, update the SLOs, course content, MOI, MOE, course materials and add sample assignments:

HIS-14   African American History I   MNR

HIS-15   African American History II   MNR

HIS-19   Modern Russia History   R

HIS-25   History of Mexico   R

HIS-28   Native American History: Early Contact Period   R

HIS-29   Native American History: Contemporary Society   R

HIS-31   Introduction to Chicano/a Studies   MNR

HIS-34   History of Women in America   MNR

The following course is being modified to update the SLOs, course content, course materials and add sample assignments:

HMS-4   Introduction to Human Services   M

Course	Title	Location

The following course is being modified to update the SLOs, MOI, course materials and add sample assignments:

HMS-5   Introduction to Evaluation and Counseling   M

The following course is being modified to update the course description, SLOs, MOI, MOE, course materials and add sample assignments:

HMS-6   Introduction to Case Management   M

The following course is being modified to update the SLOs, MOI, MOE, course materials and add sample assignments:

HMS-7   Introduction to Psychosocial Rehabilitation   M

The following course is being modified to update the SLOs, MOI, MOE, course materials and sample assignments:

HMS-8   Introduction to Group Process   M

The following courses are being modified to update the SLOs, course materials and add sample assignments:

HMS-13   Employment Support Strategies   M

HMS-14   Job Development   M

The following course is being modified to update the SLOs, course content, MOI, MOE, course materials and add sample assignments:

HMS-16   Public Assistance and Benefits   M

The following course is being modified to update the SLOs, MOE, and course materials:

HMS-17   Introduction to Public Mental Health   M

The following courses are being modified to update the SLOs, course content, MOI, MOE, course materials and add sample assignments:

HMS-18   Introduction to Social Work   M

HMS-19   Generalist Practices of Social Work   M

The following modification is proposed to update the SLOs and course materials:

KIN-10   Introduction to Kinesiology   MNR

The following modification is proposed to update the course description, SLOs, MOE and course materials:

KIN-34   Softball Theory   R

The following modification is proposed to update the SLOs and course materials:

KIN-42   Lifeguarding/Title 22 First Aid/Water Safety Instructor   R

The following modifications are proposed to update the SLOs, course materials and sample assignment:

KIN-A28   Swimming, Beginning   R

KIN-A29   Swimming, Intermediate   R

KIN-A30   Swimming, Advanced Skills and Conditioning   R

KIN-A40   Karate, Beginning   MNR

KIN-A41   Karate, Intermediate   MNR

Course	Title	Location
KIN-A43	T'ai-chi Ch'uan, Beginning	MR
KIN-A44	T'ai-chi Ch'uan, Intermediate	MR
KIN-A46	Hatha Yoga, Beginning	MNR
KIN-A47	Hatha Yoga, Intermediate	MNR
KIN-A64	Soccer	MNR

The following modification is proposed to add an advisory of "KIN-A75B,"and update the SLOs, course content, course materials and sample assignment:

KIN-A77	Jogging for Fitness	NR

This modifications are proposed to update the SLOs and course materials:

KIN-A81	Physical Fitness	MNR
KIN-A86	Step Aerobics	MR
KIN-A88	Step Aerobics, Advanced	MR
KIN-A90	Weight Training	R

The following modifications are proposed to update the SLOs and course materials:

KIN-V01	Cross Country, Varsity, Men	R
KIN-V06	Track and Field, Varsity, Men	R

The following modification is proposed to update the SLOs, MOE, sample assignments and course materials:

KIN-V26	Song/Cheerleading	R

The following modifications are proposed to update the SLOs, MOI, MOE, sample assignments and course materials:

KIN-V33	Track and Field Techniques: Running Event Techniques	R
KIN-V34	Track and Field Techniques: Field Event Techniques	R
KIN-V50	Baseball Fundamentals, Defensive	R
KIN-A51	Baseball Fundamentals, Offensive	R

The following course is being modified to change the title from "Information Competency," to update the course description, SLOs, course content, MOI, MOE, course materials, and sample assignments:

LIB-1	Introduction to Information Literacy	MNR

The following course is being modified to change the title from "Calculus Short Course," to update the course description, SLOs, course content, MOI, MOE, course materials and add sample assignments and to be compliant with the C-ID descriptor:

MAT-5	Calculus for Business and Life Science	NR

The following course is being modified to update the course description, SLOs, course content, MOI, MOE, course materials and add sample assignments:

MDA-1A	Medical Terminology 1A	M

The following course is being modified to update the SLOs, MOI, MOE, course materials and add sample assignments:

MDA-1B	Medical Terminology 1B	M

The following course is being modified to update the course description, SLOs, course content, MOI, MOE, course materials and add sample assignments:

MDA-54   Clinical Medical Assisting and Pharmacology   M

The following course is being modified to remove the prerequisites and add an advisory of "CIS-1A or CIS-3 or CAT-50 or CIS-80" update the course description, SLOs, course content, MOI, MOE, course materials and add sample assignments:

MDA-59   Medical Office Procedures   M

The following course is being modified to update the SLOs, MOI, MOE, course materials and add sample assignments:

MDA-60   Survey of Human Disease Processes   M

The following course is being modified to update the course description, SLOs, course content, MOI, MOE, course materials and add sample assignments:

MDA-61   Pharmacology for Medical Office Personnel   M

MDA-62   CPT/Coding   M

The following course is being modified to update the course description, SLOs, course content, MOI, MOE, sample assignments and course materials :

MUS-23   History of Rock and Roll   MNR

The following course is being modified to update the SLOs, course content, MOI, MOE, sample assignments and course materials :

MUS-26   Film Music Appreciation   MNR

The following courses are being updated update the SLOs, course content, MOI, MOE, course materials and sample assignments:

MUS-31   College Choir   MNR

MUS-71   College Chorus   MNR

The following modification is proposed to change the course title from "Applied Clinical Skills," add corequisite of "PHT-2, 3, and 22A," update the course description, SLOs, course content, MOI, MOE, course materials and add sample assignments:

PHT-1   Applied Clinical Skills I   M

The following modification is proposed to add a corequisite of "PHT-1, 3, and 22A," update the course description, SLOs, course content, MOI, MOE, course materials and add sample assignments:

PHT-2   Medicine Science I   M

The following modification is proposed to add a corequisite of "PHT-1, 2, and 22A," update the course description, SLOs, course content, MOI, MOE, course materials and add sample assignments:

PHT-3   History and Physical Assessment   M

The following modification is proposed to add a prerequisite of "PHT-1, 2, 3, and 22A," update the course description, SLOs, course content, MOI, MOE, course materials and add sample assignments:

PHT-4   Applied Clinic Skills II   M

The following modification is proposed to add a prerequisite of "PHT-1, 2, 3, and 4," add a corequisite of " PHT-6 and 22B," update the course description, SLOs, course content, MOI, MOE, course materials and add sample assignments:
PHT-5   Medicine Science II   M

The following modification is proposed to add a corequisite of "PHT-5, 7 and 22B," update the course description, SLOs, course content, MOI, MOE, course materials and add sample assignments:
PHT-6   History and Physical Assessment II   M

The following modification is proposed to add a prerequisite of "PHT-4," to add a corequisite of "PHT-5, 6 and 22B," update the course description, SLOs, course content, MOI, MOE, course materials and add sample assignments:
PHT-7   Medical Pharmacology   M

The following modification is proposed to add a prerequisite of "PHT-4, 6, 7, and 22B," to add a corequisite of "PHT-9," update the course description, SLOs, course content, MOI, MOE, course materials and add sample assignments:
PHT-8   Applied Clinic Skills III   M

The following modification is proposed to add a prerequisite of "PHT-5, 6, 7, and 22B," to add a corequisite of "PHT-8," update the course description, SLOs, course content, MOI, MOE, course materials and add sample assignments:
PHT-9   Medicine Science III   M

The following modification is proposed to add a prerequisite of "PHT-1, 2, and 3," update the course description, SLOs, course content, MOI, MOE, course materials and add sample assignments:
PHT-10   Clinical Nutrition   M

The following modification is proposed to change the title from "Surgery II," change the units from 6 to 5, change the hours from 336 to 270 laboratory hours, add a prerequisite of "PHT-7, 8, and 9," update the course description, SLOs, course content, MOI, MOE, course materials and add sample assignments:
PHT-14   Surgery II Orthopedics   M

The following modification is proposed to change the units from 6 to 5, change the hours from 336 to 270 laboratory hours, add a prerequisite of "PHT-7, and 9," update the SLOs, course content, MOI, MOE, course materials and add sample assignments:
PHT-15   Pediatrics   M

The following modification is proposed to change the title from "Obstetrics/Genecology," change the units from 6 to 5, change the hours from 336 to 270 laboratory hours, add a prerequisite of "PHT-7 and 9," update the course description, SLOs, course content, MOI, MOE, course materials and add sample assignments:
PHT-16   Women's Health (Obstetrics/Gynecology)   M

The following modification is proposed to change the units from 6 to 5, change the hours from 336 to 270 laboratory hours, add a prerequisite of "PHT-7 and 9," update the course description, SLOs, course content, MOI, MOE, course materials and add sample assignments:
PHT-17   Family Practice   M

Course	Title	Location

The following modifications are proposed to change the units from 4 to 5, change the hours from 224 to 270 laboratory hours, to add a prerequisite of "PHT-7 and 9," update the course description, SLOs, course content, MOI, MOE, course materials and add sample assignments:

PHT-18   Psychiatry/Mental Health   M

PHT-19   Emergency Medicine   M

The following modification is proposed to remove the limitation on enrollment, update the course description, SLOs, course materials and add sample assignments:

PHT-20   Medical Genetics   M

The following modification is proposed to add a prerequisite of "AMY-2A, 2B and PHT-3," to add a corequisite of "PHT-2," update the course description, SLOs, course materials and sample assignments:

PHT-22A   Clinical Anatomy, Physiology, and Pathophysiology   M

The following modification is proposed to add a corequisite of "PHT-5, 6 and 7," update the course description, course materials and sample assignments:

PHT-22B   Clinical Anatomy, Physiology, and Pathophysiology   M

The following course is being modified to update the course description and course content to be compliant with the CID descriptor:

POL-3   Introduction to Politics   MR

The following modification is proposed to add an advisory of "REA-83 and qualification for ENG-1A," and to update the course content, sample assignments and course materials:

POL-6   Introduction To Political Economy   MR

The following modification is proposed to update the SLOs, course content, MOI, course materials and also to request high intensity lab designation:

PSY-50   Research Methods in Psychology   MNR

The following course is being updated to link the SLOs with the GESLOs, and to update the course materials:

REA-3   Reading for Academic Success   MNR

The following modification is proposed to change the title from "Reading, Level I," update the SLOs, course content, MOI and course materials:

REA-81   Foundations for College Reading   MNR

The following modification is proposed to change the title from "Reading Level II," update the SLOs, course content, MOI, MOE, sample assignment and course materials:

REA-82   College Reading and Strategies   MNR

The following modification is proposed to update the SLOs, course content, sample assignments and course materials:

REA-83   Reading, Level III   MNR

4. Course Deletions:

The following course has never been offered:

CMI-72   Intermediate Medical Interpreting   M

Course	Title	Location

The following course has not been offered since 2008. The faculty have agreed that the particular focus of the course does not make it suitable for lower division study:

ENG-26	The Literature of Mysticism, Meditation, and Madness	R

5. Course Exclusions:

The following courses have never been offered at Norco College:

BIO-6	Introduction to Zoology	N
BIO-9	Introduction to the Natural History of Southern California	N
BIO-31A	Regional Field Biology Studies	N
BIO-31B	Regional Field Biology Studies	N

The Department does not plan to offer these courses

COM-5	Parliamentary Procedure	M
COM-19	Reader's Theater	M

This course has not been offered in several years:

ENG-885	Writing Clinic	M

This course has not been offered since 2006:

HIS-30	Introduction to Chicano Studies	R

This course has not been offered since 2009:

MAT-25	A Survey of Mathematics	M

MVC has been using MAT-65 and MAT-90 in place of these courses:

MAT-63	Arithmetic	M
MAT-64	Pre-Algebra	M

These courses have never been offered within this discipline:

MIL-1	Military History of the United States to 1900	M
MIL-2	Military History of the Unite States since 1900	M

This course has never been offered and also has now been replaced by MUS-32A, B, C, and D:

MUS-72	Group Keyboarding Skills	M

This course has never been offered due to lack of full time guitar instructor:

MUS-77	Guitar Ensemble	M

The following course has never been offered:

SOC-17	Introduction to Public Mental Health	M

6. Substantially Changed Certificates/Degrees:

Supply Chain Technology	N

Course	Title	Location

7. New Locally Approved Certificate:

Entrepreneurship: Getting Started	N

8. Modification to State/Locally Approved Certificate/Degrees:

The following degrees/certificates are being modified to remove courses no longer offered and add newly developed courses:

Applied Digital Media and Printing	R
Applied Digital Media-Basic Graphic Communication	R
Applied Digital Media-Basic Graphic Design	R
Applied Digital Media-Motion Graphics and 3-D Animation Certificate	R

The following degree and certificate are being updated and will provide students the opportunity to complete two emphases:

Automotive Collision Repair/Refinishing and Paint	R

The following degree and certificate are being updated to replace some courses with updated newly developed courses:

Automotive Trim and Upholstery	R

The following degrees are certificates are being updated to replace an old course with a new course:

Early Childhood Education	MNR
Early Childhood Intervention Assistant	MNR

The following degrees/certificates are being updated to reflect changes to courses:

Emergency Medical Services-Emergency Medical Technician	M
Emergency Medical Services- Paramedic	M

The following degree is being modified to remove a course that is no longer being offered:

Associate in Arts in English for Transfer	R

The following degree/certificate is being update to change the title from Desktop Publishing and to add new courses:

Graphic Design	N

The following degrees/certificates are being modified to reflect the replacement of several courses with new courses:

Associate of Arts in Music	M
Associate in Arts in Music for Transfer	M

The following degrees/certificates are being updated to reflect changes to courses:

Physician Assistant	M
Studio Arts for Transfer	N

College: Norco College

Supply Chain Technology

Supply Chain Technology is a rapidly-emerging discipline that supports the automated warehousing industry. This program provides students with the skills and hands-on training needed to install, operate, support, upgrade or maintain the software, hardware, automated equipment and systems that support the supply chain. This includes complex conveyer systems, robotics, sensors, optics, mechanical drive systems and programmable logic controllers. Upon completion, students are prepared to successfully enter the field as Electro-Mechanical Technicians, Automated System Technicians, Industrial Machinery Mechanics, or Supply Chain Technicians.

Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Demonstrate troubleshooting procedures to diagnose and repair hydraulic and pneumatic systems used in automated processes and robotic assemblies.
- Discuss and demonstrate occupational safety and technical communications related to working in a distribution center.
- Demonstrate the installation, maintenance and troubleshooting of Programmable Logic Controllers systems (PLCs) and PLC modules.
- Establish a systematic approach to recognizing the essential information given on a blueprint.
- Solve arithmetic problems and formulas using unknowns that are typical to solving problems in engineering and industrial settings.

Required Courses (31 units)		Units
SCT-1	Introduction to Automated Warehousing	3
ELE-26	Microprocessors and Microcontrollers	4
ELE 27/ENE-27	Technical Communications	3
ELE-64/MAN 64	Programmable Logic Controllers	3
ELE-73/MAN 73	Electric Motors for Electricians	4
ELE-74/MAN 74	Industrial Electrical Automation	4
ENE-51	Blueprint Reading	2
ENE-60	Math for Engineering Technology	3
MAN-55	OSHA Standards for General Industry	2
MAN-60	Hydraulic and Pneumatic Systems	3

PROGRAM OUTLINE OF RECORD
NEW LOCALLY APPROVED CERTIFICATE

College: Norco College

Entrepreneurship: Getting Started

This certificate includes courses intended to help students who are interested in pursuing entrepreneurship to develop new ideas, recognize and take advantage of opportunities, as a foundation for creating a new business.

Program Learning Outcomes
Upon successful completion of this program, students should be able to:
1. Demonstrate an understanding of the entrepreneurial process, from idea generation to commercialization.
2. Analyze and evaluate potential business ideas for marketability and success.
3. Create and evaluate a comprehensive business plan.
4. Outline and construct steps needed to create an effective social marketing campaign for a small business.

Required Courses (9 units)		Units
BUS-12	Opportunity Analysis for Entrepreneurs	2
BUS-13	Developing a Successful Business Plan/Models	2
BUS-14	Social Media and Electronic Marketing for Entrepreneurs	2
BUS-30	Entrepreneurship and Small Business Management	3

The certificate may lead to employment competency, but does not lead to an Associate of Science Degree.

PROGRAM OUTLINE OF RECORD
DEGREE/CERTIFICATE MODIFICATION

College: Riverside City College

APPLIED DIGITAL MEDIA AND PRINTING(R)

This program prepares students for a wide variety of careers in graphic communication and new media. This includes instruction in graphic design, illustration, photo manipulation, web design, animation, electronic prepress, press operation, bindery, and management, using the latest equipment and software available within a live, production facility. Classes are structured to give strong academic and hands-on experience for entry into the graphic communication/new media industries.

Certificate Program

Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Demonstrate the ability to communicate effectively with clients and co-workers.
- Demonstrate ethical, economic, civic, and moral responsibility.
- Create graphics projects that demonstrate competent formal design skills including typography, composition and effective imagery.
- Create graphics projects from concept to completion considering target market, color model, resolution, and media specifications for offset, digital and multimedia publication, and if applicable, assign substrates and inks for its publication.
- Demonstrate proofing and pre-flighting techniques, portable document format (PDF) creation, and troubleshooting of a digital file in preparation for imaging a project.
- Demonstrate proper set-up, safe operation, and clean-up of finishing equipment.
- Demonstrate the ability to estimate costs, document materials and time spent on production, and an ability to meet deadlines.
- Produce a portfolio and networking skills to promote talents in preparation for work in the graphics industry.

The ADM program prepares students for the following careers in graphic communications: production artist, graphic designer, web designer, illustrator, advertising designer, animator, prepress technician, press operator, bindery/finishing technician and production manager.

ADM Certificate (36 Units)		Units
Required Courses		27
ADM-1	Introduction to Applied Digital Media	3
ADM-55	Management and Estimating in the Graphics/Design Industry	3
ADM-58	Paper and Inks for Multi-purposed Design	1
ADM-62	Typography and Graphic Design	3
ADM-63A	Adobe InDesign	3
ADM-64	Ethics and Legalities of Digital Manipulation	1
ADM-65	Color Systems and File Management	1
ADM-70	Project Production and Portfolio	3
ADM-71	Adobe Photoshop	3
ADM-77A	Adobe Illustrator	3
ADM-85	Beginning Offset Presswork	3
Electives	(Choose from list below)	9

Electives (9 units)		
ADM-63B	Advanced Adobe InDesign	3
ADM-67	WEB Animation with Flash	3
ADM-68	3D Animation with Maya I	3
ADM-69	Motion Graphics and Compositing with After Effects	3
ADM-72	Advanced Photoshop	3
ADM-74	Dreamweaver for Graphic Designers	3
ADM-77B	Advanced Adobe Illustrator	3
ADM-80	Electronic Pre-press	3
ADM-86	Advanced Offset Presswork and Finishing	3

ADM-88	3D Animation with Maya II	3
ADM-200	Applied Digital Media and Printing Work Experience	1-2-3-4
ART-22	Basic Design	3
ART-23	Design and Color	3
ART-36A	Computer Art- Introduction	3
ART-36B	Computer Art-Intermediate	3
ART-39	Design and Graphics	3
FTV-64A	Beginning Digital Editing Principles and Techniques	3
PHO-20	Introduction to Digital Photography	3

Associate of Science Degree

The Associate of Science Degree in Applied Digital Media and Printing will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog.

The following certificates may lead to employment competency, but do not lead to an Associate of Science Degree:

BASIC GRAPHIC COMMUNICATION (R)

This program prepares students for basic careers in Graphic Communication. This includes instruction in all phases of project creation and production, using the latest equipment and software available. Classes are structured to give strong academic and hands-on experience into print design, production, and finishing.

Certificate Program
Program Learning Outcomes
Upon successful completion of this program, students should be able to:
- Demonstrate ethical, economic, civic, and moral responsibility regarding digital media and print.
- Create a graphics project from concept to prepared artwork considering color model, resolution, and target market.
- Demonstrate proofing and pre-flighting techniques, portable document format (PDF) creation, and troubleshooting of a digital file in preparation for imaging a project.
- Demonstrate proper set-up, safe operation, and clean-up of an offset printing press.
- Demonstrate an ability to meet deadlines.

Required Courses (17 units)		Units
ADM-1	Introduction to Applied Digital Media	3
ADM-58	Paper and Inks for Multi-purposed Design	1
ADM-63A	Adobe InDesign	3
ADM-64	Ethics and Legalities of Digital Manipulation	1
ADM-71	Adobe PhotoShop	3
ADM-80	Electronic Pre-Press	3
ADM-85	Beginning Offset Presswork	3

BASIC GRAPHIC DESIGN (R)

This certificate prepares students for a career in 2-dimensional graphic design, emphasizing layout, typography, and correct color models. Students produce real-world projects in an environment of a live, production facility with strong emphasis on deadlines and intended market, using the latest equipment and software available.

Certificate Program
Program Learning Outcomes
Upon successful completion of this program, students should be able to:
- Demonstrate ethical, economic, civic, and moral responsibility regarding digital media and print.
- Create a graphics project from concept to prepared artwork considering color model, resolution, target market, and, if applicable, assign substrates and inks for its production.
- Demonstrate proofing and pre-flighting techniques, portable document format (PDF) creation, and troubleshooting of a digital file in preparation for imaging a project.
- Demonstrate knowledge of the print production process from concept to production.

- Demonstrate an ability to meet deadlines.

Required Courses (17 units)		Units
ADM-1	Introduction to Applied Digital Media	3
ADM-62	Typography and Graphic Design	3
ADM-63A	Adobe InDesign	3
ADM-64	Ethics and Legalities of Digital Manipulation	1
ADM-65	Color Systems and File Management	1
ADM-71	Adobe PhotoShop	3
ADM-77A	Adobe Illustrator	3

MOTION GRAPHICS AND 3D ANIMATION CERTIFICATE (R)

This certificate prepares students for careers in multimedia graphics and computer animation. This includes instruction in photo manipulation, web animation, motion graphics, compositing, basic modeling and 3D animation using the latest equipment and software available.

Certificate Program
Program Learning Outcomes
Upon successful completion of this program, students should be able to:
- Compare and contrast legal, social and commercial policies regarding new media piracy
- Define intellectual property and describe the basic principles of copyright legalities
- Use Adobe Flash to create animated shorts for web/TV distribution
- Prepare images with correct resolution appropriate for video and animation using Adobe Photoshop
- Combine and edit 2D animated sequences, and create motion graphics in video and film using Adobe After Effects
- Create 3D models and environments using various techniques with Autodesk Maya
- Describe and demonstrate advanced 3D animation and keyframing

Required Courses (17 units)		Units
ADM-64	Ethics and Legalities of Digital Manipulation	1
ADM-65	Colors Systems and File Management	1
ADM-67	Web Animation with Flash	3
ADM-68	3D Animation with Maya I	3
ADM-69	Motion Graphics and Compositing with After Effects	3
ADM-71	Adobe PhotoShop	3
ADM-88	3D Animation with Maya II	3

PROGRAM OUTLINE OF RECORD
DEGREE/CERTIFICATE MODIFICATION

AUTOMOTIVE TECHNOLOGY – AUTOMOTIVE   College: Riverside City College
COLLISION REPAIR (R)
REFINISHING AND PAINT

This program prepares individuals to apply technical knowledge and skills to repair, reconstruct and finish automobile bodies, fenders, and external features. This includes instruction in structure analysis, damage repair, non-structural analysis, mechanical and electrical components, plastics and adhesives, painting and refinishing techniques, damage analysis, and estimating.

Certificate Program
Program Learning Outcomes
Upon successful completion of this program, students should be able to:

- Develop entry-level skills and knowledge for employment in the automotive industry. i.e. employment in an auto body repair facility, automotive paint shop.
- Acquire the skills and knowledge to work safely in the lab/shop environment.
- Demonstrate the ability to become part of the Inter-Industry Conference on Auto Collision Repair (I-CAR).

Required Courses (20 units)		Units
AUB-50	Introduction to Automotive Collision	4
AUB-51	Automotive Non-Structural Collision Repair and Estimating	4
Choose an Emphasis from below		

Collision Repair Emphasis
Required Courses

AUB-54	Automotive Structural Collision Repair and Frame	4
AUB-56	Automotive Technology for the Automotive Collision Specialist	4
Electives	Choose from the list below	4

Electives (4 units)		
AUB-53	Automotive Collision Repair Special Projects	4
AUB-57	Antique and Classic Auto Restoration and Fabrication	4
AUB-59A	Automotive Collision Service and Repair	2
WEL-34	Metal Joining Processes	2

Refinishing and Paint Emphasis
Required Courses

AUB-52	Automotive Refinishing and Paint	4
AUB-60	Automotive trim and Upholstery I	4
Electives	Choose from the list below	4

Electives (4 units)		
AUB-53	Automotive Collision Special Projects	4
AUB-59B	Automotive Refinishing Service and Repair	2
AUB-61	Automotive Trim and Upholstery II	4

Associate of Science Degree
The Associate of Science Degree in Automotive Technology-Automotive Body Repair will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog.

AUTOMOTIVE TECHNOLOGY - AUTOMOTIVE
TRIM AND UPHOLSTERY (R)

This program prepares individuals to apply technical knowledge and skills to install springs, filling, padding, covering, and finishing (trim) on automobile related products.

Certificate Program
Program Learning Outcomes
Upon successful completion of this program, students should be able to:
- Demonstrate their proficiency by the use of upholstery tools and techniques while removing, striping, reupholstering, and reinstalling an automotive seat or bench.
- Calculate the adequate amount of material and time required to reupholster an automotive seat or bench.

Required Courses (20 units)		Units
AUB-50	Introduction to Automotive Collision	4
AUB-51	Automotive Non-Structural Collision Repair and Estimating	4
AUB-60	Automotive Trim and Upholstery, I	4
AUB-61	Automotive Trim and Upholstery, II	4
Electives	Choose from the list below	4

Electives (4 units)		
AUB-53	Automotive Collision Repair Special Projects	4
AUB-59A	Automotive Collision Service and Repair	2
AUB-59B	Automotive Refinishing Service and Repair	2
WEL-34	Metal Joining Processes	2

PROGRAM OUTLINE OF RECORD
DEGREE/CERTIFICATE MODIFICATION

Early Childhood Education (MNR)   College: Moreno Valley, Norco and Riverside City

The Early Childhood Education program provides an educational and practical foundation for students interested in working with children from infancy through third grade. In addition to theoretical principles, the curriculum offers practical skills and on-site training that will prepare students for employment in the field of Early Childhood Education. The program leads to certificates in Early Childhood Education and/or an Associate of Science Degree. The EAR courses will also fulfill the required child development coursework for the state issued Child Development Permit. Information regarding this permit and/or the Early Childhood Education Certificates are available from the Early Childhood Education Department.

Certificate Program

Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Develop, implement, and evaluate developmentally appropriate thematic and emergent curriculum for children who are typical and atypical in the areas of physical, cognitive, language, creative and social/emotional growth.
- Develop and apply appropriate practices and effective techniques that respect the cultural diversity of young children and their families.
- Integrate an educational philosophy into classroom practices that reflects a personal belief supportive of theoretical principles regarding how and why young children should receive early educational experiences.
- Develop and implement a system of ongoing observational practices that contributes toward the creation of learning environments conducive to the emergence of curriculum that adapts to the evolving needs of children.

Required Courses (31 units)		Units
EAR-19	Observation and Assessment in Early Childhood Education	3
EAR-20	Child Growth and Development	3
EAR-24	Introduction to Curriculum	3
EAR-25	Teaching in a Diverse Society	3
EAR-26	Health, Safety and Nutrition	3
EAR-28	Principles and Practices of Teaching Young Children	3
EAR-30	Practicum in Early Childhood Education	4
EAR-42	Child, Family, and Community	3
Electives	(Choose from list below)	6

Electives (6 units)		
EAR-23	Family Home Child Care Program	3
EAR-33	Infant and Toddler Development	3
EAR-34	Infant and Toddler Care and Education	3
EAR-37	School Age Child Care	3
EAR-38	Adult Supervision and Mentoring in ECE	3
EAR-40	Introduction to Children with Special Needs	3
EAR-41	Internship in Early Intervention/Special Education	4
EAR-43	Children with Challenging Behaviors	3
EAR-44	Administration I: Programs in Early Childhood Education	3
EAR-46	Curriculum and Strategies for Children with Special Needs	3
EAR-45	Administration II: Personnel and Leadership inEarly Childhood Education	3
EAR-47	Childhood Stress and Trauma	3
EAR-52	Parenting: Parents as Teachers	1
EAR-53	Parenting: Guiding Young Children-Approaches to Discipline	2
EAR-54	Parenting: Contemporary Parenting Issues	1
EAR-55	Parenting: Common Problems in Infancy and Childhood	1
ART-3	Art for Teachers	3
EDU-1	Introduction to Elementary Classroom Teaching	4

EDU-3	Introduction to Literacy Instruction	3
EDU-4	Introduction to Literacy/Service Learning	1
ENG-30	Children's Literature	3
KIN-6	Introduction to Physical Education for Preschool and Elementary Children	3
KIN-30	First Aid and CPR	3
MUS-1	Teaching Music to Young Children	3
SOC-45	Childhood and Culture	3

Child Development Permit

Upon completion of the requirements for the certificate program and 16 units of special courses in general education, the student has fulfilled the course requirements for the Child Development Permit, teacher level. See the State guidelines for experience qualifications and additional levels. For child development interactive video information, see
http://www.rcc.edu/departments/earlychildhoodstudies/Pages/Child-Development-Permit.aspx

For students interested in transferring to a California State University, please see the requirements for the Associate in Science in Early Childhood Education for Transfer degree in Section IV of this catalog.

Associate of Science Degree

The Associate of Science Degree in Early Childhood Education will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog.

PROGRAM OUTLINE OF RECORD
DEGREE/CERTIFICATE MODIFICATION

Early Childhood Intervention Assistant (MNR)   College: Moreno Valley, Norco and Riverside City

This certificate is appropriate for students interested in working as an assistant or a paraprofessional in early intervention, early childhood special education, and community child development programs serving children with special needs. In addition to theoretical principles, the curriculum offers practical skills and on-site training that will prepare students for employment in the field of Early Childhood Intervention. The program leads to a certificate in Early Childhood Intervention and/or an Associate of Science Degree. The program will also fulfill the required child development coursework for the state issued Child Development Permit. Information regarding this permit and/or the Early Childhood Intervention Certificate is available from the Early Childhood Education Department.

Upon completion of the requirements for the certificate program and 16 units of special courses in general education, the student has fulfilled the course requirements for the Child Development Permit, Teacher Level. See the state guidelines for experience qualifications and additional levels. For interactive video information about the Child Development Permit, see www.rcc.edu/departments/earlychildhoodstudies/Pages/Child-Development-Permit.aspx

Certificate Program
Program Learning Outcomes
Upon successful completion of this program, students should be able to:

- Demonstrate an understanding of family function and structure, along with familial need for information and support that respects and values diverse cultures, values, beliefs and behaviors.
- Demonstrate basic knowledge of laws and regulations pertaining to and protecting children with disabilities and their families. Understand and identify the process of accessing community agencies, referral systems and procedures for specialized support, specialized documents, resources and placement options.
- Describe the typical child development milestones of children birth to adolescence and identify the strengths and special needs of the child in the context of his/her family, early childhood classroom, or early intervention setting.
- Describe the developmental assessment process and outline its role in identifying, planning and intervening for a child with special needs and his/her family, including the process of curriculum development.
- Demonstrate an understanding of the purpose and intent of an inclusive environment that supports the whole child while meeting the individual needs of children with disabilities.

Required Courses (34 units)		Units
EAR-19	Observation and Assessment in Early Childhood Education	3
EAR-20	Child Growth and Development	3
EAR-24	Introduction to Curriculum	3
EAR-28	Principles and Practices of Teaching Young Children	3
EAR-40	Introduction to Children with Special Needs	3
EAR-41	Internship in Early Intervention/Special Education	4
EAR-42	Child, Family, and Community	3
EAR-43	Children with Challenging Behaviors	3
EAR-46	Curriculum and Strategies for Children with Special Needs	3
Electives	(Choose from list below)	6

Electives (6 units)		
EAR-26	Health, Safety and Nutrition	3
EAR-33	Infant and Toddler Development	3
EAR-34	Infant and Toddler Care and Education	3
EAR-38	Adult Supervision and Mentoring in ECE	3
EAR-44	Administration I: Programs in Early Childhood Education	3
EAR-47	Childhood Stress and Trauma	3

Associate of Science Degree
The Associate of Science Degree in Early Childhood Intervention Assistant will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog.

PROGRAM OUTLINE OF RECORD
DEGREE/CERTIFICATE MODIFICATION

EMERGENCY MEDICAL SERVICES   College: Moreno Valley

This program prepares individuals, under the remote supervision of physicians, to recognize, assess, and manage medical emergencies in prehospital settings and to supervise ambulance personnel. This includes instruction in basic, intermediate, and advanced EMS procedures; emergency surgical procedures; medical triage; rescue operations; crisis scene management and personal supervision; equipment operation and maintenance; patient stabilization, monitoring, and care; drug administration; identification and preliminary diagnosis of disease and injuries; communication and computer operations; basic anatomy, physiology, pathology, and toxicology; and professional standards and regulations.

PARAMEDIC (M)

Certificate Program

Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Demonstrate the ability to analyze medical and psycho-social strategies while diagnosing and treating illnesses or injuries.
- Perform assessments and treatments that show integration of modern technology and current treatment protocols.
- Evaluate complex medical and emergency conditions and implement emergency scene management strategies to ensure the health and safety of emergency services workers and patients.
- Defend the use of active listening and communication skills so as to render empathetic, respectful, and compassionate patient care and foster constructive relationships with fellow emergency services workers.

Required Courses (49.5 units)		Units
EMS-60	Patient Assessment and Airway Management	4.5
EMS-61	Introduction to Medical Pathophysiology	3
EMS-62	Emergency Pharmacology	4
EMS-63	Cardiology	4
EMS-70	Trauma Management	3.5
EMS-71	Clinical Medical Specialty I	3
EMS-80	Medical Emergencies	4.5
EMS-81	Special Populations	4
EMS-82	Special Topics	3
EMS-83	Clinical Medical Specialty II	3
EMS-90	Assessment Based Management	3
EMS-91	Paramedic Field Internship	10

Associate of Science Degree

The Associate of Science Degree in Paramedic will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog.

The following certificate may lead to employment competency, but does not lead to an Associate of Science Degree:

EMERGENCY MEDICAL TECHNICIAN (M)

Certificate Program

Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Demonstrate the use of active listening, appropriate touch and multicultural understanding of patients that foster constructive relationships in the pre-hospital setting.
- Perform assessments and treatment strategies that adhere to current national and local protocols
- Evaluate complex sign and symptoms that will allow them to diagnose and treat patients that are ill and injured.

Required Courses (8.5 units)		Units
EMS-50	Emergency Medical Technician	7
EMS-51	Emergency Medical Services-Basic Clinical /Field	1.5

PROGRAM OUTLINE OF RECORD
DEGREE/CERTIFICATE MODIFICATION

Associate in Arts in English for Transfer Degree (R)   College: Riverside City

The Associate in Arts in English for Transfer degree is a curricular pattern designed specifically to transfer students as English majors with junior status to the CSU system. Though the Associate in Arts in English for Transfer also provides broad general preparation for English majors entering any four-year university, students must consult the specific requirements of any non-CSU campus to which they are applying. Students earning the Associate in Arts in English for Transfer will analyze, interpret, and synthesize diverse texts in order to construct well-supported academic arguments and literary analyses, and they will encounter interpretive questions to which there are multiple plausible answers. Students earning this degree will also have exposure to a variety of literary genres and periods and will be able to illustrate a basic understanding of the ways that literature can embody cultural, intellectual, and artistic trends.

Program Learning Outcomes
Upon successful completion of this program, students should be able to:

- Think critically about and interpret literature, employing language and methods of literary analysis to construct interpretive arguments and to address the ways that literature invites multiple interpretive possibilities.
- Write essays of literary analysis effectively supported by effectively integrated, interpreted, and relevant textual evidence.
- Demonstrate an understanding of how cultural history informs and is informed by literature.

Required Courses (19 units)		Units
ENG-1B/1BH*	Critical Thinking and Writing	4
List A	Choose from the list below	6
List B	Choose from the list below	6
List C	Choose from the list below	3

List A Choose two courses from the following (6 units):		
ENG-6*	British Literature I: Anglo-Saxon through Eighteenth Century	3
ENG-7*	British Literature II: Romanticism through Modernism/Post-Modernism	3
ENG-14*	American Literature I: Pre-Contact through Civil War	3
ENG-15*	American Literature II: 1860 to the Present	3
ENG-40*	World Literature I: From Ancient Literatures to the Seventeenth Century	3
ENG-41*	World Literature II: Seventeenth Century Through the Present	3

List B Choose two courses from the following (6 units)		
Any course from List A not already used		
ENG/HUM-8*	Introduction to Mythology	3
ENG-11*	Creative Writing	3
ENG-16*	Introduction to Linguistics	3
ENG-44*	Poetry from the Twentieth Century to the Present	3

List C Choose one course from the following (3 units)		
Any course from List A and List B not already used		
ENG-9*	Introduction to Shakespeare	3
ENG-10	Special Studies in Literature	3
ENG-12*	Special Studies in Creative Writing	3
ENG-13	Introduction to Playwriting	3
ENG-18*	Survey of Native American Literature	3
ENG-20*	Survey of African American Literature	3
ENG/HUM-23*	The Bible as Literature	3
ENG-25*	Latino Literature of the United States	3
ENG-30*	Children's Literature	3
ENG-34*	Literature by Women	3
ENG-35*	Images of Women in Literature	3
ENG-38	Introduction to Screenwriting	3
ENG-39	Screenwriting II	3
ENG-45*	Modern Drama	3
ENG-47	Inlandia: Regional Writing about the Inland Empire	3
ENG-48*	Short Story and Novel from the Twentieth Century to the Present	3
ENG-49	Introduction to the One-Hour Teleplay	3

*Courses may also be used to fulfill general education requirements for the CSUGE or IGETC pattern, please confer with a counselor.

Associate in Arts for Transfer Degree

The Associate in Arts in English for Transfer degree will be awarded upon completion of 60 California State University (CSU) transferable units including the above major requirements and the Intersegmental General Education Transfer Curriculum (IGETC) or California State University General Education (CSUGE) requirements with a minimum grade point average of 2.0. All courses in the major must be completed with a grade of "C" or better. (Students completing this degree are not required to fulfill the RCCD graduation requirements found in section VII. Additional degree requirements: Health Education and Self Development)

GRAPHIC DESIGN (Formerly Desktop Publishing)   College: Norco

This program focuses on basic skills in graphic design. This includes learning to manipulate drawn, painted, photographed, or computer-generated images as well as basic web design. Students will use typography and layout for high impact visual communication for print, web and other media.

Program Learning Outcomes
Upon successful completion of this program, students should be able to:

- Design and create images used for printed media in advertising and web design;
- Understand and apply the techniques used to create and modify artwork using a vector based program or bit mapped program;
- Integrate text and graphics in a document layout program to create professional-quality, full-color documents;
- Demonstrate graphic design and layout principles consistent with the principles and elements of design.
- Demonstrate the knowledge of workflow process in the creation of printed media in advertising;
- Demonstrate the knowledge of design principles in advertising and layout design, type, and lettering applications;
- Incorporate two dimensional design visual media of printed media in advertising.

Required Courses (26 units)		Units
CIS-66	Web Development I	3
Or		
CIS-72A	Introduction to Web Page Production	1.5
And		
CIS-72B	Intermediate Web Page Creation Using Cascading Style Sheets (CSS)	1.5
CIS/CAT-78A	Introduction to Adobe Photoshop	3
CIS/CAT-78B	Advanced Adobe Photoshop	3
CIS/CAT-79	Introduction to Adobe Illustrator	3
CIS/CAT-81	Introduction Adobe InDesign	3
CIS-59	Typography and Graphic Design	3
ART-22	Basic Design	3
ART-39	Design and Graphics	3
GAM/CIS-44	Portfolio Production	2

Associate of Science Degree
The Associate of Science Degree in Computer Information Systems, Graphic Design will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog

MUSIC (M)   College: Moreno Valley

The Associate of Arts in Music from Moreno Valley College offers students a systematic plan of study for developing skills in music theory, musicianship, music literature, collaborative performance, and keyboard proficiency. The program provides students with broad knowledge of the field of film music and/or Western musical history through listening and writing and opportunities to focus on preparation for specific career paths, such as music therapy, musicology, independent studio teaching, or general music. Students planning to transfer to a four-year institution and major in music should consult with a counselor regarding the transfer process and lower division requirements.

Associate of Arts Degree
Program Learning Outcomes
Upon successful completion of this program, students should be able to:
- Demonstrate proficiency in musicianship skills including functional keyboard skills.
- Successfully communicate within the music environment using notation, computer skills, written expression, and oral communication skills.
- Analyze and evaluate notated music using appropriate symbols.
- Compare historical style periods in Western concert from the Middle Ages to the present or to compare film music styles with other styles of music.
- Prepare stylistically sensitive performance interpretations on an instrument or voice.

Required Courses (18 units)

Core Requirements (12 units)		Units
MUS-4	Music Theory I	4
MUS-22	Survey of Music Literature	3
MUS-19	Music Appreciation	3
or		
MUS-26	Film Music Appreciation	3
Electives	(choose from the list below)	2

Electives (2 units)		
MUS-29	Concert Choir	1
MUS-30	Class Voice	1
MUS-31	College Choir	1
MUS-32A	Class Piano I	1
MUS-32B	Class Piano II	1
MUS-32C	Class Piano III	1
MUS-32D	Class Piano IV	1
MUS-37	Class Guitar	1
MUS-38	Beginning Applied Music Training	2
MUS-53	Keyboard Proficiency	1
MUS-57	Gospel Singers	1
MUS-58	Gospel Choir	1
MUS-70	Guitar Lab Ensemble	1
MUS-71	College Chorus	1
MUS-78	Beginning Applied Music Training II	2
MUS-83	Advanced Chamber Choir	1
MUS-87	Applied Music Training	1
MUS-P70	Guitar Lab Ensemble II	1

In addition to the Core Requirements, choose and complete courses from one emphasis below:

Music History Emphasis (6 units)		
MUS-20	Great Composers and Masterpieces of Music before 1820	3
MUS-21	Great Composers/Music Masterpieces After 1820	3

Music Therapy Emphasis (6 units)

MUS-5	Music Theory II	4
Take any two of the following (2 units)		
MUS-32A	Class Piano I	1
MUS-32B	Class Piano II	1
MUS-32C	Class Piano III	1
MUS-32D	Class Piano IV	1
MUS-37	Class Guitar	1

General Music Emphasis (6 units)

MUS-5	Music Theory II	4
Electives	(choose from the list below)	2

Electives (2 units)

MUS-29	Concert Choir	1
MUS-30	Class Voice	1
MUS-31	College Choir	1
MUS-32A	Class Piano I	1
MUS-32B	Class Piano II	1
MUS-32C	Class Piano III	1
MUS-32D	Class Piano IV	1
MUS-37	Class Guitar	1
MUS-38	Beginning Applied Music Training	2
MUS-53	Keyboard Proficiency	1
MUS-57	Gospel Singers	1
MUS-58	Gospel Choir	1
MUS-70	Guitar Lab Ensemble	1
MUS-71	College Chorus	1
MUS-78	Beginning Applied Music Training II	2
MUS-83	Advanced Chamber Choir	1
MUS-87	Applied Music Training	1
MUS-P70	Guitar Lab Ensemble II	1

Associate of Arts Degree

The Associate of Arts Degree in Music will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog.

ASSOCIATE IN ARTS IN MUSIC FOR TRANSFER DEGREE (M)   College: Moreno Valley

The Associate in Arts in Music for Transfer Degree is designed to satisfy the lower division requirements for the Baccalaureate in Arts in Music within the California State University system. This degree represents the attainment of a high level of proficiency in music theory, analysis, composition, and ear training/musicianship skills, and provides experiences in ensemble participation and solo performance. Students should also explore music history, music technology, and keyboard skills as part of their preparation. Music training develops critical thinking and teamwork skills that would be valuable in any profession. Careers for music graduates typically include performing, teaching, conducting, music production (recording), arranging, and composing, or a combination of these.

Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Demonstrate ensemble specific performance practices and professional standards of conduct expected of ensemble participants.
- Perform solo literature with an accompanist (if appropriate) using stylistically accurate rhythm, pitch, diction (or articulation) and musical expression.
- Demonstrate the ability to "audiate" a musical score by sight reading and performing complex rhythms and by sightsinging chromatic, modulating, and post-tonal melodies.
- Demonstrate the ability to recognize patterns and musical function by aurally identifying and transcribing scales, modes, post-tonal melodies, and complex harmonic progressions.
- Analyze chromatic harmonic progressions that include modulation using 20th century techniques.
- Write, analyze, and compose music using 20th century techniques, such as tone rows, set theory, augmented sixth chords, pandiatonicism and polytonalism.
- Demonstrate keyboard proficiency at the level required to perform theoretical concepts studied in music theory courses.

Required Courses (24 units)		Units
Theory (16 units):		
MUS-3*	Fundamentals of Music	4
MUS-4*	Music Theory I	4
MUS-5	Music Theory II	4
MUS-6	Music Theory III	4

Applied Music: 1 unit per semester for a total of 4 units from the following:		
MUS-87	Applied Music Training, 1 unit per semester	4

Ensemble: 1 unit per semester for a total of 4 units from among the following:		
MUS-29	Concert Choir	1
MUS-31	College Choir	1
MUS-57	Gospel Singers	1
MUS-58	Gospel Choir	1
MUS-70	Guitar Lab Ensemble	1
MUS-P70	Guitar Lab Ensemble II	1
MUS-71	College Chorus	1
MUS-83	Advanced Chamber Choir	1

*Courses may also be used to fulfill general education requirements for the CSUGE or IGETC pattern, please confer with a counselor.

Notes: Students who wish to complete an Associate in Arts in Music for Transfer degree should be encouraged to study the courses below as additional preparation for upper-division music study:

(1) Music Appreciation/History/Literature:—counts in CSU GE Area C1 (one or two classes allowed/recommended)
   MUS 19, Music Appreciation, 3 units
   MUS 20, Great Composers and Masterpieces of Music Before 1820, 3 units
   MUS 21, Great Composers and Masterpieces of Music After 1820, 3 units
   MUS 22, Survey of Music Literature, 3 units

(2) Colleges must require keyboard proficiency by exam.

Keyboard Proficiency: 1-4 units (required placement exam to exit the College and evaluation upon entry at the transfer institution)

For students with no previous keyboard experience: "MUS 32 family"
   MUS 32 A, Class Piano I, 1 unit
   MUS 32 B, Class Piano II, 1 unit
   MUS 32 C, Class Piano III, 1 unit

MUS 32 D, Class Piano IV, 1 unit
MUS 53 Keyboard Proficiency, 1 unit

Associate in Arts for Transfer Degree
The Associate in Arts in Music for Transfer degree will be awarded upon completion of 60 California State University (CSU) transferable units including the above major requirements and the Intersegmental General Education Transfer Curriculum (IGETC) or California State University General Education (CSUGE) requirements and with a minimum grade point average of 2.0. All courses in the major must be completed with a grade of "C" or better. (Students completing this degree are not required to fulfill the RCCD graduation requirements found in section VII. Additional degree requirements: Health Education and Self Development)

PHYSICIAN ASSISTANT   College: Moreno Valley

The Physician Assistant (PA) program prepares individuals academically, clinically and professionally to deliver health care with physician supervision. Physician Assistants are academically and clinically prepared to provide a wide variety of health care services to a diverse patient population. The skill set that all PAs must possess in order to competently fulfill the obligations of their job duties are: elicit a complete history-, perform a thorough physical assessment, understand the principals and practices of commonly performed surgical procedures and tasks, request and interpret diagnostic studies, understand the foundational concepts of preventive care, and therapeutic interventions. PAs are to demonstrate mastery of basic medical, clinical, behavioral and social sciences concepts in the following supervised clinical experiences: family medicine, pediatrics, women's health, general surgery, psychiatry and behavioral medicine. PAs are to possess an understanding of health care policy and professional practice issues; and the delivery of health care services to patients in rural, urban, and underserved communities.

PHYSICIAN ASSISTANT (M)

For further details about the requirements for eligibility into the Physician Assistant program, please visit the website at http://www.mvc.edu/academicprograms/pa/applicationProcess.cfm which includes a list of courses as well as the minimum grade point average requirements to be considered for program enrollment. A minimum of 3,000 hours of paid "hands-on" patient care experience in the stated disciplines of medicine, nursing or allied health is also required (please see the website for details). In order to be considered for acceptance into the program, all paid hands-on clinical experience, and academic coursework must be verifiable and completed at the time the application for enrollment is submitted.

Certificate Program
Program Learning Outcomes
Upon completion of the physician assistant program students should be able to:
- analyze etiologies, risk factors, underlying pathologic process, and epidemiology for adult and pediatric medical conditions
- analyze and synthesize the history, physical findings, and diagnostic studies to formulate a differential diagnosis
- identify and evaluate signs and symptoms and select and analyze appropriate diagnostic studies to determine the most likely diagnosis of a medical condition
- manage general medical and surgical conditions integrating knowledge about the indications, contraindications, side effects, interactions and adverse reactions of pharmacologic agents and other relevant treatment modalities
- utilize appropriate screening methods of disease processes in asymptomatic individuals to and discuss concepts of health promotion and disease prevention
- differentiate between the normal and abnormal anatomic, physiological, and diagnostic data and the relevance of the findings
- provide competent health care to patients with acute and chronic conditions
- provide culturally sensitive and culturally responsive health care to a diverse patient population and demonstrate caring and respectful behaviors when interacting with patients and their families
- develop informed decisions about diagnostic and therapeutic interventions based on patient information and preferences, up-to-date scientific evidence, and clinical judgment
- counsel and educate patients and their families on health care
- perform competent medical and surgical procedures considered essential in the area of practice
- create and sustain a therapeutic and ethically sound relationships with patients utilizing effective listening, nonverbal, verbal and writing skills to elicit and provide information
- collaborate effectively with physicians, other disciplinary team members, and professional groups to provide patient centered patient care
- demonstrate emotional resilience and stability, adaptability, flexibility and tolerance of ambiguity and anxiety
- demonstrate competent documentation concerning the patient care process for medical, legal, quality assurance and financial purposes
- integrate the legal and regulatory guidelines into the professional role of the physician assistant and show sensitivity and responsiveness to
- demonstrate respect, compassion and integrity for the patient, society, and the PA profession
- demonstrate knowledge of ethical principles pertaining to provision or withholding of clinical care
- establish, appraise, and integrate evidence from scientific studies related to the patients' health problem
- apply knowledge of study designs and statistical methods to the appraisal of clinical studies and other information on diagnostic and therapeutic effectiveness
- distinguish biases related to gender, culture, cognitive, emotional, and physical limitations in themselves and others

- utilize information technology and medical information to support patient care decisions and patient education and to provide efficient patient care
- demonstrate cost-effective health care and resource allocation that does not compromise quality of care.
- Successfully pass the program's summative evaluation process, which may include a comprehensive written examination and an objective clinical skills examination.

Required Courses (103.5 units)		Units
PHT-1	Applied Clinical Skills I	2
PHT-2	Medicine Science I	6.5
PHT-3	History and Physical Assessment I	4
PHT-4	Applied Clinical Skills II	4
PHT-5	Medicine Science II	6.5
PHT-6	History and Physical Assessment II	4
PHT-7	Medical Pharmacology	4
PHT-8	Applied Clinical Skills III	3
PHT-9	Medicine Science III	6.5
PHT-10	Clinical Nutrition	3
PHT-11	Internal Medicine I	5
PHT-12	Internal Medicine II	6
PHT-13	General Surgery	5
PHT-14	Surgery II Orthopedics	5
PHT-15	Pediatrics	5
PHT-16	Women's Health (Obstetrics/Gynecology)	5
PHT-17	Family Practice	5
PHT-18	Psychiatry/Mental Health	5
PHT-19	Emergency Medicine	5
PHT-20	Medical Genetics	3
PHT-22A	Clinical Anatomy, Physiology and Pathophysiology	3
PHT-22B	Clinical Anatomy, Physiology and Pathophysiology	3
Electives	Choose from the list below	5

Electives (5 units)		
PHT-21A	Neurosurgery Clerkship	5
PHT-21B	Advanced Mental Health Clerkship	5
PHT-21C	Advanced Geriatrics Clerkship	5
PHT-21D	Hospitalist Medicine Clerkship	5

Associate of Science Degree

The Associate of Science Degree in Physician Assistant will be awarded upon completion of the degree requirements, including general education and other graduation requirements as described in the college catalog.

PROGRAM OUTLINE OF RECORD
DEGREE/CERTIFICATE MODIFICATION

ASSOCIATE IN ARTS IN STUDIO ARTS FOR TRANSFER DEGREE (N)   College: Norco

The Associate in Arts in Studio Arts for Transfer provides a solid preparation for transfer majors in the various areas of studio art, including design, drawing, and painting. This Studio Arts degree has an emphasis in Art History. Additionally, the studio courses align well with preparation for transfer majors in related fields such as sculpture, photography, and other areas of study at UC, CSU, and private colleges and universities.

Program Learning Outcomes
Upon successful completion of this program, students should be able to:
- Demonstrate proficient technical and creative skills with a variety of art materials.
- Understand works of art and design and the artistic contributions of diverse peoples through critical discussion and written assignments.
- Demonstrate, through the analysis of aesthetic and cultural values, an understanding of the contribution of art and design to human experience.

Required Courses (24 units)		Units
ART-2*/2H	History of Western Art: Renaissance through Contemporary/Honors	3
ART-17	Beginning Drawing	3
ART-22	Basic Design	3
ART-24	Three Dimensional Design	3
Electives	Choose from List A	3
Electives	Choose from List B	9

List A: Select 1 course (3 units)		
ART-1*	History of Western Art: Prehistoric, Ancient, and Medieval	3
ART-5*	History of Non-Western Art	3
ART-9*	African Art History	3

List B: Select 3 courses (9 units)		
ART-20	Beginning Sculpture	3
ART-23	Design and Color	3
ART-26	Beginning Painting	3
ART-36A	Computer Art-Introduction	3
or one of the following:		
ART-18	Intermediate Drawing	3
ART-40A	Figure Drawing-Introduction	3

*Courses may also be used to fulfill general education requirements for the CSUGE or IGETC pattern, please confer with a counselor.

Associate in Arts for Transfer Degree
The Associate in Arts in Studio Arts for Transfer degree will be awarded upon completion of coursework totaling 60 California State University (CSU) transferable units including the major requirements and the Intersegmental General Education Transfer Curriculum (IGETC) or California State University General Education (CSUGE) requirements with a minimum grade point average of 2.0. All courses in the major must be completed with a grade of "C" or better. (Students completing this degree are not required to fulfill the RCCD graduation requirements found in section VII. Additional degree requirements: Health Education and Self Development.)

Agenda Item (VIII-E-1)

Meeting	1/20/2015 - Regular
Agenda Item	Committee - Facilities (VIII-E-1)
Subject	Agreement Amendment No.2 and No.3 for the Student Services Building with HMC Architects
College/District	Riverside
Funding	College Allocated Measure C Funds
Recommended Action	It is recommended that the Board of Trustees approve: 1) agreement amendment No. 2 for the Student Services Building Project at Riverside City College for additional Architectural Services with HMC Architects in the amount not to exceed $35,500; and 2) agreement amendment No. 3 for the Student Services Building Project at Riverside City College for additional Architectural Services with HMC Architects in the amount not to exceed $10,600.

Background Narrative:

On November 20, 2012 the Board of Trustees approved an agreement with HMC Architects in the amount of $1,715,680 for the Student Services Building project at Riverside City College. On May 21, 2013 the Board of Trustees approved Agreement Amendment No. 1 in the amount of $103,500 for additional Furniture, Fixtures and Equipment (FF&E) services.

Agreement Amendment No.2
The original contract was for an anticipated 33,000 gsf building. During the building design the scope of the project increased and the size of the building increased to 44,000 gsf. The change in size required additional effort on the mechanical, electrical, telecom and plumbing design. HMC is requesting $35,500 to cover the additional work (Exhibit I).

Agreement Amendment No. 3
During the design the City of Riverside required different and more distant water connection for domestic and fire water. This required a redesign of the water connections and a new submittal to Riverside Public Utility. HMC is requesting $10,600 to cover the additional work (Exhibit I).

At this time it is requested that the Board of Trustees approve the agreement amendments with HMC in the amount of $35,500 and $10,600 for additional Architectural Services. Approval of these amendments will bring the agreement with HMC total to $1,865,280.

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

Prepared By: Wolde-Ab Isaac, Interim President, Riverside
Chris Carlson, Chief of Staff & Facilities Development
Laurens Thurman, District Consultant

Attachments:

HMC_Agreement Amend No.2
HMC_Agreement Amend No.3

SECOND (2) AMENDMENT TO AGREEMENT
BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT
AND
HMC Architects
(*Student Services Building – Riverside City College*)

This document amends the original agreement between the Riverside Community College District and HMC Architects, which was originally approved by the Board of Trustees on November 20, 2012

The agreement is hereby amended as follows:

Additional compensation of this amended agreement shall not exceed $35,500, including reimbursable expenses, totaling agreement to $1,854,680. The term of this agreement shall be from the original agreement date of October 17, 2012, to the completion of the project. 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.

HMC ARCHITECTS	RIVERSIDE COMMUNITY COLLEGE DISTRICT
By: _____	By: _____
Kenneth Salyer, AIA	Aaron S. Brown
Managing Principal	Vice Chancellor
3546 Concours Street	Business and Financial Services
Ontario, CA 91764	
Date: _____	Date: _____

Exibit I

October 27, 2014

Mr. Laurens Thurman
Facilities Planning and Development
Riverside Community College District
450 East Alessandro Boulevard
Riverside, CA 92508

Subject: Riverside City College
             Student Services and Administration Building

Regarding: Extra Service Authorization #2 (ESA #2)

HMC Architects

Dear Laurens,

HMC appreciates the opportunity to submit the following ESA #2 proposal for your review and approval.

A. Project Understanding
Riverside Community College District (RCCD) is proposing to design and construct a Student Services and Administration Building on the Riverside City College (RCC) campus. The original RFP, dated August 23, 2012, described the area of the proposed facility as 33,000 GSF, which served as the basis for establishing the agreed upon A/E fee. Following completion of the Programming and Schematic Design phases the new program area is now established at 44,000 GSF (33% increase in area).
The larger building area will require additional effort for the design and engineering of the mechanical, plumbing, electrical, fire protection, telecom and security systems. It is for this increase in effort for the design and engineering of these systems that we are requesting additional services.

B. Scope of Work

1. Mechanical Design: Provide the following for the additional increase in program area.

    a. Additional load and pressure calculations.

    b. Additional VAV boxes and associated ductwork and diffusers.

    c. Additional Title 24 calculations.

2. Electrical Design: Provide the following for the additional increase in program area.

    a. Additional lighting and associated wiring.

    b. Additional outlets and associated wiring.

    c. Additional fire alarm devices and circuiting/voltage drop calculations.

    d. Additional Title 24 calculations.

3. Telecom Design: Provide the following for the additional increase in program area.

RCCD Contract No. 0004091

      a.   Additional IDF closet.

      b.   Additional data and associated pathway design.

      c.   Additional security devices and associated wiring.

4. Plumbing: Provide the following for the additional increase in program area.

      a.   Additional piping for the building plumbing systems.

      b.   Additional roof drains and associated piping.

      c.   Additional fire protection piping and sprinkler layout.

C. Compensation

HMC proposes to provide the above mentioned scope of work for a fixed fee of Thirty Five Thousand Five Hundred ($35,500) Dollars. The breakdown is as follows:

MEPT	26,500
Security	2,500
Fire Protection	6,500
Total Fee	**$35,500**

Upon review and acceptance of this proposal please forward your standard contract amendment to us for signature. We thank you for this opportunity to provide continued service to you, the College and District.

Sincerely,

HMC ARCHITECTS

Brad Glassick, AIA
Associate Principal

File: N:\Projects\5004 Riverside Community College District\011_Student Services Admin\01 CN\02
     AOA\Proposals\ESA #2, Program Area Increase\LŒThu_ESA #2 Prog Area Incr_141027rev2.doc
cc: B. Glassick, L. Eloff (HMC)

THIRD (3) AMENDMENT TO AGREEMENT
BETWEEN
RIVERSIDE COMMUNITY COLLEGE DISTRICT
AND
HMC Architects
(*Student Services Building – Riverside City College*)

This document amends the original agreement between the Riverside Community College District and HMC Architects, which was originally approved by the Board of Trustees on November 20, 2012

The agreement is hereby amended as follows:

Additional compensation of this amended agreement shall not exceed $10,600, including reimbursable expenses, totaling agreement to $1,865,280 The term of this agreement shall be from the original agreement date of October 17, 2012, to the completion of the project. 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.

HMC ARCHITECTS

By: _____
    Kenneth Salyer, AIA
    Managing Principal
    3546 Concours Street
    Ontario, CA 91764

Date: _____

RIVERSIDE COMMUNITY COLLEGE DISTRICT

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

Date: _____

Exibit I

October 27, 2014

Mr. Laurens Thurman
Facilities Planning and Development
Riverside Community College District
450 East Alessandro Boulevard
Riverside, CA 92508

HMC Architects

Subject: Riverside City College
                Student Services and Administration Building

Regarding: Extra Service Authorization #3 (ESA #3)

Dear Laurens,

HMC appreciates the opportunity to submit the following ESA #3 proposal for your review and approval.

A. Project Understanding

Riverside Community College District (RCCD) is proposing to design and construct a Student Services and Administration Building on the Riverside City College (RCC) campus. The original intent was to make connections to on site utilities for domestic and fire water supply. Upon submittal of the sewer realignment to Riverside Public Utility, it was required by the City to show the water service to the building for reference. This prompted RPU to require the project to make new connections to the water mains in Magnolia Avenue rather than keep them on site within Fairfax Avenue as originally proposed. It was also required to adjust the existing easement for the new sewer and abandon the old easement.

B. Scope of Work

1. Prepare legal description for the abandonment of the existing sewer easement and file recordation documentation for the new easement.

2. Prepare a separate submittal to Riverside Public Utilities for domestic and fire water service.

    a. Revise fire water connection to Magnolia Avenue from the west side of the project.

    b. Revise domestic water connection to Magnolia Avenue to run in parallel to the fire water service.

    c. Coordinate new water service with the irrigation plans and plumbing plans.

C. Compensation

HMC proposes to provide the above mentioned scope of work for a fixed fee of Ten Thousand Six Hundred ($10,600) Dollars.

RCCD Contract No. 0004091

Mr. Laurens Thurman
Riverside Community College District
Riverside City College Student Services and Administration Building
October 27, 2014
Page 2

Upon review and acceptance of this proposal please forward your standard contract amendment to us for signature. We thank you for this opportunity to provide continued service to you, the College and District.

Sincerely,

HMC Architects

Brad Glassick, AIA, LEED BD+C
Associate Principal
License #C-32437

File: N:\Projects\5004 Riverside Community College District\011_Student Services Admin\01 CN\02 AOA\Proposals\ESA #3, Off Site Utilities\L-LThu_ESA #3 Off Site Utilities_140421.docx
cc: J. Wurst, L. Eloff (HMC)

Agenda Item (IX-B-1)

Meeting	1/20/2015 - Regular
Agenda Item	Administrative Reports (IX-B-1)
Subject	2014-2015 Moreno Valley Catalog Addendum
College/District	Moreno Valley
Funding	N/A
Recommended Action	It is recommended that the Board of Trustees approve the addendum to the 2014-2015 Moreno Valley Catalog as submitted.

Background Narrative:

During the late spring of 2014, the college developed curriculum which required State approval. The State Chancellor's Office approved some of these curricular changes after the publication of the 2014-2015 catalog. This addendum allows these items which were approved by the District Curriculum Committee and the Board of Trustees during the previous academic year to be made available to students in this academic year.

Prepared By: Sandra Mayo, President, Moreno Valley College
          Sylvia Thomas, Associate Vice Chancellor Ed Services
          Naomi Foley, Instructional Support Coordinator

Attachments:

MVC Catalog Addendum 2014-2015_backup1.pdf

MORENO VALLEY COLLEGE

2014-2015 Catalog Addendum

Moreno Valley College

2014-2015 Catalog Addendum

This addendum to the 2014-2015 Moreno Valley Catalog contains changes that offer new educational opportunities for students. These updates were approved after the 2014-2015 Catalog went to press.

Although every effort has been made to ensure accuracy of the information, students and others who use the catalog and addendum should consult with a counselor, dean, department chair or program director for any additions, deletion or changes.

16130 Lasselle Street
Moreno Valley, California 92551-2045
(951) 571-6100
www.mvc.edu

NEW STATE APPROVED DEGREES

ASSOCIATE IN SCIENCE IN BUSINESS ADMINISTRATION FOR TRANSFER DEGREE

(CSUGE) MAS626
(IGETC) MAS628

This degree is designed to facilitate the student's passage from Moreno Valley College to the California State University System with an Associate in Science in Business Administration for Transfer degree. This degree will satisfy the lower division requirements for the eventual conferral of the Bachelor's Degree in Business Administration at CSU. With this degree the student will be prepared for transfer to the university upper division level.

Program Learning Outcomes

Upon successful completion of this program, students should be able to:
- Demonstrate use of technology and application software to analyze and solve business decisions.
- Demonstrate mathematical and accounting procedures used for business specific calculations and decisions.
- Demonstrate the application of economic and business theories to develop effective business processes.

Required Courses (25 units)		Units
ACC-1A	Principles of Accounting I	3
ACC-1B	Principles of Accounting II	3
BUS-10	Introduction to Business	3
BUS-18A	Business Law I	3
CIS-1A	Introduction to Computer Information Systems	3
ECO-7/7H*	Principles of Macroeconomics/Honors Principles of Macroeconomics	3
ECO-8/8H*	Principles of Microeconomics/Honors Principles of Microeconomics	3
MAT-12/12H*	Statistics/Honors Statistics	4

*Courses may also be used to fulfill general education requirements for the CSUGE or IGETC pattern, please confer with a counselor.

Associate in Science for Transfer Degree

The Associate in Science in Business Administration for Transfer degree will be awarded upon completion of 60 semester CSU-transferable units; the California State University-General Education-Breadth pattern (CSU GE-Breadth) or the Intersegmental General Education Transfer Curriculum (IGETC) pattern; a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district; obtainment of a minimum grade point average (GPA) of 2.0; earn a grade of C or better in all courses required for the major or area of emphasis. (Students completing this degree are not required to fulfill the RCCD graduation requirements found in section VII. Additional degree requirements: Health Education and Self Development)

ASSOCIATE IN ARTS IN PHILOSOPHY FOR TRANSFER DEGREE

(CSUGE) MAA715
(IGETC) MAA717

The Associate in Arts in Philosophy for Transfer Degree is designed to prepare the student for transfer to four-year institutions of higher education and specifically intended to satisfy the lower division requirements for the Baccalaureate in Arts in Philosophy at the California State University. This degree is designed to prepare students to critically analyze the work of major figures in philosophy, evaluate topics in the key areas of philosophy, clearly express philosophical ideas both in writing and orally, and demonstrate an understanding of these ideas through their application to specific philosophical problems.

Program Learning Outcomes
Upon successful completion of this program, students should be able to:
- Analyze and critically evaluate the work of major figures in philosophy
- Compare and contrast different philosophical views across historical periods and contexts of human experience
- Evaluate the most important topics in key areas of philosophy: theory of knowledge, metaphysics, ethics
- Demonstrate the ability to apply philosophical ideas to philosophical problems
- Express philosophical ideas and defend them in argument, both in writing and orally

Required Courses (18 units)		Units
PHI/MAT-32*	Introduction to Symbolic Logic	3
PHI-10/10H*	Introduction to Philosophy/Honors Introduction to Philosophy	3
PHI-12*	Introduction to Ethics: Contemporary Moral Issues	3
PHI/HUM-35*	Philosophy of Religion	3
List A	Take one course from the list below	3
List B	Take one course from the list below	3

List A Take 3 units from the following:		
PHI-11*	Critical Thinking	3
HIS-4*	History of Western Civilization I	3
HIS-5*	History of Western Civilization II	3

List B Take 3 units from the following:		
Any course from List A that has not been used		
or		
PHI-15*	Bio-Medical Ethics	3
HIS-1*	History of World Civilizations I	3
HIS-2*	History of World Civilizations II	3
HUM-4/4H*	Arts and Ideas: Ancient World through the Late Medieval Period/	
	Honors Arts and Ideas: Ancient World through the Late Medieval Period	3
HUM-5/5H*	Arts and Ideas: The Renaissance through the Modern Era/	
	Honors Arts and Ideas: The Renaissance through the Modern Era	3
HUM-10/10H*	World Religions/Honors World Religions	3

*Courses may also be used to fulfill general education requirements for the CSUGE or IGETC pattern, please confer with a counselor.

Associate in Arts for Transfer Degree
The Associate in Arts in Philosophy for Transfer degree will be awarded upon completion of 60 semester or 90 quarter CSU-transferable units; the California State University-General Education-Breadth pattern (CSU GE-Breadth) or the Intersegmental General Education Transfer Curriculum (IGETC) pattern; a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district; obtainment of a minimum grade point average (GPA) of 2.0; earn a grade of C or better in all courses required for the major or area of emphasis. (Students completing this degree are not required to fulfill the RCCD graduation requirements found in section VII. Additional degree requirements: Health Education and Self Development)

ASSOCIATE IN ARTS IN POLITICAL SCIENCE FOR TRANSFER DEGREE   (CSUGE) MAA754
<div align="right">(IGETC) MAA755</div>

The Associate in Arts in Political Science for Transfer degree is a curricular pattern designed specifically to transfer students as Political Science majors with junior status to the CSU system. Though the Associate in Arts in Political Science for Transfer also provides broad general preparation for political science majors entering any four-year university, students must consult the specific requirements of any non-CSU campus to which they are applying. Students earning the Associate in Arts in Political Science for Transfer will be provided with a deep appreciation of the social, economic and cultural dimensions of politics and encouraged to approach all political designs and ideas critically.

Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Describe, explain, and evaluate American political institutions, political systems, policies and processes;
- Identify and analyze the major current global and domestic political theories and ideologies;
- Objectively explain critical issues in American, comparative and world politics and be able to use theories and debates to argue convincingly in defense of a position, selecting examples to illustrate points and organizing these appropriately;
- Employ a variety of current social scientific methodologies in the research, analysis and evaluation of data;
- Demonstrate critical thinking ability including the understanding of alternative explanations and the forming of conclusions from the data presented.

Required Courses (18-19 units)		Units
POL-1/1H*	American Politics/Honors American Politics	3
LIST A	Choose from the list below	9-10
LIST B	Choose from the list below	6

LIST A Choose three courses from the following (9-10 units):		
POL-2/2H*	Comparative Politics/Honors Comparative Politics	3
POL-3*	Introduction to Politics	3
POL-4/4H*	Introduction to World Politics/Honors Introduction to World Politics	3
POL-11*	Political Theory	3
MAT-12/12H*	Statistics/Honors Statistics	4

LIST B Choose two courses from the following (6 units)		
Any course from List A not already used.		
POL-5*	The Law and Politics	3
POL-8*	Introduction to Public Administration and Policy Development	3
ECO-7/7H*	Principles of Macroeconomics/Honors Principles of Macroeconomics	3
HIS-7/7H*	Political and Social History of the US/Honors Political and Social History of the US	3

*Courses may also be used to fulfill general education requirements for the CSUGE or IGETC pattern, please confer with a counselor.

Associate in Arts for Transfer Degree

The Associate in Arts in Political Science for Transfer degree will be awarded upon completion of 60 semester CSU-transferable units; the California State University-General Education-Breadth pattern (CSU GE-Breadth) or the Intersegmental General Education

Transfer Curriculum (IGETC) pattern; a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district; obtainment of a minimum grade point average (GPA) of 2.0; earn a grade of C or better in all courses required for the major or area of emphasis. (Students completing this degree are not required to fulfill the RCCD graduation requirements found in section VII. Additional degree requirements: Health Education and Self Development)

NEW COURSES

ADJ-B2A – Law Enforcement Pre-Academy   **3 units**
Prerequisite: None.
An introduction to law enforcement with an emphasis towards academic studies related to a basic law enforcement academy. Topics may include hiring processes, ethics and leadership, criminal law, search and seizure, report writing, cultural diversity and the criminal justice system. 54 hours lecture.

Agenda Item (IX-B-2)

Meeting	1/20/2015 - Regular
Agenda Item	Administrative Reports (IX-B-2)
Subject	2014-2015 Norco College Catalog Addendum
College/District	Norco
Funding	N/A
Recommended Action	It is recommended that the Board of Trustees approve the addendum to the 2014-2015 Norco College Catalog as submitted.

Background Narrative:

During the late spring of 2014, the college developed curriculum which required State approval. The State Chancellor's Office approved some of these curricular changes after the publication of the 2014-2015 catalog. This addendum allows these items which were approved by the District Curriculum Committee and the Board of Trustees during the previous academic year to be made available to students in this academic year.

Prepared By: Paul Parnell, President, Norco College
Sylvia Thomas, Associate Vice Chancellor Ed Services
Naomi Foley, Instructional Support Coordinator

Attachments:

NC Catalog Addendum 2014-2015_backup1.pdf

NORCO COLLEGE

2014-2015 Catalog Addendum

Norco College

2014-2015 Catalog Addendum

This addendum to the 2014-2015 Norco College Catalog contains changes that offer new educational opportunities for students. These updates were approved after the 2014-2015 Catalog went to press.

Although every effort has been made to ensure accuracy of the information, students and others who use the catalog and addendum should consult with a counselor, dean, department chair or program director for any additions, deletion or changes.

2001 Third Street
Norco, California 92860-2600
(951) 372-7000
www.norcocollege.edu

NEW STATE APPROVED DEGREES

ASSOCIATE IN ARTS IN PHILOSOPHY FOR TRANSFER DEGREE

(CSUGE) NAA715
(IGETC) NAA717

The Associate in Arts in Philosophy for Transfer Degree is designed to prepare the student for transfer to four-year institutions of higher education and specifically intended to satisfy the lower division requirements for the Baccalaureate in Arts in Philosophy at the California State University. This degree is designed to prepare students to critically analyze the work of major figures in philosophy, evaluate topics in the key areas of philosophy, clearly express philosophical ideas both in writing and orally, and demonstrate an understanding of these ideas through their application to specific philosophical problems.

Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Analyze and critically evaluate the work of major figures in philosophy
- Compare and contrast different philosophical views across historical periods and contexts of human experience
- Evaluate the most important topics in key areas of philosophy: theory of knowledge, metaphysics, ethics
- Demonstrate the ability to apply philosophical ideas to philosophical problems
- Express philosophical ideas and defend them in argument, both in writing and orally

Required Courses (18 units)		Units
PHI-32/MAT-32*	Introduction to Symbolic Logic	3
PHI-10/10H*	Introduction to Philosophy/Honors Introduction to Philosophy	3
or		
PHI-12*	Introduction to Ethics: Contemporary Moral Issues	3
List A	Choose from the list below	3
List B	Choose from the list below	6
List C	Choose from the list below	3

List A: Take 3 units from the following:		
Any course from the above required courses that has not been used		
or		
PHI-33*	Introduction to Social and Political Philosophy	3
PHI-35/HUM 35*	Philosophy of Religion/Honors Philosophy of Religion	3

List B: Take 6 units from the following:		
Any course from List A that has not been used		
or		
PHI-11*	Critical Thinking	3

List C: Take 3 units from the following:		
Any course from List A or B that has not been used		
or		
PHI-15*	Bio-Medical Ethics	3
HIS-1*	History of World Civilizations I	3
HIS-2*	History of World Civilizations II	3
HUM-4/4H*	Arts and Ideas: Ancient World through the Late Medieval Period/Honors Arts and Ideas:	
	Ancient World through the Late Medieval Period	3
HUM-5/5H*	Arts and Ideas: The Renaissance through the Modern Era/Honors Arts and Ideas:	
	The Renaissance through the Modern Era	3
HUM-10/10H*	World Religions/Honors World Religions	3

*Courses may also be used to fulfill general education requirements for the CSUGE or IGETC pattern, please confer with a counselor.

Associate in Arts for Transfer Degree
The Associate in Arts in Philosophy for Transfer degree will be awarded upon completion of 60 California State University (CSU) transferable units including a minimum of 18 semester units or 27 quarter units in the major as determined by the community college district and the Intersegmental General Education Transfer Curriculum (IGETC) or California State University General Education (CSUGE) requirements and with a minimum grade point average of 2.0. All courses in the major must be completed with a grade of "C" or better. (Students completing this degree are not required to fulfill the RCCD graduation requirements found in section VII. Additional degree requirements: Health Education and Self Development)

ASSOCIATE IN ARTS IN POLITICAL SCIENCE FOR TRANSFER DEGREE

(CSUGE) NAA754
(IGETC) NAA755

The Associate in Arts in Political Science for Transfer degree is a curricular pattern designed specifically to transfer students as political science majors with junior status to the CSU system. Though the Associate in Arts in Political Science for Transfer also provides broad general preparation for political science majors entering any four-year university, students must consult the specific requirements of any non-CSU campus to which they are applying. Students earning the Associate in Arts in Political Science for Transfer will be provided with a deep appreciation of the social, economic and cultural dimensions of politics and encouraged to approach all political issues and ideas critically.

Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Describe, explain, and evaluate American political institutions, political systems, policies and processes.
- Identify and analyze the major current global and domestic political theories and ideologies.
- Objectively explain critical issues in American, comparative and world politics and be able to use theories and debates to argue convincingly in defense of a position, selecting examples to illustrate points and organizing these appropriately.
- Employ a variety of current social scientific methodologies in the research, analysis and evaluation of data.
- Demonstrate critical thinking ability including the understanding of alternative explanations and the forming of conclusions from the data presented.

Required Courses (18-19 units)		Units
POL-1/1H*	American Politics/Honors American Politics	3
LIST A	Choose from the list below	9-10
LIST B	Choose from the list below	6

LIST A Choose three courses from the following (9-10 units):		
POL-2*	Comparative Politics	3
POL-4/4H*	Introduction to World Politics/Honors Introduction to World Politics	3
POL-11*	Political Theory	3
MAT-12/12H*	Statistics/Honors Statistics	4

LIST B Choose two courses from the following (6 units)		
Any course from List A not already used		
POL-5*	Law and Politics	3
POL-13*	Introduction to American Foreign Policy	3
ECO-7/7H*	Principles of Macroeconomics/Honors Principles of Macroeconomics	3
HIS-7/7H*	Political and Social History of the US/Honors Political and Social History of the US	3

*Courses may also be used to fulfill general education requirements for the CSUGE or IGETC pattern, please confer with a counselor.

Associate in Arts for Transfer Degree

The Associate in Arts in Political Science for Transfer degree will be awarded upon completion of 60 California State University (CSU) transferable units including the above major requirements and the Intersegmental General Education Transfer Curriculum (IGETC) or California State University General Education (CSUGE) requirements and with a minimum grade point average of 2.0. All courses in the major must be completed with a grade of "C" or better. (Students completing this degree are not required to fulfill the RCCD graduation requirements found in section VII. Additional degree requirements: Health Education and Self Development)

PRE-ENGINEERING

<div align="right">

NAS763
(CSUGE) NAS764
(IGETC) NAS765

</div>

This program is designed to prepare students for a possible major in an engineering related field. Possible university engineering majors include: Civil Engineering, Computer Engineering and Mechanical Engineering.

Program Learning Outcomes

Upon successful completion of this program, students should be able to:

- Demonstrate the standard methods of mathematical analysis including trigonometry and analytic geometry, differential and integral calculus, and the solutions to differential equations.
- Demonstrate a working knowledge of the theories and principles of physics.
- Conduct experiments and analyze and interpret data collected.

Required Courses (24-26 units)		Units
MAT-1A	Calculus I	4
MAT-1B	Calculus II	4
PHY-4A	Mechanics	4
Choose one of the following:		
PHY-4B or	Electricity and Magnetism	4
PHY-4C	Heat, Light and Waves	4
Electives	Choose from the list below	8-10

Elective Courses (8-10 units)		
CHE-1A	General Chemistry, I	5
CHE-1B	General Chemistry, II	5
MAT-1C	Calculus III	4
PHY-4B	Electricity and Magnetism (if not used above)	4
PHY-4C	Heat, Light and Waves (if not used above)	4

Associate of Science Degree

The Associate of Science Degree in Pre-Engineering will be awarded upon completion of the degree requirements including Intersegmental General Education Transfer Curriculum (IGETC) or California State University General Education (CSUGE) or RCCD General Education requirements, as well as other graduation requirements as described in the college catalog

.

GAM-200 – Simulation and Game Development Work Experience   1-2-3-4 units

Prerequisite: None.

Advisory: Students should have paid or voluntary employment.

This course is designed to coordinate the student's occupational on-the-job training with related instruction in work-related skills, including occupational and educational resources, career planning, resume development and interview techniques. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. WKX-200 is an enrolling course for General Work Experience and Occupational Work Experience courses. Students enrolling in WKX-200 are administratively moved to the appropriate general or occupational work experience course after the first class meeting. Determination of the appropriate work experience course is made by the instructor, with input from the student, based upon several factors, including the number of hours worked during the semester, occupational program requirements, and type of work in which the student is engaged. 18 hours lecture and additionally 60 hours of volunteer work experience or 75 hours of paid work experience are required for each enrolled unit.

MUC-200 – Commercial Music Work Experience   1-2-3-4 units

Prerequisite: None.

Advisory: Students should have paid or voluntary employment.

This course is designed to coordinate the student's occupational on-the-job training with related instruction in work-related skills, including occupational and educational resources, career planning, resume development and interview techniques. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. WKX-200 is an enrolling course for General Work Experience and Occupational Work Experience courses. Students enrolling in WKX-200 are administratively moved to the appropriate general or occupational work experience course after the first class meeting. Determination of the appropriate work experience course is made by the instructor, with input from the student, based upon several factors, including the number of hours worked during the semester, occupational program requirements, and type of work in which the student is engaged. 18 hours lecture and additionally 60 hours of volunteer work experience or 75 hours of paid work experience are required for each enrolled unit.

SCT-200 – Supply Chain Technology Work Experience   1-2-3-4 units

Prerequisite: None.

Advisory: Students should have paid or voluntary employment.

This course is designed to coordinate the student's occupational on-the-job training with related instruction in work-related skills, including occupational and educational resources, career planning, resume development and interview techniques. Students may earn up to four (4) units each semester for a maximum of 16 units of work experience. No more than 20 hours per week may be applied toward the work requirement. WKX-200 is an enrolling course for General Work Experience and Occupational Work Experience courses. Students enrolling in WKX-200 are administratively moved to the appropriate general or occupational work experience course after the first class meeting. Determination of the appropriate work experience course is made by the instructor, with input from the student, based upon several factors, including the number of hours worked during the semester, occupational program requirements, and type of work in which the student is engaged. 18 hours lecture and additionally 60 hours of volunteer work experience or 75 hours of paid work experience are required for each enrolled unit.

Agenda Item (IX-B-3)

Meeting	1/20/2015 - Regular
Agenda Item	Administrative Reports (IX-B-3)
Subject	2014-2015 Riverside City College Catalog Addendum
College/District	Riverside
Funding	N/A
Recommended Action	It is recommended that the Board of Trustees approve the addendum to the 2014-2015 Riverside City Catalog as submitted.

Background Narrative:

During the late spring of 2014, the college developed curriculum which required State approval. The State Chancellor's Office approved some of these curricular changes after the publication of the 2014-2015 catalog. This addendum allows these items which were approved by the District Curriculum Committee and the Board of Trustees during the previous academic year to be made available to students in this academic year.

Prepared By: Wolde-Ab Isaac, Interim President, Riverside
Sylvia Thomas, Associate Vice Chancellor Ed Services
Naomi Foley, Instructional Support Coordinator

Attachments:

RCC Catalog Addendum 2014-2015_backup1.pdf

RCC
RIVERSIDE CITY COLLEGE

2014-2015 Catalog Addendum

Riverside City College

2014-2015 Catalog Addendum
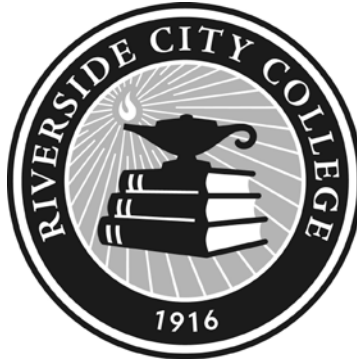
This addendum to the 2014-2015 Riverside City College Catalog contains changes that offer new educational opportunities for students. These updates were approved after the 2014-2015 Catalog went to press.

Although every effort has been made to ensure accuracy of the information, students and others who use the catalog and addendum should consult with a counselor, dean, department chair or program director for any additions, deletion or changes.

4800 Magnolia Avenue
Riverside, California 92506-1299
(951) 222-8000
www.rcc.edu

NEW STATE APPROVED DEGREES

ASSOCIATE IN ARTS IN ANTHROPOLOGY FOR TRANSFER DEGREE   (CSUGE) AA616
<div align="right">(IGETC) AA618</div>

The Associate in Arts in Anthropology for Transfer degree is designed to prepare the student for transfer to institutions of higher education and specifically intended to satisfy the lower division requirements for the baccalaureate degree in Anthropology at a California State University. It will also provide the student with a sufficient academic basis from which to pursue a career in the social science professions. The student will be afforded the opportunity to study the nature of the human diversity from a genetic, archeological, linguistic and cultural basis. The breadth of anthropology will be examined to include the historical and contemporary theory and research as the basis from which to gain an in-depth awareness and understanding of humans and the world in which we live.

Program Learning Outcomes

Upon successful completion of this program, students should be able to:
- Apply the holistic and comparative perspective inherent in anthropological knowledge to real world problems
- Use information resources and technology to research current issues in all four subfields of anthropology
- Synthesize and integrate theoretical perspectives specific to anthropology and general to the social and natural sciences

Required Courses (18-19 units)		Units
ANT-1	Physical Anthropology	3
ANT-2*	Cultural Anthropology	3
ANT-6*	Introduction to Archaeology	3
List A	Choose from the list below	3-4
List B	Choose from the list below	3
List C	Choose from the list below	3

List A: Choose a minimum of 3-4 units from the following:		
ANT-3*	Prehistoric Cultures	3
MAT-12/12H*	Statistics/Honors Statistics	4

List B: Choose 3 units from the following:		
GEG-1*	Physical Geography	3
GEG-2*	Human Geography	3

List C: Choose 3 units from the following:		
ANT-4*	Native American Cultures	3
ANT-5*	Cultures of Ancient Mexico	3
ANT-7*	Anthropology of Religion	3
ANT-8*	Language and Culture	3
ANT-10	Forensic Anthropology	3

*Courses may also be used to fulfill general education requirements for the CSUGE or IGETC pattern, please confer with a counselor.

Associate in Arts for Transfer Degree

The Associate in Arts in Anthropology for Transfer degree will be awarded upon completion of 60 semester CSU-transferable units; the California State University-General Education-Breadth pattern (CSU GE-Breadth) or the Intersegmental General Education Transfer Curriculum (IGETC) pattern; a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district; obtainment of a minimum grade point average (GPA) of 2.0; earn a grade of C or better in all courses required for the major or area of emphasis.

Students completing this degree are not required to fulfill the RCCD graduation requirements found in section VII. Additional degree requirements: Health Education and Self Development

ASSOCIATE IN ARTS IN ART HISTORY FOR TRANSFER DEGREE   (CSUGE) AA742
                                                           (IGETC) AA743

The Associate in Arts in Art History for Transfer degree is designed to facilitate the student's passage from Riverside City College to the California State University System with an emphasis in art history. This degree is intended to satisfy the lower division requirements for the Baccalaureate Degree in Studio Art, Art History track at a California State University. It will also provide the student with a sufficient academic basis from which to pursue a career in the studio art professions.

Program Learning Outcomes
Upon successful completion of this program, students should be able to:
- Identify, describe, analyze, and discuss the stylistic characteristics of a wide variety of countries, regions, and periods of European and non-European artworks.
- Formulate and synthesize observations and evaluations regarding the historical, social, and political context in which various forms of art were created in both written and oral form.
- Apply various methodologies for interpreting a range of art forms to evaluate and analyze the ideas and philosophies expressed and explored within the art works.
- Critique, compare, and contrast various key artists, artworks and styles across a wide span of time using appropriate art terminology.
- Recognize distinctive iconography from a mixture of different geographical areas and relate these manifestations to local, social, cosmological, and political institutions.

Required Courses (18 units)   Units
ART-1*	History of Western Art: Prehistoric, Ancient, and Medieval	3
ART-2/2H*	History of Western Art: Renaissance through Contemporary/Honors History of Western Art:	
	Renaissance through Contemporary	3
ART-17	Beginning Drawing	3
Electives	Choose from List A	3
Electives	Choose from List B	3
Electives	Choose from List C	3

List A: Choose 3 units from the following:
ART-5*	History of Non-Western Art	3
ART-9*	African Art History	3
ART-12*	Asian Art History	3

List B: Choose 3 units from the following:
ART-15	Beginning Ceramics	3
ART-18	Intermediate Drawing	3
ART-20	Beginning Sculpture	3
ART-23	Design and Color	3
ART-26	Beginning Painting	3
ART-30A	Printmaking-Introduction	3
ART-36A	Computer Art-Introduction	3
ART-40A	Figure Drawing-Introduction	3
PHO-8	Introduction to Photography	3

List C: Choose 3 units from the following:
Any course from List A or List B not already used above
ART-4*	Introduction to Visual Culture	3
ART-7*	Women Artists in History	3
ART-10*	Modern and Contemporary Art History	3

*Courses may also be used to fulfill general education requirements for the CSUGE or IGETC pattern, please confer with a counselor.

Associate in Arts for Transfer Degree

The Associate in Arts History for Transfer degree will be awarded upon completion of coursework totaling 60 California State University (CSU) transferable units including a minimum of 18 semester units or 27 quarter units in a major area of emphasis, as determined by the community college district, and the Intersegmental General Education Transfer Curriculum (IGETC) or California State University General Education (CSUGE) requirements with a minimum grade point average of 2.0. All courses in the major must be completed with a grade of "C" or better. (Students completing this degree are not required to fulfill the RCCD graduation requirements found in section VII. Additional degree requirements: Health Education and Self Development).

ASSOCIATE IN ARTS IN PHILOSOPHY FOR TRANSFER DEGREE

(CSUGE) AA715
(IGETC) AA717

The Associate in Arts in Philosophy for Transfer degree is designed to prepare the student for transfer to institutions of higher education and specifically intended to satisfy the lower division requirements for the Baccalaureate in Arts in Philosophy at the California State University. This degree is designed to prepare students to critically analyze the work of major figures in philosophy, evaluate topics in the key areas of philosophy, clearly express philosophical ideas both in writing and orally, and demonstrate an understanding of these ideas through their application to specific philosophical problems.

Program Learning Outcomes
Upon successful completion of this program, students should be able to:
- Analyze and critically evaluate the work of major figures in philosophy
- Compare and contrast different philosophical views across historical periods and contexts of human experience
- Evaluate the most important topics in key areas of philosophy: theory of knowledge, metaphysics, ethics
- Demonstrate the ability to apply philosophical ideas to philosophical problems
- Express philosophical ideas and defend them in argument, both in writing and orally

Required Courses (18 units)		Units
PHI-32*	Introduction to Symbolic Logic	3
and one of the following		
PHI-10/10H*	Introduction to Philosophy/Honors Introduction to Philosophy	3
or		
PHI-12*	Introduction to Ethics: Contemporary Moral Issues	3
List A	Choose from the list below	3
List B	Choose from the list below	6
List C	Choose from the list below	3

List A Take 3 units from the following:

Any course from the above required courses that have not been used		
or		
PHI-33*	Introduction to Social and Political Philosophy	3
PHI/HUM-35*	Philosophy of Religion	3

List B Take 6 units from the following:

Any course from List A that has not been used		
or		
PHI-11*	Critical Thinking	3
PHI-19*	Native American Thought	3

List C Take 3 units from the following:

Any course from List A or B that has not been used		
or		
HIS-1*	History of World Civilizations I	3
HIS-2*	History of World Civilizations II	3
HUM-4/4H*	Arts and Ideas: Ancient World through the Late Medieval Period/	
	Honors Arts and Ideas: Ancient World through the Late Medieval Period	3
HUM-5/5H*	Arts and Ideas: The Renaissance through the Modern Era/	
	Honors Arts and Ideas: The Renaissance through the Modern Era	3
HUM-10/10H*	World Religions/Honors World Religions	3

*Courses may also be used to fulfill general education requirements for the CSUGE or IGETC pattern, please confer with a counselor.

Associate in Arts for Transfer Degree

The Associate in Arts in Philosophy for Transfer degree will be awarded upon completion of 60 semester CSU-transferable units; the California State University-General Education-Breadth pattern (CSU GE-Breadth) or the Intersegmental General Education Transfer Curriculum (IGETC) pattern; a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district; obtainment of a minimum grade point average (GPA) of 2.0; earn a grade of C or better in all courses required for the major or area of emphasis. (Students completing this degree are not required to fulfill the RCCD graduation requirements found in section VII. Additional degree requirements: Health Education and Self Development)

ASSOCIATE IN SCIENCE IN PHYSICS FOR TRANSFER DEGREE

(CSUGE) AS638
(IGETC) AS640

The Associate in Science in Physics for Transfer degree provides a foundation in physics and mathematics for students planning to transfer into a baccalaureate program in Physics. Successful completion of the transfer degree in Physics guarantees student acceptance to a local California State University to pursue a baccalaureate degree in Physics.

Program Learning Outcomes

Upon successful completion of this program, students should be able to:
- apply appropriate physical laws and mathematical techniques to analyze various physical situations
- perform various scientific experiments and to analyze data to check agreement with theoretical predictions

Required Courses (28 units)		Units
PHY-4A*	Mechanics	4
PHY-4B*	Electricity and Magnetism	4
PHY-4C*	Heat, Light and Waves	4
PHY-4D*	Modern Physics	4
MAT-1A*	Calculus I	4
MAT-1B*	Calculus II	4
MAT-1C*	Calculus III	4

*Courses may also be used to fulfill general education requirements for the CSUGE or IGETC pattern, please confer with a counselor.

Associate in Science for Transfer Degree

The Associate in Science in Physics for Transfer degree will be awarded upon completion of 60 semester CSU-transferable units; the California State University-General Education-Breadth pattern (CSU GE-Breadth) or the Intersegmental General Education Transfer Curriculum (IGETC) pattern; a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district; obtainment of a minimum grade point average (GPA) of 2.0; earn a grade of C or better in all courses required for the major or area of emphasis. (Students completing this degree are not required to fulfill the RCCD graduation requirements found in section VII. Additional degree requirements: Health Education and Self Development)

ASSOCIATE IN ARTS IN STUDIO ARTS FOR TRANSFER DEGREE

(CSUGE) AA693
(IGETC) AA694

The Associate in Arts in Studio Arts for Transfer degree is designed to facilitate the student's passage from Riverside City College to the California State University System with an Associate Degree in Art. This degree is intended to satisfy the lower division requirements for the Baccalaureate Degree in Art at a California State University. The Associate in Arts in Studio Arts for Transfer degree is designed to prepare students for a seamless transfer into the CSU system to complete a baccalaureate degree in Studio Arts or similar major.

Program Learning Outcomes
Upon successful completion of this program, students should be able to:
- Articulate ideas utilizing art terminology for critical discussion.
- Demonstrate proficient technical and creative skills with a variety of art materials.
- Describe and discuss art in its cultural and historical context.
- Demonstrate accurate visual perception, working in an observational context.

Required Courses (24 units)		Units
ART-2/2H*	History of Western Art: Renaissance through Contemporary/Honors History of Western Art: Renaissance through Contemporary	3
ART-17	Beginning Drawing	3
ART-22	Basic Design	3
ART-24	Three Dimensional Design	3
List A	Choose from the list below	3
List B	Choose from the list below	9

List A: Choose 3 units from the following:		
ART-1*	History of Western Art: Pre-Historic, Ancient, and Medieval	3
ART-5*	Non Western Art History	3
ART-12*	Asian Art History	3

List B: Choose one course from any three of the following areas for a maximum of 9 units:

Curricular Area			
Drawing	ART-40A	Figure Drawing-Introduction	3
	ART-18	Intermediate Drawing	3
Painting	ART-26	Beginning Painting	3
Printmaking	ART-30A	Printmaking-Introduction	3
Ceramics	ART-15	Beginning Ceramics	3
Sculpture	ART-20	Beginning Sculpture	3
Digital Art	ART-36A	Computer Art- Introduction	3
Photography	PHO-8	Introduction to Photography	3
Color	ART-23	Design and Color	3

*Courses may also be used to fulfill general education requirements for the CSUGE or IGETC pattern, please confer with a counselor.

Associate in Arts for Transfer Degree
The Associate in Arts for Studio Arts for Transfer degree will be awarded upon completion of 60 semester CSU-transferable units; the California State University-General Education-Breadth pattern (CSU GE-Breadth) or the Intersegmental General Education Transfer Curriculum (IGETC) pattern; a minimum of 18 semester or 27 quarter units in the major or area of emphasis as determined by the community college district; obtainment of a minimum grade point average (GPA) of 2.0; earn a grade of C or better in all courses required for the major or area of emphasis. (Students completing this degree are not required to fulfill the RCCD graduation requirements found in section VII. Additional degree requirements: Health Education and Self Development)

Agenda Item (XII-A)

|	
Meeting	1/20/2015 - Regular
Agenda Item	Business From Board Members (XII-A)
Subject	CCCT Board Election Nominations for 2015
College/District	District
Funding	
Recommended Action	It is recommended that the Board of Trustees consider nominations for CCCT Board Election for 2015

Background Narrative:

The California Community College Trustees (CCCT) board meets five times a year to provide leadership and direction to ensure a strong voice for locally elected governing board members.

From January 1 through February 15, nominations for membership on the CCCT board will be accepted by the Community College League of California should the Board of Trustees wish to nominate a trustee to serve on the CCCT board.

Prepared By: Chris Carlson, Chief of Staff & Facilities Development
Kathy Tizcareno, Administrative Assistant

Attachments:

2015 _CCCT Board Election
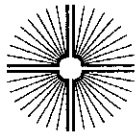
Date: December 15, 2014

To: California Community College Trustees
California Community College Chancellors/Superintendents

From: Kimi Shigetani, Vice President, Community College League of California

Subject: CCCT Board Election - 2015

The California Community College Trustees (CCCT) board serves a major role within the Community College League of California. Meeting five times a year, the twenty-one member board provides leadership and direction to ensure a strong voice for locally elected governing board members.

From January 1 through February 15, nominations for membership on the CCCT board will be accepted in the League office. Nominations are to be made by member district board of trustees; and each district may nominate only members of its board.

Each nominee must be a local community college district trustee, other than the student trustee, and must have consented to be nominated. Only one trustee per district may serve on the board.

An official Biographical Sketch Form and Statement of Candidacy **must** accompany the Nomination Form mailed to the League office, and *please use only these forms*. Although not required, it is recommended that nomination materials be sent via certified mail, return receipt requested. Faxed materials will **not** be accepted due to the quality of transmission.

The election of members of the CCCT board will take place between March 10 and April 25. Each member district board of trustees will have one vote for each open seat on the CCCT board. CCCT board members are elected by the institutional member governing boards for three-year terms. No CCCT board member shall serve more than three (3) terms consecutively. This year nine persons will be elected to the board. Of those nine seats, one will be open due to a board member who has opted to not run for re-election to the CCCT board. A second seat is being vacated by a board member that did not win re-election at the district level in November. That seat will be filled by the trustee that receives the least number of votes among the top nine vote getters. Pursuant to the CCCT Governing Policies, that person will complete the term of the vacated seat, which expires in 2016 and will be eligible to run again in the next regular election cycle.

Election results will be announced at the CCCT annual conference. The newly elected members of the board will assume their responsibilities at the conclusion of the annual conference, May 3, 2015 and the President of the CCCT board will administer the Oath of Office at the June 19-20, 2015 meeting in Sacramento.

If you have any questions about the CCCT board election process, please contact Judy Centlivre (916-444-8641 or jcentlivre@ccleague.org) at the League office.

Attachments: (mailed only to CCC Chancellors/Superintendents)
   Official Nominating Form
   Official Biographical Sketch Form
   Official Statement of Candidacy
   CCCT Board Roster

CCCT BOARD
NOMINATION FORM
2015

Must be returned to the League office **postmarked no later than February 15, 2015,** along with the statement of candidacy and biographic sketch form. **Faxed material will not be accepted.**

Mail to:
CCCT Board Nominations
Community College League of California
2017 "O" Street
Sacramento, CA 95811

The governing board of the _____ Community

College District nominates _____ to be a

candidate for the CCCT Board.

This nominee is a member of the _____ Community

College District governing board, which is a member in good standing of the Community College League of California. The nominee has been contacted and has given permission to be placed into nomination. Enclosed are the Statement of Candidacy and the CCCT Biographical Sketch Form for our nominee.

_____
Signature of Clerk or Secretary of Governing Board

CCCT Board
Biographic Sketch Form

Must be returned to the League office **postmarked no later than February 15, 2015,** along with the nomination form and statement of candidacy. **Faxed material will not be accepted.**

PERSONAL

Name: _____ Date: _____

Address: _____

City: _____ Zip: _____

Phone: _____ _____
        (home)   (office)

E-Mail: _____

EDUCATION

Certificates/Degrees: _____

_____

PROFESSIONAL EXPERIENCE

Present Occupation: _____

_____

Other: _____

_____

_____

COMMUNITY COLLEGE ACTIVITIES

College District Where Board Member: _____

Years of Service on Local Board: _____
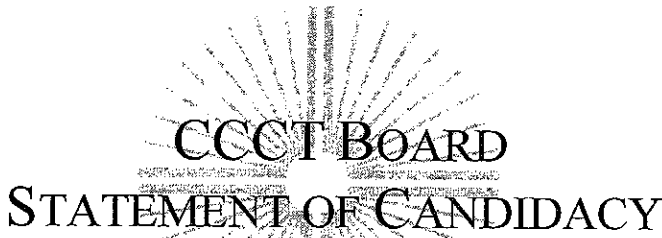
Offices and Committee Memberships Held on Local Board: ____

_____

_____

State Activities *(CCCT and other organizations boards, committees, workshop presenter; Chancellor's Committees, etc*_____

_____

_____

National Activities (*ACCT and other organizations, boards, committees, etc.*): _____

_____

_____

_____

_____

CIVIC AND COMMUNITY ACTIVITIES

_____

_____

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_____

OTHER

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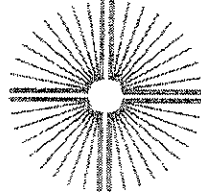
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CCCT BOARD
STATEMENT OF CANDIDACY

Must be returned to the League office **postmarked no later than February 15, 2015** along with the nomination form and biographic sketch form. **Faxed material will not be accepted.**

CANDIDATE'S NAME: _____ DATE: _____

What do you see as the major issues and activities that should be considered by CCCT and the League in the next two years? (**50 words or less; any portion of the statement beyond this limit will not be included.**)

_____

_____

_____

_____

_____

_____

_____

What do you feel you can contribute in these areas? (**50 words or less; any portion of the statement beyond this limit will not be included.**)

_____

_____

_____

_____

_____

_____

CALIFORNIA COMMUNITY COLLEGE TRUSTEES
2014-15 BOARD ROSTER

Agenda Item (XII-B)

Meeting   1/20/2015 - 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

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

Attachments:

Agenda Item (XIII-A)

Meeting	1/20/2015 - Regular
Agenda Item	Closed Session (XIII-A)
Subject	Pursuant to Government Code Section 54957, Public Employee Discipline/Dismissal /Release
College/District	District
Funding	n/a
Recommended Action	To be Determined

Background Narrative:

None.

Prepared By: Michael Burke, Ph.D., Chancellor
             Kathy Tizcareno, Administrative Assistant

Attachments: